



Airport Industria 2, 7545
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 Cape Town International Airport, 7545

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**2015 / 2020 ANNUAL PLAN FOR
 AIRPORT INDUSTRIA
 CITY IMPROVEMENT DISTRICT NPC**

(A) Direct CID Managed activities		RESPONSIBILITY
		CID Manager
ACTIONS	START DATE	SUCCESS INDICATOR
Communication <ul style="list-style-type: none"> • Newsletters • E-mails 	Quarterly Ongoing	Facilitate effective communication in news letter distributed via e-mail Facilitate effective communication and continuous interaction with the Business Community to inform them of security related matters, improvements, upgrades, trends and happenings

ANNEXURE A

ANNEXURE TO ITEM
 C 50/03/15

<ul style="list-style-type: none"> • Meetings • Management and Office Administration • Marketing 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Meetings with City Officials, Local Authority, Business Owners and Tenants, SAPS, Law Enforcement, Traffic, Eskom and Fire Services.</p> <p>Communication via telephone, e-mails and facsimile</p> <p>CID Manager visit Business Owners and Tenants in person</p>
<p>Social Responsibility Projects</p>		
<ul style="list-style-type: none"> • Winter Project 	<p>July / August</p>	<p>Businesses are urged to donate goods such as new or unwanted clothing, blankets, etc, which is given to the Red Cross for distribution to the needy</p>
<ul style="list-style-type: none"> • Blood Donor Clinic 	<p>Every 56 days</p>	<p>Working with the Western Cape Blood Transfusion Service to arrange Blood Donor Clinics. The business community is taking part and helping to make a difference in saving a life</p>
<ul style="list-style-type: none"> • Greening Campaign and Tree Planting 	<p>Ongoing</p>	<p>Promoting the greening campaign and beautifying our working environment. Working with Parks Department to plant trees and urging business tenants to 'adopt a tree' by watering the trees planted in front of their business.</p> <p>Promoting a 'grime free working environment</p>
<ul style="list-style-type: none"> • Garden Competition 	<p>Quarterly</p>	<p>Quarterly Competitions are held for the best kept verge. A floating plaque is presented to the business to keep for 3 months</p>
<ul style="list-style-type: none"> • Heart for Children 	<p>Every December</p>	<p>Requesting our business community to donate Christmas gifts and hampers which is delivered by the CID to underprivileged children at Orphanages and Hospitals</p>

<p>Surveys</p> <ul style="list-style-type: none"> • Waste Minimizing Survey • Emergency Evacuation Survey • Various other Surveys • Community Involvement 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Businesses are urged to recycle used paper, plastics and bottles, etc</p> <p>Working with The City and business community to ensure evacuation and emergency procedures are in place. Educating businesses on safety measures /awareness</p> <p>Monthly assessment and evaluation</p> <p>Half yearly</p>
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<p>(B) Coordinating and Implementing the Security Services and Safety Procedures</p>		<p>RESPONSIBILITY</p> <p>CID Manager</p>
<p>ACTIONS</p>	<p>START DATE</p>	<p>SUCCESS INDICATOR</p>
<ul style="list-style-type: none"> • On-site inspection of security patrol officers in CID area 	<p>Ongoing</p>	<p>Weekly assessment and evaluation</p>

<ul style="list-style-type: none"> • Regulate to ensure efficient services by security patrol officers 	Ongoing	Weekly evaluation of Security Officers Weekly report from Security Service Provider
<ul style="list-style-type: none"> • Encourage regular training of Security officers 	Ongoing	Obtain 3 monthly report
<ul style="list-style-type: none"> • Liaise with Security Managers 	Ongoing	Monthly meetings with Security Operations Manager to ensure the goal in reducing crime in our working environment is achieved
<ul style="list-style-type: none"> • Security High Profile Patrolling and Policing 	Ongoing	Weekly
<ul style="list-style-type: none"> • Security joint operations with SAPS 	Ongoing	Quarterly
<ul style="list-style-type: none"> • Keeping record of crime related incidents and crime statistics 	Weekly	Assessment of crime trends, incidents and identifying 'hot spots' Determine Crime Pattern Analysis
<ul style="list-style-type: none"> • Identifying problems and addressing such with Security, SAPS, Law Enforcement, City Police and Traffic 	Monthly	Assessment and evaluation by implementing a Multidisciplinary Team approach to combat crime
<ul style="list-style-type: none"> • Informal Traders 	Weekly	Inspecting Hawkers Licenses

(C) Enhance the provision of services by Local Authority		RESPONSIBILITY CID Manager
ACTIONS	START DATE	SUCCESS INDICATOR
<ul style="list-style-type: none"> • Identify shortcomings of services from The City and Local Authority ➤ Street lighting ➤ Storm Water Canal cleaning ➤ Dumping ➤ Refuse Collection ➤ Planting of trees ➤ Road Maintenance ➤ Sidewalks and Kerbs ➤ Cleansing and Street Sweeping ➤ Bush Clearing and Maintenance of vacant plots ➤ Clearing overgrown Water Canals ➤ Road Traffic Markings ➤ Signage and Advertising Boards ➤ Traffic ➤ Fire and Rescue ➤ Environmental Health 	Ongoing	Weekly / Monthly Assessment and evaluation of CID area Analysis of shortcomings are addressed

<ul style="list-style-type: none"> ➤ Waste Collections and minimization ➤ Sanitation ➤ Fencing N2 / Montreal Drive bordering Airport Industria Improvement Partnership • Compile a priority list of essential needs to enhance the objectives of the CID • Liaise with relevant role players responsible for services • Mobile Street off street truck parking area • More road traffic STOP signs for Manhattan and Mobile Streets 	<p style="text-align: center;">Ongoing</p> <p style="text-align: center;">.Ongoing</p> <p style="text-align: center;">Ongoing</p> <p style="text-align: center;">Ongoing Subject to The City and Traffic approval</p>	<p>Daily assessments are done on the damages made to the fence. The CID is currently discussing with Cape Provisional Administration for the maintenance of the fence when required. Priorities identified and tabled to The City</p> <p>Quarterly meetings with The City for discussion on rendering of services. Unicity financial approval for minor and major works. Priorities identified and tabled to The City</p> <p>Priorities identified and tabled to The City Presentation made to The City on 26 January 2010 Subject to availability of funds in the CID'S Improvement Services, Minimizing speed offences</p>
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(D) Enhance the provision of services by the SAPS		RESPONSIBILITY CID Manager
ACTIONS	START DATE	SUCCESS INDICATOR

<ul style="list-style-type: none"> • Liaise with SAPS Sector Manager 	Ongoing	Building good working relationship
<ul style="list-style-type: none"> • SAPS High Profile Policing and Patrolling 	Ongoing	Ensure effective and efficient service by SAPS
<ul style="list-style-type: none"> • Traffic Road Blocks 	Ongoing	Quarterly
<ul style="list-style-type: none"> • Speed Traps 	Ongoing	Quarterly – assist with management of implementation of speed offences
<ul style="list-style-type: none"> • SAPS Operations, i.e. profiling suspects and morphatouch system 	Ongoing	Quarterly
<ul style="list-style-type: none"> • SAPS Sector Manager Meeting 	Ongoing	Weekly meeting to ensure the goal in reducing crime in our working environment is achieved
<ul style="list-style-type: none"> • SAPS Crime Forum Meetings 	Ongoing	Weekly Assessment of crime trends, incidents and identifying 'hot spots'
<ul style="list-style-type: none"> • Keeping record of crime related incidents and crime statistics 	Ongoing	Determine Crime Pattern Analysis
<ul style="list-style-type: none"> • Identifying problems and addressing this with SAPS, Law Enforcement and Traffic 	Weekly	Assessment and evaluation by implementing a Multidisciplinary Team approach to combat crime
<ul style="list-style-type: none"> • Informal Traders 	Weekly	Inspecting Hawkers Licenses

