AGENDA AND MINUTES

of a

SAFETY & SECURITY COMMITTEE MEETING

held on

08-06-17
NOTICE is hereby given that a **SAFETY & SECURITY COMMITTEE** meeting of the City Council will be held in the Council Chamber, Civic Offices, Kimberley on **THURSDAY, 8 JUNE 2017** at **11:30**.
# AGENDA AND MINUTES
Safety & Security Committee  
08 June 2017

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### Directorate: Community & Social Development Services

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A. APPLICATION FOR LEAVE
None

ABSENT WITHOUT LEAVE
Cllr K M Sebego

B. CONFIRMATION OF MINUTES

RESOLVED:
That the agenda and minutes of the Safety & Security Committee meeting held on 6 April 2017 be adopted and approved.

CHAIRPERSON REMARKS
The Chairperson stated that in the past week the Department of Home Affairs had a programme to commemorate the campaign against violence of women and children. He stated that he applauded the security officials for their hard work.
C. PRESENTATION

1. SAPS: According to SAPS, since the last presentations were conducted, there has been no improvement on issues and thus they stated would not do justice to conduct further presentations. They were of the opinion that the Committee must meet with SAPS to see how better the community must be served.

Discussion summary

- A time-frame must be agreed upon for the Chairperson to follow-up on issues raised by SAPS in previous meetings.
- High crime cluster areas must be prioritized.

The Chairperson indicated that SAPS is dealing with hot spots for crime in the CBD and illegal hawkers. A housing summit is being prioritized to discuss issues such as “ghost shacks” which must be demolished. There is a unit dealing with challenges in terms of illegal hawkers. He undertook to follow-up with chairpersons of relevant committees on these matters. He stated that there are Basotho people residing in shacks in Galeshewe where most crime is occurring – SAPS must attend to this.

Further, that an inter-ministerial committee, headed by the Chairperson of the Intergovernmental Committee and consisting of the Executive Mayor, Department of Home Affairs and other stakeholders is targeting areas to determine where criminal activities/illegalities are taking place.

2. Truvelo Manufacturers (D-CAM speed and traffic light violation detection with image recording) (Director: I T Mukosi)

ANNEXURE
SEPARATE BROCHURE

It was noted:
- That the equipment has been in operation since 1964 and is currently being used oversees and by the SPM Traffic Department.
- Cost implications are approximately R700 per unit.
- There is a firearm manufacturing unit at the company.
- Once the product is purchased, the Municipality can take ownership of it.
- A technical team may assist with maintenance and calibration of equipment at their own cost.
- Once training is provided, a competency certificate will be issued to the Municipality.

The presentation was noted and be dealt with by the relevant officials.

3. Solar Powered CCTV Camera Solution (Christians for peace in Africa) – Did not attend the meeting.

4. Ayameleng Security Services (Itumeleng Nkopane) – Did not attend the meeting.
1. **EM100/04/17 / SS10/03/17: Enterprise Facility Management System**  
   (J B Anthony)  
   22 February 2016

**Purpose:**

The purpose of this report is to provide feedback on the request for a comprehensive report on access control with recommendations on suitable systems to safeguard the buildings of council internally and externally.

**Background**

The assets of Sol Plaatje Municipality are under constant threat from criminal activities and elements emanating from within and outside the institution.

The current crime levels demand the necessity of protecting municipal assets and staff. Research has shown that facilities without electronically monitored security systems are three times more likely to be targeted by criminals than those with security systems.

An Enterprise Facility Management (EFMS) needs to be designed and installed at the Sol Plaatje Security Department Central Control Room which includes the following:

- A software and hardware platform;
- CCTV;
- Access Control;
- Intruder detection;
- Lighting control;
- Fire detection and alarms;
- Asset and vehicle tracking;
- Guard systems
- Risk management.

The primary objective of the Integrated Security Systems and Central Control Room is to allow the Security Department to be both proactive and reactive to security incidents.

- The Enterprise Facility Management System must form part of the Integrated Crime Prevention Strategy contained in the IDP.
- It is envisaged that the project, addressed through prioritised phases, is estimated at a total cost of R10 million.
- To date no funding has been allocated or received for the aforementioned.
- This project – Enterprise Facility Management System – should be funded from the Capital Project Budget as identified in the Audit Report 2013/14.

