



Bitou Local Municipality
Bitou Plaaslike Munisipaliteit
Umasipala WeBitou

Agenda

SPECIAL MUNICIPAL COUNCIL MEETING

Venue: Council Chambers, Municipal Offices,
Sewell Street, Plettenberg Bay

DATE: 22 NOVEMBER 2024

Time: 08h00

BITOU LOCAL MUNICIPALITY

NOTICE

19 November 2024

The Executive Mayor

Councillors

Acting Municipal Manager, Directors and acting Directors

SPECIAL COUNCIL MEETING: FRIDAY, 22 NOVEMBER 2024 AT 08H00

NOTICE is hereby given that a Special Council Meeting will be held in the Council Chambers, Municipal Offices, Plettenberg Bay on **FRIDAY, 22 NOVEMBER 2024 AT 08H00** to discuss the business set forth in the Agenda.

Yours faithfully



M P BUSAKWE
SPEAKER OF COUNCIL

Constitution of the Council

The Speaker, Councillor M P Busakwe

The Executive Mayor, Councillor J N Kamkam

Councillor K De Bruin

Councillor S E Gcabayi

Councillor N P Kolwapi

Councillor S A Mangxaba

Councillor T Mhlana

Councillor W J Nel

Councillor A R Olivier

Councillor N T Seti

Councillor D J Swart

Councillor C N J Terblanche

Councillor R Willemse



Bitou Local Municipality

Special Council Agenda:

22 November 2024

Time: 08h00

Order of Business

1. OPENING

2. ATTENDANCE

The attendance registers of members of the Municipal Council, Officials will be circulated for signature.

3. APPLICATION FOR LEAVE OF ABSENCE

Application for leave of absence, if necessary, will be considered.

4. DECLARATION OF INTERESTS

Disclosure of interest by Councillors

5. STATEMENTS AND COMMUNICATIONS BY:

5.1. The Executive Mayor

5.2. The Speaker

6. CONSIDERATION OF REPORTS (NON- DELEGATED MATTERS)

Circulated herewith

7. URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

None received

8. CONSIDERATION OF NOTICES OF MOTION

None received



9. CONSIDERATION OF NOTICES OF QUESTION

None received

10. CONSIDERATION OF MOTIONS OF EXIGENCY

None received

11. IN-COMMITTEE MATTERS

11.1 CONFIRMATION OF MINUTES: (IN-COMMITTEE)

None

11.2 CONSIDERATION OF IN-COMMITTEE REPORTS (NON- DELEGATED MATTERS)

Circulated separately as an Addendum

12. RECORDING OF COUNCILLORS PRESENT

13. CLOSURE

10. CONSIDERATION OF REPORTS (NON-DELEGATED MATTERS)

PORTFOLIO INDEX
CONSIDERATION OF REPORTS
SPECIAL COUNCIL MEETING
22 NOVEMBER 2024

SECTION 1: OFFICE OF THE MUNICIPAL MANAGER

ITEM NO	SUBJECT	FILE REF	PAGE NO
C/1/270/11/24	APPOINTMENT OF ACTING DIRECTOR PLANNING AND DEVELOPMENT FOR THE PERIOD 1 DECEMBER 2024 TO 31 DECEMBER 2024	4/3/5/1/6	8
C/1/271/11/24	APPOINTMENT OF ACTING DIRECTOR FINANCIAL SERVICES: 1 DECEMBER 2024 TO 28 FEBRUARY 2025	4/3/5/1/2	10

SECTION 2: FINANCE

ITEM NO	SUBJECT	FILE REF	PAGE NO
	No Items for consideration		

SECTION 3: CORPORATE SERVICES

ITEM NO	SUBJECT	FILE REF	PAGE NO
	No Items for consideration		

SECTION 4: COMMUNITY SERVICES

ITEM NO	SUBJECT	FILE REF	PAGE NO
C/4/237/11/24	SEASONAL READINESS REPORT 2024/25	17/7/1/2	13

SECTION 5: ENGINEERING SERVICES

ITEM NO	SUBJECT	FILE REF	PAGE NO
	No Items for consideration		

SECTION 6: PLANNING & DEVELOPMENT

ITEM NO	SUBJECT	FILE REF	PAGE NO
	No Items for consideration		

SECTION 1

**OFFICE OF THE MUNICIPAL
MANAGER**

Section 1: Office of the Municipal Manager

ITEM C/1/270/11/24

APPOINTMENT OF ACTING DIRECTOR PLANNING AND DEVELOPMENT FOR THE PERIOD 1 DECEMBER 2024 TO 31 DECEMBER 2024

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 4/3/5/1/6 **Delegation:** Council

Attachments: None

Report by: Director Corporate Services

Author: Director Corporate Services

Date: 19 November 2024

PURPOSE OF THE REPORT

For Council to appoint a senior official within the directorate Planning and Development to act as Director Planning and Development for the period 1 December 2024 to 31 December 2024

BACKGROUND

Council at its Special Council meeting of 24 October 2024, resolved under resolution C/1/263/10/24 to appoint Mr F Maki as acting Director Planning and Development for the period 24 October 2024 to 30 November 2024.

The recruitment and selection process for the appointment of the Director Planning and Development is still underway, and a senior official needs to be appointed to head the directorate in the interim, and until the process is concluded. The appointment process is envisaged to be concluded in December 2024.

Section 56 (1)(a)(ii) of the Local Government Municipal Systems Act, 32 of 2000 states that a Municipal Council, after consultation with the Municipal Manager, must appoint an acting manager directly accountable to the Municipal Manager under circumstances and for a period as prescribed.

Section 56 (1)(b) states that a person appointed in terms of 56(1)(a)(ii) must at least have the skills, expertise, competencies and qualifications as prescribed.

Section 56 (1)(c) states that a person appointed in terms of paragraph (a) (ii) may not be appointed to act for a period that exceeds three months: Provided that a Municipal Council may, in special circumstances and on good cause shown, apply in writing to the MEC for local government to extend the period of appointment contemplated in paragraph (a), for a further period that does not exceed three months. A written application has been submitted to the MEC for local government to extend the period of appointment until the vacancy is filled if council approves the extension. (Annexure B)

Section 1: Office of the Municipal Manager

LEGISLATIVE REQUIREMENTS

Municipal Systems Act, Act 32 of 2000
Labour Relations Act, Act 85 of 1993
Regulations 15(6) and 17 of the Regulations on the Appointment and
Conditions of Employment of Senior Managers
Employment Equity Act, Act

RECOMMENDED BY THE MUNICIPAL MANAGER

That Mr Fezile Maki be appointed to act as Director Planning and Development for the period 1 December 2024 to 31 December 2024.

Section 1: Office of the Municipal Manager

ITEM C/1/271/11/24

APPOINTMENT OF ACTING DIRECTOR FINANCIAL SERVICES: 1 DECEMBER 2024 TO 28 FEBRUARY 2025

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 4/3/5/1/3 **Delegation:** Council

Attachments: None

Report by: Director Corporate Services

Date: 19 October 2024

PURPOSE OF THE REPORT

For Council to appoint a senior official to act as Director Financial Services for the period 01 December 2024 until 28 February 2025.

BACKGROUND

The position of Director Financial Services (Chief Financial Officer - CFO) is currently vacant, and the recruitment process is in process. Council at its Special Council meeting of 30 August 2024 resolved under resolution C/1/244/08/24 to appoint Mr F Lotter to act in the vacant post for the period 2 September 2024 to 30 November 2024.

To ensure continuity and stability within the Municipality whilst the recruitment and selection is in progress, it is recommended that Council consider appointing a senior official to act in the stead.

Section 56 (1)(a)(ii) of the Local Government Municipal Systems Act, 32 of 2000 states that a Municipal Council, after consultation with the Municipal Manager, must appoint an acting manager directly accountable to the Municipal Manager under circumstances and for a period as prescribed.

Section 56 (1)(b) states that a person appointed in terms of 56(1)(a)(ii) must at least have the skills, expertise, competencies and qualifications as prescribed.

Section 56 (1)(c) states that a person appointed in terms of paragraph (a) (ii) may not be appointed to act for a period that exceeds three months: Provided that a Municipal Council may, in special circumstances and on good cause shown, apply in writing to the MEC for local government to extend the period of appointment contemplated in paragraph (a), for a further period that does not exceed three months. A written application has been submitted to the MEC for local government to extend the period of appointment until the vacancy is filled if council approves the extension.

Section 54 (2) (b) states that a municipal council may in special circumstances and on good cause shown, apply in writing to the MEC for Local Government to extend the period of appointment contemplated in paragraph (a), for a further period that does not exceed three months.

Section 1: Office of the Municipal Manager

LEGISLATIVE REQUIREMENTS

Constitution of the Republic of South Africa, 1996
Local Government: Municipal Systems Act 32 of 2000, as amended.
Regulations 15(6) and 17 of the Regulations on the Appointment and
Conditions of Employment of Senior Managers
Public Administration Management Act, Act 11 of 2014

RECOMMENDED BY THE MUNICIPAL MANAGER

That Council appoint Mr. A Zindlu to act as Director Financial Services with effect from 1 December 2024 until 28 February 2025 or until the vacancy is filled, which ever comes first.

SECTION 4

COMMUNITY SERVICES

ITEM C/4/237/11/24

SEASONAL READINESS REPORT 2024/25

<u>Portfolio Comm:</u>	Engineering & Community Services	<u>Demarcation:</u> All Wards
<u>File Ref:</u>	17/7/1/2	<u>Delegation:</u> Portfolio
<u>Attachment:</u>	None	
<u>Report from:</u>	Director Engineering Services and Acting: Community Services	
<u>Author:</u>	Line Managers of Community and Engineering Services	
<u>Date:</u>	19 November 2024	

PURPOSE OF THE REPORT

The purpose of this report is to inform Council of the pre-season activities and seasonal plans from the Community Services AND Engineering Services directorates to request Council to adopt same.

BACKGROUND /DISCUSSION

The Service delivery directorates annually prepare an operation pre-season and seasonal plan to improve operational efficiencies, mitigate risk and to reduce the impact and effects of identified risks or challenges.

FINANCIAL IMPLICATION

Overtime and standby allowances.
Staff will need to be remunerated if they exceed the 60-hour threshold.

COMMUNITY SERVICES DIRECTORATE

Bitou Traffic Section

During the festive season period, Bitou area of jurisdiction is characterized with extensive Traffic congestions, high accident rate and lawlessness especially theft, drinking in the public, driving under the influence of alcohol, excessive speeding and overloading. This has advocated our department to ensure that high levels of Law Enforcement and Security be activated in order to withstand any situation that could affect the increase in injuries, road traffic accidents, peace and stability during festive season.

AIMS AND OBJECTIVES:

- Prevent the occurrence of road traffic offences through preventative patrol
- Increase the active visibility of traffic enforcement and the level of interrupted patrolling at least 16 hours per day, 7 days per week based on the road and street network

Section 4: Community Services

- Promote enforcement of selected critical traffic offences and contraventions.
- All enforcement actions and operations should be intelligence based;
- Improve personal interaction between traffic officials and the road using public;
- Improve community relations by increasing the quality and quantity of contact between citizens and law enforcement.
- Provide assistance to stranded road users and attend to broken down and abandoned vehicles.
- Participate in and manage effective incident management systems.
- Respond, attend to, safeguard and investigate road traffic crashers.
- Aid victims of accidents.
- Reduce traffic congestion and accident hazards through systematic enforcement of traffic laws and effective traffic control.
- Improve road user security.
- Improve the image of and respect for traffic officers.
- Change the behavior of drivers; and
- Promote traffic law compliance in general and thereby reduce the number of road crashers and road rage incidents.

