



# **OAKWOOD | HUGHENDEN | MEADOWS**

Community Improvement District

## **BUSINESS PLAN**

City Improvement Districts (“CIDs”)

01 July 2024 – 30 June 2029



This business plan is available at [www.ohmcid.co.za](http://www.ohmcid.co.za)

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**A. MOTIVATION REPORT**

**a. Introduction**

**1. Outline Nature and Function of the CID**

Oakwood Hughenden Meadows Community Improvement District NPC (OHMCID) was established in July 2019. A CID is a community-driven venture, allowing the local community, property owners and local businesses to organise and fund the improvements of a specific area within the City. The cost of the additional municipal services allows individual property owners to benefit from a well-managed neighbourhood including a shared sense of communal pride, safety, social responsibility, and environmental awareness initiatives.

With its first term extension imminent, the OHMCID is repositioning itself to address the aim of our CID to improve the safety of residents and visitors to Oakwood, Hughenden, and the Meadows, to enhance the local environment and amenities, and contribute to social responsibilities. The OHMCID is not intended to substitute existing services provided by the City of Cape Town (CCT) but rather seek to enhance such services. The first term has been a great success, and we want to continue building on the work that was done.

The improvements and upgrades proposed in this business plan is funded by an additional rate levied on rateable property located within the OHMCID. The property owners will contribute to the improvements and upgrades.

## 2. Contact Details

**Company:** Oakwood Hughenden Meadows Community Improvement District NPC (OHMCID)  
**Registered Office:** 32B Whittlers Way, Hout Bay, Cape Town, 7806

### OHMCID Board:

#### Name

Dylan Joseph  
Bradley Brown  
Mia Blom  
Anzette van Staden  
Brad Bailey  
Rob Manners-Wood

#### Portfolio

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Communications  
Governance & Finance  
Maintenance and Cleansing  
Environmental Development

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#### Auditor:

Harry Curtis & Co Chartered Accountants

#### Accountant:

Digit Cloud Financial Services (Pty) Ltd

#### Company Secretarial Duties:

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#### Other Contact Details:

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<b>Acronyms &amp; Terminology</b>	<b>FULL DESCRIPTION</b>
CCT	City of Cape Town
CID	City Improvement District
OHMCID	Oakwood Hughenden Meadows CID
IY	Imizamo Yethu
SSP	Security Service Providers
SAPS	South African Police Service
CCP	Community Crime Prevention – Hout Bay
POS	Public open Space – as designated by the CCT zoning scheme e.g. a pathway
Common Area	Includes POS, Road Reserve, Pavement, Car Parks, etc.
PPS	Physical Protection System
CCTV	Close-Circuit Television
SAN Parks	South African National Parks
NGO	National Government Organisations
AGM	Annual General Meeting
IDP	Integrated Development Plan
MPRA	Municipal Property Rates Act

### 3. Geographical Area of OHMCID

The OHMCID area is accessible from Main Road by turning into Hughenden Road, and falls within the:

Northern Boundary

Main Road and portion of ERF 5454 (Road Reserve).

Eastern Boundary

Grotto Road from ERF 8633 to ERF 8705 and ERF 2224

Southern Boundary

ERF 2224 and ERF 2054 (Mountain Area).

Western Boundary

ERF 6356 & ERF 2848 (Imizamo Yethu/Hughenden Road) and ERF 2516 & ERF 1450 (Hout Bay Graveyard)

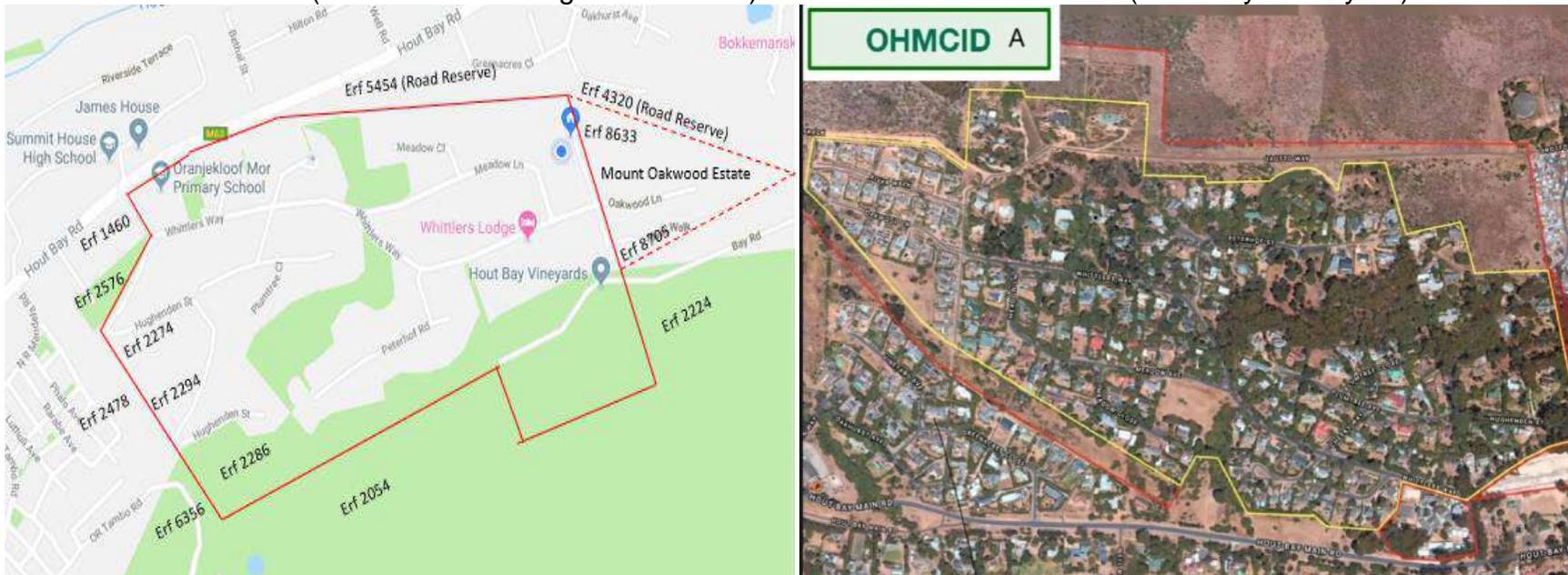


Figure 1: Map of Oakwood Hughenden Meadows Community Improvement District

#### 4. Strategic Objectives of OHMCID:

##### i) Public Safety

Safety and security are a continuous concern to all OHMCID property owners, tenants and visitors given the high levels of crime experienced in the area from time to time. The public safety aspect of this plan was informed by the Hout Bay Neighbourhood Watch Safety and Security Plan for OHM and Community Crime Prevention (CCP) in Hout Bay. The plan was designed using the Physical Protection System developed by Sandia National Laboratories. The Physical Protection System being considered the international standard for safety and security planning.

Our plan sets out to ensure that the OHM area has an effective deterrence, detection, delay, and response system in place in order to protect people and property. The plan considers the characteristics of the area and reported incidents in the area to analyse actual threat to public safety. The plan seeks to deal with these threats by seeking to detect (CCTV/Observant Residents/Lighting), delay (encouraging property owners to secure properties/maintaining fences/gates in public areas), and respond (SAPS, SSPs & CCP).

The informal settlement of Imizamo Yethu (IY) experiences high levels of crime and residents from this community are often victims of crime as they pass through OHM on their way to and from work. The safe pathway has deterred criminals, but it is not crime free.

There are 197 properties in the OHMCID, of which we have 163 properties in Hughenden and Meadows, and there is only one access road by which vehicles can enter or exit. Criminals have previously entered the area by car to commit crime, but most incidents involve suspects on foot. The mountain above, road reserve and Main Road below, and the valley between Oakhurst/Oakwood and Bokkemanskloof are used by criminals on foot.

As the OHM area is not a security estate and it does not have a common secure perimeter fence. The security of the perimeter is only as good as the security measures each property has in place. Whilst some properties have good perimeter fences others are weak, providing an access point to some properties in the area and often allowing criminals to jump fences from one property to another. We have engaged with property owners to improve and maintain their fences to a high standard.

We, with the support of the CCT, have implemented a green zone and safe pathway down from the top gate of IY down to the bottom (on the eastern side of IY). A robust 300m brick wall and a double layer of boundary fences on Hughenden side were implemented in July 2019. This has helped tremendously to limit the expansion of IY into Hughenden, as well as reducing crime and giving the school children the opportunity to safely walk to and from the Oranjekloof Moravian Primary School.

We have a range of existing security assets, currently 30 CCTV cameras, placed in strategic positions, that are monitored by Omnivision and Watchcon. Additional assets were acquired and placed in areas of “criminal pathways” into and out of the area and we are constantly looking for where additional assets should be placed to improve the detection of crime.

In line with the Physical Protection System (PPS), the areas public safety plan looks to threat-informed security design, to detect, delay and respond to criminals in the OHM area, so that property owners, tenants and visitors can be safe and secure.

### **Detection**

This plan seeks to develop the area's capacity to detect criminal or potential criminal activity as a first step. Assets such as CCTV cameras with sensors can help in this regard along with alert property owners. The aim is to detect activity as far away as possible from properties in the area. Early detection provides enough time for effective deployment of a response teams – CCP, ADT and Deep Blue. In the OHM area this means detecting activity on the mountain, road reserve, gully, and roads. Detection mechanisms within the area serve to track and identify criminals. Although a secondary priority, detection assets also serve to direct SAPS and other responders to the right place. Our current monitoring service supplier is Omnivision that monitors our cameras and are in contact with our first responders. Our neighbourhood has an emergency group where only emergencies are reported on, and our first responders are in that group as well and will respond accordingly.

On the safe pathway we have two Environmental Officers (EO) that help with detection. We have a mag-touch monitoring system on the route that the EOs use and for us to see their movement throughout the day. They week day shifts every second day, during the day and monitoring from the school up to the Top Gate in Hughenden and along the Safe pathway.



### Delay

This plan seeks to delay criminals through a range of barriers such as fences and gates encouraging property owners to secure their properties and working with other landowners to secure known access points into the area. Maintaining impediments along the path the adversary has chosen can make time for property owners to react and response teams to arrive. The aim is to delay criminals as close to the property they are targeting as possible to allow responders to focus on a specific location. This places an onus on property owners to have adequate security measures in place.

### Response

This plan aims to head off criminal activity or apprehend criminals by ensuring, where possible, a professional response to detected criminal activity by SAPS or Security Service Providers (SSPs). Response may also involve property owners or residents, but ideally should be managed by SAPS or a dedicated response team provided by a contracted SSP. Good communication between responders and those monitoring CCTV cameras being provided through a central control room.

