

SPE 16/05/22

1. ITEM NUMBER

2. SUBJECT

CITY IMPROVEMENT DISTRICT REPORT: QUARTER ENDING 31 MARCH 2022

ISIHLOKO

**INGXELO YESITHILI SOPHUCULO SESIXEKO: YEKOTA EPHELA NGOWAMA31
KWEYOKWINDLA 2022**

ONDERWERP

**STADSVERBETERINGSDISTRIK-VERSLAG: KWARTAAL GEËINDIG
31 MAART 2022**

N3216

3. DELEGATED AUTHORITY

In terms of delegation

This report is

- Committee name** : Spatial Planning and Environment
- The Executive Mayor together with the Mayoral Committee (MAYCO)
- Council

4. DISCUSSION

Review of the SRA By-law and SRA Policy

The CID Branch has been constantly challenged whether the processes and protocols are aligned with the SA Constitution, especially during the establishment phase. Notwithstanding regular review of the SRA By-law, SRA Policy and other CID related documents and processes, the CID Branch was concerned because of legal

actions in other areas in the country where those CIDs were declared null and void and illegal and unlawful for various reasons. Accordingly the City's Legal Services Department appointed external legal advisors to assist with the review in 2016. The revised SRA By-law and SRA Policy was sent to the CIDs in advance on 6 June 2021 to provide them with more time to submit comments whilst the formal public participation was from 16 August until 15 September 2021. Many comments were received and were captured on a spreadsheet. The CID Branch provided responses and have shared same with the CIDs including additional documentation supporting the responses after having a targeted workshop with all the CIDs on 29 March 2022. The CIDs must provide further comment on the responses by 30 April for processing by the CID Branch prior to submitting the draft reviewed By-law & Policy to the Legal Services Department to ratify. A formal report on this matter will be submitted to the SPE: PC and to Council for consideration once this process has been completed.

Political Observers to serve on the CID Boards

Politicians were previously appointed to serve on the various CID Boards as directors and then as ex-officio directors. This status was challenged as the politicians were not prepared to be liable under certain circumstances due to the dictates of the Companies Act. Subsequent to senior legal counsel the politicians would represent the Executive Mayor as Observers or alternate Observers which carries no liability. A Board Observer Agreement (BOA) was developed by the legal advisors which also indicates the role of the Observer/alternate Observer and also those activities which they should and must not perform which could make them liable. The BOA is signed by the appointed politicians and the relevant CID to set the relationship. The previous Observers were terminated because of the election and the process to appoint Observers and alternate Observers is in process for completion during April.

Introductory information sharing and meetings

The CID Department met with and/or sent introductory information to the following communities wanting information and guidance to pursue the establishment of a City Improvement District in their area:

1. Bernadino Heights (Residential area mainly concerned with safety and social problems. Sent introductory documentation but waiting for details of the Steering Committee).
2. Jagtershof (Residential area mainly concerned with safety and social problems. The Steering Committee has been vetted and they are making progress iro the Urban management Survey which will inform their business plan).
3. Blommendal (Residential area mainly concerned with safety and social problems. Busy forming a Steering Committee to trigger the establishment process).
4. Fisantekraal (Industrial area concerned with crime and grime realing to social problems. Busy setting up a Steering Committee).

Follow up on progress

The CID Department followed up with the following communities on their progress in pursuing CID establishment as they were at various stages and some appeared to be struggling while others were inactive for lengthy periods:

1. Kenilworth Upper (The Steering Committee compiling the Business Plan).
2. Pinelands (Steering Committee busy finalising the Business Plan).
3. Clifton (The Steering Committee is obtaining support to establish a CID from 1 July 2023 and are experiencing challenges in this regard).
4. Belmont Park (Steering Committee to submit outstanding POPIA declarations and recruit a member from the Kleinbegin area prior to pursuing the Urban Management Survey).
5. Vanguard and Welcome Estate (Steering Committee developing an Urban Management Survey with the assistance of the CID Department which will inform the Business Plan).
6. Fresnaye (Steering Committee promoted the Business Plan at a public meeting on 18 August and are pursuing support to establish a CID).
7. Gatesville / Rylands (Steering Committee to submit POPIA declarations and outstanding proxies prior to proceeding with establishment process).
8. Hoeheizen/Loevenstein (Steering Committee conducting the Urban Management Survey).
9. Scarborough/Misty Cliffs (Steering Committee submitted results of Urban Management Survey and will commence with the preparation of their Business Plan).
10. Vredehoek/Oranjezicht (The Steering Committee preparing their Business Plan based on the results of the Urban Management Survey).
11. Noordhoek (The Steering Committee is drawing up the Urban Management Survey for vetting prior to distribution to the community, as it will inform the Business Plan).
12. Clare Park (Steering Committee conducting Urban Management Survey).
13. Green Point Extension (Steering Committee assessing whether to continue or not).