(E) Promote CID and Business Prospects		RESPONSIBILITY CID Manager
ACTIONS	START DATE	SUCCESS INDICATOR
<ul style="list-style-type: none"> • Media Coverage of: <ul style="list-style-type: none"> ➔ Promoting the CID ➔ Promoting Business prospects of the Area ➔ Regular Meetings with CID Committee, Role Players at The City Business Owners and Tenants 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>News Letter, E-mail, Company Visits</p> <p>Quarterly assessment on influx of New Business in area</p> <p>Committee Meeting every two months Sub-Committee discussions weekly to discuss projects</p>

CITY IMPROVEMENT DISTRICT NPC - AIRPORT INDUSTRIA		5 YEAR IMPLEMENTATION PLAN		
JULY 2015 - JUNE 2020				
CID MANAGEMENT OBJECTIVES				
<i>Responsibility - CID Baard</i>		<i>CID MANAGER - RHONDA LEWIS</i>		
<i>ACTIONS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>RESPONSIBILITY</i>	<i>SUCCESS INDICATORS</i>	<i>COMMENTS</i>
Effective and Efficient Management and Office Administration	Daily 01 July 2015 - 30 June 2020	CID Manager	Monthly feedback to CID Board. Bi-Monthly Board Meetings Communication via telephone, facsimile and E-Mail	Ongoing
Arrears CID Levies	Monthly 01 July 2015 - 30 June 2020	CID Manager	Liaise with Property Owners on outstanding area levies	Ongoing Promote relationships / partnerships with City Officials and Members. Encourage Members to become more involved in CID affairs
Progress Reports to the CID Board	Monthly 01 July 2015 - 30 June 2020	CID Manager	Bi-Monthly Board Meetings	Report back on CID related functions. Board Approval required
Property Valuations	Annually 01 July 2015 - 30 June 2020	CID Manager	Assess Annual Property Valuations by The City	Annually
Update of Membership List	November Annually 01 July 2015 - 30 June 2020	CID Manager	Annual submissions to Sub-Council Manager	Annually
Capital Budgets	November Annually 01 July 2015 - 30 June 2020	CID Manager	Annual submissions to Sub-Council Manager	Annually
Integrated Development Plan	July Annually 01 July 2015 - 30 June 2020	CID Manager	Annual submissions to Sub-Council Manager	Annually
Interact with property owners and business tenants	Daily as required 01 July 2015 - 30 June 2020	CID Manager, Council Authorities and Law Enforcement Agencies	Provide assistance where possible	As required
Relationships with Sub-Council Management and The City	Daily - As Required 01 July 2015 - 30 June 2020	CID Manager	Good established working relationships with all Council Departments	Ongoing
Ward Councillor Forum	Bi-Monthly 01 July 2015 - 30 June 2020	CID Manager	Bi-Monthly Ward Meetings	Applications / Suggestions to the Ward Allocation Budget - Annually
Accounting and reporting to Council	Monthly 01 July 2015 - 30 June 2020	CID Manager	Ensuring budget is allocated to improvement services and monitoring monthly expenses	Ongoing monthly

Updating Membership List, Data Base and visits to members	Daily, as and when changes occur 01 July 2015 - 30 June 2020	CID Manager	Keeping track of changes to property ownership and businesses moving in/out of area. Visiting members twice a year.	Ongoing
Annual Audit and feedback to Members at Annual General Meeting	July - August Annually 01 July 2015 - 30 June 2020	CID Manager	Audited financial statements distributed to members, at office for inspection/website	Annually

CID SOCIAL RESPONSIBILITY OBJECTIVES

<i>Responsibility - CID Board</i>		<i>CID MANAGER - RHONDA LEWIS</i>		
ACTIONS AND FUNCTIONS	START / FINISH DATE	RESPONSIBILITY	SUCCESS INDICATORS	COMMENTS
Winter Project	Annually - July August 01 July 2015 - 30 June 2020	CID Manager	Liaise with members to donate unwanted goods to the needy during the winter months	Annually
Blood Donor Clinic Area	Every 56 days 01 July 2015 - 30 June 2020	CID Manager	Liaise with members to support this worthy course and help save a life	Every 56 days
Heart for Children Project	Annually - December 01 July 2015 - 30 June 2020	CID Manager	Requesting our business community to donate Christmas gifts and hampers to underprivileged children. The CID gives this to orphanages and hospitals.	Annually
Waste Minimisation Project / Recycling	Daily 01 July 2015 - 30 June 2020	CID Manager	Encourage members to support the CID's Waste Minimisation initiative.	Ongoing

CID MARKETING OBJECTIVES				
Responsibility - CID Board		CID MANAGER - RHONDA LEWIS		
ACTIONS AND FUNCTIONS	START / FINISH DATE	RESPONSIBILITY	SUCCESS INDICATORS	COMMENTS
Newsletters / Newsflashes <ul style="list-style-type: none"> • Promoting the services of the CID • Promoting Business prospects of the area • Promoting local projects • Promoting Social issues and projects • Emergency Numbers 	Quarterly 01 July 2015 - 30 June 2020	CID Manager	Regular meetings with Board, Role Players at The City, Members and Business Tenants	Ongoing
Media Coverage in local Newspapers covering: <ul style="list-style-type: none"> • CID Annual General Meetings • Local Development • Property Development issues 	Monthly when needed 01 July 2015 - 30 June 2020	CID Manager	Monthly feedback to Board at Directors Meeting and Members	Ongoing
Member visits and meetings	Daily 01 July 2015 - 30 June 2020	CID Manager	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Promoting business prospects for the area	Daily with CID partners 01 July 2015 - 30 June 2020	CID Manager	Bi-Annually feedback to CID Board at Directors Meeting	Ongoing
Social Responsibility projects / interaction for Business Members:	Annually 01 July 2015 - 30 June 2020	CID Manager	Regular interaction with members and workers and Board	Annually
CID Signage and illegal signage	Maintenance of sign boards 01 July 2015 - 30 June 2020	CID Manager	Signage at the 3 entrances to Airport Industria Interact with The City on	Ongoing maintenance when needed

			Bi-Laws and business tenants	
Website and link to businesses directory	February 2011 01 July 2015 - 30 June 2020	CID Manager	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Management and Administration of Surveys: <ul style="list-style-type: none"> • Emergency Evacuation Procedures • Hazardous chemicals • Community involvement • Polluted Water Ways 	Monthly / Quarterly 01 July 2015 - 30 June 2020	CID Manager and City Officials	Monthly / Quarterly updates to members via e-mail and visits to members	Ongoing
Memo Desk Cube Incentive with CID Contact numbers and Emergency Numbers	Daily 01 July 2015 - 30 June 2020	CID Manager	Daily visits to members	Ongoing

CID CLEANSING AND ENVIRONMENT OBJECTIVES

<i>Responsibility - CID Board</i>		<i>CID MANAGER - RHONDA LEWIS</i>		
<i>ACTIONS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>ACTIONS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>ACTIONS AND FUNCTIONS</i>
Monitoring of street sweepers sweeping streets in AI CID boundary	Weekly 01 July 2015 - 30 June 2020	CID Manager and The City	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Monitoring collection and emptying of The City's Black Wheelie bins / waste collection	Weekly pick-ups 01 July 2015 - 30 June 2020	CID Manager and Business Tenants	Weekly	Ongoing
Greening Campaigns	Quarterly 01 July 2015 - 30 June 2020	CID Manager	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Identifying Health and Safety issues	Daily patrols with weekly reports	CID Manager and Security Site Manager	Daily reports to CID Manager	Ongoing