To maintain and enhance public safety in the OHM area by:

- reviewing annually, updating and implementing the OHM area safety and security plan which is based on the PPS
- maintaining and upgrading existing and invest in new CCTV cameras in the area to increase the detection of threats to public safety and ensure a prompt response to threats by SAPS and the SSPs;
- engaging with a service provider to provide 24/7 monitoring of cameras using analytics;
- working with the existing Hout Bay Neighbourhood Watch Control Room to co-ordinate the deployment of security responses in a manner that integrates with the broader Hout Bay initiatives;

- maintaining, upgrading and establishing security fences and gates erected in public areas to increase public safety;
- engaging with a security service provider to provide a dedicated response team to threats detected in the area;
- engage with a security service provider to deploy security guards to patrol public areas as required; and
- Informing property owners and residents of safety and security procedures to request security assistance or report concerns on an ongoing basis.

## ii) **Maintenance and Cleaning**

Whilst the OHM area is generally kept clean and is well maintained, Hughenden Road was singled out as having eyesores and was addressed as follow:

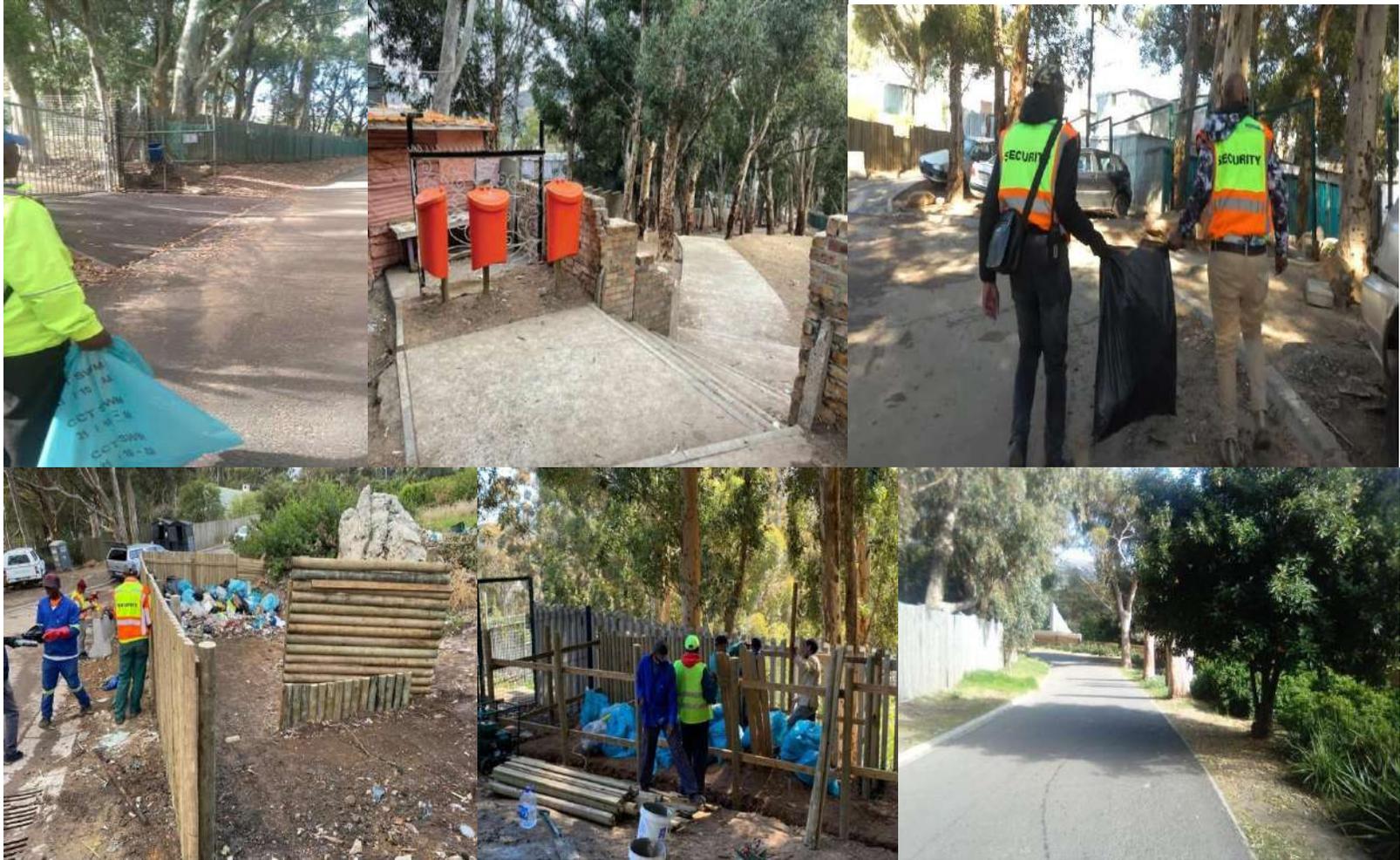
- Upgrades to the entrance area to both Hughenden and Meadows. We have done it in two phases, with one being the cladding of the entrance of Hughenden and the asphalt on the sidewalk up to the Hughenden area and the second phase, the entrance garden across from there.
- Our Environmental Officers clean daily from the school and through the safe pathway and keep an eye out for any incidents.
- We have engaged with the Oranjekloof Moravian Primary School management and staff to help us with informing the children to keep the area in front of the school, in Hughenden, the Triangular site, as well as in their school clean.
- Two waste depots were built in Hughenden close to IY for the Hughenden and IY residents to use which helps with the cleanliness of the area.
- CCT has provided us with a few smaller bins for rubbish disposal as well.

We constantly seek to improve the cleanliness and beautification of the OHM area. In our Meadows Park we received 3 orange rubbish bins from the CCT. We added dog poop bags for our property owners to use and to dispose of when they come with their furry friends to the park. We have one cleaner that will clean the bins for us once a week and dispose of the bags.

The CID works closely with the City Service Departments to ensure speedy service delivery for grass cutting, overhanging trees, and clearing of verges and firebreaks, as well as repairs to roads, pavements and drainage when needed, this is achieved by reporting any faults via the CCT service request system. The responsibility for carrying out repairs of this nature

is the City's, and all that the CID can do here is advise what work needs to be done. Reports on burst water pipes, blocked or damaged storm water drains, potholes, illegal dumping, fading road markings and broken or missing street signs are being logged with the CCT service request system and the Project Manager ensures these issues are resolved adequately or escalate within the City. Other initiatives include logging CCT service request to refresh road markings, repair damaged signposts and general maintenance.







### iii) Environmental Development

Many properties in the OHM area sit close to open areas of vegetation. Some of these areas are the responsibility of the CCT and others SAN Parks. There are concerns that firebreaks are not being maintained and that alien vegetation is not being removed. In many cases where work is undertaken by contractors to establish fire breaks or remove alien vegetation, the contractors fail to remove the vegetation that has been cut down creating the further fire risk of dry vegetation.

Other concerns identified is the Meadow Park that is not being cut on a regular basis, and verges that need beautification.

The business plan seeks to address the problems of alien vegetation, poorly maintained firebreaks, and areas in need of beautification by providing additional services and through consultation with CCT service directorates. We are currently implementing an evacuation plan to be shared with all property owners.



We started a Biodiversity Environmental plan for the Meadows Park, that we have a few phases of implementation. We have implemented the 1<sup>st</sup> phase in August 2023. Our mission with this project is to safeguard indigenous plants and reintroduce local species from South Peninsula Granite veld type to enhance biodiversity. Evaluating the park aesthetics, creating a wildlife-friendly habitat in place of mown areas for the owners to enjoy. We opened it up for neighbours to join us and with this we started a Meadows Gardening Group.

Part of this project we have placed a few seating areas for people to enjoy the environment, and we have improved the entrance path via the gulley gate to the Park, for both cyclists, runners and walkers to use with ease.



The second phase of our Meadows Park was beautification of the entrance area and making steps down to the lower area. This was done by our Meadows Gardening group and some of our Directors.



Another of our current projects is the upgrade of the Forest in Whittlers Way for our property owners to use more frequently and for the children to enjoy. The aim is to have cycling and walking tracks, seating, and areas for the children to explore. The clearing of the dead wood inside the area will help to decrease the fire risk.



#### iv) Social and Economic Development

The majority of the OHMCID is residential property with limited opportunities to engage with local NGOs in the area. The area does however include the Oranjekloof Moravian Primary School which is a collaborative school managed by the Common Good Foundation. The school provides mainly for children from Imizamo Yethu which is an informal settlement with high levels of poverty and unemployment.

We have uplifted the school aesthetics by erecting a retainer wall at the front part of the school to help with the runoff of water (May 2021) and we planted indigenous plants there as well that will beautify the front of the school in September 2023. Part of this project was to connect the gutters with the school's JoJo tanks to help with rainwater collection and to use that then for the watering of the plants as well as for the rest of the school. This was done in July 2023. All the litter around the school was picked up by residents.



Before



After



After

In our 1<sup>st</sup> term business plan we aimed to address social development by supporting extracurricular activity at the Oranjekloof Moravian Primary School and to help ensure a safe and supportive learning environment for the children who attend the school. The safety of the children we have been addressed with the safe pathway project, they get to and from school now safely every day.



We have not been able to assist with extracurricular activities for the students, this is due to most of our property owners working schedule and do not have the expertise for this. Hout Bay has a huge volunteer basis and via one of the local NPOs a group of volunteers from the United States of America raised funds for an artificial turf to be erected over the sand soccer pitch the school had. They came out at the end of 2022 to complete this project.

The business plan also aims to ensure that employment opportunities created through the provision of additional cleansing, urban maintenance and environmental activities engage people from Imizamo Yethu. All our patrollers, currently 4 of them and their supervisor, are residents from Imizamo Yethu.

We worked with the IY Community Leaders and the CCT to finalise the top gate installation and we have 2 of the patrollers helping us to man the gate and to be available when emergency vehicles need to pass through. We erected a wooden guard hut there for them to stay in if weather conditions are not favourable.



#### v) **Communication**

Along with good governance and financial management, excellent communications with OHMCID property owners, tenants and other stakeholders are vital to the successful delivery of the OHMCID business plan.

Opportunities are provided for regular engagement with property owners and tenants through the Annual General Meeting (AGM) and a public open session lasting 30 minutes at our bi-monthly Board meetings.

The OHMCID are communicating through bi-monthly newsletters, our website, and notices by email and our WhatsApp groups to all property owners, tenants, and other stakeholders. We have set up a white board at the exit of the CID as another way of communicating with our property owners. Important safety information, recycling days and other information are communicated on it.

We upgraded our website in 2022 and 2023. Newsletters and other documents are uploaded to it to keep it current. We made a promotional video of the Safe Pathway and distributed that to our neighbours and it is available on our website.

## 5. Core Values

The core values of the CID are transparency, accountability, and community participation.