Some of the time lags are lengthy between initial enquiries to establish a CID and the pursuit thereof but the Steering Committee members have to be vetted to be property owners in the space and also to be in good standing with the City. The arrears profile is determined and a collection ratio of at least 95% on a 12-month moving average of the full municipal account must be achieved. Often these local champions lose sight of the process as they do this in their own time while still having a full time job and we have to remind them of the process or enquire as to if they are abandoning the process. Some responses indicate that they are still interested but are not in a hurry

or personal circumstances have caused them to suspend the initiative but they will be pursuing establishment in the near future or they have changed their minds and will abandon the pursuit of a CID. Accordingly some areas wanting to establish a CID has been removed and will be re-instated should they decide to pursue CID establishment in the future. It is important to note from the above that some 12 communities are actively pursuing CID establishment and if successful, could increase the existing number of CIDs from 47 to 59 within the next 2 years. This will put further severe strain on the capacity of the CID Department to deal with them effectively and efficiently to ensure legislative compliance.

CID Forum meeting

The CID Forum quarterly meeting was held on 9 December 2021 in the Parow Council Chamber. The Executive Mayor attended and introduced his vision for the City which was subsequently discussed with the attendees as facilitated by Lucille Janssens (Manager: Strategic Planning, Policy and Strategy) who also presented on the 2022 – 2027 IDP and encouraged CIDs to participate / comment on the new IDP. The attendance at the meeting was mostly virtual whilst some were in physical attendance at the venue. The minutes of the CID Forum meeting held 9 December 2021 is attached as Annexure A.

The December CID Forum was held as a workshop on 29 March 2022 to discuss the responses received in respect of the Draft CID By-law and Policy during the public participation process and the comments from the CID Branch. The CIDs were given until 30 April to repond to the comments after which a report will be submitted to the SPE: PC and Council for consideration.

Applications for renewal of term

The following CIDs applied for a renewal of their 5 year term as agreed unanimously at their respective AGMs.

- Beaconvale (Industrial)
- Epping (Industrial)
- Montague Gardens Marconi Beam (Industrial)
- Observatory (Mixed residential and commercial)
- Northpine (Residential)
- Penzance (Residential)
- Vredeloof (Residential)
- VRCID (Mixed residential and commercial)
- Woodstock (Commercial)

These reports were submitted to the SPE: PC April meeting and were supported for Council to consider.

Interactions with Departments, Organisations and other Local Authorities

- Facilitated the involvement of the CIDs in the Social Development and ECD initiative iro dealing with People Living on the Streets.
- Assisted the following City Departments in collaborating with the CIDs:
 - o Enterprise and Investments iro the 'Productivity Efficiency Programme'
 - o Water Communications iro media releases regarding water supply disruptions in the CID areas.
- Ongoing interactions with the Enterprise and Investments Department iro the Atlantis Special Economic Zone Project.
- Participated in a workshop iro 'Development of a Partnership Framework' on invitation from the Enterprise and Investments Department.
- Approached by Urban Mobility to provide input into the creation of management bodies for IRT and PTI initiatives.
- Ongoing interventions with the Aachen tandem partner regarding projects for a clean and safe city.
- Provided inputs into the importance of food gardens from a CID perspective as part of a bigger project in Germany to promote feeding schemes, through the Aachen intervention.
- Ongoing interactions with the Tshwane Metro iro advice on CID processes and methodology.
- Ongoing interactions with Drakenstein Municipality and the community regarding the CID model and system requirements to process CID related matters.
- Ongoing advice to the George Municipality iro documentation, legislation and finance processes.
- Advised Nelson Mandela Bay Metro on the role of the CFO and finance regarding CIDs.
- Met with Investment Facilitation to explore CIDs participation in business retention and recovery.