Community Safety

ACTIVITY	INPUTS	TARGET DATE
Plett Rage Festival	High Visibility	During Rage period
Reduce vehicle accidents	High visibility	Ongoing during season
Reduce excessive speeding	Regular speed measuring	Ongoing during season
Reduce Unroadworthy vehicles	Vehicle check points	2 nd , 3 rd and 4 th weeks of December
Reduce drunken driving	Vehicle check points and screening of motorist	Duration of season
Joint operations with other organs of state such as SAPS Crime prevention Unit, Law enforcement, Security and Provincial Administration traffic	Increase K78 roadblocks in conjunction with SAPS and Provincial Traffic section	Duration of season
Special operation New Year's Eve celebrations	Deployment of all emergency disciplines at Central Beach. Selected streets to be closed off.	Old/New year

RESOURCES

Personnel

Traffic Section:

Chief Traffic Services	X1
Senior Superintendent Traffic Service	X1
Assistant Superintendents	X3 (1x vacant)
Senior Examiner DLTC	X1
Traffic Officers (Operational)	X9 (2x vacant)
Examiner DLTC	X3
Temporary Traffic wardens	X10
Technical Team	X7

Section 4: Community Services

Motor Registration:

Supervisor	X1
Cashiers	X4
Filing Clerk (Temp)	X1

Vehicles

Patrol vehicles	X7 (2x out of service)
Private vehicles	X4
Traffic technical LDV's	X2

Equipment

Torches

Radios

Road cones

Protective clothing

Emergency signage (Limited)

Drums for road closures (Limited)

NOVEMBER 2024

<i>MONDAY</i>	<i>TUESDAY</i>	<i>WEDNESDAY</i>	<i>THURSDAY</i>	<i>FRIDAY</i>	<i>SATURDAY</i>	<i>SUNDAY</i>
				01 VCP Driver fatigue	02 Drunken Driving	03 High Visibility
04 VCP Vehicle roadworthiness	05 Number plates High Visibility	06 Public transport Permits	07 VCP Driving licenses seatbelts	08 Cellphone Overload	09 Tyres Hooter roadworthiness	10 Defective Lights High visibility
11 Overload Driver's license	12 Number plates High Visibility	13 Public transport	14 VCP	15 Cellphone Overload	16 Tyres Hooter	17 Defective Lights
18 VCP	19 Driver's license Cellphones	20 Public Transport	21 Seatbelts Overload	22 Roadblock Drunken driving	23 Moving violation	24 High Visibility
25 Drunken Driving High Visibility	26 Tyres Overload Seatbelt	27 Public transport	28 Overload Seatbelts	29 Public transport Driving Licenses	30 Cellphone Vehicle Fitness	

Section 4: Community Services

DECEMBER 2024

<i>MONDAY</i>	<i>TUESDAY</i>	<i>WEDNESDAY</i>	<i>THURSDAY</i>	<i>FRIDAY</i>	<i>SATURDAY</i>	<i>SUNDAY</i>
						01 Speed High Visibility Plett rage
02 Speed Drivers fitness Plett rage	03 Speed Cellphones Plett rage	04 Speed Overload Plett rage	05 Speed Seatbelts Plett rage	06 Speed Drunken driving Plett rage	07 Speed Moving violation Plett rage	08 Speed High visibility Plett rage
09 Speed VCP	10 Speed Cellphones Tyres	11 Speed Main str carnival	12 Speed Number plates Seatbelts	13 Speed Roadblock	14 Speed High visibility	15 Speed Drunken driving
16 Speed Plett	17 Speed VCP	18 Speed Public transport	19 Speed Cellphones Tyres	20 Speed Roadblock	21 Speed Drunken driving	22 Speed Moving violation
23 Speed Drunken driving Seatbelt	24 High Visibility	25 Speed High visibility Cellphones	26 Speed Moving violation	27 Speed Drunken driving	28 Speed Cellphones Tyres Plett rage	29 Speed High visibility Plett rage
30 Speed VCP Plett rage	31 Speed News Eve celebrations					

Section 4: Community Services

JANUARY 2025

<i>MONDAY</i>	<i>TUESDAY</i>	<i>WEDNESDAY</i>	<i>THURSDAY</i>	<i>FRIDAY</i>	<i>SATURDAY</i>	<i>SUNDAY</i>
		01 Speed High visibility	02 Speed Seatbelts	03 Speed Overload Tyres	04 Speed Driver's license	05 Speed Vehicle fitness
06 Speed Roadblock	07 Speed High visibility	08 Speed High Visibility	09 Speed Driver's license	10 Speed Overload Number plates	11 Speed Cellphones Tyres	12 Public Transport Seatbelt
13 Fatigue Driver Fitness Pedestrians	14 Drunken Driving Pedestrians animals	15 Speed Documents seatbelt	16 Public Transport Driver fitness	17 Speed Vehicle fitness cellphones	18 Speed overload	19 Speed Number plates
20 Speed Public transport Driver fitness						

Special Operations and events

PLETTENBERG BAY

OPERATIONS	TIMES	VENUES
K-78	10H00 – 14H00	N2 PLET 1
K-78	10H00 – 14H00	N2 BUCO
VCP	11H30 – 13H30	N2 MIKES KITCHEN
VCP	09H00 – 11H00	AIRPORT ROAD
SPEED	08H00 – 17H00	N2 COURT & N2 THE CRAGS
SPEED	08H00 – 17H00	N2 HARKERVILLE & N2 EBENIZER
EVENTS	TIMES	VENUES
GOSPEL FESTIVAL		KWANOKUTHULA STADIUM
PLETT STREET LIGHT	14H00 – 21H00	MAIN STREET
16 NATIONAL PLETT	10H00-15H00	HOBY BEACH
PLETT GQOM EXPERIENCE	14H00 – 06H00	KWANO STADIUM
SABRINA LOVE CHALLENGE	10H00 – 20H00	CENTRAL BEACH & KURLAND
CAROLS BY CANDLELIGHT	19H30	CENTRAL BEACH
PLETT POLO INTERNATIONAL	20H00 – 00H00	KURLAND
NEWS YEARS EVE	15H00- 06H00	CENTRAL BEACH
KWANOKUTHULA NYE	15H00-06H00	KWANOKUTHULA STADIUM
PLETT RAGE STUDENT	20H00-02H00	CENTRAL BEACH
KING OF WEDGE		THE WEDGE
THE BARRINGTONS WINE FESTIVAL	13H00-18H00	BARRINGTONS

Section 4: Community Services

FIRE RESCUE SERVICES: SEASONAL PLAN 2024/25

This section within “Public Safety” is responsible for two primary functions, strategic objective to which we provide emergency response for a myriad of calls, mostly fire suppression and technical rescue; and to provide locally mandated fire prevention services which includes, fire safety inspections, fire code enforcement along with public education.

Objectives

- To save life, property and the environment
- Promote Public Safety
- Expand knowledge about the dangers of fire to the community

Personnel

Charlie 3	Chief Fire	Mr	Venter
Sierra 1	Senior Fire Fighter	Mr	Swanepoel
Sierra 2	Senior Fire Fighter	Mr	De Waal
Sierra 3	Senior Fire Fighter	Mr	Davids
Sierra 4	Senior Fire Fighter	Ms	Zitshu
Foxtrot 1	Fire Fighter	Mrs	Jacobs
Foxtrot 2	Fire Fighter	Mr	Xabendlini
Foxtrot 3	Fire Fighter	Ms	Grootboom
Foxtrot 4	Fire Fighter	Mr	Sishuba
Foxtrot 5	Fire Fighter	Mr	Du Plessis
Foxtrot 6	Fire Fighter	Mr	Modi
Foxtrot 7	Fire Fighter	Mr	Bailey
Foxtrot 8	Fire Fighter	Mr	Herselman
Foxtrot 9	Fire Fighter	Mr	Yawa
Foxtrot 10	Fire Fighter	Mr	Jonkerman
Foxtrot 11	Fire Fighter	Mr	Mabombo
Foxtrot 12	Fire Fighter	Mr	Van Huyssteen
Foxtrot 13	Fire Fighter	Mr	Mrwashu
Foxtrot 14	Fire Fighter	Mrs	Ndabeni
Foxtrot 15	Fire Fighter	Ms	Arnolds
Foxtrot 16	Fire Fighter	Mr	Krigga
Foxtrot 17	Fire Fighter		Vacant funded
Bravo 1	Learner Fire Fighter	Mr	*Mgolozelwa
Bravo 2	Learner Fire Fighter	Mr	*James
Bravo 3	Learner Fire Fighter	Mr	Wilderman
Bravo 4	Learner Fire Fighter	Mr	Takota

NO fire department staff will be on annual leave as from : Friday 15 November 2024 until Monday 20 January 2025

Operational planning will require staff presences as from Friday 15th November 2024 until Monday 20th January 2025. Thereafter leave applications will be considered for support and approval.

Section 4: Community Services

All staff will be required to work as per usual and otherwise instructed by Senior Manager of Public Safety.

Service delivery and targets will be set to implement and maintain minimum standards and strive to uplift standards in operations and in service through shift planning and training.

Shifts

Fire Dept. – Planned Shifts	Fire Section will continue shifts through Season of 2024/25 via 4 platoons working 12hours shifts from 06h00 to 18h00 and 18h00 to 06h00 with an oof shift and a stand by shift.
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October 2024 - 12 Hours Operational Shifts					
Date	Day	Platoon A De Waal Du Plessis Mabombo Arnolds Ndabeni James	Platoon B Swanepoel Jacobs Yawa Herselman Xabendlini Mgolozelwa	Platoon C Davids Grootboom Mrwashu Bailey Krigga Tokota	Platoon D Zitshu Modi Sishuba Jonkerman van Huysteen Wildeman
1	Tuesday	Day	OFF	Stand by	Night
2	Wednesday	Night	Day	OFF	Stand by
3	Thursday	Night	Day	OFF	Stand by
4	Friday	Stand by	Night	Day	OFF
5	Saturday	Stand by	Night	Day	OFF
6	Sunday	OFF	Stand by	Night	Day
7	Monday	OFF	Stand by	Night	Day
8	Tuesday	Day	OFF	Stand by	Night
9	Wednesday	Day	OFF	Stand by	Night
10	Thursday	Night	Day	OFF	Stand by
11	Friday	Night	Day	OFF	Stand by
12	Saturday	Stand by	Night	Day	OFF
13	Sunday	Stand by	Night	Day	OFF
14	Monday	OFF	Stand by	Night	Day
15	Tuesday	OFF	Stand by	Night	Day
16	Wednesday	Day	OFF	Stand by	Night
17	Thursday	Day	OFF	Stand by	Night
18	Friday	Night	Day	OFF	Stand by
19	Saturday	Night	Day	OFF	Stand by
20	Sunday	Stand by	Night	Day	OFF
21	Monday	Stand by	Night	Day	OFF
22	Tuesday	OFF	Stand by	Night	Day
23	Wednesday	OFF	Stand by	Night	Day
24	Thursday	Day	OFF	Stand by	Night
25	Friday	Day	OFF	Stand by	Night
26	Saturday	Night	Day	OFF	Stand by
27	Sunday	Night	Day	OFF	Stand by
28	Monday	Stand by	Night	Day	OFF
29	Tuesday	Stand by	Night	Day	OFF
30	Wednesday	OFF	Stand by	Night	Day
31	Thursday	OFF	Stand by	Night	Day

November 2024 - 12 Hours Operational Shifts					
Date	Day	Platoon A De Waal Du Plessis Mabombo Arnolds Ndabeni James	Platoon B Swanepoel Jacobs Yawa Herselman Xabendlini Mgolozelwa	Platoon C Davids Grootboom Mrwashu Bailey Krigga Tokota	Platoon D Zitshu Modi Sishuba Jonkerman van Huysteen Wildeman
1	Friday	Day	OFF	Stand by	Night
2	Saturday	Day	OFF	Stand by	Night
3	Sunday	Night	Day	OFF	Stand by
4	Monday	Night	Day	OFF	Stand by
5	Tuesday	Stand by	Night	Day	OFF
6	Wednesday	Stand by	Night	Day	OFF
7	Thursday	OFF	Stand by	Night	Day
8	Friday	OFF	Stand by	Night	Day
9	Saturday	Day	OFF	Stand by	Night
10	Sunday	Day	OFF	Stand by	Night
11	Monday	Night	Day	OFF	Stand by
12	Tuesday	Night	Day	OFF	Stand by
13	Wednesday	Stand by	Night	Day	OFF
14	Thursday	Stand by	Night	Day	OFF
15	Friday	OFF	Stand by	Night	Day
16	Saturday	OFF	Stand by	Night	Day
17	Sunday	Day	OFF	Stand by	Night
18	Monday	Day	OFF	Stand by	Night
19	Tuesday	Night	Day	OFF	Stand by
20	Wednesday	Night	Day	OFF	Stand by
21	Thursday	Stand by	Night	Day	OFF
22	Friday	Stand by	Night	Day	OFF
23	Saturday	OFF	Stand by	Night	Day
24	Sunday	OFF	Stand by	Night	Day
25	Monday	Day	OFF	Stand by	Night
26	Tuesday	Day	OFF	Stand by	Night
27	Wednesday	Night	Day	OFF	Stand by
28	Thursday	Night	Day	OFF	Stand by
29	Friday	Stand by	Night	Day	OFF
30	Saturday	Stand by	Night	Day	OFF

