

Clare Park Improvement District

CPID

Clare Park Improvement District (CPID)
Business Plan for the period 1 July 2026 – 30 June 2031

In accordance with the City of Cape Town City Improvement District By-Law ("**CID By-law**") and CID Policy ("**CID Policy**")

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PART A. MOTIVATION REPORT

a) Introduction

1. Outlining the nature and function of the CID

Clare Park is a small area occupied by middle-income housing in which the residents take pride in their surroundings. In recent years they feel threatened by an increase in crime and an influx of people living rough on the street.

A committee of concerned residents employed a security guard to patrol the area at night, which became unmanageable. They then employed two different security companies to manage the night-time patrols, which also proved unsatisfactory. The community then undertook a process whereby the purchase of CCTV monitored cameras was approved. These were purchased through a tender process, installed and have proved to be successful in reducing the crime rate and vagrancy. Unfortunately, the funding of the project is only covered by a section of contributing residents and a CID will ensure that all residents who benefit will contribute through additional rates.

A CID is a community-driven venture, allowing the local community, property owners and local businesses to organise and fund improvements to specific areas within the City.

Section 22 of the Municipal Property Rates Act ("**MPRA**") allows a municipality to define an area as a Special Rating Area for the purpose of improving or upgrading the area. This is achieved by the municipality collecting additional property rates from the property owners within the defined area and directing that money back to the area, as part of the approved Business Plan.

The MPRA allows the municipality to determine the additional rate (based on the property valuation) and collect the additional rates from the property owners.

The revenue collected is then administered to the benefit of the defined area under the Municipal Property Rates Act ("MPRA") and the Companies Act. For financial management and prudence, a non-profit company ("**NPC**") is registered under the Companies Act and the budgeted revenue is paid over by the City to the NPC in order for the NPC to provide additional services to improve and upgrade the area according to the approved Business Plan. The NPC is managed by a board of directors (the "**Board**"), who are property owners in the area, acting in a voluntary capacity, to provide the oversight function and implementation of the Business Plan. The activities of the NPC are strictly monitored by the City to ensure conformance to the legislation and the approved Business Plan.

The content of the Business Plan is determined during the establishment process and supported by the property owners in the defined area (at least 60% support is required in the case of a residential CID as defined in the CID legislation). If the Steering Committee can obtain at least 60% support for the Business Plan from the property owners in the area, then they can submit an application to the City.

Once approved, the CID has a term of 5 years during which it can operate and then needs to re-apply for a further term. The CID can be dissolved in accordance with Chapter 9 of the CID By-law.

2. Name of the proposed district.

Clare Park Improvement District (CPID).

3. The applicant's name and contact details

The applicant is a member of the Clare Park Improvement District steering committee.

Name: Terry Wallace

Address of Applicant: 7 Stanford Road

Email address for delivery of notices clareparkid@gmail.com

4. Geographical area of the proposed Clare Park Improvement District

The Geographical area is bounded by Chess Road (West), Keurboom Road (South), Belvedere Road (East), Avenue de Mist (North) and the walkway through Western Province Cricket Club (West) from Avenue de Mist to Chess Road.

It includes Malcolm Road (from Milldene Avenue to Avenue de Mist), Stanford Road (from Keurboom Road to Avenue de Mist), Ranelagh Road (from Keurboom Road to Avenue de Mist) as well as Milldene Avenue, Blythewood Road, Clare Park Avenue, Vincent Road and Chess Close.



It is important to note that this area includes no public open spaces and no waterways. However, Keurboom Park and WPCC are nearby and are used on a regular basis by many members of the CPID local community.

5. Strategic Objectives

There are four main objectives of the CPID, all of which will be delivered by working in conjunction with the City where possible, improving and enhancing existing neighbourhood initiatives where feasible, and implementing additional services where desirable.

The objectives are:

- Public Safety
- Maintenance and Cleaning
- Environmental Development
- Promotion of Social and Economic Development

The four objectives are detailed below. The activities proposed to meet those objectives should all be seen as part of a system with a significant degree of interaction between relevant services required in order for all objectives to be met.