Roles and Responsibilities meetings with CIDs

The CIDs are subject to a vast and onerous legislative framework that includes the Companies Act. The latter places a fiduciary duty on the directors and notwithstanding that the CID Department shares detailed information with the CIDs, an added intervention came about where the CID Department meets with the CID Boards, Political Observers and management to make them aware of their roles and responsibilities, to discuss general concerns and to provide clarity on processes and controls. These interventions have been well received and those CIDs that have been involved have expressed their gratitude as this reduced personal and general risks as well as providing guidance to perform within the limitations of the law.

Meetings were held with the following CIDs during the period ending 31 March 2022:

- Oakwood Hughenden Meadows in Hout Bay
- Lower Kenilworth
- Epping Industria

Unfortunately, COVID and other constraints do not allow the CID Department to conduct these sessions more regularly and these meetings have to be arranged at mutually convenient times. It is envisaged to increase these meetings when circumstances allow. The CID Department also holds individual induction meetings with new managers to explain the various processes and controls including guidance on fiscal and administrative governance to facilitate legislative compliance and reporting.

Collection ratio of additional rates to fund the CIDs

The financial impact of COVID on the CIDs has affected the individual CIDs differently with long lasting effects. The collection ratios are monitored very closely on a monthly basis and the CID Department engages with the CIDs as to those actions they should institute in combatting the impact of the pandemic to avoid potential financial challenges. Each CID is dealt with on merit to ensure stability, sustainability and affordability whilst trying not to compromise on service delivery and avoiding potential job losses.

The collection ratio for the full municipal account on a 12 month moving average in the CID sector collectively stands at 100,4% as at 31 March 2022.

Dissolution of the ATHCID

The ATHCID Board gave formal notice of their intent to dissolve the ATHCID and the members meeting held on 14 October 2021 voted unanimously in favour of dissolution. The dissolution process has commenced and an attorney was appointed by the ATHCID to appoint a liquidator to assist in the dissolution. It is a long and laborious process which will be closely monitored and recorded as this is a first for the City.

Capacity Challenges of the CID Department

The capacity of the CID Department is severely challenged for some years now and the recruitment and selection process has commenced to appoint a SPO: CIDs Establishment and a PO: CIDs Establishment as this function is now covered by the Manager: CIDs and the Head: CIDs in the interim in addition to their workload. It takes about 18 months for new appointees to become functional and it is paramount

to ensure compliance in dealing with the 12 communities currently pursuing CID establishment as they are at various stages and the processes cannot be abandoned at this time. This is further exacerbated by many other communities making enquiries regarding CID establishment. The capacity regarding fiscal oversight, monitoring, reporting, financial modelling and guidance to the CIDs must also be addressed soon as a matter of urgency to ensure legislative compliance, affordability and sustainability with the existing CIDs as it holds huge risks for the City and the CIDs.

4.1. Financial Implications

None Opex Capex

Capex: New Projects

Capex: Existing projects requiring additional funding

Capex: Existing projects with no additional funding requirements

4.2. Policy and Strategy Yes No

4.3. Legislative Vetting Yes No

4.4. Legal Implications Yes No

4.5. Staff Implications Yes No

4.6. Risk Implications Yes The risks for approving and/or not approving the recommendations are listed below:

No Report is for decision and has no risk implications.

No Report is for noting only and has no risk implications.

4.7. POPIA Compliance Yes It is confirmed that this report has been checked and considered for POPIA compliance.

5. RECOMMENDATIONS

That the Spatial Planning and Environment Portfolio Committee note the report.

AANBEVELINGS

Dat die portefeuljekomitee oor ruimtelike beplanning en die omgewing van die verslag kennis neem.

IZINDULULO

Ukuba iKomiti yeSebe loCwangciso lweMihlabha engaNobala nokuSingqongileyo mayiqwalasele ingxelo.

ANNEXURES

FOR FURTHER DETAILS CONTACT

NAME	EDDIE SCOTT	CONTACT NUMBER	021 400-1872
E-MAIL ADDRESS	eddie.scott@capetown.gov.za		
DIRECTORATE	Spatial Planning & Environment	FILE REF NO	«ZEA_FP_POS»

Approval Form

Supported for inclusion on the agenda



CITY IMPROVEMENT DISTRICT REPORT QUARTER ENDING 31 MARCH 2022

Report Reference: 519981
Meeting: Section 79 Portfolio Committee - Spatial Planning and Environment
Meeting Date: 05.05.2022
Meeting Venue: Committee Room D

Contact Person: Eddie Scott
Contact Telephone: 021 400-1872
Contact Email: EDDIE.SCOTT@CAPETOWN.GOV.ZA