December 2024 - 12 Hours Operational Shifts					
Date	Day	Platoon A De Waal Du Plessis Mabombo Arnolds Ndabeni James	Platoon B Swanepoel Jacobs Yawa Herselman Xabendlini Mgolozelwa	Platoon C Davids Grootboom Mrwashu Bailey Krigga Tokota	Platoon D Zitshu Modi Sishuba Jonkerman van Huysteen Wildeman
1	Sunday	OFF	Stand by	Night	Day
2	Monday	OFF	Stand by	Night	Day
3	Tuesday	Day	OFF	Stand by	Night
4	Wednesday	Day	OFF	Stand by	Night
5	Thursday	Night	Day	OFF	Stand by
6	Friday	Night	Day	OFF	Stand by
7	Saturday	Stand by	Night	Day	OFF
8	Sunday	Stand by	Night	Day	OFF
9	Monday	OFF	Stand by	Night	Day
10	Tuesday	OFF	Stand by	Night	Day
11	Wednesday	Day	OFF	Stand by	Night
12	Thursday	Day	OFF	Stand by	Night
13	Friday	Night	Day	OFF	Stand by
14	Saturday	Night	Day	OFF	Stand by
15	Sunday	Stand by	Night	Day	OFF
16	Monday	Stand by	Night	Day	OFF
17	Tuesday	OFF	Stand by	Night	Day
18	Wednesday	OFF	Stand by	Night	Day
19	Thursday	Day	OFF	Stand by	Night
20	Friday	Day	OFF	Stand by	Night
21	Saturday	Night	Day	OFF	Stand by
22	Sunday	Night	Day	OFF	Stand by
23	Monday	Stand by	Night	Day	OFF
24	Tuesday	Stand by	Night	Day	OFF
25	Wednesday	OFF	Stand by	Night	Day
26	Thursday	OFF	Stand by	Night	Day
27	Friday	Day	OFF	Stand by	Night
28	Saturday	Day	OFF	Stand by	Night
29	Sunday	Night	Day	OFF	Stand by
30	Monday	Night	Day	OFF	Stand by
31	Tuesday	Stand by	Night	Day	OFF

January 2025 - 12 Hours Operational Shifts					
Date	Day	Platoon A De Waal Du Plessis Mabombo Arnolds Ndabeni James	Platoon B Swanepoel Jacobs Yawa Herselman Xabendlini Mgolozelwa	Platoon C Davids Grootboom Mrwashu Bailey Krigga Tokota	Platoon D Zitshu Modi Sishuba Jonkerman van Huysteen Wildeman
1	Wednesday	Stand by	Night	Day	OFF
2	Thursday	OFF	Stand by	Night	Day
3	Friday	OFF	Stand by	Night	Day
4	Saturday	Day	OFF	Stand by	Night
5	Sunday	Day	OFF	Stand by	Night
6	Monday	Night	Day	OFF	Stand by
7	Tuesday	Night	Day	OFF	Stand by
8	Wednesday	Stand by	Night	Day	OFF
9	Thursday	Stand by	Night	Day	OFF
10	Friday	OFF	Stand by	Night	Day
11	Saturday	OFF	Stand by	Night	Day
12	Sunday	Day	OFF	Stand by	Night
13	Monday	Day	OFF	Stand by	Night
14	Tuesday	Night	Day	OFF	Stand by
15	Wednesday	Night	Day	OFF	Stand by
16	Thursday	Stand by	Night	Day	OFF
17	Friday	Stand by	Night	Day	OFF
18	Saturday	OFF	Stand by	Night	Day
19	Sunday	OFF	Stand by	Night	Day
20	Monday	Day	OFF	Stand by	Night
21	Tuesday	Day	OFF	Stand by	Night
22	Wednesday	Night	Day	OFF	Stand by
23	Thursday	Night	Day	OFF	Stand by
24	Friday	Stand by	Night	Day	OFF
25	Saturday	Stand by	Night	Day	OFF
26	Sunday	OFF	Stand by	Night	Day
27	Monday	OFF	Stand by	Night	Day
28	Tuesday	Day	OFF	Stand by	Night
29	Wednesday	Day	OFF	Stand by	Night
30	Thursday	Night	Day	OFF	Stand by
31	Friday	Night	Day	OFF	Stand by

Section 4: Community Services

PRE-PLANNING SCHEDULE NOTICE

October			November			December			January		
1	Tu		1	Fr	Disaster	1	Su		1	We	New Years
2	We		2	Sa		2	Mo		2	Th	
3	Th		3	Su		3	Tu		3	Fr	
4	Fr		4	Mo	Season	4	We		4	Sa	
5	Sa		5	Tu		5	Th		5	Su	
6	Su		6	We		6	Fr		6	Mo	
7	Mo		7	Th		7	Sa		7	Tu	
8	Tu		8	Fr		8	Su		8	We	
9	We		9	Sa		9	Mo		9	Th	
10	Th		10	Su		10	Tu		10	Fr	
11	Fr		11	Mo		11	We		11	Sa	
12	Sa		12	Tu		12	Th		12	Su	
13	Su		13	We		13	Fr		13	Mo	
14	Mo		14	Th	SC-CFO	14	Sa		14	Tu	
15	Tu		15	Fr	Permits	15	Su		15	We	
16	We	PC Seaso	16	Sa		16	Mo	Recon	16	Th	
17	Th		17	Su		17	Tu		17	Fr	
18	Fr		18	Mo	Season	18	We		18	Sa	
19	Sa		19	Tu		19	Th		19	Su	
20	Su		20	We		20	Fr		20	Mo	
21	Mo		21	Th		21	Sa		21	Tu	
22	Tu		22	Fr		22	Su		22	We	
23	We		23	Sa		23	Mo		23	Th	
24	Th		24	Su		24	Tu		24	Fr	
25	Fr		25	Mo	Season	25	We	Chris	25	Sa	
26	Sa		26	Tu		26	Th	Day of	26	Su	
27	Su		27	We		27	Fr		27	Mo	
28	Mo		28	Th		28	Sa		28	Tu	
29	Tu		29	Fr		29	Su		29	We	
30	We		30	Sa		30	Mo		30	Th	
31	Th					31	Tu		31	Fri	

Friday 1 November 2024	Disaster Forum and Fire Management Work Group Meeting Seasonal Plan Meeting MR Nolan Stuurman	All role players to present plans and raise concerns to challenges and ensure actions and measures implemented and taken to ensure a safe season within all reasonable planning			
Monday 4 November 2024	Seasonal Pre Planning Meeting: Events, Tourism, Public Safety	First session with role players particularly events and tourism for the festive period including Festive Rage? potential			
Friday 15 November 2024 Fire Permits – close	Applications for permits close from Friday 11 November 2022 to Friday 31 March 2023 (Weather dependent due to climate change advisory)	Throughout Bitou , and as weather conditions allow Extension permitted only on written request and approval from Senior Manager Public Safety			
Thursday 14 November 2024	South Cape Municipal Chief Fire Officers Meeting	Last meeting: summer plan discussions and standing items			
Monday 18 November 2024	Second Seasonal meeting	Feedback and confirmation session regarding events and planning			
Wednesday 16 October 2024	Departmental preparedness: season plans submitted to Snr Manager at Portfolio Council	Display and state of preparedness of Public Safety Chiefs Inspection Friday 22 November 2024			
Friday 15 th November 2024 through Dec and until 20 th January 2025	All Public Safety staff on high alert and ready to respond to emergency calls and complaints as expected	Through out Bitou area	*Overtime *Stand by * Vehicle operating costs		
Tuesday 31 December 2024	New Year's Celebrations	Central Beach? Natures Valley a concern Public notice banning fireworks and Chinese lanterns submitted to communications section for advertising to be confirmed Operations staging and deployment from Main Station in Marine Way	Yet to be given	*Overtime *Stand by * Vehicle operating costs Until details are given to plan for we remain on stand by as to respond from the Station and conduct routine patrols on major routes	

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PROACTIVE PLAN 2024/25

OCTOBER NOVEMBER DECEMBER JANUARY	S	M	T	W	T	F	S	
		14	15	16	17	18	19	Week 1
	20	21	22	23	24	25	26	Week 2
	27	28	29	30	31	1	2	Week 3
	3	4	5	6	7	8	9	Week 4
	10	11	12	13	14	15	16	Week 5
	17	18	19	20	21	22	23	Week 6
	24	25	26	27	28	29	30	Week 7
	1	2	3	4	5	6	7	Week 8
	8	9	10	11	12	13	14	Week 9
	15	16	17	18	19	20	21	Week 10
	22	23	24	25	26	27	28	Week 11
	29	30	31	1	2	3	4	Week 12
	5	6	7	8	9	10	11	Week 13
	12	13	14	15	16	17	18	Week 14

Section 4: Community services

Week	MON	TUES	WED	THURS	FRI
1	Advert Guy Fawkes Advert No Fire Works Advert Permit Closure DISASTER FORUM 17 October	Advert Rural Fire Safety Advert Emergency No's	PIER	FH Kurland Natures PIER SEASONAL Meeting 1	FH Kurland N/V PIER
2	FH Keurbooms Fire Breaks PIER	FH Keurbooms Fire Breaks PIER	FH Keurbooms Fire Breaks PIER	FH Keurbooms Fire Breaks PIER	FH Keurbooms Fire Breaks PIER
3	FH Industrial	FH New Horizons Insp Hotels/B&Bs 1 st Pre Season Meeting	FH New Horizons Insp Hotels/B&Bs	FH New Horizons	FH Pine Trees N2 Hazardous Materials road block
4	FH New Horizons Insp Hotels/B&Bs	FH Green Valley Insp Hotels/B&Bs	FH Wittedrift	FH Kranshoek	FH Kranshoek Fire Permits Stop CFO Meeting SC 11 November
5	FH Kranshoek Insp Clubs/Pubs	FH Kranshoek Insp Clubs/Pubs	FH Kranshoek Insp Clubs/Pubs	FH Town CBD	Final Seasonal Meeting
6	FH Town CBD Insp Restaurants	FH Kwano Insp Restaurants	FH Kwano Insp Restaurants	FH Kwano	FH Kwano Fire Service Season Preparedness
7	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
8	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
9	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
10	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
11	Vehicles / Equipment Ops and Patrols	Stand By Old Years	Stand By New Year	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
12	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
13	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols
14	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols	Vehicles / Equipment Ops and Patrols

Vehicles

Fire Response Vehicles	X15
Private vehicles	X4
Disaster management LDV's	X1

DISASTER MANAGEMENT: SEASONAL PLAN 2024/25

Bitou Municipality faces severe and extreme weather and climate events that occur naturally in summer season in all parts of the area, although some wards are more vulnerable to certain hazards such as lightning strikes than others. These hazards become disasters every year when people's lives, property, and livelihoods are in danger or are even destroyed.

Human and material losses caused by such disasters are major obstacles to sustainable development. Preparing plans and issuing accurate forecasts and early warnings in a form that is readily understood and by educating citizens how to prepare against such hazards, before they become disasters, lives and property can be protected collectively.

As required by the Disaster Management Act 57 of 2002 and Disaster Management Policy Framework notice 654 of 2005, Bitou Disaster Coordination Centre initiated a process of developing a Summer Season Contingency plan as in line with the "Winter Season Plan", this in line with the National Disaster Management Centre guidelines for the development and implementation of Seasonal contingency plans.

In summer, the area is prone to hazards such as lightning strikes, heavy rain and floods, strong winds, structural fires and transporting incidents/accidents. The summer season contingency plan entails strategies and techniques to be implemented to reduce disaster risk. The principal purpose of the contingency plan is to provide guidelines for the prevention and appropriate response to disaster affecting the normal life operations of a given community.

2. Legislative mandate

The Disaster Management Act 57 of 2002 establishes a disaster risk management system that defines disaster risk management as a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures that intend to prevent or reduce the risk of disasters, mitigate the severity of disasters, emergency preparedness, a rapid and effective response to disasters, and appropriate post disaster recovery and rehabilitation.