	01 July 2015 - 30 June 2020		Reporting problems to The City	
Identifying infrastructure issues	Daily reports to The City 01 July 2015 - 30 June 2020	CID Manager	Weekly notifications to The City	Ongoing
Verge Cutting and Maintenance	Daily 01 July 2015 - 30 June 2020	CID Manager and Maintenance Contractor	Quarterly agreement with report to CID Manager and the Board	Quarterly
Waste / Solid Waste	Daily as required 01 July 2015 - 30 June 2020	CID Manager and Security Site Manager	Immediate action and reports to waste department and weekly reports to CID Manager	Daily, as incidents occur
Watering and general maintenance of trees: • Replacing dead trees • Illegal tree felling	Weekly 01 July 2015 - 30 June 2020	CID Manager	Liaising with Parks Department on services required.	Ongoing
Garden Competition	Quarterly 01 July 2015 - 30 June 2020	CID Manager	Promote quarterly garden competition. Quarterly Floating Plague given to winner	Ongoing
Bush Clearing initiatives	As required monthly 01 July 2015 - 30 June 2020	CID Manager	Contact Property Owners to take responsibility and clean vacant property and Parks Department	Ongoing
Disorderly behaviour of vagrants /littering	Daily as required 01 July 2015 - 30 June 2020	CID Manager Business Tenants	Contact offender and report to The City or Law Enforcement Agencies, report to CID Manager	Daily, as incidents occur
Air Pollution	Daily 01 July 2015 - 30 June 2020	CID Manager	Daily monitoring and reporting to The City	Ongoing
Maintain a Grime free working environment	Daily 01 July 2015 - 30 June 2020	CID Manager	Patrolling area to summarise situation	Ongoing
Landscaping at three entrances of Airport Industria	Daily 01 July 2015 - 30 June 2020	CID MANAGER	Ensuring that Landscaping areas are clean, removing weed and dead plants.	Ongoing

			Ensuring irrigation system is in working order.	
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CID GENERAL SERVICES, CAPITAL PROJECTS AND IMPROVEMENT SERVICES				
<i>Responsibility - CID Board</i>		<i>CID MANAGER - RHONDA LEWIS</i>		
<i>ACTIONS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>ACTIONS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>ACTIONS AND FUNCTIONS</i>
Identify shortcoming of services from The City and Local Authorities	Weekly 01 July 2015 - 30 June 2020	CID Manager	Weekly reports to The City and Local Authorities when required	Ongoing
Identify and report defects on Council's existing Services: <ul style="list-style-type: none"> • Defective and insufficient street lighting • Lamp Poles damaged • Sewer • Storm Water drainage and maintenance • Dumping • Damaged fences • Storm Water and Blocked drains • Road Repairs • Fencing • Kerb damages • Traffic road markings and traffic road signs • Illegal Sign boards • Fire Hydrant maintenance and leakages 	Daily/ weekly and monthly reports to The City 01 July 2015 - 30 June 2020	CID Manager	Liaise with City Officials	Ongoing

<ul style="list-style-type: none"> • Water Canal cleaning • Refuse Removal • Waterworks • Traffic signals • Truck holding areas • Pedestrian Safety initiatives 				
Submission of Capital Project Budgets	Annually 01 July 2015 - 30 June 2020	CID Manager	Annually	Ongoing
Compile priority list of essential needs to enhance the objectives of the CID :	Annually 01 July 2015 - 30 June 2020	CID Manager	Priorities identified and tabled to The City	Ongoing
Speed Reduction Measures	Monthly 01 July 2015 - 30 June 2020	CID Manager	Documented need for additional STOP streets to The City / Traffic Department	Ongoing
CCTV Camera Monitoring	Annually 01 July 2015 - 30 June 2020	CID Manager	Identified need as Crime Preventative Measure Discussion and Approval required by Board and Members	Ongoing
Stray dogs / animals	Daily	CID Manager and Security	Call local authority to assist with removal of debris and animals wondering	Ongoing

CID SECURITY AND LAW ENFORCEMENT OBJECTIVES				
Responsibility - CID Board		CID MANAGER - RHONDA LEWIS		
ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS
On-site inspection of Security Officials	Daily 01 July 2015 - 30 June 2020	Security Contractor and Security Site Manager	Daily feedback to CID Manager. Bi-Monthly feedback to Board at Directors Meeting	Daily visits by patrol officers to AICID office
Weekly Security Reports from Security Contractor	Weekly 01 July 2015 - 30 June 2020	Security Contractor and Security Site Manager	Weekly written reports to CID Manager with Incident and crime statistics Communicated to Members and Business Tenants	Ongoing
Weekly Security Crime Statistics from Security Contractor	Monthly 01 July 2015 - 30 June 2020	Security Contractor and Security Site Manager	Quarterly reports to CID Board	Due every week detailing incidents from the previous week and health & safety issues
SAPS Bishop Lavis Sector 4 Sector Policing Meeting and Crime Prevention Forum (CPF)	Weekly 01 July 2015 - 30 June 2020	CID Manager and Security Operations Manager	Every Monday at Bishop Lavis Police Station	Ongoing
Promote relationships with SAPS and Law Enforcement Agencies	Daily 01 July 2015 - 30 June 2020	CID Manager	Establish good working relationships by attending meetings regularly and promoting assisting where possible	Ongoing
Enforce Bi-Laws with loiterers	Daily 01 July 2015 - 30 June 2020	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Enforce Bi-Laws with illegal hawkers	Daily 01 July 2015 - 30 June 2020	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Monthly visits to second hand and scrap dealers & Licensing	Weekly and monthly 01 July 2015 - 30 June 2020	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Liase with relevant role players of the local SAPS and identify shortcomings	Weekly 01 July 2015 - 30 June 2020	CID Manager	Ongoing as is required and report back at CPF Meeting	Ongoing

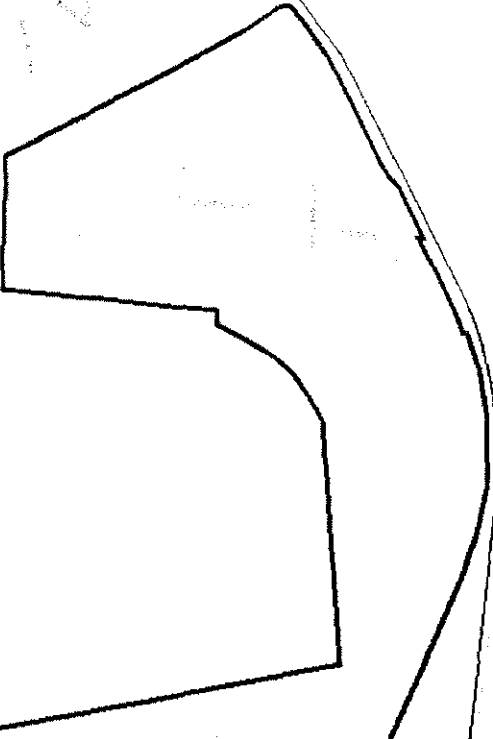
Determine Crime pattern analysis and Crime threat analysis and modus operandi	As required / weekly 01 July 2015 - 30 June 2020	SAPS Crime Intelligence Officer and Sector Captain	Measured at monthly CPF meeting	Ongoing
Traffic and Law Enforcement Enforce Bi-Laws	Weekly when required 01 July 2015 - 30 June 2020	Traffic and Law Enforcement Department Manager	Ongoing as is required and report back at CPF Meeting	Ongoing
Law Enforcement Implementation of law enforcement rules	Daily 01 July 2015 - 30 June 2020	Traffic Department Manager	Ongoing as is required and report back at CPF Meeting	Ongoing
Monitor SAPS Sector Visibility	Daily 01 July 2015 - 30 June 2020	SAPS Sector Captain and Security Site Manager	Daily feedback to CID Manager. Reporting at CPF Meeting	Ongoing
Joint operations with Security and SAP, Traffic and Law Enforcement Agencies: <ul style="list-style-type: none"> • High Profile Policing and Patrolling • Traffic Road blocks • Speed Analysis • Profiling suspects/loiterers • Informal Traders 	Monthly 01 July 2015 - 30 June 2020	CID Manager and Security Site Manager	Ongoing as is required and report back at CPF Meeting Vagrant control	
Maintain a Crime free working environment	Daily 01 July 2015 - 30 June 2020	CID Manager and Security Site Manager	Patrolling area to summarise situation	Ongoing