6. Core values

The core values of the Clare Park Improvement District are transparency, accountability and community participation. These will be achieved through:

6.1 Transparent governance and effective communication:

- 6.1.1 Ongoing communication to and with the Clare Park Improvement District community.
- 6.1.2 Approval of Annual budgets, Annual financial statements and Annual reports at the Annual General Meeting.
- 6.1.3 The submission of Annual reports to the Sub Council and City's CID branch.
- 6.1.4 The submission of monthly income and expenditure reports to the City's CID branch.
- 6.1.5 The encouragement of property owners to sign up as members of the CID Company.
- 6.1.6 The encouragement of members to participate in members meeting of the CID Company.
- 6.1.7 The publication of relevant documentation online.

6.2 Community support and encouragement for involvement in:

6.2.1 Community safety forums (See pages 12 and 41)

6.2.2 Ward forums and civic associations and adjacent ratepayer associations.

7. Why Clare Park needs a CID

Clare Park has a strong sense of community because of its small size and very active WhatsApp groups. Existing community initiatives include a comprehensive security camera network, which has enjoyed widespread support.

A CID would enable this project to be sustained and improved by adding more cameras and implement a holistic precinct management approach.

8. Recent feedback from residents

8.1 Public Safety

The urban management survey confirmed the importance of the camera project and identified it as the highest priority. The transition to a CID will enable the camera project to be expanded using the latest state of the art technology. 60% of participants in the UMS believed that the safety level is average, while 27% believed it was good. It was generally thought that the CCTV cameras would have a positive effect.

8.2 Environmental Development and Cleansing

The survey additionally confirmed the importance of the sustainability of our unique neighbourhood. The UMS indicated that the community believed the Clare Park is a clean (47%) area or average (49%) with only 3% noting a perceived problem. While Keurboom Park is not included in our area, many residents use it. The CPID will play its part in maintaining and improving this facility by liaising and supporting Keurboom Park initiatives.

- **Recycling**

A bi-weekly recycling service will be set up, to be used by all members of the community. This will cater for all glass, plastic and paperware to be collected by a reputable company and will leave less for the bin pickers to find. It is known that not all residents recycle and this service will assist the Urban Waste Management Department.

8.3 Social Development

Many of the comments suggested that there are many existing charitable causes in our area and that it would make more sense to support existing initiatives, rather than beginning anything new. Many Clare Park residents are actively involved in social responsibility programmes in our surrounding areas. These include support schemes for the homeless, such as U-Turn and local church schemes. The UMS indicated that 88% of residents believe the homeless situation requires urgent attention.

Social Development will be supported by the CID by partnering with an NGO to implement the environmental initiatives. In discussions with sub-council 19 of the City of Cape Town, we have identified NGOs in our neighbouring communities that focus on developing gardening skills. We propose to partner with and support financially one of these NGOs and use gardeners that have graduated from its training courses. The relationship will be formalised through an SLA.

9. Brief outline of the proposed services and projects

Main focus areas:

- Maintaining and improving public safety: The proposed change in the funding model will allow the public safety programme i.e. the security cameras - more freedom in selecting suppliers, and thereby the ability to upgrade the services in keeping with developments in the security industry.
- Enhanced communications: Existing information sources are unstructured and ad hoc. Communications within and for Clare Park residents require streamlining and boosting.

Proposed services and projects

1) Maintaining and improving public safety

Currently, crime levels are very low in the area of the proposed Clare Park Improvement District. This is, however, not the case in certain adjoining areas.

Factors conducive to low crime levels:

- The actions in this Business Plan reflect both a proactive and reactive approach to crime prevention and include the creation of joint strategies and partnerships with local Law Enforcement and City of Cape Town. There are 10 vehicle access points to the area and these will be monitored by LPR and CCTV overview cameras which will be monitored from a central control room managed by a specialist service provider as well as armed response patrols. The existing LPR and CCTV cameras will be donated by the management committee to the proposed CID at fair value.
- The survey shows that public safety is the most important requirement of the residents. Monitoring and detection of crime are significantly rated. However, there needs to be more monitoring throughout the area. Speed of response time and the visibility of ARV's (armed response vehicles) are seen to be essential. Communication with residents is also seen to be important.
- Enhanced communications: existing information sources are unstructured and ad hoc. Communications within and for Clare Park residents require streamlining and boosting.
- The existing CCTV and LPR cameras will be donated to the proposed CPID at fair value.
- **Total estimated costs**

The projected year 1 annualised cost for the public safety support and upgrading of the existing network will be R924 355, made up as follows:

- Cost of maintaining and upgrading the existing cameras including monitoring, ARV availability and response will be R213 000 in year 1.