Disaster risk management remains everybody's business, so the summer season plan outlines strategies and associated plans for the management of disastrous events in Bitou. This is incorporated into the operational side where risk visits and areas are inspected, as well as public education and awareness done. Advertising and placing notices in the media have also been incorporated into the strategy.

3. Risk Assessment, Monitoring and Continual Evaluation

The effective management of any other disaster risk or disaster threatening incidents calls for the identification, quantification, monitoring and on-going evaluation of the situation. This summer season plan covers the period from October 2022 to March 2023. This period incorporates spring and summer seasons, as historical data indicate adverse weather related events with variations to likelihoods and subsequent potentials, all of which have varied impacts and effects.

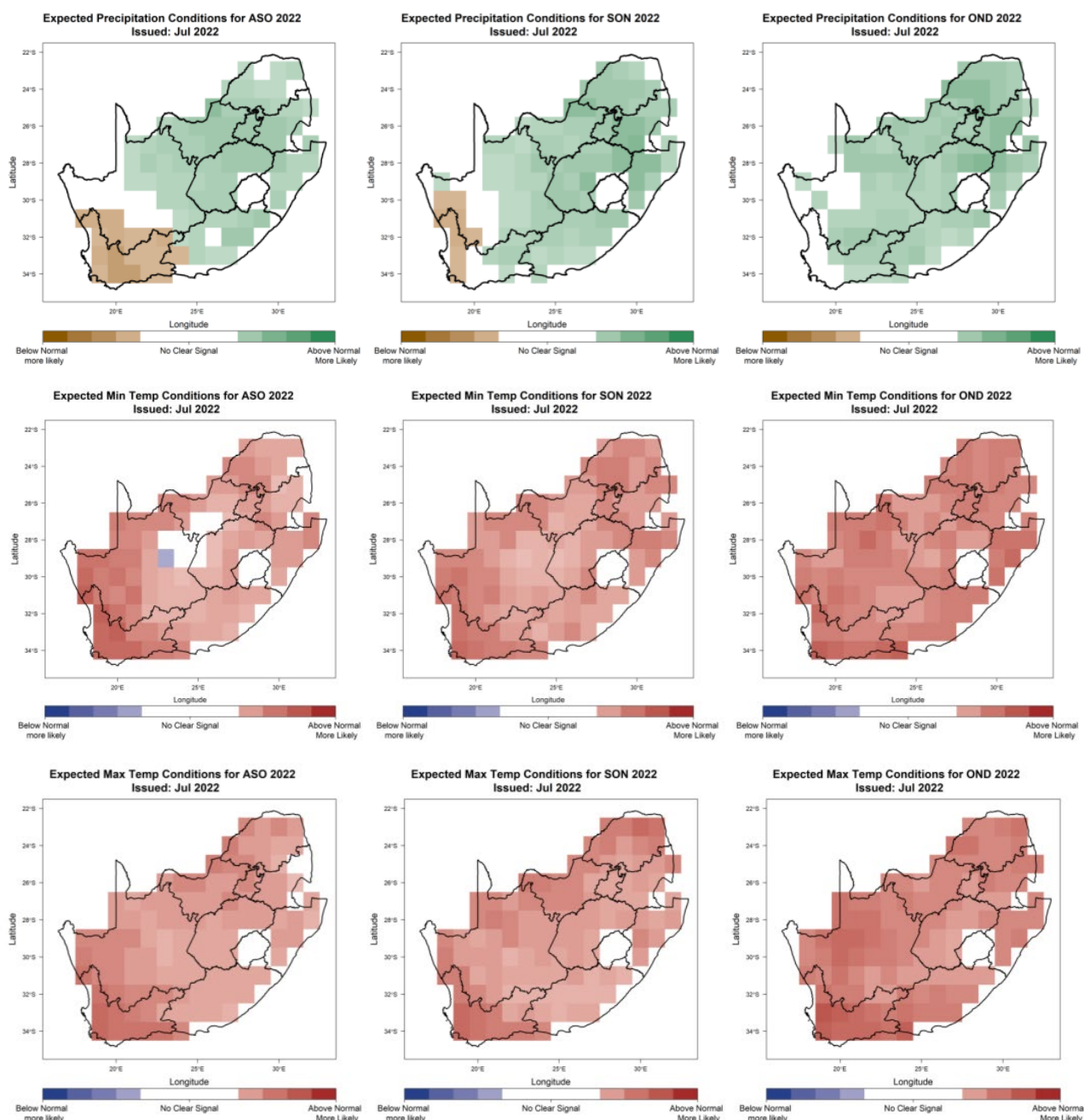
Summer season potential forecast

Overview

The El Niño-Southern Oscillation (ENSO) is currently in a weak La Niña state, and forecasts indicate that it will likely remain in this state during the coming seasons. During spring, the presence of ENSO still has less of an impact than during the mid-summer period, therefore the presence of the current La Niña event is not expected to have any significant impact on rainfall at this stage. However, its evaluation into the start of the summer months is important to take note of. The multi-model rainfall forecast indicates below-normal rainfall for the south-western parts

Section 4: Community services

of the country during early- and mid-spring (Aug-Sep-Oct and Sep-Oct-Nov), with above normal rainfall expected elsewhere. Late-spring is expected to have above-normal rainfall countrywide, with significant rainfall expected over the north-eastern parts of the country as we move to the summer months. Maximum and minimum temperatures are expected to be above normal for most of the country.



Water and Energy The expected above-normal countrywide rainfall during late-spring is not likely to benefit or improve water reservoirs in regions that are currently experiencing ongoing droughts (such as the Eastern Cape and Limpopo) and where dams are still at critical storage levels (such as in the Eastern Cape). The expected above-normal maximum and minimum temperatures are likely to exacerbate water stress in these regions. Above-normal rainfall might cause flooding and associated risks in regions that are susceptible to floods. The anticipated above-normal maximum and minimum temperatures across the country are likely to increase the demand for cooling. Relevant decision-makers should take note of the above-mentioned potential outcomes and advise affected businesses and communities accordingly.

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Health The predicted above-normal temperatures during early- and mid-spring are likely to heighten direct and indirect health effects associated with high temperatures and ultraviolet index (UVI) levels above 3, as per the World Health Organization ultraviolet (UVI) international standard measurements. Key decision-makers are encouraged to advise the public to use proper sun protection measures and to avoid overexposure to the sun. The above-normal rainfall predicted for most parts of the country poses a risk of flash floods, especially in flood-prone regions with poor drainage systems. These conditions may increase the spread of water and vector-borne illnesses. The public is advised to heed the local authorities' guidance and recommendations.

Above-normal rainfall is expected over most parts of the summer rainfall regions during the early-mid-and late-spring, which is likely to bring positive impacts for crop and livestock production. Therefore, the relevant decision-makers are encouraged to advise farmers in these regions to practice soil and water conservation, proper water harvesting and storage, and other appropriate farming practices. The forecast indicates below-normal rainfall for the south-western parts of the country, however, below-normal rainfall during spring over the winter rainfall regions is not likely to be significant.

4. Risk Reduction Interventions

Risk reduction interventions enhance the role-play participation of all stakeholders involved in the management of the disaster situation, to ensure an effective, well-coordinated management of the situation. All role players (line-function departments) are expected to present their contingency plans and strategies for the summer season as in line with the disaster plan and policy guidelines. The Bitou Disaster Management Plan encourages all stakeholders to be proactive and device prevention and mitigation strategies.

POSSIBLE EMERGENCIES AND DISASTERS/ROLE PLAYERS

ENGINEERING	PUBLIC SAFETY DEPARTMENT	HEALTH/ HOUSING SOCIAL WELFARE	LOCAL COMMUNICATION OFFICER	CORPORATE SERVICES
Director: Mr Victor Warrel Felton	Acting Director Community Services Mr. Siyasanga Vandala Senior Manager Public Safety: Mr Andile Sakati Traffic: S. Ganga Law Enforcement S. Vandala Fire/Rescue: H. Venter Disaster Management N. Stuurman	Mr Fezile Maki / Mr. Anthony Fourie	Communications Manager: Mr. Andile Namntu	Director: Mr L. Loliwe

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Fleet management.	Fire fighting and rescue services, Traffic control, Security of personnel and property, Co-ordination of Disaster and Emergency functions, Advise on the impact of the disaster.	Assist in social needs of temporary housing and feeding plans during and post disaster / emergency	Set up a communication strategy to inform the public, Handle public enquiries, Liaise with the media, Liaise with the community.	Human Resources Services Administration of the JOC Logistic support, assist in arranging counselling of employees involved in disaster activities and members of the public
Removal of rubble and debris;				
Demolition of dangerous structures;				
Provision of water;				
Opening of access roads.	Role players Metro Ambulance Treatment of casualties, including emergency hospitalization and provision of health measures		Customer Care Bitou 086 124 8686	
Maintenance of electrical and provision of emergency power or lighting when needed				

SCENARIO	EMERGENCY SITUATION	ACTIONS REQUIRED	RESPONSIBLE PERSON
1	Serious floods, storms, strong winds	<p>Rescue of victims.</p> <p>Evacuation and transportation of persons and property from threatened area.</p> <p>Provision of temporary housing and welfare services.</p> <p>Treatment of casualties.</p> <p>Closing of roads and control of public movement.</p> <p>Search for disposal bodies (establishment of temporarily mortuaries).</p> <p>Restoration of affected essential services.</p> <p>Construction of emergency roads and access roads.</p>	<p>First contact:</p> <p>Acting Director Community Services Mr S. Vandala</p> <p>Senior Manager Public Safety Mr Andile Sakati 083 273 7057</p> <p>CCC Emergency – 044 533 5000 Enquires – 044 501 3230</p> <p>JOC/EMC 044 501 3252</p> <p>Second contact:</p> <p>Stand by Senior Disaster Management: Mr Stuurman 073 551 9051</p> <p>Third contact:</p> <p>Chief Fire Officer H. Venter – 083 443 0120</p>

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2	Extensive fires in high rise buildings affecting several buildings simultaneously.	Rescue and firefighting. Closing of roads and control of public movement. Treatment of casualties. Provision of emergency accommodation and welfare services.	First contact: Fire and Rescue CCC – 044 533 5000 Shift Snr and stand Stand by crew Second contact: Chief Fire Officer H. Venter – 083 443 0120 Third contact: Management HOD and Snr Manager Joint operation Centre. 044 501 3252
3	Serious fires in petroleum storage areas and tanker berths.	Fire fighting. Closing of roads and control of public movement. Evacuation of people from threatened areas. Treatment of casualties. Provision of emergency accommodation.	First contact: Fire and Rescue CCC – 044 533 5000 Shift Snr and stand by crew Second contact: Chief Fire Officer H. Venter – 083 443 0120 Third contact: Management HOD and Snr Manager Joint operation Centre. 044 501 3252
4	Serious Aviation crash.	Rescue. Closing of roads and control of public movement. Construction of emergency access routes, etc. Treatment of casualties.	First contact: Fire and Rescue CCC – 044 533 5000 Shift Snr and Stand by crew Fire Operations Airport Officer EMS and SAPS Disaster Management Second contact: Chief Fire Officer H. Venter – 083 443 0120 Third contact: Management HOD and Snr Manager Joint operation Centre and CAA

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5	Bus accident with large number of casualties	Rescue. Closing of roads and control of public movement. Treatment and transportation of casualties. Investigation by SAPS. Support via Sea Rescue in needed	First contact: Fire and Rescue CCC – 044 533 5000 EMS (10177) – 044 382 5613 SAPS (10111) – 044 501 1900 Traffic control 044 533 5000
6	Bomb of high yield Explosion in large shopping/ flat/ Centre/ complex.	Fire fighting and rescue. Closing of roads and control of public movement. Treatment of casualties. Investigation by police. Support via Sea Rescue Metro Ambulance Services for triage, treatment and transportation	First contact: SAPS (10111) – 044 501 1900 Fire and Rescue CCC – 044 533 5000 EMS (10177) – 044 382 5613 Traffic control 044 533 5000
7	Escape of poisonous gas, oil, petrol and dangerous chemicals transit	Closing of roads and control of public movement. Treatment of casualties. Eden for HazMat response and corridor hot and cold zones Decontamination.	First contact: Fire and Rescue CCC – 044 533 5000 EMS (10177) – 044 382 5613 SAPS (10111) – 044 501 1900 Traffic control 044 533 5000 Garden Route District: 044 803 1300 HAZMAT
8	Runaway Veld and forestry fires	Fire fighting. Evacuation of people and livestock. Priority to life, then property and environment when safe to do so. Fire Department to co-ordinate and support Eden when arrival is made FMU's support and safe exposure threats	First contact: Fire and Rescue CCC – 044 533 5000 Garden Route District: 044 803 1300 SCFPA Dirk Smit 072 785 2742 Fire Management Units Crags- James Stewart 082 925 7885 Askop- Henko Kleingeld 082 668 7012 Plett South- Steve Myburgh 076 832 4097