AIRPORT
Map 1

- Wards
- CID Areas
- Street Names
- Etien

509

Ward 29



Ward 31

AIRPORT

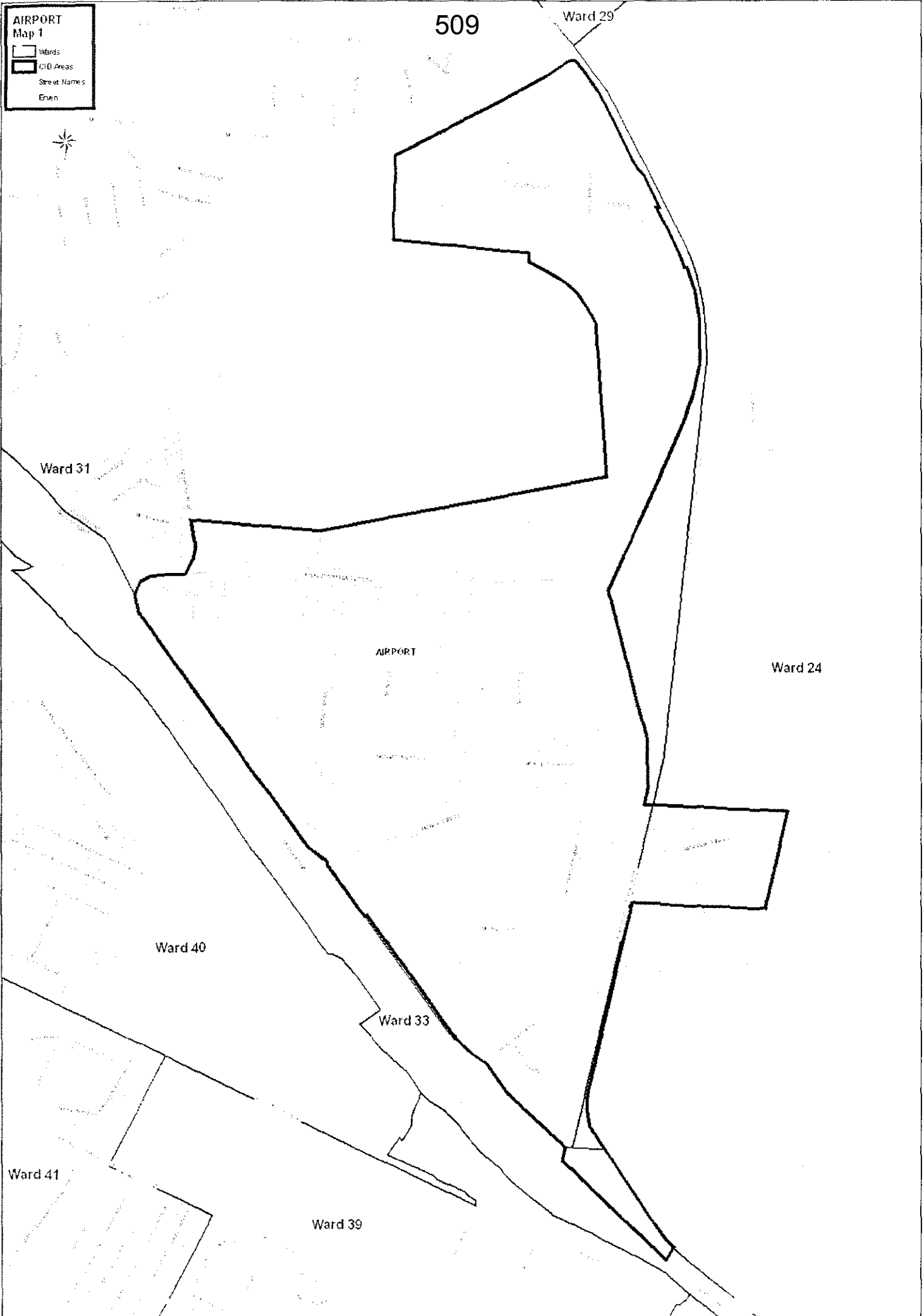
Ward 24

Ward 40

Ward 33

Ward 41

Ward 39



AIRPORT INDUSTRIA CITY IMPROVEMENT DISTRICT

5 YEAR BUDGET AS PER BUSINESS PLAN

EXPENDITURE	2015/16	2016/17	2017/18	2018/19	2019/20
	R	R	R	R	R
1. Employee Related	415 300	456 830	502 513	552 765	608 040
Salaries	365 000	401 500	441 650	485 815	534 396
UIF	1 800	1 980	2 178	2 396	2 635
Transport allowance	18 000	19 800	21 780	23 958	26 354
Bonus Provision	30 500	33 550	36 905	40 596	44 655
2. Core Business	2 412 000	2 653 200	2 918 520	3 211 772	3 532 949
Cleansing Services	600 000	660 000	726 000	800 000	880 000
Environmental Upgrading (Greening, landscaping, recycling, etc.)	12 000	13 200	14 520	15 972	17 569
Security Services	1 800 000	1 980 000	2 178 000	2 395 800	2 635 380
Social Upliftment	-	-	-	-	-
3. Depreciation	5 000	5 000	5 000	5 000	5 000
4. Repairs and Maintenance	-	-	-	-	-
5. Services Accounts ex CCT	-	-	-	-	-
6. Interest Paid	-	-	-	-	-
7. General Expenditure	86 300	94 930	104 423	114 865	126 351
Accommodation (Rent)	5 000	5 500	6 050	6 655	7 320
Auditor's remuneration	10 000	11 000	12 100	13 310	14 641
Bank charges	3 000	3 300	3 630	3 993	4 392
Computer expenses (including Website)	10 000	11 000	12 100	13 310	14 641
Contingency / Sundry	10 000	11 000	12 100	13 310	14 641
Entertainment	3 300	3 630	3 993	4 392	4 832
Insurance	6 300	6 930	7 623	8 385	9 224
Meeting expenses	6 600	7 260	7 986	8 785	9 663
Printing and stationery	8 500	9 350	10 285	11 313	12 445
Staff welfare (tea, Coffee, etc.)	3 600	3 960	4 356	4 792	5 270
Telephone and fax	20 000	22 000	24 200	26 620	29 282
Other: Specify	-	-	-	-	-
8. Operational Projects	60 000	66 000	72 600	79 860	87 846
Re-painting of roadworks	60 000	66 000	72 600	79 860	87 846
Provide Detail	-	-	-	-	-
9. Capital Projects	-	-	-	-	-
Provide Detail	-	-	-	-	-
Provide Detail	-	-	-	-	-

10. Capital Expenditure (PPE)

- Office Furniture
- Office Equipment
- Computer Equipment
- Other: Specify

-	0.0%
-	
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-	0.0%
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11. Future Provision

- Assets
- Operational Project
- Capital Project
- Other: Specify

-	0.0%
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12. Bad Debt Provision 3%

92 122	3.0%
3 070 722	100.0%

101 318	3.0%
3 377 278	100.0%

111 435	3.0%
3 714 491	100.0%

122 606	3.0%
4 086 868	100.0%

134 851	3.0%
4 495 037	100.0%

TOTAL EXPENDITURE

INCOME

- 1. Revenue - SRA Add Rates
- 2. Accumulated Surplus

R	
-3 070 722	100.0%
-	0.0%
-3 070 722	

R	
-3 377 278	100.0%
-	0.0%
-3 377 278	

R	
-3 714 491	100.0%
-	0.0%
-3 714 491	

R	
-4 086 868	100.0%
-	0.0%
-4 086 868	

R	
-4 495 037	100.0%
-	0.0%
-4 495 037	

(SURPLUS) / SHORTFALL

BUDGET GROWTH

-	
20.9%	

-	
10.0%	

-	
10.0%	

-	
10.0%	

-	
10.0%	

Whether of - Appointment
As from 2014/05/09
Master of the High Court,
Cape Town
BWA ABRAHAMS &
ASSOCIATES, 16B Civic
Road, Lansdowne
(9835235)