**Annexure**

Enterprise facility management. (NOTE: the presentation was conducted in the meeting held on 03.03.16)
Personnel Implications

Staff compliment should be strengthened to improve service delivery

Financial Implications

R10 million

Legal Authority and Implications

Improving Security measures at the Sol Plaatje Municipality

Consultation

Security Services
ED: Corporate Services
Municipal Manager

Contact Person
J B Anthony
Manager: Security Services
Contact number: X 6218

Further information

The Security Manager submitted the information to Ms Marais at the Budget & Treasury Office for the proposal to be included in the IDP. Ms Marais stated that she will discuss with the consultants and will probably include the costing/funding for the proposal, which will most probably be an item at the EMT for discussion.

Comments: 16.03.17

The ED: Corporate Services informed the meeting that R3 million was allocated in the adjustment budget and will be used to start with access control and upgrading the control room facilities. A project plan was submitted to the Budget & Treasury office and was included in the capital budget.

A strategy must unfold and it will be fragmented. In the next phase information on the phases of implementation will be provided in the IDP and a meeting will be arranged with the IT Managers. The implementation process will then be driven for four months up until the end of the financial year.

The opinion was that since the matter has been on hold since 2012, that current finances be used and can be supplemented over time to address the security demands.

At the Postponed Safety & Security Committee meeting held on 16 March 2017 it was resolved to recommend to Executive Mayor per resolution SS10/03/17:

1. That the Enterprise Facility Management system be approved and implemented in phases.
2. That the R3 million allocation in the adjustment budget be noted and will be used to commence the first phase of the process.

3. That it be noted that the project plan was submitted to the Budget & Treasury office and is part of the Capital Budget.

3. That it be noted that further phases of implementation will be placed on the IDP.

At the Mayoral Committee meeting held on 19 April the Executive Mayor resolved per resolution EM100/04/17:
That the item be referred back to the committee for corrections on resolution number 2 that must read as follows: “That the R3 million allocation in the adjustment budget be noted and will be used for the completion of the project for security measures to be installed in Sol Plaatje.

FOR DISCUSSION

Comments

The meeting noted that although R3 million was approved in the adjustment budget, it was subsequently removed from the capital budget. A meeting in this regard was held with the Finance Section and Acting IDP Manager. The KPI will be removed from the SDBIP as the funding no longer exists. It will thus no longer be feasible to entertain the matter.

A project plan is in place whereby the company, Defensor is dealing with technological security requirements in terms of the tender. Defensor submits reports to the Executive Director Infrastructure & Services based on services rendered.

Councillors were of the opinion that once the company no longer works for the municipality, a maintenance plan must be put in place so that own security may be used to take over the work. The budget for 2018/19 must be allocated to Defensor to continue their functions. It must also be ascertained what type of security will be suitable and sustainable according to the budget.

SS17/06/17 RESOLVED:

That the item be withdrawn from the agenda.

2. EM101/04/17 / SS11/03/17: Firearm Management Policy
(J B Anthony) 21 February 2017

Purpose:

To submit the draft Firearm Management Policy to the Safety and Security Committee for approval.
Background

The Sol Plaatje Municipality is registered as an Official Institution in terms of the Firearms Control Act, 60 of 2000.

Find attached the draft Firearm Management Policy which is a framework for the Sol Plaatje Municipality with regards to all aspects involving firearms at the Sol Plaatje Municipality.

Annexure Description

Draft Firearm Management Policy

Motivation

The draft Firearm Management Policy to be approved.

Personnel Implications

None

Financial Implications

None

Legal Authority and Implications

This policy is informed by and complies with applicable national legislation, national security policies and national security standards.

Consultation

Security Services
Traffic Services
Executive Director: Corporate Services
Municipal Manager

Contact Person
J B Anthony
Manager: Security Services
Contact number: X 6218

At the Postponed Safety & Security Committee meeting held on 16 March 2017 it was resolved to recommend to Executive Mayor per resolution SS11/03/17:

1. That the Firearm Management Policy be approved.

2. That if necessary, the policy be subject to annual review.
At the Mayoral Committee meeting held on 19 April the Executive Mayor resolved per resolution EM101/04/17:
That the item be referred back to the committee as the policy has not yet been approved and needs to be discussed in length.