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			<p>Harkerville – Lawrence Oliver 083 455 1809</p> <p>Wittedrif – Perino Palmer 072 381 9738</p> <p>Fisanthoek – Chris Schorn 083 284 5969</p> <p>Natures Valley - Other role players</p>
9	Actual or potential serious epidemic.	Provision of emergency health services and hospitalization. Provision of welfare services	<p>First contact: Director Health Services Bitou /Knysna Region Dr Andries Brink</p> <p>Garden Route District: Disaster Management 044 803 1300</p> <p>Health services (provincial department)</p> <p>Other role players JOC 044 501 3252</p>
10	Serious power failure (Kranshoek Fisanthoek, Kurland Municipal And Eskom Supply	Restoration of power. Warning of public about the possible live wires.	<p>First contact: Stand by Electrician</p> <p>Second contact Eskom customer care 08600 37566</p> <p>Other role players.</p>

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FESTIVE SEASON READINESS PLANNING FOR 2024/25 as per District and Provincial Norms

Municipality	Mandate	Anticipated Risk	Initiatives	Available Resources	Challenges	Responsible Person/ Contact no.
BITOU Municipality: DISASTER MANAGEMENT	Disaster Management (Act 57 of 2002)	<p>All risks as identified in the Disaster Management risk assessment</p> <p>Vandalism and damage of council property</p> <p>CCTV camera network and power failure, Monitoring of Situations via close circuit cameras.</p>	<p>The Disaster Management Centre will coordinate all major incidences in accordance with the Disaster Management Plan and applicable risk specific plans.</p> <p>The Emergency Call Centre (ECC) will be available 24/7 and action relevant authorities.</p> <p>Disaster awareness campaign</p> <p>Road block on Transportation of Hazardous materials on N2</p>	<p>All municipal resources will be made available in the event of a disaster</p> <p>1 x LDV vehicle</p> <p>9 x EPWP workers</p> <p>4 x CCTV shift with</p> <p>2 x operators per shift</p> <p>4 x Control room shifts with</p> <p>1x operator per shift</p> <p>1 x Disaster official on standby</p>	Human resource capacity	<p>GRDM Disaster Management Officer: Ms L. Joubert 068 591 4732 081 2691 308</p> <p>Local Municipal Disaster Management Official Nolan Stuurman Cell 0735519051 nstuurman@plett.gov.za</p> <p>Anja Van Rooyen Cell 0783618511 044 5013252 aawindvogel@plett.gov.za</p> <p>Emergency Call Centre 044 5013230/31</p>

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<p style="text-align: center;">BITOU Municipality: FIRE & RESCUE</p>	<p>The Fire Brigade Services Act (Act 99 of 1987) Municipal Structures Act (Act 117 of 1998) The Constitution of the Republic of South Africa (1996) Occupational Health & Safety Act (Act 85/1993) Hazardous Substances Act, 1973 (Act 15 of 1973). National Environmental Act (Act 107/1998) National Veld & Forest Fire Act (Act 101 of 1998) National Water Act (Act 36 of 1998) Regulations relating to emergency care at mass gathering events</p>	<p>Water shortages Veld Fires Vegetation Fire Heat Waves Motor Vehicle Accidents Social Conflict/Strikes Major events Road Accidents especially on the N2 Transportation of Hazardous materials -</p>	<p>Fire safety inspections at buildings and premises Posting of safety information on all Municipal media platforms Testing & marking of fire hydrants</p>	<ul style="list-style-type: none"> • 1 x Main Fire Station • 1 x Satellite Fire Station in Kurland • Fire – minimum two shifts with 11 Operational Personnel on duty daily • Fire Officers 4 • Fire - Vehicles <ul style="list-style-type: none"> - 1 x rescue vehicle - 2 x water tanker - 1 x tanker pumper - 1 x medium pumper - 2 x Support Vehicles - 5 x 4x4 LDV Skid Units • Emergency Control room <ul style="list-style-type: none"> - 2 x control room operators on duty per shift • Disaster Management <ul style="list-style-type: none"> - 2 x Personnel on day shift (Both on rotating standby 	<p>Human resource capacity Require shift changes for implement 24 hour service availability Repairs and maintenance of fleet and equipment Funding limits to employee related and operational costs</p>	<p>Chief Fire Services Mr H. Venter 083430120 hventer@plett.gov.za</p>
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Section 4: Community services

BITOU Municipality: LAW ENFORCEMENT	<p>Enforce Municipal By-Laws Ensure safety and security and Municipal buildings and infrastructure. Assist any Municipal Section requiring assistance especially in Disasters, Fires, No services etc. Escorting of water trucks, social services food deliveries, relocated of people in need.</p>	<p>Vandalism and damage of council property CCTV cameras network and power failure, Monitoring of Situations via close circuit cameras. Social conflict-Service delivery protest marches Strike action Riots/ unrest</p>	<ul style="list-style-type: none"> • 24/7 monitoring • Regular patrols and enforcement of by-laws. • 24-hour network monitoring • Communication With SAPS and safety partner • Collaboration with POPS • Personnel on standby 24/7 • Crowd control at certain scenes. 	<ul style="list-style-type: none"> • Appointed service provider to protect and secure municipal sites • Law Enforcement 2 Shifts of 6 officers. • 1 Cattle Trailer • Crime prevention team working from 14:00 till 23:00 in collaboration with SAPS 	<p>Overtime contemplated. Riots and Protest marches normally occur on the N2 between New Kwanokutula and Qolweni with Qolweni as the most vulnerable area blocking the N2.</p>	<p>Chief Law Enforcement Mr S. Vandala Cell 0832912766 svandala@plett.gov.za Office: 044 501 3262</p>
BITOU Municipality: TRAFFIC SERVICES	<p>Road Traffic act 93/96 Criminal procedure 51/77 NLTA 05/2009</p>	<ul style="list-style-type: none"> • Motor vehicle accidents • Pedestrian safety • Power failures • Theft of cables (traffic signals) • Strikes/Protest actions • Fire operations • Traffic congestion • Public transport 	<ul style="list-style-type: none"> • Road closures • Escorting • Regulating traffic • VCP's & Speed Enforcement • Visible Patrols • Special operations in collaboration with SAPS and Provincial Traffic 	<ul style="list-style-type: none"> • 6 x vehicles • Deployment - 10 x personnel deployed over two shifts <p>6 officials per shift</p>		<p>Chief Traffic Services Mr S. Ganga 0832912908 sganga@plett.gov.za Office: 044 501 3211</p>

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OCTOBER NOVEMBER DECEMBER JANUARY	S	M	T	W	T	F	S	
		17	18	19	20	21	22	Week 1
	23	24	25	26	27	28	29	Week 2
	30	31	1	2	3	4	5	Week 3
	6	7	8	9	10	11	12	Week 4
	13	14	15	16	17	18	19	Week 5
	20	21	22	23	24	25	26	Week 6
	27	28	29	30	1	2	3	Week 7
	4	5	6	7	8	9	10	Week 8
	11	12	13	14	15	16	17	Week 9
	18	19	20	21	22	23	24	Week 10
	25	26	27	28	29	30	31	Week 11
	1	2	3	4	5	6	7	Week 12
	8	9	10	11	12	13	14	Week 13
	15	16	17	18	19	20	21	Week 14

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SCHEDULE OCT / NOV / DEC 2024 Proactive Duties 17 October 2024 to 21 January 2025

Week	MON	TUES	WED	THURS	FRI
1	DISASTER FORUM 17 October				
2					
3		1 st Pre-Season Meeting			N2 Hazardous Materials roadblock
4		AIRPORT INSPECTION?	AIRPORT INSPECTION?		
5					Final Seasonal Meeting
6					
7			MATRIC RAGE EVENT INSPECTION ??? 30 November 2024		
8					
9					
10					

LAW ENFORCEMENT SECTION.

Overview

The Law Enforcement Section is responsible for Law Enforcement, Monitoring and Management of the Security Service Providers, the protection of the municipality property, crime prevention duties, and the protection of our Beaches as well as Monitoring of the Security Surveillance Cameras. Municipal Law Enforcement mandated by Government Gazette 23863 of 26 September 2002, to address shortfalls and hardships experienced by Municipalities in South Africa relating to by-law empowerment, Business Act 1991 (Act 71 of 1991), Occupational Health and Safety, and land use planning. The Fire Brigade Act, 1987, etc.

Objectives:

- To create a safe and secure environment.
- Enforcement of Municipal By-Laws
- Protection of our beaches and public spaces.

Vision:

To provide a safe, secure, and compliant environment to both the Residents and Visitors of the Bitou Municipal area for the 2024/ 2025 festive season.

Mission:

To plan and execute by-law enforcement, a proactive approach to Crime Prevention operations. Implement strategies to ensure Public Safety during the 2024/2025 festive season through an integrated approach inclusive of the following:

- Municipal IDP
- Enforcement of Bitou Municipal By Laws.
- South African Police Service Crime Prevention Plan
- Implement enforcement plan inclusive of internal and external role players viz:
SAPS, Plettenberg Bay Crime Prevention Association, Kwanokuthula Crime Prevention, and Neighborhood watch groups.

Personnel:

The following personnel are permanently employed at the Law Enforcement section and will be deployed during the festive season, no staff will be on leave for this period:

Officer	Rank	Gender	Race	Employment status	
Siyasanga Vandala	Chief	Male	Black	Permanent	Active
Mxolisi Thomas	Senior Inspector	Male	Black	Permanent	Active
Sindelwa Mkita	Senior Inspector	Female	Black	Permanent	Active
Xolani Bangela	Senior Inspector	Male	Black	Permanent	Active
Abraham Lebaea	Inspector	Male	Black	Permanent	Active

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Charmaine Pienaar	Inspector	Female	Colored	Permanent	Active
Nkosazana Kalawe	Inspector	Female	Black	Permanent	Active
Mpumelelo Rhangula	Officer	Male	Black	Permanent	Active
Zingisile Nene	Officer	Male	Black	Permanent	Active
Sive Kika	Officer	Male	Black	Permanent	Active
Khanya Mazomba	Officer	Male	Black	Permanent	Active
Shadrie Matola	Officer	Male	Black	Permanent	Active
Thandikhaya Gqabi	Officer	Male	Black	Permanent	Active
Grant Petersen	Officer	Male	Colored	Permanent	Active
Nelisa Peter	Officer	Female	Black	Permanent	Active
Vuyolwethu Vice	Officer	Male	Black	Permanent	Active
Sandisiwe Makani	Officer	Female	Black	Permanent	Active
Thabiso Mbangi	Officer	Male	Black	Permanent	Active
Zukile Anton Matika	Officer	Male	Black	Permanent	Active
Granville Naldret	Officer	Male	Coloured	Permanent	Active
Nelson Mbatsha	Officer	Male	Black	Permanent	Active
Mputhumi Mase	Officer	Male	Black	Permanent	Active

Operational Key Focus Areas.

- Key objectives of this planning are to create a safe and secure environment for all residents, visitors, and tourists, who will be on our shores.
- These objectives will be realised through partnership, and efficient deployment of personnel in line with the IDP, taking into consideration threats posed in terms of Crime statistics.
- Apart from the above, Law Enforcement take note of the continued threats posed by illegal protest and lawlessness in our public amenities.
- Our daily operational planning will incorporate these threats and find a way to mitigate all risks and hazards associated with any anti-social behaviour.
- Law Enforcement will respond to these threats and provide necessary support to South African Police Service and other Law Enforcement agencies.

The focus areas of the section will be:

- Addressing disorder through enforcement of Municipal By –Laws.
- Prevention of Minor offences through regular patrols and constant visibility.

