



## REPORT TO SUBCOUNCIL 4

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1. **ITEM NUMBER:** 04SUB /01/2021

2. **SUBJECT**

**SPECIAL RATING AREA (SRA) ANNUAL REPORTS FOR EPPING  
IMPROVEMENT DISTRICT (EID): 1 JULY 2019 – 30 JUNE 2020**

**ONDERWERK**

**JAARVERSLAE VIR SPESIALE-AANSLAGGEBIEDE VIR EPPING-  
VERBETERINGSDISTRIK (EVD): 1 JULIE 2019 – 30 JUNIE 2020**

**ISIHLOKO**

**UMMANDLA ONGERHAFU EYODWA (SRA): IINGXELO ZONYAKA  
EZIJOLIOSWE KUPHUCULO LWEITHILI SASE- EPPING (EID)  
UKUSUSELA KOWO-1 KWEYEKHALA 2019 UKUYA KOWAMA-30  
KWEYESILIMELA 2020**

3. **PURPOSE**

To comply with Section 11(8)(a) & (b) of the Special Rating Areas By-law 2012 as amended 2016 (SRA By-Law) by submitting the Annual Reports of the SRAs in its area of jurisdiction to Subcouncil 4.

4. **FOR DECISION BY**

For noting by Subcouncil.

5. **EXECUTIVE SUMMARY**

In accordance with the SRA By-law, Section 11(8)(a) & (b), the 2019 Audited Financial Statements and the Annual Reports of the following SRAs are submitted for noting by the Sub-Council:

6. **RECOMMENDATIONS**

That Subcouncil 4 notes the contents of the Annual Reports of the Special Rating Areas.

**AANBEVELING**

Dat Subraad 4 kennis neem van die inhoud van die jaarverslae van die spesiale-aanslaggebiede.

## ISINDULULO

IBhungana-4 maliqwalasele iziqukatho zeengxelo zonyaka ngokujoliswe kwiMimandla engeRhafu ezizodwa.

### 7. DISCUSSION/CONTENTS

Section 11(8)(a) & (b) of the SRA By-law reads as follows:

“Within two months after the Annual General Meeting, the management body must provide the relevant Subcouncil with –

- (a) its audited financial statements for the immediately preceding year; and
- (b) an annual report on its progress in carrying out the provisions of the business plan in the preceding year to improve and upgrade the special rating area.”

Accordingly, the Annual Report of the Epping Improvement District (EID) are submitted to the Subcouncil.

Subcouncil is to note the contents thereof.

#### 7.1. Constitutional and Policy Implications

This report complies with the provisions of Section 11(8)(a) & (b) of the SRA By-Law

#### 7.2. Sustainability implications

No ☒ Yes ☐

#### 7.3. Environmental implications

No ☒ Yes ☐

7.3.1 The SRA does not affect the IMEP (Integrated Metropolitan Environmental Policy)

#### 7.4. Legal Implications

This report complies with the provisions of Section 11(8)(a) & (b) of the SRA By-Law.

#### 7.5. Staff Implications

Does your report impact on staff resources or result in any additional staffing resources being required?

No ☒

Yes

## 7.6. Other Services Consulted

Not applicable.

### ANNEXURE

Annual Report: Epping Improvement District (EID)

#### FOR FURTHER DETAILS, CONTACT:

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<b>DEPARTMENT</b>	Area Central

  
SUBCOUNCIL MANAGER  
ARDELA VAN NIEKERK


Comment:

Date 5 JANUARY 2021

  
SUBCOUNCIL CHAIRPERSON  
ALDERMAN CHRIS JORDAAN

Comment:

Date 13/01/2021

  
WILFRED SCHREBIAN EVAN  
SOLOMON-JOHANNES  
DIRECTOR: URBAN MANAGEMENT:  
AREA CENTRAL

Comment:

Date 12.01.2021



# **Epping**

## **City Improvement District NPC**

**FOR A SECURE, CLEAN WORKING ENVIRONMENT**

# ANNUAL REPORT

1 July 2019 - 30 June 2020

### **Board Members**

Name	Current SRA Portfolio	Company
Atawullah Sondag-Chairman	Security, Cleaning, Projects & Financial	Growthpoint Properties
Ahron Gropper	Security & Cleaning	Big Bodies
Bronwen Dyke-Beyer	Financial & Marketing	Golden Arrow Bus Services
Gavin Isherwood	Financial & Projects	Racatex
Heinrich Husselmann	Financial & Security	Nikki Distributors
Keith Robson	Marketing	Vega Properties

### **Auditors**

**CECIL KILPIN**

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### **SUMMARY**

1. The ECID day to day administrations are carried out by the coordinator Tony Bartram, the manager Lizette Johnstone, the security liaison officer Ryan Ord and the admin assistant Anette Brand, who in turn report to the Board. Mr Ryan Ord left the ECID in November 2019. Mr R Petersen then assisted in the position of security liaison officer in a temporary position for 3 months. Mr Freddy Swanepoel has now taken over the duties as the security liaison officer, he commenced with the ECID on 01/07/2020.
2. We are constantly evaluating the security needs of Epping as safety is our number one concern. With that in mind we are continually evaluating the security needs and proactive actions are taken.
3. The continued sponsorships towards the camera initiatives has been exceptional, with an amount of R 258 742,00 ex vat raised for the period 1 July 2019-30 June 2020.

### **CAMERA INITIATIVE SPONSORS 2019-2020**

Autozone Holding (Pty) Ltd-Epping	Epping Industrial Suppliers
Growthpoint Properties Ltd	Indigo Brands (Pty) Ltd
Lawn Star	Lithotech Manufacturing Cape
Masterpak Cape	Melbro Wholesale (Pty) Ltd
Metboard Properties Ltd	Micro Mouldings (Pty) Ltd
OWA Ceiling Systems Cape	Switchboard Manufactures Cape
Unique Hydra (Pty) Ltd	Unitrans Passenger (Mega Coach)

### **ENTRANCE BOARD SPONSORS 2019-2020**

The following businesses sponsor the ECID Entrance Boards, these funds are also used toward the camera Initiative.

Annenberg Property Group	Little Green Beverages
Switchboard Manufactures Cape	

### **ECID MEMBERS**

The ECID has a total of 19 members

## **MARKETING & COMMUNICATION WITH MEMBERS**

During the 2019/20 financial year, Lizette Johnstone carried out 50 company visits, sent out 35 bulk emails to over 1000 people on the database, placed roughly 75 articles on the website. Brochures and 2021 calendars have been compiled for distribution to companies.

Anette Brand carried out 47 company visits. Due to COVID 19 Lizette Johnstone and Anette Brand were unable to carry out more visits.

### **COVID-19**

During lock down it was business as usual for the administration personnel, albeit the personnel worked from home most days.

All personnel, visitors and security personnel are required to first sanitise their hands and then to complete a screening assessment record on which the temperature, name and contact details are required as well as they are experiencing any COVID related symptoms before being allowed into the ECID offices.

Weekly meetings are held to discuss all COVID related concerns and the minutes are then sent out to the ECID Board members.



## **PUBLIC SAFETY REPORT**

We said goodbye to Executive Risk Consultants on 31<sup>st</sup> October 2019 and welcomed IntegriseC Security on the 1<sup>st</sup> November 2019 to the ECID.

Crime prevention has and will always be a high priority in Epping.

The ECID is continually striving to improve the patrolling and crime prevention structure to ensure that all tenants and patrons experience the security of the working environment.

The quad bikes are unique to Epping, as is the operational environment. No other CID has such a vast array of infrastructure, namely railway lines. The quad bikes have been well suited to the application,

The Jakes Gerwel/Gunners Circle/Bofors Circle intersections continues to pose a threat in terms of smash & grabs, the ECID focuses on this area with the use the CCTV Cameras. Through confirmation from the local SAPS Stations, the ECID has stepped up its crime prevention measures. By doing so, the ECID security has been proactive in ensuring that all suspects and unwanted persons in the area are profiled. In doing so there is the possibility of picking up wanted criminals.

The ECID Security force consists of 5 vehicles, 2 quad bikes and 46 cameras. The costs are similar to the previous year, indicating that members are receiving an enhanced service. We continue to focus on ensuring Epping is a clean, safe and secure environment in which to conduct work/business.