NOTICE
Please take notice that Mr
Mazhar Jameel Parker intends
making application to the
commissioner of CIPC for the
re-instatement of Nawaseth
Centre (pty) Ltd 1971/014235/07
Please take notice that any
objection to the application
must be lodged with the
Commissioner of CIPC within
twenty one (21) days of the
date of publication hereof.
(9843468)

NOTICE
I, GOVINDAMMAH
ANJINAVATHI GOURI-
SANKAR, member of Section
No.8, The Avenues CC, Reg
No. 1998/038127/23 am
attending to restoration of
the close corporation. Any
objection thereto should
be raised with Companies
and Intellectual Property
Commission (CIPC) within
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herby given that the
tory Second Meeting
Creditors, Members
Contributors will be
before the Presiding Of
Magistrates Court, Bell
on Friday, 21 November
2014 at 11h00 for the
proof of claims against
company, to receive
Joint Liquidator's Re-
and to give directions to
Joint Liquidators regard-
the administration of
estate.
C. & B ST CLAIR COOPER &
NYATI, c/o CK Trust, PO
3065, Tyger Valley 7536
(984)



Notice of Annual General Meeting

The Airport Industria City Improvement District NPC will be
hosting its Annual General Meeting and all stakeholders are
invited to a review of the year's activities and planning for 2015/16.

Date: 4 December 2014
Time: 12:00
Venue: De Beers
Madrid Street
Airport Industria 2

Resolutions presented at the AGM can only be voted on by bona
fide members of the Airport Industria City Improvement District
NPC. This membership is available free of charge to all owners of
industrial property within the Special Rating Area, but they must
be registered before 4 December 2014.

For further information on how to register and AGM documentation
contact Airport Industria CID at: www.airportcid.co.za or send an
email to airportcid@telkomsa.net or call the CID Office on
(021) 386-8403.

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to the Stellenbosch Municipality is required on

addressed to Mr. Gerald Kraukamp at 021 808
8163.

dress and the endorsement "B/SM 46/15 High
aced in the bid box situated at the Stellenbosch
sted to The Stellenbosch Municipality, PO Box 17,
28 November 2014 at 12h00 after which the bids

bids must be accompanied by the complete set of
mplete bid document, will not be considered.

be considered and the Municipality does not bind

uirements of relevant legislation are adhered to
ystem will be applicable.

90
10
100

ed to consult the Municipality's Supply Chain

Kennisgewing van Algemene Jaarvergadering

Die Airport Industria City Improvement District NPC hou
sy 10de Algemene Jaarvergadering en alle
belanghebbende persone word genooi na 'n oorsig oor
die jaar se bedrywighede en beplanning vir 2015/2016.

Datum: 4 Desember 2014
Tyd: 12:00
Plek: De Beers
Madridstraat
Airport Industria 2



Slegs bona fide-lede van Airport Industria City
Improvement District NPC kan stem vir resolusies wat by
die Algemene Jaarvergadering ter tafel gelê word. Alle
eienaars van industriële eiendomme wat binne die
Spesiale-heffingsgebied val, kan lede word sonder enige
koste daaraan verbonde, maar moet registreer wees voor
4 Desember 2014.

Vir verdere inligting oor hoe om te registreer en AJV
dokumentasie, kontak Airport Industria CID by:
www.airportcid.co.za of stuur 'n e-pos aan:
airportcid@telkomsa.net of skakel (021) 386-8403.

Runan Rossouw

Subject: FW: CID AIRPORT INDUSTRIA__ANNUAL GENERAL MEETING 4 DECEMBER 2014
Attachments: PROXY Form 2014__CID Airport Industria.docx; AGM AICID 4.12.2014 ADS.JPG

From: City Improvement District_Airport Industria [<mailto:airportcid@telkomsa.net>]
Sent: 02 December 2014 01:35 PM
To: 'MIT'; 'Support-A-Peadic'; 'Universal Roofs & Ceilings'
Subject: CID AIRPORT INDUSTRIA__ANNUAL GENERAL MEETING 4 DECEMBER 2014

Good Afternoon Business Tenants and Property Owners

Just a friendly reminder regarding the CID'S Annual General Meeting 4 December 2014.

The CID would like to share information regarding the outstanding work we have done during 2014 and what we anticipate doing during 2015.

Please afford us an hour of your time. Beverages will be served after the meeting.

Property Owners, who are unable to attend, kindly complete the attached Proxy form and return this to the CID office as urgently as possible via email (airportcid@telkomsa.net) or fax (0865 106 839).

Your attendance will be appreciated. .



Airport Industria
 City Improvement District NPC
 Airport Industria Area 2, 7545
 P O Box 47,
 Cape Town International Airport, 7545
 Telephone: (021) 386 – 8403
 Fax2Email: 0865 106 839
 E-Mail: airportcid@telkomsa.net
 Website: airportcid.co.za

Notice of Annual General Meeting

The Airport Industria City Improvement District NPC will be hosting its 10th Annual General Meeting and all Property Owners and Business Tenants are invited to a review of the year's activities.

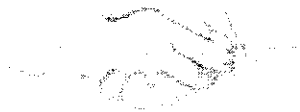
Date: 4 December 2014
Time: 12h00
Venue: De Beers
 Madrid Street
 Airport Industria 2

514 AGENDA

1. Registration
2. Welcome & Apologies
3. Quorum to constitute meeting
4. Approval of previous AGM minutes
5. Chairman's Report
6. Byers Security Report
7. Financial Report / Confirmation of Annual Financial Statements 2013/2014
8. Approval of Business Plan 2015 - 2020
9. Approval of Budget 2015 -2016
10. Approval of Implementation Plan 2015 - 2016
11. Appointment of Auditors
12. Confirmation and Election of Directors
13. Confirmation of Company Secretary
14. General
14. Chairman's Word of Thanks
15. Adjournment and serving of refreshments

Please note that everyone is welcome to attend although only Bona Fide members of the SRA will be entitled to vote on resolutions presented at the AGM.

- All resolutions to be approved must be supported by more than 50% of the voting right exercised on the Resolution.
- Membership is available free of charge to all Property Owners within the CID's footprint, but they must be registered before 4 December 2014. A Membership Application Form is available on the company's website or at office.
- In the event of a Property Owner being unable to attend the AGM, kindly complete the attached Proxy form, which would need to be completed and returned to the office before the Annual General Meeting. A Proxy need not to be a Member of the Company, participants will be required to provide satisfactory identification to verify their right to participate at the meeting.



Rhonda Lewis

CID Manager

Landline: 0213868403

Mobile: 0825992336

Fax: 0865106839

Email: airportcid@telkomsa.net

www.airportcid.co.za



Airport Industria 2, 7545
P O Box 47,
Cape Town International Airport, 7545
Telephone: (021) 386 – 8403
Fax2Email: 0865 106 839
E-Mail: airportcid@telkomsa.net

MINUTES OF MEETING
10TH CID ANNUAL GENERAL MEETING
4 December 2014, 12H00
De Beers, Madrid Street, Airport Industria 2

1. **Registration**
Derek Morillion opened the meeting and asked if all the attendees had signed the attendance register.
2. **WELCOME AND APOLOGIES**
Derek Morillion welcomed all present according to the signed Attendance Register.