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- Visible policing and enforcement of Municipal By-Laws, with particular emphasis to By-Laws related to beaches, streets, public places and public nuisance.
- Combat crime informed by SAPS Crime Pattern Analysis.
- Policing of alcohol and drug related crimes on our public amenities.
- Policing of anti- social behaviour.
- Policing of River By- Laws and Matric rage.
- React to illegal dumping and environmental degrading.

Townships:

Visible Policing strategy will be deployed in all areas of responsibility thus including town ships and farm areas as usual. Normal operations will be conducted and joint operations with SAPS and other Law Enforcement agencies will be supported and sensitized.

CBD

Visible Policing methods will be the most appropriate strategy in all areas as the town will experience overcrowding. Foot patrols to neutralize the threats posed by criminals will be applied and every activity will be closely monitored.

Odland's and Palm trees

This is the most challenging area in terms of public drinking and disorderly behavior. This area will be closely monitored and there will be officers permanently deployed to counteract any strategy employed by transgressors.

Beaches

Drinking in public, drunkenness, anti-social behavior, theft and robbery common, are common problems in this area and our deployment will focus on those aspects.

We will have not less than 10 Law Enforcement EPWP & Learnership Monitors on our beaches and they will be supervised by Law Enforcement officers as per areas of responsibility.

Operational deployment.

Senior Inspector Mkita and Senior Inspector Bangela will oversee full operation of the festive season from 20 November 2024 until 14 January 2025.

Shifts: A, B, C, & D will remain on working their normal shift days to avoid unnecessary overspending on overtime and possible exhaustion.

Robberg 5 & Solar Beach	6 EPWP Law-Enforcement Officers
Beacon Island	4 EPWP Law-Enforcement Officers
Central Beach	18 X 2 Shifts EPWP Law-Enforcement Officers
Hobbie Beach	4 EPWP Law-Enforcement Officers
Wedge	4 EPWP Law-Enforcement Officers
Lookout Beach	6 EPWP Law-Enforcement Officers
Keurbooms	13 EPWP Law-Enforcement Officers

Section 4: Community services

Natures Valley	7 EPWP Law-Enforcement Officers
Poortjies	4 EPWP Law-Enforcement Officers
CBD main street	6 EPWP Law-Enforcement Officers

Point Duties operations

Coordinator: T. Ndlala

Crescent Street	• 4 EPWP Law-Enforcement Officers
High Street and Marine Drive	• 2 EPWP Law-Enforcement Officers
Main Street	• 6 EPWP Law-Enforcement Officers
Kloof Street	• 2 EPWP Law-Enforcement Officers
Shoprite	• 2 EPWP- Law Enforcement Officers

OFFICERS IN CHARGE

BEACHES

OFFICER: Snr /Inspector Thomas	Keurbooms / Natures valley
OFFICER: Snr /Inspector Mkita	Point duties / Main Street / Central
OFFICER: Snr /Inspector Bangela	Palm trees / Central
OFFICER: A. Matika	Robberg 5 & Solar beach
OFFICER: N. Peter	Hobbie beach/Wedge
OFFICER: M Rhangula / M Mase	Lookout
OFFICER: S. Makani	Point duties/Main Street
<u>RIVER BY LAWS</u>	
OFFICER: G. Peterson & Corne Cunningham	River-Bylaws

SHIFTS:

06:00-18:00 & 18:00-06:00

SHIFT A	SHIFT B	SHIFT C	SHIFT D
Acting Inspector S. Kika Officer: G Petersen Officer: G Naldrett EPWP: A Dudumashe EPWP: F Madokwe	Inspector: Kalawe Officer: T Gqabi Officer: V Vice Officer: M Andrews EPWP: D Sekgoka	Inspector: Pienaar Officer: K Mazomba Officer: T Mbangi Officer: N Mbatsha EPWP: Xhayimpi	Inspector: T. Lebaea Officer: Z. Nene Officer: S. Matola EPWP: Z. Nongxaza EPWP: L. Mabala

Section 4: Community services

LOGISTICS

VEHICLE REG NO	MAKE	CONDITION
CX 56145	Toyota Double Cab	Operating
CX 56144	Toyota single cab	Operating
CX 58390	Toyota single cab	Operating
CX 73759	Nissan bakkie	Operating
CX73756	Nissan bakkie	Operating
CX 35540	Navara double cab	Workshop for repairs
Boat		River – by laws (operating)
Kiosks		Operating

PROTOCOL LIST

In case of any emergency, the following persons can be contacted.

Acting Director Community Services: S Vandala	Cell 078 449 6002
S/Insp Thomas	Cell 083 291 2766
S/Insp Bangela	Cell 083 504 0236
S/Insp Mkita	Cell 073 9020 208
Insp Pienaar	Cell 081 0436 278
Insp Kalawe	Cell 078 9580 738
Insp Lebaea	Cell 078 0598 277
Acting Insp. Kika	Cell 063 243 1772

INTERGRATED WASTE MANAGEMENT:

Purpose of the report

The purpose is to provide a detailed plan for the 2024/25 high season in terms of Integrated Waste Management service delivery compliance requirements.

Background /Discussion

The integrated Waste Management Section has key functions in terms of service delivery consists of duly dedicated subsections each responsible for performing all relevant duties in terms of standards service delivery requirements and regulatory requirements i.e. National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008), as amended (NEM: WA), Integrated Waste Management Plan & Waste Management Plan.

Performance Area	Service-Requirement	Delivery	Service Details
Refuse Collections	Collection of household solid waste materials		Scheduled collections in terms of Published Official Collections Schedule
Recycling Collections	Recycling of household recyclable materials		Scheduled collections in terms of Published Official Recycling Collections Schedule
Street Sweeping & Cleaning	Daily street sweeping & Litter Picking		Sweeping, Cleaning and litter picking of CBD public spaces and bins. Daily litter picking in all wards.
Waste Management Facilities	Robberg Landfill Site Waste Transfer Station Old Nick Drop-off Facility		Management of all waste facilities National Norms & Standards Requirements

WASTE COLLECTIONS

The collection of household refuse or the lack thereof is one of the most visual benchmarks on which the Municipality's service can be assessed and is intensely monitored by the public/ratepayers in all Bitou Communities. Bitou Municipality uses a split bag system for separation at source purposes in terms of solid/domestic waste and recyclable waste. Households put black bag/wheelie bins at curbside on the day of domestic refuse collection in their respective areas as per the published collection schedule and yellow bags of recyclable material the day after normal domestic waste collections. Solid/domestic waste and recyclable waste is also collected from all businesses.

The standard service level for formal residents is a once-a-week curb side waste collection service. Most residential properties have been provided with 240 litre/140 litre wheelie bins which is a measure of containerizing waste and prevention of blown litter.

Section 4: Community services

<u>HI-SEASON WASTE COLLECTIONS SCHEDULES</u>				
NB: A shift management system will be implemented for the high-season. 8 Permanent Supervisor Drivers will be servicing refuse collections sites as per details provided below.				
DAY	SHIFT TIMES	Compactor #1&2	Compactor #3&4	Compactor #5&6
MON	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Kranshoek,	Keurbooms Keurbooms River Aventura Goose Valley Formosa Garden Village	North of Piesang Valley River Club Poortjies Bowtie Upper Marine
TUE	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Craggs - Farm Areas Natures Valley Redford Forest Hall Askop	Longships South	Longships North
WED	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Kwano – P3&4	Kurland Village	New Horizons Ladywood
THUR	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Wittedrift Green Valley	Kwano 1	Kwano 2
FRI	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Goose Valley, Bossiegif Qolweni	Pinetrees	Airport Rd Sasol/Harkerville Jakkelskraal
SAT	Shift 1 06H00-13H00 Shift 2 12H00-20H00	Businesses and Hotels (As per Billing Schedule)	Businesses and Hotels (As per Billing Schedule)	Businesses and Hotels (As per Billing Schedule)
NB: Saturday collection focuses on Commercial 1,2 & 3 Collections to prevent business backlogs during high season period.				

Section 4: Community services

BITOU MUNICIPALITY - DAILY REFUSE COLLECTION SCHEDULE 02 DECEMBER 2024 - 11 JANUARY 2025	
MONDAY	North of Piesang Valley, Poortjies, River Club, Kranshoek, Keurbooms / Aventura, Businesses, Hotels & Housing Estates Etc.
TUESDAY	South of Piesang Valley, The Craggs,(Farm Area), Redford Road, Forest Hall, Askop, Natures Valley, , & Goose Valley, Businesses, Hotels & Housing Estates Etc.
WEDNESDAY	Kwanokuthula Phase 3 & 4 , Kurland Village, New Horizons/ Lady Wood, Businesses, Hotels & Housing Estates Etc.
THURSDAY	Green Valley/ Wittedrift & Keurbooms, Kwanokuthula Phase 1 & 2 North of Piesang Valley , Industrial Area, Businesses, Hotels & Housing Estates Etc.
FRIDAY	Bossiesgif /Pine Tree Gaartjie / Qolweni , Natures Valley/ Cowie , Airport Road & Harkerville, Businesses, Hotels & Housing Estates Etc.
SATURDAY	Businesses
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>CONTACT NUMBERS FOR THE TEAM</p> <p>J Windvogel: 084 798 5544 (Refuse Collection)</p> <p>L Booyesen: 063 920 7027 (Refuse Collection)</p> <p>M Jafta: 060 938 8402 (Transfer Station)</p> <p>Z. Tshangana: 078 666 0610 (Street Sweeping)</p> </div> <div style="width: 50%;"> <p><u>NOTE:</u> Refuse Collections start from 07H00am to 20H00pm for the period 02 December 2024 to 11 January 2025.</p> <p>Please take note that residents are advised not to hand out gifts (“Christmas Boxes”) to Municipal Staff and that any official found guilty of transgressing by requesting gifts/cash will face disciplinary action. Residents handing out gifts/cash cause severe delays in collections operations which negatively effects the allocated budget for overtime.</p> </div> </div>	

DAILY RECYCLABLE WASTE COLLECTION SCHEDULE	
MONDAY	Forest Hall Road, Airport Road, Bossiesgif, Pinetrees, Qolweni, KwaNokuthula, Businesses, Hotels & Housing Estates in these areas.
TUESDAY	Kranshoek, North of Piesang Valley, CBD, Industrial Area, Businesses, Hotels & Housing Estates in these areas.
WEDNESDAY	South of Piesang, Longships, Whalerock , Riverclub, Businesses, Hotels & Housing Estates in these areas.
THURSDAY	Craggs Farm Area/ Redford Road, Keurbooms, Twin Rivers, Harkeville, Businesses & Housing Estates these areas.
FRIDAY	Keurbooms, Covie, Goose Valley, Formosa Garden Village, KwaNokuthula Schools, Industrial Area, Businesses, Hotels & Housing Estates in these areas.
SATURDAY	BUSINESSES/HOTELS

Section 4: Community services

BITOU WASTE FACILITIES OPERATING HOURS: Waste Transfer Station & Ganzevallei Waste Drop-off Facility (Old Nick) Monday – Friday (07h30-16h30) Saturday 07:30-13:00 Public Holidays - Open	WASTE MANAGEMENT: OFFICE NUMBER: 044 501 3462 CUSTOMER CARE: 044 501 3174/5 / 044 501 3421 Or 073 172 0657 073 171 8836	<i>Bitou Municipality encourages recycling due to the positive impact it has on our environment. We urge you to please recycle & make use of the various visible recycling bins during this season period.</i>
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Waste Collection Challenges

The primary concern for refuse collection is compactor breakdowns during the high season period. The turnaround time for repairs is excessive and may result in having to operate with a shortage of refuse compactors during the high season period.

Street Sweeping


Street sweeping is an important cleaning service to ensure public road safety. It also prevents the town's storm water system from becoming blocked or clogged with waste. Sweeping is done with the use of manual labour which is usually combined with litter picking.


Areas such as New Horizons, Kwanokuthula, Green Valley, Wittedrift, Kranshoek and Kurland Village are being serviced by community-based contractors and EPWP Litter Picking Teams.