With the focus being to ensure the safety of all tenants and patrons entering the Epping Industrial and Western Province Park environment; a 24-hr. hotline dedicated to the needs of owners & tenants will dispatch the necessary assistance immediately. The officers are linked via radio to the camera control room, where the controllers will contact Law Enforcement officers and/or medical personnel.

We are happy to report that throughout the COVID-19 lock down we had a full staff compliment. All security personnel were supplied with 5 masks/buffs, hand wash and hand sanitiser, the ECID supplied the sanitiser for the vehicles, social distancing is constantly reiterated

The following procedures have been put in place to ensure the safety of the personnel;

- All personnel have their temperature taken at the start of each shift, this is recorded on the attendance register
- Only two vehicles are allowed at the office for vehicle handover and inspection
- As soon as the inspection and photos are done, the vehicles will move off to their stand off point and the next two vehicles will be allowed to come in for handing over and inspection
- The oncoming shift will wait outside the cloakroom until their vehicle is called in to be inspected
- When a vehicle is brought in for inspection, the officer going off duty will sanitize the vehicle while the shift leader and the officer coming on duty inspect the vehicle
- No vehicle driver is allowed upstairs, only the controller, assistant controller and shift senior may go upstairs
- Only 2 officers are allowed in the cloakroom at any given time.

Weekly meetings are held with Integrisec management to ensure all COVID regulations are being adhered to.

A monthly security report highlighting all incidences attended to is sent to owners, tenants and other interested parties.

**ANNUAL SECURITY STATS-JULY 2019-JUNE 2020**  
**THE TABLE GIVES A RUN-DOWN OF STATS FOR THE PAST 2 YEARS**  
**AS PER REPORTS SUPPLIED TO THE ECID**  
**BY EXECUTIVE RISK CONSULTANTS and INTEGRISEC SECURITY**  
**FOR EPPING 1 and 2**

<b>Incidents</b>	<b>Total 2018-19</b>	<b>Total 2019/20</b>	<b>Arrests 2019/20</b>	<b>Warnings 2019/20</b>
Animal Assistance	9	0		
Armed Robbery	11	7		
Assault	9	6		
Attempted Armed Robbery	1	1		
Attempted Hi Jacking	1	0		
Attempted Mugging	2	0		
Attempted Murder	2	0		



Attempted Rape	1	0		
Attempted Shoplifting	0	0		
Attempted Smash & Grab	0	2		
Attempted Theft-In Building	4	4		
Attempted Theft-Yard/Road	12	8		
Body Dumped	0	0		
Burning Copper/Electric Cable	14	4		2
Burning Vehicle	1	0		
Business / Public Assistance	261	140		1
Cart Horse Check / Complaint	0	2		
Cash in Transit Heist	1	0		
Damage to Private / Council / CID Property	11	18		
Death by Natural Causes	2	0		
Dead Body Recovered	1	1		
Discharging of a Firearm	0	1		
Drunk and Disorderly/Drinking in Public	8	3	1	2
Drunk Driving	0	2	1	
Dumping	27	31	1	3
Evacuation/Fire Drills Attended	0	2		
Fallen Trailer / Trailer Unattended / Fallen Load	7	7		
Fires	66	19		2
Fraud/Counterfeit	1	0		
Gang / Taxi Violence	1	0		
Gas Leak	1	1		
Insecure Premises	31	0		
Kidnapping	0	1		
Metro Rail Incidences / Cable Theft	1	5		
Motor Vehicle Accidents	154	61		
Motor Vehicle Accidents Involving a Pedestrian and or Hit and Run	26	14		
Mugging	6	7	2	
Murder	3	2		
Observation of Premises	4	0		
Operations-SAPS/PRASA/Law Enforcement/Traffic	0	3		1
Possession / Confiscation of Suspected Stolen Items	44	28	3	1
Possession / Confiscation of a Weapon	7	10		1
Possession / Use of Drugs	5	12	1	3
Public Disturbance	14	1		
Public Indecency	9	0		
Removal of Council Property	1	1		1
Shooting	0	1		
Shoplifting / Internal Theft	12	5		1
Smash & Grab	0	5		
Social Distancing-Assistance with	0	1		