Item	Section	Approver	Approval	Approved Date	Approver Comments
01	Author	EDWARD SCOTT	Approved	19.04.2022 10:16:39	
02	Author	EDWARD SCOTT	Approved	19.04.2022 10:20:01	
03	Director	EDWARD SCOTT	Approved	19.04.2022 14:09:20	
04	Executive Director	Hendrika Naude	Approved	20.04.2022 09:19:04	
05	Legal Compliance	Joan Mari Holt	Approved with Comments	21.04.2022 11:35:26	For information.
06	Chairperson	Mogamat Cassiem	Approved	27.04.2022 21:29:27	

ECS Officer:

CID FORUM MEETING

COMBINATION OF PHYSICAL AND VIRTUAL MEETING VIA SKYPE FOR BUSINESS

10:00 TO 12:30

9 DECEMBER 2021

1. WELCOME

Eddie welcomed everyone in attendance and introduced Alderman Twigg the Mayco member for Urban Management who proceeded to thank the CIDs for their efforts in obtaining clean audits and encouraged them to continue the good work in partnership with the City. He advised that a workshop with the CIDs will take place to discuss their comments regarding the Review of the SRA By-law and Policy and also advised of the City and CID interventions project which is underway. He wished everyone a merry Christmas and safe festive season and encouraged everyone to spend quality time with family and friends.

2. APOLOGIES

John O'Callaghan (Overkloof).

Chairpersons of the following CIDs declined the meeting request:

Blackheath, Cape Town, Oranjekloof, Tygervalley, VRCID.

3. ADDRESS BY EXECUTIVE MAYOR

The Executive Mayor expressed his gratitude for the work that CIDs do and re-iterated that the partnership between the CIDs and the City is essential and worth investing in. He encouraged CIDs to take advantage of the open door policy pertaining to his office as well as that of the Mayco members to deal with non-operational matters and to submit proposals on how the partnership can expand.

He is proud of what we have in Cape Town as he found it to be a functioning City at a higher level than the rest of the country with skilled and committed officials.

We have a great degree of civic interaction and involved citizens.

He is currently putting together an intervention plan starting with the Adjustment Budget in January to improve services and to encourage economic growth to make Cape Town the leading City to do business with in Africa by, inter alia:

- ending load shedding entirely but unfortunately legislation restricts municipalities to purchasing electricity from Eskom only;
- making a meaningful difference in safety;
- delivering infrastructure as Cape Town is continuously growing;
- reducing under-expenditure on capital projects;
- creating a sense of pride by having a cleaner city; and
- treating customers with care, as an equal and not a top down approach.

QUESTIONS AND ANSWERS:

What will the City be doing about homelessness should we be back to a zero alert level?

- Agree that this is a serious issue. This a complicated issue consisting of many levels of abuse and addiction and on top of that there is the legal issue. Property rights of business owners on top of that as well as the care aspect which is going to take a long time to resolve. Happy to fund additional safe spaces around the City but cannot offer it at the current cost with 3 meals a day and full medical care and entertainment etc. Drawing in NGOs to assist with this is an idea and will take a long time to resolve.

CIDs pick up litter everyday. The challenge is to look outside and see the litter but the City needs to set an example:

- The area outside this building (Parow Civic Centre) is a good example of what is not happening and COVID is being used as an excuse. There are so many C3 notifications which have not been dealt with. Bringing back the Mayor's dashboard would be a good way of dealing with this.

CIDs have managed to deliver the same level of service throughout COVID. The municipality is unfortunately lagging in this.

- Agree that this is a lack of pride. Recently visited a community hall with a collapsed ceiling even though it has a full time employee whose job it is to manage this facility.
- Need to preach that we must take pride in our facilities and our jobs.

There is a lack of will to engage between the City and the CIDs at a strategic and operational level.

This is reflected throughout CID areas as we are working in silos similar to the City. Need to be included as a resource opportunity. "CIDs have become the primary service provider". The problem is that senior management and politicians do not come down to ground level. We need to be able to approach Mayco members for each portfolio together with the heads of departments with the issues experienced in the area. Can we set this up?

- Every councillor will spend time on the ground in their areas. Would like to see EDs do the same. Definitely something which is going to be pursued and will be done in the evening so that the community can be there and ask EDs questions directly. These will be held at least once a month at different venues throughout the City to bring Mayco and EMT closer to the communities.