The cost of the proposed public safety support over the initial five-year term of the proposed Clare Park Improvement District is summarised below:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
Public Safety	R173 000	R118 800	R130 680	R143 750	R158 125	R724 355
CCTV / LPR cameras	R40 000	R40 000	R40 000	R40 000	R40 000	R200 000
Total	R213 000	R158 800	R170 680	R183 750	R198 125	924 355

- **Allocation of resources**

All residents will benefit from the public safety maintenance and improvement benefits described above.

- **Consistency with the municipality's Integrated Development Plan and Municipal Property Rates Act**

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

2) **Cleaning and Maintenance**

• Proposed services and Tasks

- Clare Park residents maintain the attractive nature of our neighborhood on their own initiative and at their own cost.
- The CID manager will be available to log C3 notifications with City fault reporting system, where each reported fault is given a reference number and tracked.

We propose to formalise the first component, providing a gardener. The budget allows for 2 gardeners for 1 day per week, Monday to Friday on a 08:00 to 17:00 basis with an hour for meal break, for the full year, but as there is more work in the winter rainy season, the number of gardeners assisting may range from 1 to 2 on any given day. The tasks will be managed by a sub-committee reporting to the Clare Park Improvement District board. We propose working with U-Turn who will identify suitable people to work in our area to keep it attractive. Their duties will include looking after grass verges, sweeping the gutters, trimming trees.

• Cleansing Services

Where required, the CID manager will log a C3 notification with the City to have a blocked drain cleared as a matter of urgency. General cleaning of the streets and verges will also be covered by the gardeners to ensure that the neighbourhood maintains its attractive nature. The roads will include the proposed CPID geographical described above. The gardeners will cover all the streets in the proposed CPID area once a week.

• Areas where improvements will be carried out:

Task suggested by the Steering Committee will be budgeted and approved annually at the AGM and approved by members of the NPC. The CID will work closely with the City's Urban Mobility Directorate to ensure speedy repairs to roads, pavements and drainage when needed, this will be achieved by reporting any faults via the C3 reporting system.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
Cleaning Services	R40 000	R84 800	R89 731	R95 117	R100 826	R410 476
Environmental Upgrading	R25 000	R53 000	R56 186	R59 556	R63 374	R257 116

- **Allocation of Resources**

Tasks and maintenance will be carried out in the Clare Park Improvement District area. Proposed tasks will be agreed upon in the annual budgeting process and presented at the AGM.

- **Consistency with the municipality's IDP and the MPRA**

The proposed services and tasks are in line with IDP Objective 9 (Healthy and sustainable environment). In addition, the Clare Park Improvement District will create employment opportunities through its commitment to enhancing the management of vegetation and the environment contributing to Objective 1 (Increased jobs and investment in the Cape Town economy) and Objective 15 (A more spatially integrated and inclusive City).

- **Social Development**

The proposed CPID intends to upskill the local people living rough on the street population through their employment as street cleaners and verge maintenance. The people living rough on the street population do not reside in the Clare Park area but regularly sleep at the Engen garage and outside the businesses on Belvedere Road.

The Committee envisages employing some of the people living rough on the street to be upskilled which will provide income in order that they may be able to have access to places of shelter, e.g. U-Turn and The Haven. We shall obtain the use of an NGO to advise and assist with this process.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
Social Upliftment	R20 000	R21 000	R22 050	R23 150	R24 310	R110 510

3) Communication

- **Proposed Services and projects**

Clare Park Improvement District will provide information through its website, email circulars and through messaging products such as WhatsApp.

The information will include:

- Logging incidents with the City
- Security alerts and public safety information
- Clare Park Improvement District documentation
- Meeting notices

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

The communications service will be provided to all residents of the CID area.