To be achieved through:

- a. Transparent governance and effective communication:
  - Ongoing communication to and with the OHMCID community
  - The submission of annual reports to the local community
  - The encouragement of local community participation in Board meetings and members' meetings of the CID company
  - The publication of relevant documentation online
- b. Community support and encouragement for involvement in:
  - Community safety forums and Hout Bay Neighbourhood Watch (HBNW)
  - Various community upliftment projects, e.g., greening, recycling, landscaping, public space upgrading
  - Ward forums and civic associations
  - Support of local schools
  - Support of local NGOs and humanitarian organisations

**b. Proposed services and/or projects**

**i. Public Safety**

**1. Main Road Camera Project**

We want to increase our camera network to this area bordering the Hout Bay Main Road. We have engaged with CCP to give us a plan of where to place the cameras.

● **Areas where improvements will be carried out:**

This will be at our Northern border.

● **Total estimated costs**

The projected year 1 annualised cost for the CCTV cameras will be R40 000. The projected annualised year 1 cost of the CCTV monitoring service will be R20 000 on top of our current fee. And for years 2 to 5 there will be a 10% increase on the CCTV monitoring only.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
60,000	22,000	24,200	26,620	29,282	162,102

● **Allocation of resources**

This public safety project will be to create an environment that criminals feel uncomfortable in. The CID will provide up to 3 new cameras on this border by the end of 1st year, covering the area uniformly and it will be included on our network and be monitored by our Monitoring Company and by year 4 we expect to upgrade some of the exciting infrastructure, which will form part of the technology upgrade project.

● **Consistency with municipality's IDP and the MPR Act**

The proposed improvements and/or upgrades are consistent with the municipality's Integrated Development Plan (IDP) (16 objectives linked to its priorities and foundations) and with section 22(4) of the Local Government: Municipal Property Rates Act, No. 6 of 2004 (the "MPRA"). The proposed services and projects will support the City of Cape Town's IDP, Safety – by enhancing the public safety in the area for the benefit

of the community and contributing to Objectives 5 (Effective law enforcement to make communities safer) and 6 (Strengthen partnerships for safer communities).

**2. Technology Upgrade Project**

We need to upgrade some of our cameras on our network to thermal cameras and to newer technologies and add a few more cameras on our network.

- **Areas where improvements will be carried out:**

This will be in our total OHMCID area and especially where we have had security incidents in the past.

- **Total estimated costs**

The projected year 1 annualised cost for the CCTV cameras will be R80 000.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
80,000	80,000	100,000	100,000	120,000	480,000

- **Allocation of resources**

This project will focus on thermal cameras to help with early detection of people close to our Southern Border with Table Mountain Skoorsteenberg and is one of our most vulnerable borders due to the open space behind it and the proximity with IY. We want to add a Licence Plate Reading (LPR) camera at the bottom of Whittlers Way. In year 2 we would start upgrading older cameras.

- **Consistency with municipality’s IDP and the MPR Act**

The proposed improvements and/or upgrades are consistent with the municipality's Integrated Development Plan (IDP) (16 objectives linked to its priorities and foundations) and with section 22(4) of the Local Government: Municipal Property Rates Act, No. 6 of 2004 (the “MPRA”). The proposed services and projects will support the City of Cape Town’s IDP, Safety – by enhancing the public safety in the area for the benefit of the community and contributing to Objectives 5 (Effective law enforcement to make communities safer) and 6 (Strengthen partnerships for safer communities).

## ii. Maintenance and Cleaning

### 1. Environmental Officers on the Safe pathway and at Top Gate – continuation

The Environmental Officers do a great job with the cleanliness and patrolling from the school via the safe pathway to the top gate of IY and we want to extend their contract going forward.

1x Environment Officer on the Safe Pathway

Monday to Sunday from 07h30 – 17h00

2 officers doing these shifts with one day on, and one day off.

1x Environmental Officer shift at the top gate

Monday to Thursday 06h00 – 09h00 and 13h00 – 18h00

Fridays 06h00 – 09h00 and 12h30 – 17h30

Weekend 08h00 – 10h00 and 13h00 – 17h00

2 officers doing these shifts with one day on, and one day off.

1x Supervisor that does random check-ins as well as our Project Manager.

All these Environmental Officers and the Supervisor are residents from IY.

- **Areas where improvements will be carried out:**

Hughenden area and Safe Pathway

- **Total estimated costs**

The projected year 1 annualised cost for the project will be R240 000.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
240,000	240,000	264,000	264,000	290,400	1,298,400

- **Allocation of resources**

The residents of Hughenden will benefit mostly with the cleanliness of that part, but all residents will benefit with the cleanliness outside the school that has improved. We will get community and school involvement to help the cleaning of the Triangular site and would do one cleanup per term.

- **Consistency with municipality's IDP and the MPR Act**

The proposed services and projects are in line with IDP Objective 1.4 (Targeted urban development program) and 4.5 (Solid waste – excellence in basic service delivery programme), 4.7 (Solid waste – promoting cleanliness and addressing illegal dumping), Objective 11 (Quality and safe parks and recreation facilities supported by community partnerships), as well as Objective 15 (A more spatially integrated and inclusive City) of the City's IDP and Section 22 (4) of the MPRA. In addition, the OHMCID will create employment opportunities through its commitment to enhance management of the safe pathway and the environment contributing to Objective 1 (Increased jobs and investment in the Cape Town economy).

2. **Zip-it-in-the-Zibbie-Bin Project**

We want to continue working with the Oranjekloof Moravian Primary School with cleanup days. In September 2023, we motivated them to participate in World Clean-up day and the kids and staff did an amazing job with cleaning their school. Continued education of the children about cleaning is needed. We need to increase the green and orange refuse bins on the way to the Safe pathway and in the safe pathway and our Project Manager would liaise with the CCT to provide. Local volunteers in the neighbourhood will be asked to join us on the cleaning project. This will be done once a term.

### iii. Environmental Development

1. **Meadows Park Biodiversity Project**

Continuation of the Biodiversity project started in August 2023, with more indigenous plants, more seating for owners to enjoy the vista, a play park for the children, creating of a seasonal wetland with the little Meadow stream that flows during the winter with a small bridge over the stream to help with access on the other side of the Meadows Park. Adding a viewing point/bird hide to watch insects and birds. Erecting a gazebo to use

for functions. A local IY resident will be appointed to help once a week with gardening. We would need a shed to store our gardening tools that we will buy.

- **Areas where improvements will be carried out:**

On the Meadows Park in the CID area.

- **Total estimated costs**

The projected year 1 annualised cost for the prizes will be R25 000.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
25,000	25,000	25,000	30,000	30,000	135,000

- **Allocation of resources**

The entire area will benefit uniformly from this allocation of resources as the Meadows Park can be used by the public.

- **Consistency with municipality’s IDP and the MPR Act**

This fits in with the City’s IDP and with section 22(4) of the MPRA. It will contribute to community satisfaction as the area will be beautified and cleaner as well as local indigenous areas will be enhanced. This is in line with the Objective 4 of the IDP (Well managed and modernised infrastructure to support economic growth), Objective 9.1 Environmental management programme (Environmental sustainability and resilience), Objective 11 (Quality and safe parks and recreational facilities supported by community partnerships) Objective 14 (a more resilient City), Objective 1 (Increased jobs and investment in the Cape Town economy) and Objective 15 (Building an Integrated and Inclusive City).

## **2. Whittlers Forest Project**

Phase 2 will be implemented in our local forest area and transforming this public space into safe places for community life. Different play and seating areas throughout the Forest will be added as well as the upkeep of the paths and entrance steps. Dead trees and branches must be cleared on a regular basis to help with fire risk.

- **Areas where improvements will be carried out:**

In the Whittlers Way Forest in the CID area.

- **Total estimated costs**

The projected year 1 annualised cost for the prizes will be R25 000.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
25,000	25,000	25,000	30,000	30,000	135,000

- **Allocation of resources**

The entire area will benefit uniformly from this allocation of resources as the Forest can be used by the public.

- **Consistency with municipality’s IDP and the MPR Act**

This fits in with the City’s IDP and with section 22(4) of the MPRA. It will contribute to community satisfaction as the area will be beautified and it will be a safe space to use. This is in line with the Objective 4 of the IDP (Well managed and modernised infrastructure to support economic growth), Objective 9.1 Environmental management programme (Environmental sustainability and resilience), Object 11 (Quality and safe parks and recreation facilities supported by community partnerships) and Objective 14 (a more resilient City).

### 3. **Entrance Garden Project**

The 3rd phase of our Entrance Garden Project must be completed, which would be filling up the garden with more indigenous plants, boulders and increasing the size of it, small pebbles where it is currently bare.

- **Areas where improvements will be carried out:**

On both sides of Whittlers Way and Hughenden Road, as well as directly in the front of the school that is located on Hughenden Road

- **Total estimated costs**

The projected year 1 annualised cost for the project will be R26 000. Water from a local resident is used and the annualised cost for this would be R6000 included in the annualised cost. For the garden around the school, we are harvesting rainwater.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
26,000	27,000	28,050	34,258	35,646	110,000

- **Allocation of resources**

The entire OHMCID area will benefit uniformly from this allocation of resources, and we will get the community involved with propagation of current plants if we need more plants. We will buy young plants of indigenous Southern Peninsula species, so it will take a bit of time for them to grow into bigger sizes, but if we buy young plants then we are able to get quite a few plants. We have a current irrigation system which we will enlarge to cover all plants getting watered. The plants next to the school will be watered by rainwater collected in the JoJo tanks and the school's maintenance team will assist with this.

- **Consistency with municipality's IDP and the MPR Act**

The proposed services and projects are in line with IDP Objective 1.4 (Targeted urban development program) and 4.4 (Water resilience programme) as well as Objective 15 (A more spatially integrated and inclusive City) of the City's IDP and Section 22 (4) of the MPRA.

4. **Neighbourhood Verge Competition Project**

We want to launch an Annual Verge Competition with our property owners. The competition will run for 3-6 months of the year, and we will request a local nursery owners and botanical specialists to be judges.

- **Areas where improvements will be carried out:**

The entire CID owners will be invited to participate.

- **Total estimated costs**

The projected year 1 annualised cost will form part of the communication budget, no extra costs required.

- **Allocation of resources**

This cost involved will be for prizes as well as thank you gifts for the judges and some marketing materials.

- **Consistency with municipality’s IDP and the MPR Act**

This fits in with the City’s IDP and with section 22(4) of the MPRA It will contribute to community satisfaction as the area will be beautified and cleaner. This is in line with the Objective 4 of the IDP (Well managed and modernised infrastructure to support economic growth) specifically objective 4.7 promoting cleanliness and addressing illegal dumping.

#### iv. Social and Economic Development

1. **School Security Upgrade Project**

The Oranjekloof Moravian Primary School Management are in need to upgrade their security beams. This will help as the school sits on our northern and western border.