Attendees

SURNAME		COMPANY
ADAMS	M	BUDGET
AMPO	K	BIG FOOT EXPRESS
LIMLAK PROPERTIES	S	UYS
YMAGEN	BS	ALLEN
COETSER	M	DE BEERS
UZUKO FUNERALS		LENDANI
METROFILE	W	CLARK
DOOLINGS	L	DANGEROUS GOODS INTERNATIONAL
EHLERS	V	BIDVEST
EXTRA ATTIC	M	WOODWARD
HOFMEYR	D	WEST CAPE JOINERY
PAD PANEBEATERS	D	BARNES
JACKSON	J	MARINE CIVIL
FOODGISTICS	W	ACKERMAN
VERMEULEN	W	UTI SA
AZEN FOODS	C	TONG
R & R REEDER	R	POULTER
LEWIS	R	CID MANAGER
MC MURRAY	N	MINUS 40
MORILLION	D	CONTAINER DOMESTIC SERVICES
RAU	R	CHAIRPERSON SUB COUNCIL 5
LAMPRECHT	Z	NGK CERAMICS

Airport Industria CITY IMPROVEMENT DISTRICT NPC
REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

ROSSOUW	N	BYERS & ASSOCIATES
JOUBERT	J	THE CITY
ROSSOUW	R	THE CITY
TISCHENDORF	J	NAC BAKERY
BLUCAP TRUST	W	YATES
PINNACLE STAFFING	BS	ROSSOUW
INGERSOL RAND	G	PATTON
VAN DER WESTHUIZEN	N	GTD E-XPRESS
SOLOMONS	F	BUDGET
FRANS	W	INTER CAPE
PEDRIE		INTER CAPE
NIEUWENHUIJS	R	COURIER FREIGHT GROUP / XPS

Apologies

SURNAME	INITIALS	COMPANY
HART	C	JORRISEN STREET DEVELOPMENT
LAURENSEN	E	POWERBASE
OATEN	F	AVTS
SCHMIDT	T	MARSHALLS GROUP
SCOTT	E	THE CITY

3. Quorum to constitute meeting

Mr. Derek Morillion and Neil Mc Murray agreed that the attendees at the 10th Annual General Meeting and Proxy forms received from Property Owners constitute a quorum to proceed with the meeting.

4. Approval of previous Annual General Meeting

Minutes of the 9th Annual General Meeting held on 3 October 2013 were accepted and approved by Mr. Vossie Ehlers and Mr. Neil Mc Murray.

5. CHAIRPERSON'S REPORT 2013/2014

Mr. Derek Morillion reported that the activities and projects outlined in the approved business plan for the period 2013/2014 are adhered to and discussed at the bi-monthly Committee meetings.

The Board of Directors decided and agreed to present the City Improvement District Implementation Plan at the 10th Annual General Meeting as part of the Chairpersons report.

Each aspect discussed at this meeting will be followed by pictures of the events attended to during 2013/2014 and what the City Improvement District will be attending to during 2015.

Attendees will be given the opportunity to comment or raise questions after every Portfolio being discussed.

The City agreed to extend Airport Industria City Improvement District's term from 1 July 2010 to 30 June 2015. This presentation will indicate the events the City Improvement District will attend to during this period. The City Improvement will apply for the extension of its terms from 1 July 2015 to June 2020.

Airport Industria CITY IMPROVEMENT DISTRICT NPC REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

CID Management Meeting

The CID management committee meets every second Wednesday of every alternate month, and attends to issues brought to our attention by the Businesses, City of Cape Town and Law Enforcement agencies.

The CID Committee comprises of the following people.

D. Morillion	Director - Chairperson
N. Mc Murray	Director
E. Laurenson	Director
J. Jackson	Director
Z. Lamprecht	Committee Member
M. Coetser	Committee Member
W. Vermeulen	Committee Member
K. Dreyer	Committee Member
S. ST Clair-Bolam	Committee Member

The Sub Committees / Portfolio Managers look after specific portfolios

Derek Morillion (Chairperson)	CID Manager & CID Office
Eldrid Laurenson / Wilma Vermeulen / Marius Coetser	Security
Zea Lamprecht / Derek Morillion / Neil Mc Murray	Capital Projects
Marius Coetser	Social Responsibility & Cleansing & Environment
Zea Lamprecht / Derek Morillion	Marketing & Signage
Neil Mc Murray	Finances
John Jackson / Eldrid Laurenson	Roads & Fences

We welcome suggestions and ideas which will enhance and uplift our working environment

The Committee welcomes owners and tenants to join the Committee Meetings as and when available. Contact Rhonda Lewis for further information.

City Improvement Districts (CID) / Self Rating Areas (SRA)

We are required to submit Annual Implementation Plans. (Section 10.2 of SRA Policy) and Budgets to The City for acceptance and approval.

CID Services Offered

Crime and Security
 Cleaning and Maintenance
 Safety Hazards and Maintenance
 Marketing Promotions
 Business Relations
 Social Services
 Projects and Capital Improvements
 PROJECTS FUNDED – ongoing and new

Mr. Derek Morillion discussed the following projects funded by The CID and The City.

CID	Street Sweepers - ongoing
CID	Verge Cutting - ongoing
CID	Garden Competition - ongoing
CITY	Painting of Road markings – February
CID	Painting of Road markings – August
CID	Painting Traffic Signs
CITY	General maintenance & repairs - daily

Airport Industria CITY IMPROVEMENT DISTRICT NPC
 REG NO: 2004/077225/08

Directors: D. Morillion; J. Jackson; N. McMurray and E. Laurenson

CID	Security Officer to manage Mobile Security Unit
CID	Website
CID	Repainting of concrete Road Names
CITY	Erecting new street lights
CID	Landscaping maintenance -ongoing

Listed below are Items attended to during 2013 - 2014 and the Implementation Plan for the period 1 July 2010 to 30 June 2015.

IMPLEMENTATION PLAN

CITY IMPROVEMENT DISTRICT, AIRPORT INDUSTRIA 5 YEAR IMPLEMENTATION PLAN JULY 2010 – JUNE 2015				
CID MANAGEMENT OBJECTIVES				
<i>Responsibility – CID Board</i>		<i>CID MANAGER – RHONDA LEWIS</i>		
<i>ACTIDNS AND FUNCTIONS</i>	<i>START / FINISH DATE</i>	<i>RESPONSIBILITY</i>	<i>SUCCESS INDICATORS</i>	<i>COMMENTS</i>
Effective and Efficient Management and Office Administration	Daily 01 July 2010 - 30 June 2015	CID Manager	Monthly feedback to CID Board. Bi-Monthly Board Meetings Communication via telephone, facsimile and E-Mail	Ongoing
Arrears CID Levies	Monthly 01 July 2010 - 30 June 2015	CID Manager	Liaise with Property Owners on outstanding area levies	Ongoing Promote relationships / partnerships with City Officials and Members. Encourage Members to become more involved in CID affairs
Progress Reports to the CID Board	Monthly 01 July 2010 - 30 June 2015	CID Manager	Bi-Monthly Board Meetings	Report back on CID related functions. Board Approval required
Property Valuations Update of Membership List	Annually 01 July 2010 - 30 June 2015	CID Manager	Assess Annual Property Valuations by The City	Annually
Capital Budgets	November Annually 01 July 2010 - 30 June 2015	CID Manager	Annual submissions to Sub-Council Manager	Annually
Integrated Development Plan	July Annually 01 July 2010 - 30 June 2015	CID Manager	Annual submissions to Sub-Council Manager	Annually
Interact with property owners and business tenants	Daily as required 01 July 2010 - 30 June 2015	CID Manager, Council Authorities and Law Enforcement Agencies	Provide assistance where possible	As required
Relationships with Sub-Council Management and The City	Daily – As Required 01 July 2010 - 30 June 2015	CID Manager	Good established working relationships with all Council Departments	Ongoing
Ward Councillor Forum	Bi-Monthly 01 July 2010 - 30 June 2015	CID Manager	Bi-Monthly Ward Meetings	Applications / Suggestions to the Ward Allocation Budget – Annually
Accounting and reporting to Council	Monthly 01 July 2010 - 30 June 2015	CID Manager	Ensuring budget is allocated to improvement services and monitoring monthly expenses	Ongoing monthly
Updating Membership List, Data Base and visits to members	Daily, as and when changes occur 01 July 2010 - 30 June 2015	CID Manager	Keeping track of changes to property ownership and businesses moving in/out of area. Visiting members twice a year.	Ongoing
Annual Audit and feedback to Members at Annual General Meeting	July – August Annually 01 July 2010 - 30 June 2015	CID Manager	Audited financial statements distributed to members, at office for inspection/website	Annually