- **Total estimated costs**

	Year 1	Year 2	Year 3	Year 4	Year 5	Total expenditure over 5 years
Communication	R7 619	R8 000	R8 400	R8 820	R9 261	R42 100

- **Allocation of resources**

All our resources will be uniformly carried out in the proposed Clare Park Improvement District as a whole.

c) **Financial Impact of the Clare Park Improvement District**

1. Who will fund the Clare Park Improvement District?

The budget is funded by an additional property rate levied on the municipal valuation of all properties within the Clare Park Improvement District boundary. Additional rates attract VAT @ 15%.

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

The CID By-law allows for differentiated additional rates between categories of rateable property. As such a residential and non-residential additional rate is applicable in the Clare Park Improvement District.

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

Property owners who upon application receive a rates rebate are exempt from paying the additional rate.

The Clare Park Improvement District operates via a statutory non-profit company (NPC) funded by additional property rates (which attract VAT) paid by property owners to the City monthly. The additional rates are collected by the City on behalf of the Clare Park Improvement District.

Membership of the NPC is open to all registered property owners liable for the additional rate in the Clare Park Improvement District and while it is not obligatory, these property owners are encouraged to apply for membership (at no cost) to exercise their rights to influence the business of the CID. The CID is accountable to its members and annually reports on its management and finances at the Annual General Meeting (which all registered property owners are entitled to attend, but only members may vote on matters at the AGM).

The Expenditure Budget for each year of the Business Plan:

- Year 1: R 658 456
- Year 2: R 677 886
- Year 3: R 722 707
- Year 4: R 770 289
- Year 5: R 820 944

The additional rates required to fund the annual budget escalates with an average of 5.7% over the 5-year term.

2. How much will it cost?

How the amount of individual contributions for residential and non-residential properties is calculated.

The following example can be used to calculate the likely individual additional rate contributions for residential and non- residential properties, based on current municipal valuations of properties owned, could be:

- Municipal valuation x R 0.XXXXXXX = Annual contribution (VAT excl.) – Note: R 0.000693 (Res) represents the approved Clare Park Improvement District additional property rate
- Annual contribution (VAT excl.) ÷ 12 = Average monthly contribution (VAT excl.)
- Average monthly contribution (VAT excl.) x 1.15 = Average monthly contribution (VAT incl.)

Examples:

Residential – $(R\ 1\ 000\ 000 \times R\ 0.000693 = R\ 693.00)/12 = R\ 57.75$ (Excl VAT)

Non-Residential – $(R\ 1\ 000\ 000 \times R\ 0.001420 = R\ 1\ 420.00)/12 = R\ 118.33$ (Excl VAT)

d) Proposed Management Structure

1. Incorporation of a non-profit company

i. Non-profit company

For financial management and prudence, a non-profit company (NPC) is registered under the Companies Act. A twelfth (1/12) of the allocated annual budget is paid over to the CID as per the approved business plan per month, less 3% retained as a provision for bad debt.

The non-profit company is managed by a board of directors elected by other property owners in the area. The board of directors are responsible for the implementation of the Business Plan. The activities of the NPC are strictly monitored by the municipality to ensure conformance to the legislation and the approved business plan.

ii. Membership of the CID Company

Any registered property owner liable for the additional rate is eligible to be a member of the NPC, on application to the board – there are no costs involved nor risk of liability. The entire community is allowed to participate at meetings but only contributing members of the NPC are eligible to vote at members meetings of the NPC. Proxies are allowed.

iii. Composition and election of Directors

An inaugural board consisting of the members of the steering committee will manage the NPC for the initial period of six months, after which a Members Meeting will be held to elect Board members for the CPID.

- The Executive Mayor will appoint a councillor as observer and an alternate observer to the Board in accordance with sections 11(4) and 11(5) of the CID By-law.
- The Board is mandated to implement the business plan.
- Each Board director will be dedicated to a specific portfolio (programme).
- Directors will not be remunerated for their services.
- Any deviation from the agreed Business Plan needs to be supported by a formal resolution at a Clare Park Improvement District members meeting with the agreed quorum of attendance (as defined in the MOI guidelines).