FOR DISCUSSION

Comments

- That the document be seen as a draft.
- That it was confirmed that provision has been made with a service provider for special permits to be allocated to drivers of the Executive Mayor and Speaker to carry firearms outside the premises of the Municipality.

SS18/06/17 RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:
That the Draft Firearm Management Policy be approved.
1. Monthly Report: March and April 2017

C F M Langford 15 May 2017

Purpose

The report with regard to the activities of the Traffic Section for the months of March and April 2017, are set out in the annexure.

Background

None provided.

Annexures

Monthly reports – March and April 2017

ANNEXURE

p. 1 - 7

Motivation

None provided.

Personnel Implications

None provided.

Financial Implications

Does this item have any financial implications?

Yes ☐
No ☒

Legal Authority and Implications

None provided.

Consultation

None provided.

Contact Person

C F M Langford
Senior Manager: Traffic Services
Contact number: 053 830 6372/3

FOR INFORMATION

SS19/06/17 RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:

That the report be noted.
2. **Action Plan: March and April 2017**

   C F M Langford
   
   15 May 2017

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**Purpose**

The action plan feedback with regard to the activities of the Traffic Section for the months of March 2017, is set out in the annexure.

**Background**

None provided.

**Annexures**

Action plan feedback – March & April 2017  

ANNEXURE  

p. 8 - 9

**Motivation**

None.

**Personnel Implications**

None.

**Financial Implications**

Does this item have any financial implications?

Yes ☐  
No ☒

**Legal Authority and Implications**

None.

**Consultation**

None.

**Contact Person**

C F M Langford  
Senior Manager: Traffic Services  
Contact number: 053 830 6372/3

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**FOR INFORMATION**

**SS20/06/17**  
RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:  

That the report be noted.
D. DIRECTORATE REPORTS

1. Monthly report: March & April 2017
(Mr. D Moeti) 24 May 2017

Purpose
The report with regard to the activities of the Licensing Section for the months of March & April 2017, is set out in the annexure.

Background
None

Annexures
Monthly report – March & April 2017

ANNEXURE
p. 1 - 6

Motivation
None

Personnel implications
None

Financial implications
Does this item have any financial implications?
No.

Legal authority and implications
None

Consultation
None

Contact person
D T Moeti
Manager: Motor Registrations
Contact number: 053 8306053
Cell number: 0826752427

FOR INFORMATION
SS21/06/17 RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:
That the report be noted.
   (M W Pretorius) 24 May 2017

Purpose

To inform the Safety and Security Committee of the activities of the Emergency Services over the period 21 March 2017 until 20 May 2017, a two month period.

Background

The Emergency Services is responsible for the rendering of an emergency service to the residents of Sol Plaatje Municipality. This service includes fire fighting, rescues, public safety activities, community services, training and disaster management. The said report gives a feedback on these activities for the mentioned period.

Annexures

Monthly report - 21 March 2017 until 20 May 2017

Motivation

Inform the Safety and Security Committee on the activities of the Emergency Services.

Personnel implications

All personnel at the Emergency Services are affected.

Financial Implications

Does this item have any financial implications?
Yes ☒
No ☐
The financial implication is the normal budget of the Emergency Services.

Legal Authority and implications

The Emergency Services acted under the umbrella of the standard operating procedures for its activities.

Consultation

None. Day-to-day activities.

Contact person

M W Pretorius
Chief Emergency Services
Contact number: 053 832 4213/4/5

FOR INFORMATION

SS22/06/17 RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:

That the report be noted.
D. DIRECTORATE REPORTS

2. Report on Veld Fire Season and actions taken by the Emergency Services
   (M W Pretorius) 24 May 2017

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Purpose

To inform the Safety and Security Committee of the activities of the Emergency Services in preparation for the 2017 Veld Fire Season.