Alderman Twigg encouraged CIDs to participate and come up with proposals for the abovementioned meetings and not just draw attention to problems.

Very important that subcouncils get involved in service delivery processes between the CIDs and the City.

4. DEVELOPMENT OF IDP (2022-2027)

Lucille Janssens (Manager: Strategic Planning, Policy and Strategy) presented on the 2022 – 2027 IDP and encouraged CIDs to participate / comment on the new IDP (Details of how/where to comment are included in the attached presentation – Annexure 1). She explained that the IDP process has been collapsed into a 2 month period due to the delayed elections and it is unfortunate that the City is seeking inputs during the December/January time period which is not ideal. This period runs from 26 November 2021 to 7 January 2022 (hoping to extend this to 13 January). The Draft IDP will be tabled in March followed by a public comment period. Changes will then be included in the final version being tabled for approval in May.

QUESTIONS AND ANSWERS:

Should we do written submissions via the subcouncils or do we fill out forms. What is the best way to create the desired impact?

- Having subcouncils draw up the needs has not worked in the past as there was very little oversight from subcouncils to follow up on these.
- Residents are encouraged to identify needs in their ward and this will then be put into plans for the community.

Can the survey be taken to the CID boards to complete. What is the timeline?

- Everyone can complete the survey individually.
- The most meaningful way to get an issue resolved is to identify the actual problem as there are various sector plans which form part of the IDP, so feeding into these plans is the best way to provide input.

CIDs do not receive sectoral plans and need to be informed to make meaningful comment.

- Sub-sections under each priority will be available in the draft IDP. Need inputs in order to formulate this draft with a lot more detail and will then be put out to the public for comment in March.

What has been the feedback with the current IDP in achieving its objectives?

- The City prepares an annual report with a corporate scorecard which measures specific indicators.

Midway through perhaps after each year there should be a scorecard. Is there such a thing to measure performance?

- There is an annual scorecard which measures progress.

Will we have to wait until after the full 5 years in order to measure the success of the current plan?

- No, there is an annual report published by the City in January.

The Annual Report can be accessed by clicking on the following links:

[2019 20 Integrated Annual Report.pdf \(capetown.gov.za\)](#)

[2019 20 Integrated Annual Report Infographics Summary.pdf \(capetown.gov.za\)](#)

The IDP goes through an amendment process each year together with the Budget. Click on the following link to participate in the IDP survey:

[Submit your input for the drafting of the new five year Integrated Development Plan 2022-2027](#)

CIDs are encouraged to share the link with their constituents and board members to respond directly on the IDP survey.

5. CONFIRMATION OF MINUTES

The minutes of the meeting held on 28 September 2021 were adopted and approved.

Proposer: Brendan van der Merwe

Seconder: Derek Bock

6. MATTERS ARISING

None.

7. POWERS OF LAW ENFORCEMENT OFFICERS (Shaun Smith)

Shaun gave a presentation iro the above (attached as Annexures 2 & 3).

8. FESTIVE SEASON SAFETY ARRANGEMENTS

Shaun presented the Integrated Festive Season Policing Plan 2021-2022 (1 October 2021 – 31 January 2022) which has been approved by SAPS as well (attached as Annexure 4). Plans are in place should the president change the alert level iro State of Disaster.

QUESTIONS AND ANSWERS:

Number of LEOs available is a problem and the LEAP programme has created a huge dent as the moment that LEOs are trained they are lost to this programme. What can be put in place in order to deploy enough resources especially during the festive season?

- Aware of problem iro recruiting. The college has been expanded and is almost ready. 60 more lecturers are being rolled out. COVID has also had an impact with only 30 students being accommodated as opposed to the normal 200.
- Each Subcouncil will have a staff contingent in their area. Every 3 subcouncils will have a reaction team.
- LEAP programme is very successful as there has been a drop in crime. Funding has been made available until 2023.
- Aim of LEAP is to halve the murder rate within 5 to 10 years.

It is a challenge to keep LEOs in the CIDs as they have to do reports at the office etc. Can they have computer equipment issued to them based at the CID office? No billing happening for 2021/22 yet which is a concern? LEOs are being removed to do operations elsewhere, is this going to happen over the festive season? LEOs are not dealing with wheelie bins, why is this? Also, awaiting response iro illegal dumping. Caught offender but LEO was instructed to issue the minimum fine. Not happy about this. Apparently, the regulations have changed.