ROLE	PORTFOLIO
Chairperson / Vice-Chairperson	Oversight role, chair meetings, and overall direction. Delegation of specified tasks.
Finance	Maintaining oversight of the accountant. Annual Financial Statements, VAT returns, certificates, financial reports, and Annual Budgets, to the Manager and the City. Payment of contractors and staff. Annual tax certificates. Annual returns. Compliance with the Companies Act and legislative framework and King IV principles.

Public Safety Initiatives	Maintain oversight of contracts with the Public Safety Service Provider. Monitoring service and response times. Interaction public safety projects in neighbouring areas, Law Enforcement (LE), Community Police Forum (CPF) and South African Police Services (SAPS). Investigation and recommendation for improving public safety in the area.
Environmental Development	Maintaining oversight of the sub-committee. Approving tasks. Appointment and monitoring of gardeners. Liaising with City Officials regarding the needs of the area.
Social Upliftment	Employment and management of people living rough on the street maintain street cleanliness, keep verges neat and manage the municipal garbage bins.
Communications	Oversight of Public Relations Communication, Facebook, website maintenance and updated content. Maintenance of the WhatsApp groups. Quarterly email newsletters.
Secretary	Oversight of arranging meetings, keeping minutes. Preparation for and arranging the Annual General Meeting. Membership list kept up to date and filing of required documentation.

Board meetings

The Board will meet quarterly, and the community may attend the meeting for the first 30 minutes thereof, to inform the board of any issues. A political representative will be appointed to the Board as an observer by the Executive Mayor.

Agendas, notices and minutes of members' meetings will be published on the Clare Park Improvement District's website. Notices of Board Meetings will be published on the Clare Park Improvement District's website.

Financial and Performance Reporting Requirements

Provision has been made in the budget for the engagement of a third-party service provider to provide accounting and tax services to the Clare Park Improvement District. The services to be provided will primarily be the maintenance of the books of account and the submission of required returns to the Revenue authorities. Monthly management accounts will be prepared by the appointed service provider for presentation to and approval by the directors of the company before being submitted to the City on the due date. The company will appoint an external auditor to audit the annual financial statements.

Services, as stipulated in the Business Plan, will be provided by service providers who will be appointed by the Board of Directors. Comprehensive quotes will be obtained for evaluation, scoring and decision by the Board. Service provider selection decisions will be based on a fair, equitable, competitive, transparent and cost effective procurement process and recorded in the minutes of the director's meetings. The Board will prepare an annual report to reflect on financial and non-financial performance which will be presented to the members at the Annual General Meeting for approval.

e) **Permissible Amendments to the Business Plan**

1. **Purpose and scope**

If, at any time, it were decided that the geographical boundaries of Clare Park needed to change, then such change would need to go through a formal process as required in terms of section 26 of the CID By-law. If additional services are required, stemming from collaboration with City departments, which are not specified in the motivation report but deemed supplementary municipal services, the business plan can be amended without further consent by submitting a request to the City in terms of section 25 of the CID By-law as long as it is not material.

PART B

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

MANAGEMENT AND OPERATIONS

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING LEVEL	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Appointment of relevant service providers	Appointment of appropriately qualified service providers	Year 1	➡					Manager and Board	Operational	Service providers to be appointed by means of a well documented fair, equitable, transparent and competitive process. Review service provider appointment in last year of contract period by means of a well documented fair, equitable, transparent and competitive process.
2	Appoint an auditor	IRBA registered auditor appointed	Year 1	➡					Manager and Board	Operational	IRBA registered auditor appointed at the AGM.
3	Board meetings	Quarterly Board meetings.	Quarterly	4	4	4	4	4	Manager and Board	Annual Report	Quorum of directors present at every meeting. Feedback per portfolio. Keep minutes and file resolutions.
4	Monthly Progressive Income and Expenditure Report to CCT	Submit reports to the CID Branch by 15th	Monthly	12	12	12	12	12	Manager	Operational and Board	Refer to Finance Agreement. Submit reports to the CID Branch. Board to track budget implementation and institute corrective measures when required.
5	Audited Annual Financial Statements	Unqualified Audited Annual Financial Statements	Annually	1	1	1	1	1	Manager and Board	Board, Operational and Annual Report	Annual Financial Statements audited and signed by nominated Directors.