Section 4: Community services

Shift 1		Shift 2		Shift 1		Shift 2	
<u>Mon - Fri</u> 06:00 - 14:00		<u>Mon – Fri</u> 12:00 - 21:00		<u>Mon - Fri</u> 06:00 - 14:00		<u>Mon – Fri</u> 12:00 - 21:00	
<u>Saturday</u> 07:00 -13:00		<u>Saturday</u> 12:00 - 20:00		<u>Saturday</u> 07:30 -13:00		<u>Saturday</u> 12:00 - 20:00	
<u>Public holidays</u> <u>07:30 -13:30</u>		<u>Public holidays</u> <u>07:30 -13:30</u>		<u>Public holidays</u> <u>07:30 -13:30</u>		<u>Public holidays</u> <u>07:30 -13:30</u>	
<u>Foreman- Z Tshangana</u>		<u>Foreman- Z Tshangana</u>		<u>Foreman- Z Tshangana</u>		<u>Foreman- Z Tshangana</u>	
NAME	AREA	NAME	AREA	NAME	AREA	NAME	AREA
Gaveni	Gibb street	Jonga	Taxi rank	Gaveni	Gibb street	Jonga	Taxi rank
Msipha	Beacon way	Ntileka	Taxi rank	Msipha	Beacon way	Ntileka	Taxi rank
Bokolo	Main street	Magidigid	Viewpoints	Bokolo	Main street	Magidigidi	Viewpoints
Bekwa	Taxi rank	Bosman	Gibb street	Vena	Taxi rank	Bosman	Gibb street
Vena	Viewpoints	Mayedwa	Marine drive	Louw	Viewpoint	Mayedwa	Marine drive
Louw		Bukelwa	Main Str Viewpoint			Bukelwa	Main Str Viewpoint
<u>SIFT TRUCK DRIVER</u> J. Louw & M.Vuthuza		<u>SIFT TRUCK DRIVER</u> J. Louw & M.Vuthuza		<u>SIFT TRUCK DRIVER</u> J. Louw & M.Vuthuza		<u>SIFT TRUCK DRIVER</u> J. Louw & M.Vuthuza	

Section 4: Community services

 INTEGRATED WASTE MANAGEMENT WARD BASED STREET CLEANING SERVICES - EPWP DAILY CLEAN-UP SCHEDULE		
Route #	ROUTE DESCRIPTION – CLEANING AREA/ROUTE (DAILY)	STAFF PER ROUTE
	KWANOKUTHULA	
1.	Sishuba Street up to Taxi Rank + Skosana Street & Kwano Primary	1 x EPWP
	Taxi Rank to WTS	1 x EPWP
	Xipula + Stadium+ School	1 x EPWP
	NEW HORIZONS	
2.	Green Oak Road + Pine Road + Court + Usave + Library + Clinic	1 x EPWP
	Saringa Road + Milkwood Street + Essenhout Street & Formosa Primary	1 x EPWP
	KURLAND	
3.	Kurland Entrance up to Sanctuary Entrance (Mohair Shop) up to WWTW	1 x EPWP
	KRANSHOEK	
4.	Trekker Street (Clinic/Housing/Police + Multi-Purpose Centre) Taxi Rank Stadium	1 x EPWP
	Long Street + Kranshoek Primary & Back Road x 1 Person	1 x EPWP
	PINETREE	
5.	Berwich + Kershout Street Down to Circle + White House x 2 Persons	2 x EPWP
	QOLWENI	
6.	Edward Street + Raymond Mhlaba up to Circle at Spotlight x 2 Persons	2 x EPWP
	BOSSIESGIF	
	Industrial Area + Theron Street Up to Public Toilets x 2	2 x EPWP
	GREEN VALLEY	
7.	Main Road (Wadriфт) + Stofpad (Wittedrift Primary) + Wittedrift HS up to Gravel Road	1 x EPWP
	Pine Street	1 x EPWP



INTEGRATED WASTE MANAGEMENT

WARD BASED STREET CLEANING SERVICES - EPWP DAILY CLEAN-UP SCHEDULE

Route #	ROUTE DESCRIPTION – CLEANING AREA/ROUTE (DAILY)	STAFF PER ROUTE
	Lemon Street x 1 Person	1 x EPWP
	HARKERVILLE	
8.	N2 to Harkerville Primary + N2 up to Tea Farm x 1 – Once A Week	2 x EPWP

INTEGRATED WASTE MANAGEMENT

STREET CLEANING SERVICES - EPWP WEEKLY CLEAN-UP SCHEDULE

	WARD BASED CLEANING			
	WEEK 1	TOTAL DAYS ALLOWED	WEEK 2	TOTAL DAYS ALLOWED
	Kwano	2 Days	New Horizons	1 Day
	Kranshoek	2 Days	Green Valley/Wittedrift	1 Day
	New Horizons	1 Day	Kurland Village	1 Day
	Harkerville	1 Day	CBD - View Points, Long-ships Road; South Cape College & Red Door/LED (Next to Castleton)	1 Day
	<p><u>NB:</u> The remainder of EPWP staff not designated to routes above consisting of 14 epwp workers are designated for weekly ward-based cleaning to assist the allocated r. The program above indicates bi-weekly cleaning of each ward. Daily supervision of staff and monitoring of designated work sites is critical to comply with standard service delivery requirements.</p>			

Street Sweeping Challenges

Minor challenges exist in the Street Cleaning & Public Spaces section during high season period with tourists and vagrants operating in public spaces after business hours but should be managed to the minimum with the adjustment of shifts to operate much later than normal to manage litter droppings especially in the CBD area.

WASTE MANAGEMENT FACILITIES**ROBBERG LANDFILL SITE**

The Municipality have only one landfill site, namely the Plettenberg Bay Landfill Site. This Landfill Site closed on the 15 December 2018 for rehabilitation and total rehabilitation was completed on 30 June 2022 and requires monitoring compliance monitoring in terms of the facility closing licence conditions. Due to the closure of the municipal waste site on the 15 December 2018 for rehabilitation and the disposal of domestic waste, the domestic waste stream generated within the municipal area is now being transported by road to Petro SA Landfill Site in Mossel Bay. Petro SA does not permit the disposal of certain waste streams, i.e. green waste and builders' rubble. The status of the Robberg Landfill Site is summarised below:

Plettenberg Bay Landfill Site Status	
Position of site	The site is located south of the urban centre of Plettenberg Bay (Site closed and decommissioned for rehabilitation)
Permit	16/2/7/K600/D3/Z1/P375
Year issued	2000
Classification of site: GSB+	GSB+
Type of operation (end – tip, trench, cell)	Cell
Estimated size of site	Approximately 12.5 ha
Estimated remaining life of site	Exceeded its lifespan and rehabilitation construction was completed on 30 June 2022.
Separation of fresh and contaminated water	Yes
Groundwater monitoring	Yes
Volumes per day, week or month	Plettenberg Bay Landfill Site closed on the 15 December 2018 for rehabilitation. No waste disposal is taking place on the site
Is cover material available?	Total capping material used to complete rehabilitated facility surfaces.
Is the drainage sufficient?	New cut-off drainage has been constructed +/- 250m as part of the rehabilitation of the site
Is there access control	Yes – Security guards employed during the day and night
Is the site fenced?	Yes
Does the site have a sufficient buffer zone?	Site closed
Type of equipment utilised on site	Site closed
Operating hours	Site closed
Site facilities, i.e. ablutions, guard house	Ablution and guard house facilities
Estimated cost for closure	R24 800 000

WASTE TRANSFER STATION & OLD NICK DROP-OFF FACILITY

The Bitou Municipality's transfer station and the Gansevallei Drop (Old Nick) Drop-off facility is the only registered Waste Disposal Facilities (WDF) that is operational in terms of the facility conditions as required by the National Norms and Standards regulatory requirements in terms of the Environmental Management: Waste Act, 2008 (Act No. 59 of 2008), as amended (NEM:WA). The status of the Waste Management Facilities is summarised below:

Old Nick (Ganzevallei) Drop-Off Facility	
Position of site	The site is located east of the urban centre of Plettenberg Bay (Off N2 at Old Nick Turn Off)
Permit	19/2/1/2/3/2(0002/22)
Year issued	2022
Classification of site: GSB+	GSB+
Type of operation (end – tip, trench, cell)	Cell
Estimated size of site	3,638 m ²
Separation of fresh and contaminated water	Yes
Is the drainage sufficient?	Run-off Water Chanel constructed
Is there access control?	Yes – Security guards employed during the day and night
Is the site fenced?	Yes
Does the site have a sufficient buffer zone?	Yes
Type of equipment utilised on site	Structural & Mechanical
Operating hours	07h30 – 16h30
Site facilities, i.e. ablutions, guard house	Ablution and guard house facilities

Waste Transfer Station	
Position of site	The site is located west of the urban centre of Plettenberg Bay (Off N2 at Kwanokuthula) Portion 40 Farm 437
Permit	
Year issued	2022
Classification of site: GSB+	GSB+
Type of operation (end – tip, trench, cell)	Cell
Estimated size of site	Approximately 6.7 ha
Separation of fresh and contaminated water	Yes
Groundwater monitoring	Yes

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Waste Transfer Station	
Is cover material available?	Yes
Is the drainage sufficient?	Cut-off drainage has been constructed +/- 250m
Is there access control?	Yes – Security guards employed during the day and night
Is the site fenced?	Yes
Does the site have a sufficient buffer zone?	Yes
Type of equipment utilised on site	Structural & Mechanical
Operating hours	07h30 – 16h30
Site facilities, i.e. ablutions, guard house	Ablution and guard house facilities

SOLID WASTE PROCESSING AND TRANSPORTING

Hook-lifts trucks will be operating daily from 05h00 until 18h30.

Departure – 05h00 (Daily)

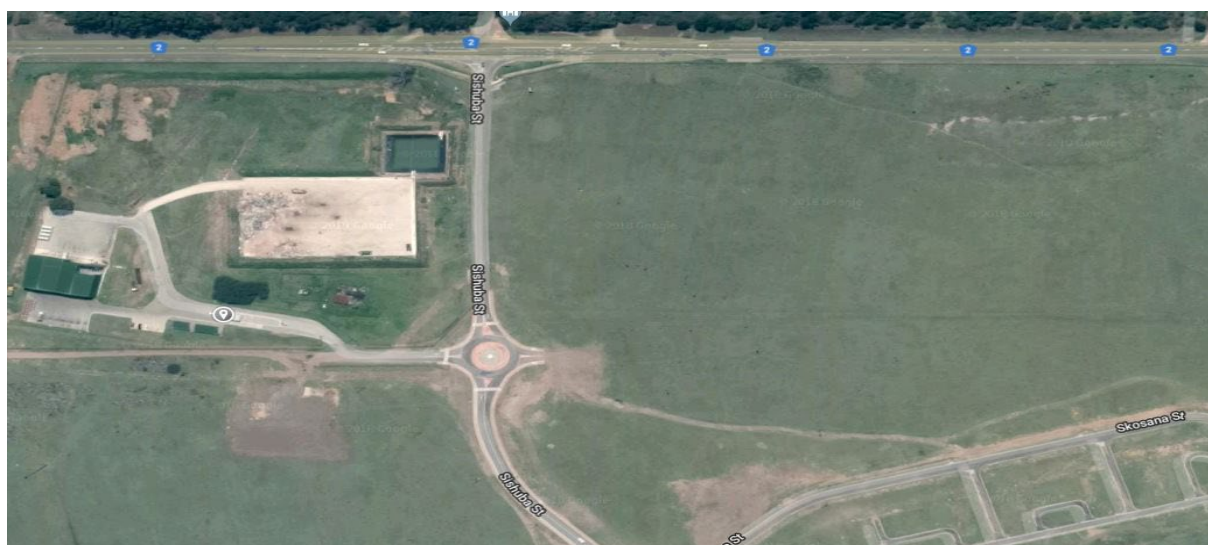
2nd Load – 12h00 (Daily)

Next Day Upload – 17h30 (Daily)

NB:

- Sweeping & Cleaning Crew available during loading procedure at all times.
- Plant & Equipment Operators available and present at all times on rotational basis including Saturdays.
- Sweeping & Cleaning Crew responsible for cleaning of entire facility including stormwater dam and channels at all times including Saturdays
- Weighbridge personnel on duty after hours on Friday's & Saturdays.
- Access control officer on duty after hours on Friday's & Saturdays
- Standby- Officials to manage any emergency procedures if-and-when required.

WASTE TRANSFER STATION AERIAL VIEW



Waste Streams Allowed at the Bitou Waste Transfer Station

Challenges at Waste Transfer Station

The Bulky Waste Facility has reached its maximum capacity and we have insufficient budget to clear the area. The tender for Rental of Plant & Machinery is at evaluation stage and we will implement the limited funds to secure some space for holiday makers looking to dispose of bulky waste materials.