Airport Industria CITY IMPROVEMENT DISTRICT NPC

REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

CID SOCIAL RESPONSIBILITY OBJECTIVES				
<i>Responsibility – CID Board</i>		<i>CID MANAGER – RHONDA LEWIS</i>		
ACTIONS AND FUNCTIONS	START / FINISH DATE	RESPONSIBILITY	SUCCESS INDICATORS	COMMENTS
Winter Project	Annually - July August 01 July 2010 - 30 June 2015	CID Manager	Liaise with members to donate unwanted goods to the needy during the winter months	Annually
Blood Donor Clinic Area	Every 56 days 01 July 2010 - 30 June 2015	CID Manager	Liaise with members to support this worthy course and help save a life	Every 56 days
Distribution of Condoms	Monthly as required 01 July 2010 - 30 June 2015	CID Manager	Assisting The City's Health division with distribution of	Monthly when required
Heart for Children Project	Annually - December 01 July 2010 - 30 June 2015	CID Manager	Requesting our business community to donate Christmas gifts and hampers to underprivileged children. The CID gives this to orphanages and hospitals.	Annually
Waste Minimisation Project / ST. Josephs (Pallotti Drive)	Daily 01 July 2010 - 30 June 2015	CID Manager	Encourage members to support the CID's humanitarian campaign as per the agreement with Wasteman in Airport Industria 2. CID office will arrange collection. With the approval of the business the money can be donated to ST. Josephs who care for abandoned handicap children and HIV positive babies.	Ongoing
CID MARKETING OBJECTIVES				
<i>Responsibility – CID Board</i>		<i>CID MANAGER – RHONDA LEWIS</i>		
ACTIONS AND FUNCTIONS	START / FINISH DATE	RESPONSIBILITY	SUCCESS INDICATORS	COMMENTS
Newsletters / Newsflashes <ul style="list-style-type: none"> Promoting the services of the CID Promoting Business prospects of the area Promoting local projects Promoting Social issues and projects Emergency Numbers 	Quarterly 01 July 2010 - 30 June 2015	CID Manager	Regular meetings with Board, Role Players at The City, Members and Business Tenants	Ongoing
Media Coverage in local Newspapers covering: <ul style="list-style-type: none"> CID Annual General Meetings Local Development Property Development issues 	Monthly when needed 01 July 2010 - 30 June 2015	CID Manager	Monthly feedback to Board at Directors Meeting and Members	Ongoing
Member visits and meetings	Daily 01 July 2010 - 30 June 2015	CID Manager	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Promoting business prospects for the area	Daily with CID partners 01 July 2010 - 30 June 2015	CID Manager	Bi-Annually feedback to CID Board at Directors Meeting	Ongoing
Social events and interaction for Business Members: <ul style="list-style-type: none"> Cheese and Wine 	Annually 01 July 2010 - 30 June 2015	CID Manager	Regular interaction with members and workers and Board	Annually

Airport Industria CITY IMPROVEMENT DISTRICT NPC

REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

tasting • Spring events				
CID Signage and illegal signage	Maintenance of sign boards 01 July 2010 - 30 June 2015	CID Manager	Signage at the 3 entrances to Airport Industria Interact with The City on Bi-Laws and business tenants	Ongoing maintenance when needed
Website and link to businesses directory	February 2011 01 July 2010 - 30 June 2015	CID Manager	CID busy investigating cost and maintenance Board Members to approve establishment of Website	Decision pending February 2011 Ongoing monthly update once in place
Management and Administration of Surveys: • Emergency Evacuation Procedures • Hazardous chemicals • Community involvement • Polluted Water Ways	Monthly / Quarterly 01 July 2010 - 30 June 2015	CID Manager and City Officials	Monthly / Quarterly updates to members via e-mail and visits to members	Ongoing
Memo Desk Cube Incentive with CID Contact numbers and Emergency Numbers	Daily 01 July 2010 - 30 June 2015	CID Manager	Daily visits to members	Ongoing
CID CLEANSING AND ENVIRONMENT OBJECTIVES				
<u>Responsibility – CID Board</u>		<u>CID MANAGER – RHONDA LEWIS</u>		
<u>ACT/DNS AND FUNCTIONS</u>	<u>START / FINISH DATE</u>	<u>ACTIONS AND FUNCTIONS</u>	<u>START / FINISH DATE</u>	<u>ACTIONS AND FUNCTIONS</u>
Monitoring of street sweepers sweeping streets in AI CID boundary	Weekly 01 July 2010 - 30 June 2015	CID Manager and The City	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Monitoring collection and emptying of The City's Black Wheelie bins / waste collection	Weekly pick-ups 01 July 2010 - 30 June 2015	CID Manager and Business Tenants	Weekly	Ongoing
Greening Campaigns	Quarterly 01 July 2010 - 30 June 2015	CID Manager	Bi-Monthly feedback to CID Board at Directors Meeting	Ongoing
Identifying Health and Safety issues	Daily patrols with weekly reports 01 July 2010 - 30 June 2015	CID Manager and Security Site Manager	Daily reports to CID Manager Reporting problems to The City	Ongoing
Identifying infrastructure issues	Daily reports to The City 01 July 2010 - 30 June 2015	CID Manager	Weekly notifications to The City	Ongoing
Verge Cutting and Maintenance	Quarterly 01 July 2010 - 30 June 2015	CID Manager and Maintenance Contractor	Quarterly agreement with report to CID Manager and the Board	Quarterly
Waste / Solid Waste	Daily as required 01 July 2010 - 30 June 2015	CID Manager and Security Site Manager	Immediate action and reports to waste department and weekly reports to CID Manager	Daily, as incidents occur
Watering and general maintenance of trees: • Replacing dead trees • Illegal tree felling • Companies to 'adopt a tree' to help watering of trees	Weekly 01 July 2010 - 30 June 2015	CID Manager	Liaising with Parks Department on services required. CID to buy water tank to water trees in our area. To be discussed and approved by board during 2011.	Ongoing Decision Pending
Garden Competition	Quarterly 01 July 2010 - 30 June 2015	CID Manager	Promote quarterly garden competition. Quarterly Floating Plague given to	Ongoing

Airport Industria CITY IMPROVEMENT DISTRICT NPC
REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laursen

Bush Clearing initiatives	As required monthly 01 July 2010 - 30 June 2015	CID Manager	winner Contact Property Owners to take responsibility and clean vacant property and Parks Department	Ongoing
Disordered Tenants / littering	Daily as required 01 July 2010 - 30 June 2015	CID Manager Business Tenants	Contact offender and report to The City or Law Enforcement Agencies, report to CID Manager	Daily, as incidents occur
Air Pollution	Daily 01 July 2010 - 30 June 2015	CID Manager	Daily monitoring and reporting to The City	Ongoing
Maintain a Grime free working environment	Daily 01 July 2010 - 30 June 2015	CID Manager	Patrolling area to summarise situation	Ongoing

CID GENERAL SERVICES, CAPITAL PROJECTS AND IMPROVEMENT SERVICES

<i>Responsibility – CID Board</i>		<i>CID MANAGER – RHONDA LEWIS</i>		
ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS
Identify shortcoming of services from The City and Local Authorities	Weekly 01 July 2010 - 30 June 2015	CID Manager	Weekly reports to The City and Local Authorities when required	Ongoing
Identify and report defects on Council's existing Services: <ul style="list-style-type: none"> • Defective and insufficient street lighting • Lamp Poles damaged • Sewer • Storm Water drainage and maintenance • Dumping • Damaged fences • Storm Water and Blocked drains • Road Repairs • Fencing • Kerb damages • Traffic road markings and traffic road signs • Illegal Sign boards • Fire Hydrant maintenance and leakages • Water Canal cleaning • Refuse Removal • Waterworks • Traffic signals • Truck holding areas • Pedestrian Safety initiatives 	Daily/ weekly and monthly reports to The City 01 July 2010 - 30 June 2015	CID Manager	Liaise with City Officials	Ongoing
Submission of Capital Project Budgets	Annually 01 July 2010 - 30 June 2015	CID Manager	Annually	Ongoing
Compile priority list of essential needs to enhance the objectives of the CID : Linking Montreal and Madrid Streets thus creating another access point for Airport Industria 3	Annually 01 July 2010 - 30 June 2015	CID Manager	Priorities identified and tabled to The City	Ongoing