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

6	Submit Annual Financial Statements to City	Signed Annual Financial Statements submitted to City	Annually	1	1	1	1	1	Manager	Operational	Signed AFS submitted to the CID Branch by 31 August of each year.
7	Review arrears list	Report arrears to board	Quarterly	4	4	4	4	4	Manager	Operational	Board Members in arrears cannot participate in meetings and members in arrears cannot participate in AGMs.
8	Annual feedback to members at AGM	Host legally compliant AGM	Annually	1	1	1	1	1	Manager and Board	Board	Host successful AGM before 31 December.
9	Submit Annual Report and Annual Audited Financial Statements to Sub-council(s)	Submit AFS and annual report to Subcouncil within 3 months of AGM.	Annually	1	1	1	1	1	Manager and Board	Operational	Submit proof of submission to CID Branch.
10	CIPC Compliance • Annual Returns	Submit Annual Returns to CIPC within 30 business days of company registration date	Annually	1	1	1	1	1	Manager and Board	Operational	Submit proof of submission to CID Branch.
11	CIPC Compliance • Directors change • Auditors change • Company Secretary	Submit amendments to CIPC within 10 business days of the change	Ongoing	➡	➡	➡	➡	➡	Manager and Board	Operational	Submit proof of submission to CID Branch.
12	Manage and monitor the service request process	Complete daily reports of service requests and monitor outstanding issues	Monthly	12	12	12	12	12	Manager and Board	Operational	Follow up with sub-council in respect of outstanding service requests
13	Participate in the review / development of the City's Integrated Development Plan	Annual submissions to Subcouncil Manager	Annually	1	1	1	1	1	Manager and Board	Operational	October to February of every year.
14	Participate in the City's Capital and Operating Budgets process	Annual submissions to Subcouncil Manager.	Annually	1	1	1	1	1	Manager and Board	Operational	By September of each year.
15	Maintain NPC membership	Up to date NPC membership register	Ongoing	➡	➡	➡	➡	➡	Manager and Board	Operational	Maintain up to date membership list on website.

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

16	Submit an extension of term application	Submit a comprehensive extension of term application for approval by the members and the CCT Council.	In year 5					1	Manager and Board	Operational	Prepare a new business plan in the last year of term.
17	Annual Tax Compliance Status	Within one month after expiry date.	Annually	1	1	1	1	1	Manager and Board	Operational	Upload Tax Compliance Status via the eService's portal.
18	Adjustment Budget	Board approved adjustment budget	Annually	1	1	1	1	1	Manager and Board	Operational	Submit Board minutes and approved adjustment budget to the CCT by end of March.
19	First Board meeting post AGM	Allocate portfolios, elect Chairperson, sign Declaration of Interest, complete POPIA declaration	Annually	1	1	1	1	1	Manager and Board	Operational	All new directors to receive relevant documents.
20	Register with the Information Regulator of South Africa	Compliance with Information Regulator of South Africa	Year 1	➡					Manager and Board	Operational	
21	VAT reconciliation and tax returns	Bi-monthly VAT returns and annual tax returns submitted to SARS on time	Bi-monthly	6	6	6	6	6	Manager and Board	Operational	
22	Apply for Tax Exemption	Successfully tax exempt	Year 1	➡					Manager and Board	Operational	Apply for Tax Exemption with SARS in terms of section 10(1)(e)
23	Register on the eServices portal as a supplier with the City	Register as a supplier with the City	Year 1	➡					Manager and Board	Operational	
24	Register for VAT	Registered for VAT	Year 1	➡					Manager and Board	Operational	