Stolen goods recovered	1	3		
Strike Action	7	5		
Suspected Armed Robbers	0	0		
Suspicious Activity	2	0		
Suspicious Persons-Searched	687	288	1	15
Suspicious / Stranded Vehicles-Checked	578	266		4
Taxi Violence	0	0		
Theft-In Building (Break ins)	18	15	3	
Theft-Yard / Road	44	41	10	
Traffic Control / Assistance / SAPS Assistance	28	24		
Trespassing / Vagrants / Squatters Removed	15	17	2	3
Trolley/Bin Searches / Confiscations	223	37		
Vehicle-Hi Jacking	2	0		
Workers in Area doing Repairs & Maintenance	273	119		
Drains-Missing Covers-Damaged/Collapsed Drains + Leaks	0	65		
Pothole, Drains, Lights and Leaks Reported	848	27		
Stop Signs/Robots/Road Markings	0	4		
Street Lights/Sub Station Damaged	0	92		
<b>Total Incidences</b>	<b>3497</b>	<b>1433</b>		
<b>Warnings Issued 2019/20</b>		<b>41</b>		
<b>Arrests/Apprehensions 2019/20</b>		<b>25</b>		





**THE TABLE GIVES A RUN-DOWN OF STATS FOR THE PAST 2 YEARS  
AS PER REPORTS SUPPLIED TO THE ECID  
BY EXECUTIVE RISK CONSULTANTS AND INTEGRISEC FOR WPP**

<b>Incidents</b>	<b>Total 2018-19</b>	<b>Total 2019/20</b>	<b>Arrests 2019/20</b>	<b>Warnings 2019/20</b>
Alarm	1	6		
Attempted Theft-Yard/Road	2	2		
Attempted Dumping	0	1		
Business/Public Assistance	19	9		
Damage to Private / Council / CID Property	2	2		
Dumping	1	1		
Fire	1	1		
Insecure / Premises	5	0		
Motor Vehicle Accident	2	6		
Motor Vehicle Accident-Pedestrian	0	1		
Mugging	1	1		
Obstruction	1	0		
Public Disturbance	1	0		
Public Indecency	1	1		1
Shoplifting/Internal Theft	0	2		
Fallen Trailer / Trailer Unattended / Fallen Load	2	1		
Strike Action	1	0		
Suspicious Persons-Searched	21	28		
Suspicious / Stranded Vehicles-Checked	51	18		2
Theft Building	2	0		
Theft Yard/Road	1	2		
Traffic Control / Assistance / SAPS Assistance	4	0		
Trespassing / Vagrants / Squatters Removed	5	2		1
Trolley / Black Bin Searches/Confiscations	5	2		
Workers in Area doing Repairs & Maintenance	22	13		
Street Lights/Sub Station Damage	0	20		
Drains-Missing Cover-Damaged/Collapsed Drains + Leaks	0	9		
Pothole, Drains, Lights and Leaks Reported	318	3		
<b>Total Incidences</b>	<b>469</b>	<b>125</b>		
<b>Warnings Issued-2019/20</b>		<b>4</b>		



### **ECID CONTROL ROOM AND CAMERAS**

The ECID camera control room was established in 2018, it is fully equipped to manage most emergency situations within the Epping area.

The ECID has a total of 47 cameras consisting of;

- 17 x 360° PTZ (Pan Tilt Zoom) cameras ● which are located in various sectors of Epping 1 and 2, including the main rail track.
- 16 Static Cameras★ located at the 13 rail siding gates in Epping 2 and 3 rail siding gates in Epping 1. These cameras provide a comprehensive view of rail-siding access and restricts the access of any unsolicited foot traffic.
- 7 LPR & 7 Overview Cameras▲ installed at the following entrances; Gunners Circle/Jakes Gerwel Drive, Gunners Circle/Odin Way, Gunners Circle/Sipres Way, Bofors Circle/Carrier Way, Bofors Circle/Tripper Way, Bofors Circle/Showground Avenue and Bofors Circle/Jan Van Riebeeck Avenue.  
These 2 cameras go hand in hand as the LPR takes a picture of the front or rear number plates of a vehicle while the overview camera records

The control room operates 24/7, thus allowing the controllers to maintain an awareness of current happenings in the Epping area. The controllers are in direct communication with the ground crew, thus allowing any concerns to be dealt with swiftly.