- **Areas where improvements will be carried out:**

The Oranjekloof Moravian Primary School in the CID area.

- **Total estimated costs**

The projected year 1 annualised cost for the prizes will be R20 000.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
20,000	10,000	15,000	10,000	25,000	80,000

- **Allocation of resources**

The entire area will benefit uniformly from this allocation of resources to secure all our borders.

- **Consistency with municipality’s IDP and the MPR Act**

The proposed project is consistent with the municipality's IDPs and with section 22(4) of the MPRA. The proposed services and projects will support the City of Cape Town’s IDP, Safety – by enhancing the public safety in the area for the benefit of the community and contributing to Objectives 5 (Effective law enforcement to make communities safer) and 6 (Strengthen partnerships for safer communities). The community will feel they are being cared for and will be more satisfied, and it would contribute to Objective 15 (Building a more spatially Integrated and Inclusive City).

## 2. School Food Garden Project

A food garden will be erected at Oranjekloof Moravian Primary School and the rainwater harvesting will be used to water the garden. The students and the school will look after the garden. This project will also support the National School Nutrition Program Feeding Scheme and improve the health of students and their ability to study and develop. It can be a source of ongoing teaching around respecting the environment and taking pride in one's school and surroundings.

- **Areas where improvements will be carried out:**

A food garden will be erected at Oranjekloof Moravian Primary School which is part of our CID.

- **Total estimated costs**

The projected year 1 annualised cost for the prizes will be R0. We will only start with in FY26.

The cost of this project to be provided over the five-year term of the OHMCID will be as summarised below:

Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
0,00	20,000	15,000	25,000	25,000	85,000

- **Allocation of resources**

The entire area will benefit uniformly from this allocation of resources as this will help with the aesthetics of the school as well as developing compassionate students.

- **Consistency with municipality's IDP and the MPR Act**

The proposed project is consistent with the municipality's IDPs and with section 22(4) of the MPRA. The proposed projects will support Objective 4 (Well-managed and modernised infrastructure to support economic growth) and empowering people to live a healthy life and social cohesion and Objective 15 (Building a more spatially Integrated and Inclusive City).

## 3. Triangular Site Project – ERF 2576

We want to work with the CCT on the Triangular Site at the bottom of Hughenden to implement a useful space for the community to use and then beautify the start of Hughenden Road. It has been requested by

the community leaders of IY to be turned into an Early Childhood Development Centre (ECD). An ECD is a comprehensive approach to programmes and policies for children from birth to seven years of age. The purpose is to protect the rights of children to develop their full cognitive, emotional, social, and physical potential. We have a fantastic opportunity to make a difference in our own future if we give the children a high standard of education and development.

This can add so much value to our area if it is done with the input of the IY community leaders and done to a high standard.

Not only will this help IY children, but it will create work opportunities for the residents of IY and will motivate them to study further in early childhood development. Part of the facility can be used for Environmental Education for residents, and so many more.

- **Allocation of resources**

This property is owned by CCT and the project will be funded by the CCT. We can further support the integration of this. The property falls outside the OHMCID but is on our Western Border.

- **Consistency with municipality's IDP and the MPR Act**

The proposed services and projects are in line with IDP Objective 1.3 (Economy and employment) and 1.4 (Targeted urban development program) and Objective 4 (a well-managed and modernised infrastructure to support economic growth) and 15.1 (A more spatially integrated and inclusive City – transforming society and uniting the country) of the City's IDP and Section 22 (4) of the MPRA.

### **c. Financial Impact of the CID**

The CID operates via a statutory non-profit company (NPC) funded by additional property rates (which attract VAT) that are paid by property owners to the CCT monthly. The additional rates are collected by the CCT on behalf of the CID.

The CCT pays the CID a monthly amount equivalent to one-twelfth of its approved budget, less 3% as a provision for bad debts. The provision for bad debts is kept in a ring-fenced account for the CID. At the end of the financial year the CCT reconciles the billing with the CID budget pay overs and any under- or over-billing is offset against the accumulated bad

debt account. This account is subsequently compared with the arrears as at the end of the financial year. When the latter is less than the accumulated bad debts, 75% of the difference is paid to the CID as per the Finance Agreement concluded between the CCT and the CID.

In line with the CCT's CID By-law, the Board of Directors is annually required to review the term budget and prepare an overall annual budget for the next financial year based on the specific needs of the area as set out in the Business Plan. The budget is funded by an additional property rate levied on the municipal valuation of all properties within the CID boundary. Additional rates attract VAT @ 15%.

The property rate is calculated by the City annually during the City's budget process. The additional rate is expressed as a Rand-in-the-rand and is calculated by dividing the CID budget total with the total municipal valuation of properties in the CID.

The impact on individual property owners in the outer years of the CID term may vary due to valuation fluctuations caused by successful valuation objections, subdivisions, new developments, court amendments, implementation of a new General Valuation or Supplementary Valuation causing the CID budget to be spread over an increased or reduced total municipal valuation base.

The CID By-law allows for differentiated additional rates between categories of rateable property. In our CID we only have residential properties.

Property owners who receive a full or partial rates rebate will not pay additional rates.

The CID budget and additional rates are approved by Council with the City's budget and are applicable over a financial year, which starts on 1 July.

Individual contributions for residential and non-residential properties can be calculated as follows:

1. Municipal valuation x R 0.XXXXXXX = Annual contribution (VAT excl.) – Note: R 0.XXXXXXX represents the approved CID additional property rate.
2. Annual contribution (VAT excl.) ÷ 12 = Average monthly contribution (VAT excl.)

3. Average monthly contribution (VAT excl.) x 1.15 = Average monthly contribution (VAT incl.)

Including MOEHOA contribution

e.g.

Residential = R4,000,000 x R 0.001916 = R7,664.00 ÷ 12 = R638.67 x 1.15 = R734.47

Non-Residential = R4,500,000 x R 0.002776 = R12,492.00 ÷ 12 = R1,041.00 x 1.15 = R1,197.15

Excluding MOEHOA contribution

e.g.

Residential = R4,000,000 x R 0.002110 = R8,440.00 ÷ 12 = R703.33 x 1.15 = R808.83

Non-Residential = R4,500,000 x R 0.003057 = R13,756.50 ÷ 12 = R1,146.38 x 1.15 = R1,318.33

OHMCID is governed by the Companies Act (71 of 2008) and manages its own finances and appoints its own auditors. The Audited Annual Financial Statements (AFS) are reviewed by the City. In addition, monthly financial reports are submitted to the City to monitor and to ensure that expenditure is incurred according to the budget. All CIDs must submit the Chairman's report and AFS to the relevant Sub Council, within three months of their AGM, for noting.

The CID sets its own budget according to input from its members as per the approved five-year Business Plan. Each year, the CID board must submit a detailed budget to the CCT by 31 January. The proposed budget may not deviate materially from the approved business plan. If there is a material deviation, an application in terms of Section 26 of the CID By-Law is required.

The budget will be dedicated to the specific area only and will be spent in accordance with the approved Business Plan. The additional rates paid by the property owners in the area means an equitable split based on municipal property valuation. The cost of the additional services allows individual property owners to benefit from a well-managed area including a shared sense of communal pride, safety, and social responsibility.

**d. Management Structure of the NPC**

**Membership to the NPC**

Membership of the NPC is open to all registered property owners in the CID area who are paying the additional property rate and while it is not obligatory, all property owners are encouraged to apply for membership (at no cost) to exercise their rights to influence the business of the CID. The CID is accountable to its members and reports annually on its management and finances at the Annual General Meeting (which all registered property owners are entitled to attend).

**Composition of the Board**

The NPC are managed by the Board of Directors, elected by the members of the CID and supported by the Project Manager, who will have been provided with functional and financial oversight of the CID approved Business Plan. The Project Manager will oversee the day-to-day delivery of the additional services in accordance with the Business Plan.

Elected Board members take responsibility for the various portfolios in the company and regular board meetings allow the directors to review current operations and apply corrective measures as required.

<b>ROLE</b>	<b>PORTFOLIO</b>
Chairperson	Oversight role, chair meetings, overall direction. Delegation of specified tasks.
Finance	Maintaining oversight of the accountant, Annual Financial Statements, VAT returns, certificates, financial reports, Annual Budgets, to the Manager and the City. Payment of contractors and staff. Annual tax certificates. Annual returns. Compliance with the Companies Act and legislative framework and King IV principles.
Public Safety Initiatives	Maintain oversight of contracts with the Public Safety Service Provider. Monitoring service and response times. Interaction with the Neighbourhood Watch (NHW), Law Enforcement (LE), Community Police Forum (CPF) and South African Police Services (SAPS). Investigation and recommendation for improving public safety in the area

Urban Maintenance Initiatives	Oversight of promoting sustainable development projects in the OHMCID. Biodiversity monitoring and neighbourhood recycling. Communication with City officials regarding planned and emergency repairs and upgrades.
Environmental Initiatives	Oversight of monitoring cleanliness of the area. Liaising with City Officials regarding the needs of the area. Monitoring of top up cleaning via a contracted service.
Social and Economic Initiatives	Oversight of establishing relationships with Non-Governmental Organisations (NGO's), businesses, social welfare organisations and schools in the area. Develop strategy for addressing social issues. Coordinate social intervention actions. Focus on poverty alleviation, social support and community education.
Communication & Marketing	Oversight of Public Relations Communication, website maintenance and update content. Maintenance of the WhatsApp groups. Quarterly email newsletters.
Administrator	Oversight of arranging meetings, keeping minutes. Preparation for and arranging the Annual General Meeting. Membership list kept up to date and filing of required documentation.

The Board can appoint service providers and staff to manage the day-to-day operations within the CID. The supplementary services provided by the CID should represent the actual needs of the area according to the vision of the property owners for the area. The services provided are decided upon by the property owners as CIDs are property-owner driven.

All the above is subject to monitoring and oversight by various departments in the City of Cape Town. The CID Department also advises on administrative and governance compliance.

An Annual General Meeting is held every year to review the performance of the CID and to confirm the mandate of the members. The budget and implementation plan for the next year is also presented and discussed for approval at the AGM. The AGM also provides the opportunity to elect new directors to serve on the board of the NPC.

The Board meets bi-monthly, and the community may attend the meeting for the first 30 minutes thereof, to inform the board of any issues. A political representative will be appointed to the Board as an observer by the Executive Mayor. OHMCID publishes agendas, notices, and minutes of members' meetings on the CID company's website. Board members will not receive remuneration.

**e. Permissible amendments to the Business Plan**

If the contract with the Mount Oakwood Estate is not concluded before 31 January 2024, the amount from property owners in respect of the additional rate will be more to cover the shortfall.

To amend the geographical boundaries, the CID will be required to go through the same formal support process as with the CID establishment process, formal process as required in terms of section 26 of the CID By-law.