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

PUBLIC SAFETY											
NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a Public Safety strategy and management plan	Up to date Public Safety Management and Strategy Plan	Year 1	➡					Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of a new term and then modified continuously in conjunction with the SAPS, Local Authority and existing Public Safety service provider using their experience as well as available crime statistics
2	Appoint a Public Safety service provider(s)	Contracted PSIRA registered public safety service provider(s)	Year 1	➡					Board	Board	The Public Safety service provider(s) could include Public Safety Patrols, Control Room services and CCTV Monitoring through a fair, equitable, transparent and competitive process
3	Review and approve the Public Safety strategy and management plan	Approved Public Safety strategy and management plan	Annual	1	1	1	1	1	Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide safety services by the appointed service provider and evaluate levels of service provided.
4	Record Public Safety Incidents	Up to date public safety incident records	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Annual Report where applicable	Indicative records to be included in Annual Report

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

5	CID participation in joint operations	Participated in joint operations	Adhoc	1	1	1	1	1	Manager and Service Provider	Annual Report where applicable	Participation in joint operations dependent on the public safety needs of the area
6	Deploy Public Safety resources accordingly and effectively on visible patrols. Public Safety personnel and patrol vehicles to be easily identifiable	Effective Public Safety patrols	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Operational	Utilise the "eyes and ears" of all Public Safety and gardening/street cleaning staff, as well as own staff, to identify any breaches
7	Participate in local safety forums	Attend local safety forums	Quarterly	4	4	4	4	4	Manager and Service Provider	Operational	Participate in existing Neighbourhood Watch, Community Police Forum, other CIDs and SAPS meetings
8	Plan deployment of CCTV cameras	CCTV Camera deployment included in Public Safety strategy and management plan	Ongoing	➡	➡	➡	➡	➡	Board, Manager and Service Provider	Board and Operational	
9	Register CCTV Cameras with the CCT	Cameras registered with the CCT	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	
10	Monitor CCTV Cameras	Monitoring of CCTV Cameras by appropriately qualified service providers.	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Service providers to be reappointed or new providers to be appointed in last year of contract period by means of a competitive process. Well Documented.

➡ ➡ ➡ ➡ ➡

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

MAINTENANCE AND CLEANSING											
NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a maintenance and cleansing strategy and management plan	Up to date maintenance and cleansing strategy and management Plan	Year 1	➡					Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a maintenance and cleansing service provider(s)	Contracted service provider(s)	Year 1	➡					Board	Board	Appoint a maintenance and cleansing service provider(s) through a fair, equitable, transparent and competitive process
3	Review and approve the maintenance and cleansing management plan	Approved maintenance and cleansing strategy and management plan	Annual	1	1	1	1	1	Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide maintenance and cleansing services by the appointed service provider and evaluate levels of service provided.
4	Evaluate and review the provision of public litter bins	Sufficient public litter bins	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Identify hotspot areas of littering to provide public litter bins and log a CCT service request
5	Cleaning of streets and sidewalks supplementary to those provided by the CCT	Clean streets and sidewalks in partnership with the CCT	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Identify hotspot areas of littering to provide additional street cleaning and log a CCT service request
6	Health and safety issues reported to the CCT	Logged CCT service request resolved	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Follow up with sub-council in respect of outstanding CCT service requests
7	Combat Illegal dumping	Logged CCT service request resolved	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Follow up with relevant department in respect of outstanding CCT service requests

CLARE PARK CITY IMPROVEMENT DISTRICT

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1st July 2026 to 30th June 2031

8	Removal of illegal posters	Urban infrastructure free from illegal posters	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Monitor the removal of illegal posters by the CCT and where relevant log a CCT service request
9	Removal of graffiti	Urban infrastructure free of graffiti	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Monitor the removal of graffiti by the CCT and where relevant log a CCT service request
10	Record maintenance and cleansing activities	Up to date maintenance and cleansing records	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Annual Report where applicable	Indicative records to be included in Annual Report
11	Identify problems, requiring minor maintenance to CCT infrastructure and perform relevant maintenance on: a. Water and Sanitation infrastructure b. Roads and Stormwater infrastructure c. Road markings d. Grass cutting in Public Open Spaces incl. Parks e. Street furniture	Completed minor maintenance to CCT infrastructure	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Operational, Board and Annual Report	Engage with relevant department before undertaking maintenance
12	Identify problems, required maintenance or damage to CCT infrastructure and report to relevant department including: a. Street lighting b. Water and Sanitation c. Roads and Stormwater d. Traffic signals and road markings e. Public Open Spaces incl. Parks	Report findings to the relevant CCT department and log CCT service request	Ongoing	➡	➡	➡	➡	➡	Manager	Operational, Board and Annual Report	Follow up with sub-council in respect of outstanding CCT service requests