Airport Industria CITY IMPROVEMENT DISTRICT NPC REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

Speed Reduction Measures	Monthly 01 July 2010 - 30 June 2015	CID Manager	Documented need for additional STOP streets to The City / Traffic Department	Ongoing
CCTV Camera Monitoring	Annually 01 July 2010 - 30 June 2015	CID Manager	Identified need as Crime Preventative Measure Discussion and Approval required by Board and Members	Ongoing
Stray dogs / animals	Daily	CID Manager and Security	Call local authority to assist with removal of debris and animals wondering	Ongoing

CID SECURITY AND LAW ENFORCEMENT OBJECTIVES

<i>Responsibility – CID Board</i>		<i>CID MANAGER – RHONDA LEWIS</i>		
ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS	START / FINISH DATE	ACTIONS AND FUNCTIONS
Dn-site inspection of Security Officials	Daily 01 July 2010 - 30 June 2015	Security Contractor and Security Site Manager	Daily feedback to CID Manager. Bi-Monthly feedback to Board at Directors Meeting	Daily visits by patrol officers to AICID office
Weekly Security Reports from Security Contractor	Weekly 01 July 2010 - 30 June 2015	Security Contractor and Security Site Manager	Weekly written reports to CID Manager with incident and crime statistics Communicated to Members and Business Tenants	Ongoing
Weekly Security Crime Statistics from Security Contractor	Monthly 01 July 2010 - 30 June 2015	Security Contractor and Security Site Manager	Quarterly reports to CID Board	Due every week detailing incidents from the previous week and health & safety issues
SAPS Bishop Lavis Sector 4 Sector Policing Meeting and Crime Prevention Forum (CPF)	Weekly 01 July 2010 - 30 June 2015	CID Manager and Security Site Manager	Every Monday at Bishop Lavis Police Station	Ongoing
Promote relationships with SAP5 and Law Enforcement Agencies	Daily 01 July 2010 - 30 June 2015	CID Manager	Establish good working relationships by attending meetings regularly and promoting assisting where possible	Ongoing
Enforce Bi-Laws with loiterers	Daily 01 July 2010 - 30 June 2015	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Enforce Bi-Laws with illegal hawkers	Daily 01 July 2010 - 30 June 2015	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Monthly visits to second hand and scrap dealers & Licensing	Weekly and monthly 01 July 2010 - 30 June 2015	SAPS Sector Captain	Report back at CPF Meetings	Ongoing
Liaise with relevant role players of the local SAP5 and identify shortcomings	Weekly 01 July 2010 - 30 June 2015	CID Manager	Ongoing as is required and report back at CPF Meeting	Ongoing
Determine Crime pattern analysis and Crime threat analysis and modus operandi	As required / weekly 01 July 2010 - 30 June 2015	SAPS Crime Intelligence Officer and Sector Captain	Measured at monthly CPF meeting	Ongoing
Traffic and Law Enforcement Enforce Bi-Laws	Weekly when required 01 July 2010 - 30 June 2015	Traffic and Law Enforcement Department Manager	Ongoing as is required and report back at CPF Meeting	Ongoing
Law Enforcement Implementation of law enforcement rules	Daily 01 July 2010 - 30 June 2015	Traffic Department Manager	Ongoing as is required and report back at CPF Meeting	Ongoing

Airport Industria CITY IMPROVEMENT DISTRICT NPC
REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson

Monitor SAPS Sector Visibility	Daily 01 July 2010 - 30 June 2015	SAPS Sector Captain and Security Site Manager	Daily feedback to CID Manager. Reporting at CPF Meeting	Ongoing
Joint operations with Security and SAP, Traffic and Law Enforcement Agencies: <ul style="list-style-type: none"> • High Profile Policing and Patrolling • Traffic Road blocks • Speed Analysis • Profiling suspects/loiterers • Informal Traders 	Monthly 01 July 2010 - 30 June 2015	CID Manager and Security Site Manager	Ongoing as is required and report back at CPF Meeting Vagrant control	
Maintain a Crime free working environment	Daily 01 July 2010 - 30 June 2015	CID Manager and Security Site Manager	Patrolling area to summarise situation	Ongoing

6. BYERS SECURITY REPORT BACK

Mr. Niel Rossouw, Director of Byers Security discussed the daily management, duties and tasks of the CID Officers and presented the members with the Crime Statistics for the period 2014.

7. FINANCIAL REPORT

Mr. Neil Mc Murray, Director of the City Improvement District Airport Industria discussed the Annual Financial Statement 2013/2014.

Financial Report 2014/2015 activities in line with approved business plan and budget.

8. Mr. Mc Murray discussed the Business Plan for 2015-2020 and asked the attendees for approval of the Business Plan 2015-2020.

Members in attendance approved the Business Plan 2015 – 2020.

9. APPROVAL OF BUDGET AND USAGE OF SURPLUS FUNDS 2014/2015

Mr. Neil Mc Murray discussed the approved budget and Implementation plan 2015/2016 and the Utilisation of accumulated surplus funds.

Members in attendance approved the budget and Implementation plan 2015/2016 and Utilisation of accumulated surplus funds.

10. APPROVAL OF IMPLEMENTATION PLAN 2015/2016

Mr. Neil Mc Murray referred to the Implementation Plan for the period 2015/2016 discussed during the Chairperson's report and asked the attendees for the approval of the Implementation Plan.

Members in attendance approved the Implementation plan 2015/2016.

11. APPOINTMENT OF AUDITORS

Mr. Neil Mc Murray indicated that Low and Schreiber Chartered Accountants (S A) had been appointed as Auditors.

Members in attendance approved the appointment of Low and Schreiber Chartered Accountants (S A) as Auditors.

12. CONFIRMATION AND ELECTION OF DIRECTORS

Airport Industria CITY IMPROVEMENT DISTRICT NPC
REG NO: 2004/077225/08

Directors: D. Mbrillion; J.Jackson; N. McMurray and E. Laurenson

Mr. Derek Morillion mentioned the members serving as Directors of Airport Industria City Improvement District

D. Morillion	Director - Chairperson
N. McMurray	Director
E. Laurenson	Director
J. Jackson	Director

The attendees approved the re-appointment of Directors of Airport Industria City Improvement District.

13. GENERAL

Mr. Derek Morillion welcomed the attendees to discuss matters of concern. The attendees did not report any matters for discussion.

14. CHAIRPERSON'S WORD OF THANKS

De Beers Group for hosting the CID's 2014 Annual General Meeting for hosting the CID Committee meetings every second month.

Runan Rossouw, Eddie Scott and Joepie Joubert from City Council for their dedication to AI CID during 2014.

SAPS Bishop Lavis and Local Authorities for their support and assistance to AI CID.

City Council Officials for assisting with the upgrading and maintenance in Airport Industria.

Byers Security for their support and assistance over the past year in fighting crime in Airport Industria.

Gateway Park, Mr. Chris Hart for currently providing office space for the CID Manager and CID Security

Property Owners and Tenants for supporting the CID initiative and assisting the CID to make our area the best sought after Industrial area in the Western Cape.

CID SECURITY OFFICIALS

A warm Thank you to all the CID Security Officials for their unsurpassed dedication and commitment towards their work in Airport Industria.

No duty is too big or too small for them

Thank you for taking care of the CID manager at all times and escorting her when she is on the road

Thank you for keeping our area safe and secure.

Thank you to our CID Manager for her hard work during the year.

15. Adjournment and Serving of refreshments

There being no further business the meeting was adjourned.

Airport Industria CITY IMPROVEMENT DISTRICT NPC

REG NO: 2004/077225/08

Directors: D. Morillion; J.Jackson; N. McMurray and E. Laurenson