If additional services are required, stemming from collaboration with City departments, which are not specified in the motivation report but deemed supplementary municipal services, the business plan can be amended without further consent by submitting a request to the City in terms of section 25 of the CID By-law as long as it is not material.

**f. List of all Rateable Properties within the CID**

A list of all the rateable properties within the OHMCID is attached as Annexure A.

	<p><b>OAKWOOD   HUGHENDEN   MEADOWS COMMUNITY IMPROVEMENT DISTRICT (OHMCID)</b></p> <p><b>5 YEAR IMPLEMENTATION PLAN</b></p> <p><b>1st July 2024 to 30th June 2029</b></p>
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MANAGEMENT AND OPERATIONS												
NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE		COMMENTS	
				Y1	Y2	Y3	Y4	Y5				
1	Appointment of relevant service providers	Appointment of appropriately qualified service providers	Year 1	→						Chairperson and Board	Operational	Service providers to be appointed by means of a well documented fair, equitable, transparent and competitive process.  Review service provider appointment in last year of contract period by means of a well documented fair, equitable, transparent and competitive process.
2	Appointment of suitably qualified staff	Appointed suitably qualified staff	Year 1	→					→	Chairperson and Board	Operational	Well documented recruitment and selection process.  For contracted staff, review staff contracts in last year of contract period.
3	Appoint an auditor	IRBA registered auditor appointed	Year 1	→					→	Chairperson and Board	Operational	IRBA registered auditor appointed at the AGM.
4	Board meetings	Bi-monthly Board meetings.	Bi-monthly	6	6	6	6	6		Chairperson and Administrator	Annual Report	Quorum of directors present at every meeting. Feedback per portfolio. Keep minutes and file resolutions.
5	Monthly Progressive Income and Expenditure Report to CCT	Submit reports to the CID Branch by 15th	Monthly	12	12	12	12	12		Treasurer	Operational and Board	Refer to Finance Agreement. Submit reports to the CID Branch. Board to track budget implementation and institute corrective measures when required.
6	Audited Annual Financial Statements	Unqualified Audited Annual Financial Statements	Annually	1	1	1	1	1		Treasurer and Board	Board, Operational and Annual Report	Annual Financial Statements audited and signed by nominated Directors.
7	Submit Annual Financial Statements to City	Signed Annual Financial Statements submitted to City	Annually	1	1	1	1	1		Treasurer	Operational	Signed AFS submitted to the CID Branch by 31 August of each year.
8	Review arrears list	Report arrears to board	Quarterly	4	4	4	4	4		Treasurer	Operational	Board Members in arrears cannot participate in meetings and members in arrears cannot participate in AGMs.
9	Annual feedback to members at AGM	Host legally compliant AGM	Annually	1	1	1	1	1		Chairperson, Board and Administrator	Board	Host successful AGM before 31 December.
10	Submit Annual Report and Annual Audited Financial Statements to Sub-council(s)	Submit AFS and annual report to Subcouncil within 3 months of AGM.	Annually	1	1	1	1	1		Chairperson and Administrator	Operational	Submit proof of submission to CID Branch.
11	CIPC Compliance • Annual Returns	Submit Annual Returns to CIPC within 30 business days of company registration date	Annually	1	1	1	1	1		Treasurer	Operational	Submit proof of submission to CID Branch.

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
12	CIPC Compliance • Directors change • Auditors change • Company Secretary	Submit amendments to CIPC within 10 business days of the change	Ongoing	→	→	→	→	→	Treasurer and Administrator	Operational	Submit proof of submission to CID Branch.
13	Manage and monitor the service request process	Complete daily reports of service requests and monitor outstanding issues	Monthly	12	12	12	12	12	Manager and Board	Operational	Follow up with sub-council in respect of outstanding service requests
14	Participate in the review / development of the City's Integrated Development Plan	Annual submissions to Subcouncil Manager	Annually	1	1	1	1	1	Manager and Board	Operational	October to February of every year.
15	Participate in the City's Capital and Operating Budgets process	Annual submissions to Subcouncil Manager.	Annually	1	1	1	1	1	Manager and Board	Operational	By September of each year.
16	Maintain NPC membership	Up to date NPC membership register	Ongoing	→	→	→	→	→	Treasurer and Board	Operational	Maintain up to date membership list on website.
17	Submit an extension of term application	Submit a comprehensive extension of term application for approval by the members and the CCT Council.	In year 5					1	Chairperson and Board	Operational	Prepare a new business plan in the last year of term, by 30 September and present at AGM
18	Annual Tax Compliance Status	Within one month after expiry date.	Annually	1	1	1	1	1	Treasurer	Operational	Upload Tax Compliance Status via the eServices portal.
19	Adjustment Budget	Board approved adjustment budget	Annually	1	1	1	1	1	Treasurer and Board	Operational	Submit Board minutes and approved adjustment budget to the CCT by end of March.
20	First Board meeting post AGM	Allocate portfolios, elect Chairperson, sign Declaration of Interest, complete POPIA declaration	Annually	1	1	1	1	1	Chairperson, Board and Administrator	Operational	All new directors to receive relevant documents.
21	Register with the Information Regulator of South Africa	Compliance with Information Regulator of South Africa	Year 1	→					Manager and Board	Operational	
22	VAT reconciliation and tax returns	BI-monthly VAT returns and annual tax returns submitted to SARS on time	Bi-monthly	6	6	6	6	6	Treasurer	Operational	

**PUBLIC SAFETY**

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a Public Safety strategy and management plan	Up to date Public Safety Management and Strategy Plan	Year 1	→					Portfolio Head, Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of a new term and then modified continuously in conjunction with the SAPS, Local Authority and existing Public Safety service provider using their experience as well as available <u>crime statistics</u>
2	Appoint a Public Safety service provider(s)	Contracted PSIRA registered public safety service provider(s)	Year 1	→					Portfolio Head and Board	Board	The Public Safety service provider(s) could include Public Safety Patrols, Control Room services and CCTV Monitoring through a fair, equitable, transparent and competitive process

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
3	Review and approve the Public Safety strategy and management plan	Approved Public Safety strategy and management plan	Annual	1	1	1	1	1	Portfolio Head, Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide safety services by the appointed service provider and evaluate levels of service provided.
4	Record Public Safety Incidents	Up to date public safety incident records	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Annual Report where applicable	Indicative records to be included in Annual Report
5	CID participation in joint operations	Participated in joint operations	Adhoc	1	1	1	1	1	Manager and Service Provider	Annual Report where applicable	Participation in joint operations dependent on the public safety needs of the area
6	Deploy Public Safety resources accordingly and effectively on visible patrols. Public Safety personnel and patrol vehicles to be easily identifiable	Effective Public Safety patrols	Ongoing	→	→	→	→	→	Manager and Service Provider	Operational	Utilise the "eyes and ears" of all Public Safety and gardening/street cleaning staff, as well as own staff, to identify any breaches
7	Participate in local safety forums	Attend local safety forums	Quarterly	4	4	4	4	4	Portfolio Head, Manager and Service Provider	Operational	Participate in existing Neighbourhood Watch, Community Police Forum, other CIDs and SAPS meetings
8	Application to be submitted to secure Law Enforcement Officer	Application submitted to the CCT	Annually	1	1	1	1	1	Manager	Operational	Contact Law Enforcement Department by February of every year. Contract concluded by April of every year
9	Deploy Law Enforcement Officer/s in support of the Public Safety strategy and management plan	Law Enforcement Officers deployed in CID	Ongoing	→	→	→	→	→	Manager and City of Cape Town	Operational	
10	Plan deployment of CCTV cameras	CCTV Camera deployment included in Public Safety strategy and management plan	Ongoing	→	→	→	→	→	Portfolio Head, Board, Manager and Service Provider	Board and Operational	
11	Register CCTV Cameras with the CCT	Cameras registered with the CCT	Ongoing	→	→	→	→	→	Manager	Operational	
12	Monitor CCTV Cameras	Monitoring of CCTV Cameras by appropriately qualified service providers.	Ongoing	→	→	→	→	→	Portfolio Head, Manager and Service Provider	Operational	Service providers to be reappointed or new providers to be appointed in last year of contract period by means of a competitive process. Well Documented.

**MAINTENANCE AND CLEANSING**

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a maintenance and cleansing strategy and management plan	Up to date maintenance and cleansing strategy and management Plan	Year 1	→					Portfolio Head, Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a maintenance and cleansing service provider(s)	Contracted service provider(s)	Year 1	→					Portfolio Head and Board	Board	Appoint a maintenance and cleansing service provider(s) through a fair, equitable, transparent and competitive process

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
3	Review and approve the maintenance and cleansing management plan	Approved maintenance and cleansing strategy and management plan	Annual	1	1	1	1	1	Portfolio Head, Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide maintenance and cleansing services by the appointed service provider and evaluate levels of service provided.
4	Evaluate and review the provision of public litter bins	Sufficient public litter bins	Ongoing	→	→	→	→	→	Manager	Operational	Identify hotspot areas of littering to provide public litter bins and log a CCT service request
5	Cleaning of streets and sidewalks supplementary to those provided by the CCT	Clean streets and sidewalks in partnership with the CCT	Ongoing	→	→	→	→	→	Manager	Operational	Identify hotspot areas of littering to provide additional street cleaning and log a CCT service request
6	Health and safety issues reported to the CCT	Logged CCT service request resolved	Ongoing	→	→	→	→	→	Manager	Operational	Follow up with sub-council in respect of outstanding CCT service requests
7	Combat Illegal dumping	Logged CCT service request resolved	Ongoing	→	→	→	→	→	Manager	Operational	Follow up with relevant department in respect of outstanding CCT service requests
8	Removal of illegal posters	Urban infrastructure free from illegal posters	Ongoing	→	→	→	→	→	Manager	Operational	Monitor the removal of illegal posters by the CCT and where relevant log a CCT service request
9	Removal of graffiti	Urban infrastructure free of graffiti	Ongoing	→	→	→	→	→	Manager	Operational	Monitor the removal of graffiti by the CCT and where relevant log a CCT service request
10	Record maintenance and cleansing activities	Up to date maintenance and cleansing records	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Annual Report where applicable	Indicative records to be included in Annual Report
11	Identify problems, requiring minor maintenance to CCT infrastructure and perform relevant maintenance on: a. Water and Sanitation infrastructure b. Roads and Stormwater infrastructure c. Road markings d. Grass cutting in Public Open Spaces incl. Parks e. Street furniture	Completed minor maintenance to CCT infrastructure	Ongoing	→	→	→	→	→	Manager and Service Provider	Operational, Board and Annual Report	Engage with relevant department before undertaking maintenance
12	Identify problems, required maintenance or damage to CCT infrastructure and report to relevant department including: a. Street lighting b. Water and Sanitation c. Roads and Stormwater d. Traffic signals and road markings e. Public Open Spaces incl. Parks	Report findings to the relevant CCT department and log CCT service request	Ongoing	→	→	→	→	→	Manager	Operational, Board and Annual Report	Follow up with sub-council in respect of outstanding CCT service requests