The officers are trained to be constantly aware of their surroundings and any suspicious and threatening behavior.

Should any members of Law Enforcement or the public require footage, we are able to extract the footage immediately.

A monthly security report highlighting all concerns attended to is sent to owners, tenants and other interested parties.





## CAMERA LOCATIONS



## LIGHT LOCATIONS





## **PRINCETON CLEANING REPORT**

The cleaning team consists of 1 manager and 16 general workers, the team is tasked with cleaning and cutting verges, trimming trees, street sweeping, cleaning of catch pits, drains, lamp posts and the removal of illegally dumped rubble and general cleaning. All cardboard, plastic, glass and paper are recycled. All garden refuse is used to make compost.

The informal market area also produces large volumes of rubbish/rotten fruit, there is a team situated at the informal market daily, due the traders leaving rotten fruit in crates and on the sidewalk.

The ECID constantly requests Cape Town's Solid Waste Department to clean up the rotten fruit at the informal market.

The area around the scrap metal dealers continues to be a challenge. With the stripping of items outside the dealers, the sidewalks are also damaged and whatever they cannot sell is left there for our cleaners to remove.

Council send out a truck team 1-2 times a week to assist with the cleaning of this area.

The cleaning team was not permitted to work during the first few weeks of lock down, once they were permitted to return to work, the compliment was cut in half, with each team working alternate days.

As per feedback from the Princeton manager, all cleaning personnel were supplied with masks/buffs, hand wash / hand sanitiser and social distancing is constantly reiterated, the truck is also sanitised at the beginning and end of the day.

Weekly meetings are held with Princeton management to ensure all COVID regulations are being adhered to.

A monthly report highlighting all cleansing completed, is sent to all owners, tenants and other interested parties.

Before



After





Before



After



Before



After



**CLEANING STATS-JULY 2019-JUNE 2020**  
**AS SUPPLIED BY PRINCETON CLEANING**

ITEM	2019/20
Manholes & Catch pit Gulley's Cleaned Out	104
Concrete Waste & Illegal Dumping Removed	5
Truck loads-Garden Refuse	5
Illegal Signs Removed	23
Trees Pruned	2
Amount of Times Grass Verges Were Cut	148
Bridge Sides Cut	24
Alley Ways Cleaned	3
General Cleaning of Area-Daily	7452
<b>Refuse Bags Removed</b>	
Recyclable-Garden	11540
Recyclable-General	12305
Non-Recyclables	6093
<b>Total Bags Removed</b>	<b>29938</b>

### **MJ FORTUIN GARDENING SERVICES**

Mr Fortuin from MJ Fortuin Gardening Services and his team provide the cleaning services in Western Province Park and perform a first-rate job of keeping WPP clean and neat. We are given regular updates with photos of work completed. Mr Fortuin also assists by reporting blocked drains, missing drain covers and such. The trucks parking on the pavement in Showground Avenue opposite the Total garage continue to be problematic.

The team is tasked with cleaning and cutting verges, trimming trees, street sweeping, cleaning of catch pits, drains, lamp posts and the removal of illegally dumped rubble and general cleaning. All cardboard, plastic, glass and paper are recycled including garden refuse. Herbicide is sprayed on the weeds annually.

The cleaning team was not permitted to work during the first few weeks of lock down, and resumed work on the 4<sup>th</sup> of May.

As per feedback from Mr Fortuin, all cleaning personnel were supplied with masks and hand wash / hand sanitiser and social distancing is constantly reiterated, the truck is also sanitised at the beginning and end of the day.

The only real challenge in WPP is on dirt collection days where vagrants rummage through the black wheelie bins and then leave a mess around the bins.

Weekly meetings are held with Mr Fortuin to ensure all COVID regulations are being adhered to.

A monthly report highlighting all cleansing completed, is sent to all owners, tenants and other interested parties.