Background

The Emergency Services is responsible for the rendering of a fire to the residence of the entire Sol Plaatje Municipal area. With the enlargement of the area and the inclusion of the rural areas, the Emergency Services has to assist all land owners with the handling of veld fires.

The National Veld and Forest Fire Act, 101 of 1998, make provision for the establishment of a Fire Protection Association (FPA) with the purpose of preventing and combatting veld, forest and mountain fires throughout the Republic. All landowners can be members, with the exception that National, Provincial and Municipal landowners must be members of the FPA. Sol Plaatje Municipality have commonage farms which falls outside the Municipal jurisdiction of Sol Plaatje, and these farms must also form part of the FPA's in the respective areas.

The Emergency Services coordinated a process to establish a FPA for the entire municipal area with umbrella agreements with the farming associations directly neighbouring the Sol Plaatje borders. The Emergency Services also act as the custodians of this FPA.

The Emergency Services has taken the following actions to date:
1. Establish and register the Sol Plaatje Fire Protection Association (FPA) with the Department of Agriculture, Forestry and Fisheries;
2. Had several meetings with the land-owners in the FPA area to determine level of training, water sources, communities at risk and residential areas on farms;
3. Assist with the making of fire breaks in the FPA area, especially on municipal property;
4. Distribute information to all members and land-owners;
5. Distribute Fire Danger Index's as and when received from SA Weather Services;
6. Be proactive in fire fighting activities;
7. Assist with the training of people in the handling of veld fires.

On 17 May 2017 a veld fire management workshop was held to determine the veld fire management operational procedure for 2017. All the land owners were invited and involved in the workshop. The operational procedure is in draft format and the final document will be distributed to all land-owners after completion.

Motivation

Inform the Safety and Security Committee on the activities of the Emergency Services.

Personnel implications

All personnel at the Emergency Services are affected.
Financial implications

The financial implication is the normal budget of the Emergency Services.

Legal authority and implications

The Emergency Services acted under the umbrella of the standard operating procedures for its activities.

Consultation

None. Day to day activities.

Contact person

M W Pretorius
Chief Emergency Services
Contact number: 053 8324213/4/5

FOR INFORMATION

SS23/06/17 RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:
That the report be noted.

3. Feedback on safety awareness activities during May 2017
(M W Pretorius)
24 May 2017

Purpose

To inform the Safety and Security Committee of the activities of the Emergency Services which took part during the National Fire Safety week, the National Burn Week and the International Fire Fighter Day.

Background

Annually the following three awareness campaigns run during the same week at which the Emergency Services are involved due to the nature of the activities of the Emergency Services. They are the National Fire Safety Week which is in the first week of May, the International Fire Fighter Day (IFFD) which is on 4 May and the National Burn Awareness activities during May. Seeing that the awareness campaigns run on a national level, the Emergency Services partake in the activities and use the awareness activities as a training program towards our own personnel.

All the ambulance and fire services are involved, both the municipal, provincial and private services.
Attached to this item is two reports which gives feedback on the activities of the week.
Annexures
2. Report on the IFFD and Burn Awareness Campaigns.

Motivation
Inform the Safety and Security Committee on the awareness activities at which the Emergency Services are involved in.

Personnel implications
All personnel at the Emergency Services are affected.

Financial implications
The financial implication is the normal budget of the Emergency Services.

Legal authority and implications
The Emergency Services acted under the umbrella of the standard operating procedures for its activities.

Consultation
None. Day to day activities.

Contact person
M W Pretorius
Chief Emergency Services
Contact number: 053 8324213/4/5

FOR INFORMATION

SS24/06/17
RESOLVED TO RECOMMEND TO EXECUTIVE MAYOR:
That the report be noted.

The meeting closed at 13:30.
SAFETY & SECURITY COMMITTEE

08-06-17

ANNEXURES

NB
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COPIES WILL NOT BE RESUBMITTED
SAFETY & SECURITY COMMITTEE

08-06-17

MOTOR REGISTRATION

ANNEXURES
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TRAFFIC SERVICES

ANNEXURES
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MATTERS REFERRED BACK FROM MAYCO: 19.04.17

ANNEXURES