**ENVIRONMENTAL DEVELOPMENT**

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop an environmental development strategy and management plan	Up to date environmental development strategy and management Plan	Year 1	→					Portfolio Head, Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint an environmental development service provider(s)	Contracted service provider(s)	Year 1	→					Portfolio Head and Board	Board	Appoint an environmental development service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the environmental development management plan	Approved environmental development strategy and management plan	Annual	1	1	1	1	1	Portfolio Head, Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide environmental development services by the appointed or existing service provider and evaluate levels of service provided.
4	Promote waste minimization and management thereof through awareness on waste, water, noise and air pollution	Quarterly awareness campaign through newsletters or website to business and property owners.	Quarterly	4	4	4	4	4	Manager and Service Provider	Board	Partner with CCT Urban Waste Management Law Enforcement
5	Implement a Recycling programme	Recyclable waste collected	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Annual Report	By service provider or cleaning staff.
6	Install public recycling bins	Public recycling bins installed	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Annual Report	By service provider or cleaning staff in partnership with the City
7	Implement and maintain landscaping projects	Landscaping projects implemented and maintained	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Operational	
8	Install and maintain street furniture	Street furniture maintained	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Operational	
9	Monitor and report illegal signage and posters	Report findings to the relevant CCT department and log CCT service request	Ongoing	→	→	→	→	→	Manager and Service Provider	Board, Operational and Annual Report where applicable	
10	Improve green urban environment	Green urban environment	Ongoing	→	→	→	→	→	Manager and Service Provider	Board and Operational	Tree planting, maintaining of tree wells, road verges, replanting and maintaining of flower pots etc.
11	Monitor environmental health of waterways	Report findings to the relevant CCT department and log CCT service request	Ongoing	→	→	→	→	→	Manager and Service Provider	Board, Operational and Annual Report where applicable	

**SOCIAL AND ECONOMIC DEVELOPMENT**

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a social and economic development strategy and management plan	Up to date social and economic development strategy and management Plan	Year 1	→					Portfolio Head, Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a social development service provider(s)	Contracted service provider(s)	Year 1	→					Portfolio Head and Board	Board	Appoint a social development service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the social and economic development management plan	Approved social and economic development strategy and management plan	Annual	1	1	1	1	1	Portfolio Head, Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide social and economic development services by the appointed or existing service provider and evaluate levels of service provided.
4	Monitor and review implementation of informal trading plans in support of economic development	Managed informal trading	Ongoing	→	→	→	→	→	Manager and Service Provider	Board, Operational and Annual Report where applicable	
5	Promote Social Development awareness	Quarterly awareness campaign through newsletters or website	Quarterly	4	4	4	4	4	Manager and Service Provider	Board	Partner with CCT Social Development & Early Childhood Development Directorate and social welfare organisations
6	Work in conjunction with local social welfare and job creation organisations and develop the delivery of the supplementary services to improve the urban environment	Job creation through social intervention	Ongoing	→	→	→	→	→	Manager and social welfare organisations	Annual Report	Partner with CCT Social Development and social welfare organisations
7	Provide social services	Social service to recipients	Ongoing	→	→	→	→	→	Manager and Social Worker	Board and Annual Report	

**COMMUNICATION**

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a communication strategy and management plan	Up to date communication strategy and management Plan	Year 1	→					Portfolio Head, Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a communication service provider(s)	Contracted service provider(s)	Year 1	→					Portfolio Head and Administrator	Board	Appoint a communication service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the communication management plan	Approved communication strategy and management plan	Annual	1	1	1	1	1	Portfolio Head, Board and Administrator	Annual Report	Clear deliverables and defined performance indicators to guide communication services by the appointed or existing service provider and evaluate levels of service provided.

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	IN WEEKS, MONTHS					RESPONSIBLE		COMMENTS
				Y1	Y2	Y3	Y4	Y5			
4	Maintain Website	Up to date website	Ongoing	→	→	→	→	→	Portfolio Head, Administrator and Service Provider	Board	In terms of CCT CID Policy requirements
5	Newsletters / Newsflashes	Communication distributed	Quarterly	4	4	4	4	4	Portfolio Head and Administrator	Operational	Including use of social media platforms
6	Regular interaction with property and business owners	Feedback on interactions	Ongoing	→	→	→	→	→	Portfolio Head and Administrator	Operational	
7	CID information signage	Clearly identifiable CID signage	Ongoing	→	→	→	→	→	Portfolio Head and Administrator	Operational	Signage to be visible and maintained with CCT approval

# OAKWOOD HUGHENDEN MEADOWS COMMUNITY IMPROVEMENT DISTRICT

## 5 YEAR BUDGET AS PER BUSINESS PLAN

	2024/25	2025/26	2026/27	2027/28	2028/29
<b>INCOME</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>
Income from Additional Rates	-1 307 778 92.5%	-1 466 166 100.0%	-1 605 329 100.0%	-1 745 166 100.0%	-1 922 922 100.0%
Other: Accumulated Surplus	-106 604 7.5%	0.0%	0.0%	0.0%	0.0%
<b>TOTAL INCOME</b>	<b>-1 414 382 100.0%</b>	<b>-1 466 166 100.0%</b>	<b>-1 605 329 100.0%</b>	<b>-1 745 166 100.0%</b>	<b>-1 922 922 100.0%</b>
<b>EXPENDITURE</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>	<b>R</b>
<b>Core Business</b>	<b>836 804 59.2%</b>	<b>897 885 61.2%</b>	<b>978 023 60.9%</b>	<b>1 059 837 60.7%</b>	<b>1 169 285 60.8%</b>
Cleansing services	252 000	253 200	278 520	279 972	307 970
Environmental upgrading	76 000	77 000	78 050	94 258	95 649
Public Safety	396 804	436 485	480 133	528 147	580 956
Public Safety - CCTV monitoring	80 000	88 000	96 800	106 488	117 140
Social upliftment	20 000	30 000	30 000	35 000	50 000
Urban Maintenance	12 000	13 200	14 520	15 972	17 570
<b>Depreciation</b>	<b>56 665 4.0%</b>	<b>76 515 5.2%</b>	<b>98 936 6.2%</b>	<b>121 780 7.0%</b>	<b>143 455 7.5%</b>
<b>Repairs &amp; Maintenance</b>	<b>15 000 1.1%</b>	<b>18 000 1.2%</b>	<b>19 800 1.2%</b>	<b>21 780 1.2%</b>	<b>23 976 1.2%</b>
<b>General Expenditure</b>	<b>280 076 19.8%</b>	<b>311 281 21.2%</b>	<b>318 060 19.8%</b>	<b>342 829 19.6%</b>	<b>357 274 18.6%</b>
Accounting fees	51 960	57 160	61 805	66 822	72 207
Administration and management fees	174 000	192 000	186 000	198 000	198 000
Advertising costs	7 999	8 800	9 680	10 650	11 800
Auditor's remuneration	18 700	20 570	22 627	24 890	27 400
Bank charges	4 000	4 400	4 932	5 435	5 979
Contingency / Sundry	1 002	1 201	1 501	1 498	1 699
Insurance	5 000	5 500	6 050	6 655	7 322
Marketing and promotions	5 000	6 500	7 150	7 879	8 667
Meeting expenses	1 500	1 650	1 815	2 000	2 200
Postage & courier	1 000	1 000	2 000	2 500	3 000
Printing / stationery / photographic	1 915	2 500	2 500	2 500	3 000
Secretarial duties	8 000	10 000	12 000	14 000	16 000
<b>Capital Expenditure (PPE)</b>	<b>186 604 13.2%</b>	<b>118 500 8.1%</b>	<b>142 350 8.9%</b>	<b>146 585 8.4%</b>	<b>171 244 8.9%</b>
CCTV / LPR Cameras	151 604	80 000	100 000	100 000	120 000
Fence / Wall	35 000	38 500	42 350	46 585	51 244
<b>Bad Debt Provision 3%</b>	<b>39 233 2.8%</b>	<b>43 985 3.0%</b>	<b>48 160 3.0%</b>	<b>52 355 3.0%</b>	<b>57 688 3.0%</b>
<b>TOTAL EXPENDITURE</b>	<b>1 414 382 100.0%</b>	<b>1 466 166 100.0%</b>	<b>1 605 329 100.0%</b>	<b>1 745 166 100.0%</b>	<b>1 922 922 100.0%</b>
<b>(SURPLUS) / SHORTFALL</b>	-	-	-	-	-
<b>GROWTH: EXPENDITURE</b>	<b>12.4%</b>	<b>3.7%</b>	<b>9.5%</b>	<b>8.7%</b>	<b>10.2%</b>
<b>GROWTH: ADD RATES REQUIRED</b>	<b>27.6%</b>	<b>12.1%</b>	<b>9.5%</b>	<b>8.7%</b>	<b>10.2%</b>