Dirt Collection Day & Vagrants



Grass Cutting in WPP



Cleaning of Drains in WPP



Spraying of Herbicide



Herbicide at Work



**CLEANING STATS-JULY 2019-JUNE 2020**  
**AS SUPPLIED BY MJ FORTUIN GARDENING SERVICES**

<b>ITEM</b>	<b>2019-2020</b>
Manholes & Catch Pit Gulley's Cleaned	239
Truck Loads-Concrete Waste & Illegal Dumping Removed	1,5
Truck Loads-Garden Refuse Removed	0
Trees Pruned	5
Amount of Times Grass Verges Were Cut	55
General Cleaning of Area-Daily	1242
<b>Refuse Bags Removed</b>	
Recyclable-Garden	261
Recyclable-General	1996
Non-Recyclables	2391
<b>Total Bags Removed</b>	<b>4648</b>

**SOCIAL RESPONSIBILITY**

The ECID makes donations to the Cart Horse Protection Association, situated in Epping 2 and also assists by identifying overloaded horse carts, incorrect harnessing and lack of horse shoes and reporting this to their inspectors, who in turn may request we remove the harness and number plate, the horses are then either collected by an inspector or walked home minus the cart.

The Animal Anti Cruelty League is also situated in Epping 2 and the ECID assists by taken in stray or injured animals where possible or reporting such cases to their inspectors.

The ECID, in conjunction with Pioneer Foods & Giant Sweets, do a monthly distribution of food packages to the Langa Baptist Church and the Church of the Nazarene in Bonteheuwel, both these churches have soup kitchens and distribution schemes in place whereby food parcels are handed out to the vulnerable families in their areas.

Due to the kidnapping of the Director of Giant Hyper, all donations were put on hold as from January 2020.

The ECID thank Pioneer Foods & Giant Sweets for their kind donations of food items.



**LANGA BAPTIST CHURCH**



**CHURCH OF THE NAZARENE  
BONTEHEUWEL**

The following food items were distributed during the 2019/20 year;

<b>Pioneer Foods</b>	250kg Beans
<b>Giant Hyper</b>	5 x 750g Coffee
	9200 Tea Bags
	6 x 1kg Peanut Butter
	6 x 1kg Jam
	72 Cans of Baked Beans
	60kg Samp
	72 Cans of Pilchards
	60 x 500g Packets of Dry Soup Mix
	60 x 500g Packets of Lentils
	20kg Rice
	36 x 1.5l Cooldrinks
	24 x Cans Mixed Vegetables

## **GENERAL**

### **SIDING LEASES**

Lizette Johnstone assisted the following property owner to submit siding lease applications; Richard Kane Hides and Skins (Pty) Ltd. Lizette Johnstone has also assisted companies by following up of outstanding lease applications.



### **C3 NOTIFICATION SYSTEM**

The C3 Notification System is an electronic system that acts as a central place for reporting and tracking general problems in the area, i.e. blocked drains, missing covers etc.

A total of 300 C3 notifications were reported to Council.

### **PROJECTS PROPOSED/COMPLETED FOR 2019/2020**

It was proposed by the ECID Board that R 2 863 537 be utilised from the surplus funds for the following projects;

- 4 new bakkies have been purchased with a total cost of R 1 611 041, this amount included branding, tracking devices and light bars.
- Due to COVID-19 the camera project comprising of 4 static cameras, 2 LPR cameras and 1 PTZ camera-To be installed at WPP, 3 x LPR cameras and 1 x PTZ camera to be installed at SAPS Logistics and the replacement of cameras and UPS in Epping which carried a total cost of R 1 744 000, was not completed and will be carried over to 2020/2021.
- Due to COVID-19 the installation of lights will also be carried over to 2020/2021

### **PROJECTS PROPOSED FOR 2020/2021**

It has been proposed by the ECID Board that R 646 519 be utilised from the surplus funds for the purchase of 2 vehicles, this amount includes the trade-in value.

- R 187 919 to replace 5 cameras and 6 UPS's

### **POSSIBLE PROJECTS FOR 2020/2021**

- Install New Gates / Fences / Lights as Required
- Install Entrance Security System