- Desktop computers – there are no spare ones available throughout the City. Will work on this in the new year.
- Billing – Gail Kruger is busy with this. It will be processed as part of the Adjustment Budget only for the CIDs which signed their contracts after the due date. Bills should go out in January.
- Wheelie bins – will look into this, could be a problem with vehicle which cannot handle this.
- Illegal dumping – the vehicle should have been impounded and the maximum fine imposed. The official did know the process which caused this error.
- LEOs – will not move out of the area unless for overtime. There are groups which move around to particular areas to deal with particular issues.

Can the CIDs meet with Shaun to look at the next 6 months to roll out X amount of people to cater for LEAP and the rest of the area which will help with budgets etc.

- Yes, already have a plan in place. Will set up a Skype meeting within the next 2 weeks.

By removing LEOs from the CID space the City misses the opportunity to generate additional income from fines that could be used to fund additional LEOs.

9. ADMINISTRATION & GOVERNANCE (Joepie Joubert)

9.1 December Payments

December payments will be processed with the pay-run on 17 December 2021.

9.2 Annual Audit

To date we have only received 23 responses in respect of the confirmation of auditor and accountant email. If you have not yet responded, please do so as a matter of urgency. If you are unsure then contact Bonnie.

9.3 2021/22 Adjustment budget process

The CID Dept. will send the adjustment budget templates in January to all CIDs. Use this opportunity to realign budget allocations with realities. The due date for this process to be completed is the 31st of March 2022.

Remember, budgets cannot be re-aligned without the approval of the Board and the templates cannot be sent before receipt of your December PIE.

9.4 2021/22 Mid-Year performance review

The MID-Year performance review process for 2021/22 is suspended. This process in its current format is not a requirement in the new draft CID By-law and Policy as it forms part of the feedback on performance within the new Annual Report. There is therefore no need to add this additional burden on your workload if it will be covered into another process at a later stage.

9.5 AGMs

Thank you all for hosting a successful AGM. The CID Dept. attended all AGMs and experienced all the positive as well as negative feedback with you. Nonie and Alma will be recording all the challenges raised and experienced at the AGMs in an Excel table. We will then use this information to:

- Review our own processes;
- Assist some of the CIDs to improve their AGMs for next year to avoid some of the pitfalls and criticism that were experienced; and
- Engage with City Departments in respect of some of the big issues that were identified.

Post AGM requirements:

- Following the first Board Meeting, Inform the CID Dept. of changes in Chairperson so that we can update the CID contact list.
- Submit draft AGM minutes to the CID department within 1 month following the AGM.
- Submit changes to directors and auditors to CIPC. This needs to happen within 10 business days following the AGM. Submit proof of submission to Alma.
- Submit Annual Report and Annual Financial Statements to your local Subcouncil within 3 months following the AGM. Do not wait three months before you press send. Send it to the Subcouncil manager and admin staff not to the politicians.

9.6 POPIA Compliance

In January the CID Department will request all CIDs to submit POPIA declarations for newly elected directors and / or newly appointed staff. It is the responsibility of each CID to ensure a POPIA declaration is obtained from appointed service providers that have access to personal information generated by the CID or which was received from a third party.

Alma and Nonie will be in communication with you in this regard.

9.7 Membership Register

Great strides have been made during the AGM process to get all CIDs to have compliant membership registers. Currently 27 CIDs comply.

This is unfortunately not a quick process but we will continue, with your help to achieve this goal.

9.8 Term renewal

All the CIDs that received approval from their members to continue for a further 5-year term, this is a reminder to submit the Renewal Application Letter by the 31st of January. Thank you to OBSID and VRCID who have already submitted.

If you have any questions do not hesitate to contact Alma or Joepie.

9.9 New CID applications

One valid application was received from Parow East Industrial:

The application was advertised for comments and objections. The closing date is the 21st of January 2022.

COMMENTS:

Membership register changes all the time as people come and go. Can we have a discussion around this at a separate meeting.

- CID department is working on a membership audit.
- Explore ways for CIDs to ensure accurate membership registers due to members not informing the CID when they resign or leave as part of the By-law / Policy review workshop.

10. GENERAL

CID By-law and Policy workshop will be held between the end of January and beginning of February 2022.

11. OTHER

Discussions are underway iro CIDs and City interventions. The CID Task Team will be included in discussions with the City departments in setting protocols. CIDs cannot be forced to participate or do more than their primary mandate which is implementing their community improved business plan.

Next meeting – to be confirmed.