# OAKWOOD HUGHENDEN MEADOWS COMMUNITY IMPROVEMENT DISTRICT

## 5 YEAR BUDGET AS PER BUSINESS PLAN

	2024/25		2025/26		2026/27		2027/28		2028/29	
	R		R		R		R		R	
<b>INCOME</b>										
Income from Additional Rates	-1 187 835	84.2%	-1 334 228	91.2%	-1 460 197	91.2%	-1 585 521	91.1%	-1 747 308	91.1%
Other: Accumulated Surplus	-106 604	7.6%		0.0%		0.0%		0.0%		0.0%
Other: Mount Oakwood Estate	-116 345	8.2%	-127 980	8.8%	-140 778	8.8%	-154 856	8.9%	-170 342	8.9%
<b>TOTAL INCOME</b>	<b>-1 410 784</b>	<b>100.0%</b>	<b>-1 462 208</b>	<b>100.0%</b>	<b>-1 600 975</b>	<b>100.0%</b>	<b>-1 740 377</b>	<b>100.0%</b>	<b>-1 917 650</b>	<b>100.0%</b>
<b>EXPENDITURE</b>										
<b>Core Business</b>	<b>836 804</b>	<b>59.3%</b>	<b>897 885</b>	<b>61.4%</b>	<b>978 023</b>	<b>61.1%</b>	<b>1 059 837</b>	<b>60.9%</b>	<b>1 169 282</b>	<b>61.0%</b>
Cleansing services	252 000		253 200		278 520		279 972		307 970	
Environmental upgrading	76 000		77 000		78 050		94 258		95 646	
Public Safety	396 804		436 485		480 133		528 147		580 956	
Public Safety - CCTV monitoring	80 000		88 000		96 800		106 488		117 140	
Social upliftment	20 000		30 000		30 000		35 000		50 000	
Urban Maintenance	12 000		13 200		14 520		15 972		17 570	
<b>Depreciation</b>	<b>56 665</b>	<b>4.0%</b>	<b>76 515</b>	<b>5.2%</b>	<b>98 936</b>	<b>6.2%</b>	<b>121 780</b>	<b>7.0%</b>	<b>143 455</b>	<b>7.5%</b>
<b>Repairs &amp; Maintenance</b>	<b>15 000</b>	<b>1.1%</b>	<b>18 000</b>	<b>1.2%</b>	<b>19 800</b>	<b>1.2%</b>	<b>21 780</b>	<b>1.3%</b>	<b>23 976</b>	<b>1.3%</b>
<b>General Expenditure</b>	<b>280 076</b>	<b>19.9%</b>	<b>311 281</b>	<b>21.3%</b>	<b>318 060</b>	<b>19.9%</b>	<b>342 829</b>	<b>19.7%</b>	<b>357 274</b>	<b>18.6%</b>
Accounting fees	51 960		57 160		61 805		66 822		72 207	
Administration and management fees	174 000		192 000		186 000		198 000		198 000	
Advertising costs	8 000		8 800		9 680		10 650		11 800	
Auditor's remuneration	18 700		20 570		22 627		24 890		27 400	
Bank charges	4 000		4 400		4 932		5 435		5 979	
Contingency / Sundry	1 001		1 201		1 501		1 498		1 699	
Insurance	5 000		5 500		6 050		6 655		7 322	
Marketing and promotions	5 000		6 500		7 150		7 879		8 667	
Meeting expenses	1 500		1 650		1 815		2 000		2 200	
Postage & courier	1 000		1 000		2 000		2 500		3 000	
Printing / stationery / photographic	1 915		2 500		2 500		2 500		3 000	
Secretarial duties	8 000		10 000		12 000		14 000		16 000	
<b>Capital Expenditure (PPE)</b>	<b>186 604</b>	<b>13.2%</b>	<b>118 500</b>	<b>8.1%</b>	<b>142 350</b>	<b>8.9%</b>	<b>146 585</b>	<b>8.4%</b>	<b>171 244</b>	<b>8.9%</b>
CCTV / LPR Cameras	151 604		80 000		100 000		100 000		120 000	
Fence / Wall	35 000		38 500		42 350		46 585		51 244	
<b>Bad Debt Provision 3%</b>	<b>35 635</b>	<b>2.5%</b>	<b>40 027</b>	<b>2.7%</b>	<b>43 806</b>	<b>2.7%</b>	<b>47 566</b>	<b>2.7%</b>	<b>52 419</b>	<b>2.7%</b>
<b>TOTAL EXPENDITURE</b>	<b>1 410 784</b>	<b>100.0%</b>	<b>1 462 208</b>	<b>100.0%</b>	<b>1 600 975</b>	<b>100.0%</b>	<b>1 740 377</b>	<b>100.0%</b>	<b>1 917 650</b>	<b>100.0%</b>
<b>(SURPLUS) / SHORTFALL</b>	-		-		-		-		-	
<b>GROWTH: EXPENDITURE</b>	<b>12.2%</b>		<b>3.6%</b>		<b>9.5%</b>		<b>8.7%</b>		<b>10.2%</b>	
<b>GROWTH: ADD RATES REQUIRED</b>	<b>15.9%</b>		<b>12.3%</b>		<b>9.4%</b>		<b>8.6%</b>		<b>10.2%</b>	

## LIST OF RATEBLE PROPERTIES WITHIN THE OAKWOOD | HUGHENDEN | MEADOWS CID

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	33	HUGHENDEN STREET		0	361645	2594
Residential	Resd - 2 Dwell	18	HUGHENDEN STREET		0	361646	2281
Residential	Small Holdings	35	GROTTO WAY		0	361650	7996
Residential	Resd - 1 Dwell	13	PETERHOF ROAD		0	361653	3351
Residential	Resd - 1 Dwell	31	HUGHENDEN STREET		0	361656	2593
Residential	Resd - 1 Dwell	23	HUGHENDEN STREET		0	361657	2282
Residential	Resd - 1 Dwell	4	HUGHENDEN STREET		0	361658	2274
Residential	Resd - 1 Dwell	25	HUGHENDEN STREET		0	361660	7800
Residential	Resd - 1 Dwell	25	HUGHENDEN STREET		0	361660	7800
Residential	Resd - 1 Dwell	29	HUGHENDEN STREET		0	361662	2853
Residential	Resd - 1 Dwell	29	HUGHENDEN STREET		0	361662	2853
Residential	Small Holdings	27	GROTTO WAY		0	361664	7997
Residential	Small Holdings	27	GROTTO WAY		0	361664	7997
Residential	Resd - 1 Dwell	27	HUGHENDEN STREET		0	361665	2591
Residential	Resd - 1 Dwell	14	HUGHENDEN STREET		0	361666	2279
Residential	Resd - 1 Dwell	14	HUGHENDEN STREET		0	361666	2279
Residential	Resd - 1 Dwell	19	HUGHENDEN STREET		0	361667	2284
Residential	Resd - 1 Dwell	19	HUGHENDEN STREET		0	361667	2284
Residential	Resd - 1 Dwell	12	HUGHENDEN STREET		0	361668	4891
Residential	Resd - 1 Dwell	12	HUGHENDEN STREET		0	361668	4891
Residential	Resd - 1 Dwell	17	HUGHENDEN STREET		0	361669	2285
Residential	Resd - 1 Dwell	17	HUGHENDEN STREET		0	361669	2285
Residential	Farms	21	GROTTO WAY		0	361670	7998
Residential	Resd - 1 Dwell	11	PETERHOF ROAD		0	361671	3350
Residential	Resd - 1 Dwell	11	PETERHOF ROAD		0	361671	3350
Residential	Resd - 1 Dwell	9	PETERHOF ROAD		0	361672	3349
Residential	Resd - 1 Dwell	7	PETERHOF ROAD		0	361673	3348
Residential	Resd - 1 Dwell	2	PETERHOF CLOSE		0	361674	3347
Residential	Resd - 2 Dwell	4	PETERHOF CLOSE		0	361675	3346

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	6	HUGHENDEN STREET		0	361676	2275
Residential	Resd - 1 Dwell	6	HUGHENDEN STREET		0	361676	2275
Residential	Resd - 2 Dwell	32	WHITTLERS WAY		0	361678	8200
Residential	Resd - 1 Dwell	5	PLUMTREE CLOSE		0	361680	3706
Residential	Resd - 1 Dwell	5	PLUMTREE CLOSE		0	361680	3706
Residential	Resd - 1 Dwell	8	HUGHENDEN STREET		0	361681	2276
Residential	Resd - 1 Dwell	12	PETERHOF ROAD		0	361682	3339
Residential	Resd - 2 Dwell	34	WHITTLERS WAY		0	361683	8201
Residential	Resd - 2 Dwell	6	PLUMTREE CLOSE		0	361685	3705
Residential	Resd - 1 Dwell	36	WHITTLERS WAY		0	361686	8202
Residential	Resd - 2 Dwell	3A	PLUMTREE CLOSE		0	361688	6887
Residential	Resd - 2 Dwell	8	PETERHOF ROAD		0	361689	3334
Residential	Resd - 1 Dwell	9	HUGHENDEN STREET		0	361690	2273
Residential	Resd - 1 Dwell	3	PETERHOF CLOSE		0	361691	3343
Residential	Resd - 1 Dwell	6	PETERHOF CLOSE		0	361692	3345
Residential	Resd - 1 Dwell	2	PLUMTREE AVENUE		0	361694	3700
Residential	Resd - 1 Dwell	20	GROTTO WAY		0	361695	8203
Residential	Residential with 3 Dwellings	3	PLUMTREE CLOSE		0	361696	6888
Residential	Resd - 2 Dwell	11	HUGHENDEN STREET		0	361697	2272
Residential	Resd - 1 Dwell	6	PETERHOF ROAD		0	361698	3335
Residential	Resd - 1 Dwell	6	PETERHOF ROAD		0	361698	3335
Residential	Resd - 2 Dwell	1	PETERHOF CLOSE		0	361699	3344
Residential	Resd - 1 Dwell	4	PLUMTREE AVENUE		0	361700	3701
Residential	Resd - 1 Dwell	4	PLUMTREE CLOSE		0	361701	3704
Residential	Resd - 1 Dwell	13	HUGHENDEN STREET		0	361703	2271
Residential	Resd - 1 Dwell	13	HUGHENDEN STREET		0	361703	2271
Residential	Resd - 1 Dwell	13	HUGHENDEN STREET		0	361703	2271
Residential	Resd - 2 Dwell	1	PETERHOF ROAD		0	361705	3340
Residential	Resd - 1 Dwell	40	WHITTLERS WAY		0	361706	8204
Residential	Resd - 2 Dwell	10	PLUMTREE CLOSE		0	361707	6889
Residential	Resd - 2 Dwell	10	PLUMTREE CLOSE		0	361707	6889

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	8	PLUMTREE AVENUE		0	361708	3703
Residential	Resd - 1 Dwell	8	PLUMTREE AVENUE		0	361708	3703
Residential	Resd - 1 Dwell	8	PLUMTREE AVENUE		0	361708	3703
Residential	Resd - 1 Dwell	12	PLUMTREE AVENUE		0	361709	4845
Residential	Resd - 1 Dwell	1	PLUMTREE AVENUE		0	361710	3695
Residential	Resd - 1 Dwell	6	PLUMTREE AVENUE		0	361711	3702
Residential	Resd - 2 Dwell	4	PETERHOF ROAD		0	361712	3337
Residential	Resd - 2 Dwell	4	PETERHOF ROAD		0	361712	3337
Residential	Resd - 1 Dwell	28	WHITTLERS WAY		0	361713	3341
Residential	Resd - 1 Dwell	5	HUGHENDEN STREET		0	361714	2270
Residential	Resd - 1 Dwell	14	PLUMTREE AVENUE		0	361716	4844
Residential	Resd - 1 Dwell	30	WHITTLERS WAY		0	361717	3342
Residential	Resd - 1 Dwell	30	WHITTLERS WAY		0	361717	3342
Residential	Resd - 1 Dwell	16	PLUMTREE AVENUE		0	361718	4843
Residential	Resd - 1 Dwell	3	PLUMTREE AVENUE		0	361719	3694
Residential	Resd - 2 Dwell	2	PETERHOF ROAD		0	361720	3336
Residential	Resd - 2 Dwell	5	PLUMTREE AVENUE		0	361721	3693
Residential	Resd - 2 Dwell	5	PLUMTREE AVENUE		0	361721	3693
Residential	Resd - 1 Dwell	14	GROTTO WAY		0	361722	7988
Residential	Resd - 1 Dwell	2	WHITTLERS WAY		0	361723	3687
Residential	Resd - 1 Dwell	4	CHERRY WAY		0	361724	3692
Residential	Resd - 1 Dwell	31	WHITTLERS WAY		0	361725	3331
Residential	Resd - 1 Dwell	4	WHITTLERS WAY		0	361726	3688
Residential	Resd - 1 Dwell	33	WHITTLERS WAY		0	361727	3332
Residential	Resd - 2 Dwell	29	WHITTLERS WAY		0	361728	3330
Residential	Resd - 2 Dwell	35	WHITTLERS WAY		0	361729	3333
Residential	Resd - 2 Dwell	9	PLUMTREE AVENUE		0	361730	3699
Residential	Resd - 2 Dwell	6	WHITTLERS WAY		0	361732	3689
Residential	Resd - 1 Dwell	11	PLUMTREE CLOSE		0	361733	3698
Residential	Resd - 1 Dwell	11	PLUMTREE CLOSE		0	361733	3698
Residential	Resd - 2 Dwell	17	PLUMTREE AVENUE		0	361734	4842