Bitou Waste Transfer Station: Operating Hours

Monday – Friday: (07h30 – 16h30)

Saturdays (07h30 -13h00) and Public Holidays



Bulky Waste

all waste that does not fit in a bin or refuse bags.
however, it exclude industrial and building waste.

NB:Household Bulky waste will be disposed at the Bitou Transfer Station for a temporary period of time.



Containers have been made available on site
for disposing all e waste



There are containers available for used oil
disposal



Green Waste facility is open at the Bitou
Waste Transfer Station

Contact Details

Office Number (office hours): (27) 44- 501 3 462

Customer Care Number: (27) 44 -5013 174/5

After Hours Customer Care: 086 124 8686

Alternatively Contact:

Mr. Marius Jafta -083 643 6808/082 484 0896

Challenges: Waste Management

The table below specifies the challenges for the year:

Description	Actions to address
Compactor Breakdowns	Prolonged breakdown/repair periods; Budget Constraints; Maintenance Management (Fleet Section)
Heavy Duty Haulage Trucks & Trailers Repairs	Prolonged breakdown/repair periods; Budget Constraints; Maintenance Management (Fleet Section)
Operational Plant – TLB & Chipping Machine	Prolonged breakdown/repair periods; Budget Constraints; Maintenance Management (Fleet Section)

Waste Management Seasonal Fleet Report

The table below gives a brief overview of the status of compactor fleet servicing the entire Bitou Municipal area in terms of waste collection services. Services are often hampered due to shortage of available compactors caused by mechanical breakdowns and lack of funding to maintain efficiently when budget is depleted. We intend to have 8 compactor trucks available for refuse collection purposes at the start of the hi-season period with 3 new compactor trucks being delivered during October and November 2024.

Collections & Street Sweeping Fleet Report				
Reg. No.	Section	Current Operating Status	Detailed Description	Waste Management Comment
CX27466 Compactor	Refuse Collection	Non-Operational	Currently in Repairs	Expected to be operational for season
CX44661 Compactor	Refuse Collection	Non-Operational	Currently in Repairs	Expected to be operational for season
CX53531 Compactor	Refuse Collection	Non-Operational	Currently in Repairs	Expected to be operational for season
CX42928 Compactor	Refuse Collection	Non-Operational	Currently in Repairs	Expected to be operational for season
CX53530 Compactor	Refuse Collection	Non-Operational	Decommissioned	Fleet Management requested vehicle to be scrapped.
CX18208 Compactor	Refuse Collection	Non-Operational	Currently in Repairs	Expected to be operational for season
CX 44090	Refuse Collection	Operational	Operating Daily	Fit for seasonal purposes
CX 63203	Refuse Collection	Operational	Operating Daily	Fit for seasonal purposes
CX 74315	Refuse Collection	Operational	Operating Daily	Fit for seasonal purposes
CX42590 Siff Truck	Street Cleaning	Operating	Operational Daily	Fit for seasonal operations
CX63027 Siff Truck	Collections	Repairs	Operational Daily	Fit for seasonal operations

EXECUTIVE SUMMARY

At Integrated Waste Management section, we require Councils commitment to prioritize funding for the section's overtime requirements in terms of sufficient service delivery during high season period.

FACILITIES MANAGEMENT & MAINTENANCE

PURPOSE OF THE REPORT

The purpose of this report is to inform the Council of the Operational Plan to be implemented in order to ensure that the Division: Facilities Management & Maintenance- Beaches Section effectively manages and maintains all our bathing beaches, Public Launching Sites (PLS). Thus including other public facilities (Braai areas along the lagoon) visited and utilized by large numbers of visitors during the period from 01 December 2024 until 31 January 2025.

BACKGROUND /DISCUSSION

Bitou Municipality proved to effectively manage facilities and infrastructure with regard to bathing beach areas, Public Launching Sites (PLS), Our Braai facilities next to the along the lagoon becomes busy even before the festive season starts in the middle of December. During the period leading up to the festive season our locals use the facilities for their own recreational activities. These includes.

- (a) Schools having their closing braai and beach events/activities.*
- (b) Companies and institutions like the Bitou Municipality have their end of the year functions.*
- (c) Stokvels and clubs also use these facilities for their own end-of-the-year activities.*
- (d) Building contractors also uses it for the above-mentioned activities to entertain their workers etc.*

Beach Control: Operational Plan 2024/2025

October Actions:

Beach control is currently working with *WESSA* management to finalize the operation of our 6 Blue Flag beaches.

Regarding all other beach activities, we are responsible for the schedule to see that all other beaches will operate as normal:

1. Inspection and maintenance of all boardwalks and upgrading is set for completion.
2. Upgrades of our beach facilities identified, and material orders submitted to SCM for scheduled pre-season
3. Equipment and supplies for beaches in general including lifeguards: in all areas such as but not limited to; machinery, lifeguard towers, medical supplies, clothing, Bakkie, rescue equipment, these items are all in working progress with completion by Season.
4. Lifeguard Training, Retesting/Examination, and employment processes to be completed by end of October for 6-month seasonal contracts and the high seasonal contracts to be completed by 10 December 2024.

SHARK SPOTTERS

Additional actions regarding recent Shark Spotters activity and are in various stages of rollout as per Beach Control operational plans. Monitoring this shark and now Seal colony programs and acting on implementation and coordination with Beach Control will be operational for our pending season.

November Actions:

- Begin operations of Lifeguard 6-month staff. November 2024 –April 2025:
 - Central Beach & Lagoon
 - Lookout
 - Robberg 5
 - Robberg 1
- Prepare, train, and qualify permanent staff and temporary staff for “Seasonal Activities”.
- Continue to schedule, calendar, as well finalize and implement “Special Requirements” for “Promotions and Special Events” scheduled for seasonal rollout.

Beaches Seasonal readiness complete for the above high season programme.

High Season Routine Operations/Schedules: 2024 and 2025 Season.

Operational hours for Beach Control Staff November 2024 through January 2025:

Maintenance, Beach Cleaning and EPWP staff:

- Shift Hours 06h00 to 19h00
- 2 shifts (06h00-14h00 and 11h00- 19h00)
- Total Staff 23 employees

Maintenance and beach cleaning *EPWP* staff routine increased functions:

- Cleaning of all public ablution facilities (Periodically/hourly throughout each day).
- Maintenance of greenery.
 - All Beaches Roberg Beach End through Kettle Beach Keurbooms.
- Beach rubbish cleaning. (Periodically/hourly throughout each day)
 - All Beaches Roberg Beach End through to Singing Kettle Beach Keurbooms.
- Sweeping Pedestrian areas, minor pathways, Parking lots
 - All Beaches Roberg Beach End through Kettle Beach Keurbooms.
- Skilled Laborers and Artisans:
 - Routinely inspect facilities. All Beaches Roberg Beach End through Kettle Beach Keurbooms.
 - Respond to breakages and repairs All Beaches Roberg Beach End through Kettle Beach Keurbooms.
 - Assist Cleaning Staff with increased duties.
- Launch Site Staff:

Section 4: Community services

- Maintain presence at Launch Site.
- Close pedestrian traffic for launches and returns.
- Assist operators to direct safe traffic.
- Maintain public safety measures.
- Cleaning

Holiday Season Operating Hours 07:00 to 19:00 (two shifts)

International Blue Flag Beaches 01 December 2024– 31 January 2025:

- Dunes Beach Keurboom
- Natures Valley
- The Waves Keurbooms
- Kettle Beach Keurbooms

Additional Holiday Beaches December 12, 2024 – January 14, 2024:

- Wedge
- Robberg 2
- Robberg Beach End (The Wreck)
- Solar Beach (Sanctuary Beach)

NATURES VALLEY SEASONAL PLAN FOR 202/2025

- November 202 will be focused on grass cutting and finalizing all maintenance work on the ablution facilities.
- Road marking will also be finalized in November 2024.
- Electrical kiosks will get a fresh coat of paint before the season starts.
- 15 December 2024 until 10 January 2025

Inputs/Activities	Date of Activities
<ul style="list-style-type: none">• Service all public refuse bins.• Walkabout through the residential area and Natures valley entrance.• Removing of refuse bags to waste drop off facility.• Checking on all ablution facilities.• Emptying of recycling bins.• Check up on Lifeguards on duty.	15 Dec 2024 – 10 Jan 2025

Section 4: Community services

Inputs/Activities	Date of Activities
<ul style="list-style-type: none"> • Checking water levels at reservoir. • Checking up on vendors if any has been placed in Natures Valley. • Monitoring of Baboon monitor programme due to high number of residents on vacation. 	
<ul style="list-style-type: none"> • Service all public refuse bins. • Grass cutting where there is a need. • Beach cleaning walkabout. • Security checks with ADT and Natures valley security. • Monitoring of Baboon monitor programme due to high number of residents on vacation. 	15 Dec 2024 – 10 Jan 2025
<ul style="list-style-type: none"> • Service all public refuse bins. • Walkabout through the residential area and Natures valley entrance. • Maintenance work where need be. • Check up on Lifeguards on duty. • Monitoring of Baboon monitor programme due to high number of residents on vacation. 	15 Dec 2024 – 10 Jan 2025
<ul style="list-style-type: none"> • Service all public refuse bins. • Walkabout through the residential area and Natures valley entrance. • Emptying of recycling bins. • Checking up on vendors if any has been placed in Natures Valley. • Checking water levels at reservoir. • Monitoring of Baboon monitor programme due to high number of residents on vacation. 	15 Dec 2024 – 10 Jan 2025
<ul style="list-style-type: none"> • Service all public refuse bins. • Refuse collection in natures valley and Covie. • Check up on Lifeguards on duty. • Monitoring of Baboon monitor programme due to high number of residents on vacation. 	15 Dec 2024 – 10 Jan 2025

Section 4: Community services

Inputs/Activities	Date of Activities
<ul style="list-style-type: none">Depending on if we get temporary workers, teams will only be focussed on the waste drop off facility and overflowing public refuse bins.Checking in with baboon monitors for security reasons.	15 Dec 2024 – 10 Jan 2025
<ul style="list-style-type: none">Depending on if we get temporary workers, teams will only be focussed on the waste drop off facility and overflowing public refuse bins.	15 Dec 2024 – 10 Jan 2025

ENGINEERING SERVICES DIRECTORATE

Electrical and Mechanical section

The Electrical and Energy department consists of 3 sections, namely Engineering Support, Planning Metering and Loss Control and Maintenance

Given the increase in complaints, a second team has been placed on standby for the metering section. Historically it has been determined that only two officials are required per team to ensure complaints are attended.

Secondly, the implications are that staff could potentially reach over 60hours of overtime hours.

Fleet Section

The Fleet management section will be fully operational during season with all personnel on duty. Fleet will operate on a rotational cycle for standby where every week in season we have one (1) mechanic on standby duty.

It must be noted that all overtime responses are triggered and registered via the Customer Care department.

Our outsourced contracted service provider has indicated that they will continue providing the municipality with assistance over the festive period and will provide a 24 hr breakdown services over the same period.

Roads and Stormwater Section

During the festive season, it is noted that our town welcomes many visitors from both local and abroad.

During this period there is a sizeable increase in service delivery demands.

This increase in demand requires us to be always ready to take care of the service delivery demands.

The Roads, Transport and Stormwater section will be fully operational during season with all personnel on duty.

Section 4: Community services

It must be noted that all overtime responses are triggered and registered via the Customer Care department.

Our outsourced contracted service provider has detailed their seasonal operational plan.

Water Services Section

Water services seasonal preparedness:-

- All operational staff will be on duty.
- All sewer pumpstation sumps were cleaned during November to prevent damage to pumps.
- Standby rooster has been drawn up for Reticulation and Pumpstation teams and will be submitted to Customer Care and Emergency services indicating personnel on duty and their contact details.
- Sufficient stock of chemicals was ordered and will be delivered on site to cover the festive period.
- All treatment plants will be fully manned, and all shifts covered.
- Standby generators at infrastructure are serviced, tested and fully fuel.

The Water Services section will be fully operational during the season with all operational personnel on duty.

We will operate as normal on a rotational cycle for standby whereby personnel are available to attend to emergency water breaks, leaks and blockages after hours, public holidays etc.

It must be noted that all overtime responses are triggered and must be registered via the Customer Care department.

RECOMMENDED BY THE MUNICIPAL MANAGER

That the Seasonal readiness report for 2024/25 be noted.