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	13	PLUMTREE AVENUE		0	361735	4839
Residential	Resd - 1 Dwell	13	PLUMTREE AVENUE		0	361735	4839
Residential	Resd - 1 Dwell	8	WHITTLERS WAY		0	361737	3690
Residential	Resd - 1 Dwell	15	PLUMTREE AVENUE		0	361738	4841
Residential	Resd - 1 Dwell	39	WHITTLERS WAY		0	361739	5161
Residential	Resd - 1 Dwell	37	WHITTLERS WAY		0	361740	5162
Residential	Resd - 1 Dwell	12	GROTTO WAY		0	361741	7987
Residential	Resd - 1 Dwell	2	CHERRY WAY		0	361742	3691
Residential	Resd - 2 Dwell	2	MEADOW AVENUE		0	361743	5146
Residential	Resd - 1 Dwell	4	MEADOW AVENUE		0	361744	5147
Residential	Resd - 1 Dwell	41	WHITTLERS WAY		0	361745	5160
Residential	Resd - 2 Dwell	8	MEADOW AVENUE		0	361746	5149
Residential	Resd - 1 Dwell	6	MEADOW AVENUE		0	361747	5148
Residential	Resd - 1 Dwell	12	WHITTLERS WAY		0	361748	3696
Residential	Resd - 1 Dwell	14	WHITTLERS WAY		0	361749	3697
Residential	Resd - 1 Dwell	18	WHITTLERS WAY		0	361750	4840
Residential	Resd - 1 Dwell	18	WHITTLERS WAY		0	361750	4840
Residential	Resd - 2 Dwell	43	WHITTLERS WAY		0	361751	5159
Residential	Resd - 2 Dwell	43	WHITTLERS WAY		0	361751	5159
Residential	Resd - 2 Dwell	45	WHITTLERS WAY		0	361752	5158
Commercial	Schools	1	HUGHENDEN STREET		0	361753	1627
Residential	Resd - 1 Dwell	16	WHITTLERS WAY		0	361755	4838
Residential	Resd - 1 Dwell	16	WHITTLERS WAY		0	361755	4838
Residential	Resd - 2 Dwell	10	MEADOW AVENUE		0	361757	5150
Residential	Resd - 1 Dwell	24	MEADOW AVENUE		0	361758	5157
Residential	Resd - 1 Dwell	24	MEADOW AVENUE		0	361758	5157
Residential	Resd - 1 Dwell	1	WOODCUTTERS CLOSE		0	361760	3369
Residential	Resd - 1 Dwell	12	MEADOW AVENUE		0	361761	5151
Residential	Resd - 1 Dwell	2	WOODCUTTERS CLOSE		0	361762	3378
Residential	Resd - 1 Dwell	4	WOODCUTTERS CLOSE		0	361763	3377
Residential	Resd - 1 Dwell	14	MEADOW AVENUE		0	361764	5152

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 2 Dwell	25	MEADOW AVENUE		0	361765	5163
Residential	Resd - 1 Dwell	21	MEADOW AVENUE		0	361766	5165
Residential	Resd - 1 Dwell	21	MEADOW AVENUE		0	361766	5165
Residential	Resd - 1 Dwell	23	MEADOW AVENUE		0	361767	5164
Residential	Resd - 1 Dwell	51	WHITTLERS WAY		0	361768	7986
Residential	Resd - 1 Dwell	51	WHITTLERS WAY		0	361768	7986
Residential	Resd - 1 Dwell	6	WOODCUTTERS CLOSE		0	361769	3376
Residential	Resd - 1 Dwell	6	WOODCUTTERS CLOSE		0	361769	3376
Residential	Resd - 1 Dwell	1	FORESTERS WAY		0	361770	3379
Residential	Resd - 1 Dwell	16	MEADOW AVENUE		0	361771	5153
Residential	Resd - 1 Dwell	3	WOODCUTTERS CLOSE		0	361773	3370
Residential	Resd - 1 Dwell	25	WHITTLERS WAY		0	361774	3389
Residential	Resd - 1 Dwell	23	WHITTLERS WAY		0	361775	3390
Residential	Resd - 1 Dwell	21	WHITTLERS WAY		0	361776	3391
Residential	Resd - 2 Dwell	19	WHITTLERS WAY		0	361777	3392
Residential	Resd - 1 Dwell	17	WHITTLERS WAY		0	361778	3393
Residential	Resd - 1 Dwell	2	FORESTERS WAY		0	361779	3394
Residential	Resd - 1 Dwell	2	FORESTERS WAY		0	361779	3394
Residential	Resd - 1 Dwell	5	MEADOW AVENUE		0	361780	5474
Residential	Resd - 1 Dwell	20	MEADOW AVENUE		0	361781	5155
Residential	Resd - 1 Dwell	18	MEADOW AVENUE		0	361782	5154
Residential	Resd - 1 Dwell	8	GROTTO WAY		0	361783	7985
Residential	Resd - 1 Dwell	8	GROTTO WAY		0	361783	7985
Residential	Resd - 1 Dwell	5	WOODCUTTERS CLOSE		0	361784	3371
Residential	Resd - 1 Dwell	22	MEADOW AVENUE		0	361785	5156
Residential	Resd - 1 Dwell	7	WOODCUTTERS CLOSE		0	361786	3372
Residential	Resd - 1 Dwell	7	WOODCUTTERS CLOSE		0	361786	3372
Residential	Resd - 1 Dwell	3	FORESTERS WAY		0	361787	3380
Residential	Resd - 1 Dwell	7	MEADOW AVENUE		0	361788	5473
Residential	Resd - 1 Dwell	6	GROTTO WAY		0	361789	7984
Residential	Resd - 1 Dwell	6	GROTTO WAY		0	361789	7984

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	9	WOODCUTTERS CLOSE		0	361790	3373
Residential	Resd - 1 Dwell	8	WOODCUTTERS CLOSE		0	361791	3375
Residential	Resd - 1 Dwell	10	FORESTERS WAY		0	361792	3388
Residential	Resd - 2 Dwell	5	FORESTERS WAY		0	361793	3381
Residential	Resd - 1 Dwell	5	MEADOW CLOSE		0	361794	5471
Residential	Resd - 2 Dwell	7	MEADOW CLOSE		0	361795	5469
Residential	Resd - 1 Dwell	9	MEADOW AVENUE		0	361797	5460
Residential	Resd - 1 Dwell	9	MEADOW AVENUE		0	361797	5460
Residential	Resd - 2 Dwell	7	FORESTERS WAY		0	361798	3382
Residential	Resd - 2 Dwell	9	FORESTERS WAY		0	361799	3383
Residential	Resd - 1 Dwell	12	FORESTERS WAY		0	361800	3387
Residential	Resd - 1 Dwell	3	MEADOW CLOSE		0	361802	5472
Residential	Resd - 1 Dwell	3	MEADOW CLOSE		0	361802	5472
Residential	Resd - 1 Dwell	11	MEADOW AVENUE		0	361803	5459
Residential	Resd - 1 Dwell	4	GROTTO WAY		0	361804	7983
Commercial	Guest House	19	MEADOW AVENUE		0	361805	5455
Residential	Resd - 1 Dwell	11	FORESTERS WAY		0	361806	3384
Residential	Resd - 1 Dwell	13	MEADOW AVENUE		0	361807	5458
Residential	Resd - 1 Dwell	15	MEADOW AVENUE		0	361808	5457
Residential	Resd - 1 Dwell	15	MEADOW AVENUE		0	361808	5457
Residential	Resd - 2 Dwell	17	MEADOW AVENUE		0	361809	5456
Residential	Resd - 1 Dwell	13	FORESTERS WAY		0	361811	3386
Residential	Resd - 2 Dwell	9	MEADOW CLOSE		0	361812	5468
Residential	Resd - 1 Dwell	2	GROTTO WAY		0	361813	7982
Residential	Resd - 1 Dwell	10	MEADOW CLOSE		0	361814	5464
Residential	Resd - 1 Dwell	10	MEADOW CLOSE		0	361814	5464
Residential	Resd - 1 Dwell	8	MEADOW CLOSE		0	361815	5463
Residential	Resd - 1 Dwell	12	MEADOW CLOSE		0	361816	5465
Residential	Resd - 1 Dwell	11	MEADOW CLOSE		0	361817	5466
Residential	Resd - 1 Dwell	11	MEADOW CLOSE		0	361817	5466
Residential	Resd - 1 Dwell	6	MEADOW CLOSE		0	361818	5462

CATEGORY	USE DESCRIPTION	St No.	Street	Unit No	Sect ID	LIS Key	ERF No
Residential	Resd - 1 Dwell	4	MEADOW CLOSE		0	361819	5461
Residential	Resd - 1 Dwell	32B	WHITTLERS WAY		0	444704	8759
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957646	8894
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957647	8895
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957647	8895
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957648	8896
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957649	8897
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957650	8898
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957650	8898
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957651	8899
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957652	8900
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957653	8901
Residential	Resd - 1 Dwell	18	PETERHOF ROAD		0	957654	8902
Residential	Resd - 1 Dwell	10	PETERHOF ROAD		0	976586	9150
Residential	Resd - 1 Dwell	38A	WHITTLERS WAY		0	981376	6041
Residential	Resd - 1 Dwell	38A	WHITTLERS WAY		0	981376	6041
Residential	Resd - 2 Dwell	36A	WHITTLERS WAY		0	999842	9628
Residential	Resd - 4 Dwell	15	PETERHOF ROAD		0	23773428	9771
Residential	Resd - 1 Dwell	16	HUGHENDEN STREET		0	361659	2280
Residential	Resd - 1 Dwell	31	WHITTLERS WAY		0	90572397	12654