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

ENVIRONMENTAL DEVELOPMENT

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop an environmental development strategy and management plan	Up to date environmental development strategy and management Plan	Year 1	➡					Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint an environmental development service provider(s)	Contracted service provider(s)	Year 1	➡					Board	Board	Appoint an environmental development service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the environmental development management plan	Approved environmental development strategy and management plan	Annual	1	1	1	1	1	Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide environmental development services by the appointed or existing service provider and evaluate levels of service provided.
4	Promote waste minimization and management thereof through awareness on waste, water, noise and air pollution	Quarterly awareness campaign through newsletters or website to business and property owners.	Quarterly	4	4	4	4	4	Manager and Service Provider	Board	Partner with CCT Urban Waste Management Law Enforcement
5	Implement a Recycling programme	Recyclable waste collected	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Annual Report	By service provider or cleaning staff.
6	Install public recycling bins	Public recycling bins installed	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Annual Report	By service provider or cleaning staff in partnership with the City
7	Implement and maintain landscaping projects	Landscaping projects implemented and maintained	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Operational	
8	Install and maintain street furniture	Street furniture maintained	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Operational	

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

9	Monitor and report illegal signage and posters	Report findings to the relevant CCT department and log CCT service request	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board, Operational and Annual Report where applicable	
10	Improve green urban environment	Green urban environment	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board and Operational	Tree planting, maintaining of tree wells, road verges, replanting and maintaining of flower pots etc.

SOCIAL AND ECONOMIC DEVELOPMENT

NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a social and economic development strategy and management plan	Up to date social and economic development strategy and management Plan	Year 1	➡					Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a social development service provider(s)	Contracted service provider(s)	Year 1	➡					Board	Board	Appoint a social development service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the social and economic development management plan	Approved social and economic development strategy and management plan	Annual	1	1	1	1	1	Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide social and economic development services by the appointed or existing service provider and evaluate levels of service provided.
4	Monitor and review implementation of informal trading plans in support of economic development	Managed informal trading	Ongoing	➡	➡	➡	➡	➡	Manager and Service Provider	Board, Operational and Annual Report where applicable	

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

5	Promote Social Development awareness	Quarterly awareness campaign through newsletters or website	Quarterly	4	4	4	4	4	Manager and Service Provider	Board	Partner with CCT Social Development & Early Childhood Development Directorate and social welfare organisations
6	Work in conjunction with local social welfare and job creation organisations and develop the delivery of the supplementary services to improve the urban environment	Job creation through social intervention	Ongoing	➡	➡	➡	➡	➡	Manager and social welfare organisations	Annual Report	Partner with CCT Social Development and social welfare organisations

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR IMPLEMENTATION PLAN

1st July 2026 to 30th June 2031

COMMUNICATION											
NO.	ACTION STEPS	KEY PERFORMANCE INDICATOR	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					RESPONSIBLE	REPORTING	COMMENTS
				Y1	Y2	Y3	Y4	Y5			
1	Develop a communication strategy and management plan	Up to date communication strategy and management Plan	Year 1	➡					Board, Manager and Service Provider	Annual Report	This is done comprehensively at the beginning of term and then modified continuously in conjunction with the service provider using their experience as well as available statistics
2	Appoint a communication service provider(s)	Contracted service provider(s)	Year 1	➡					Board	Board	Appoint a communication service provider(s) through a fair, equitable, transparent and competitive process. This could be an existing service provider.
3	Review and approve the communication management plan	Approved communication strategy and management plan	Annual	1	1	1	1	1	Board and Manager	Annual Report	Clear deliverables and defined performance indicators to guide communication services by the appointed or existing service provider and evaluate levels of service provided.
4	Maintain Website	Up to date website	Ongoing	➡	➡	➡	➡	➡	Manager	Board	In terms of CCT CID Policy requirements
5	Newsletters / Newsflashes	Communication distributed	Quarterly	4	4	4	4	4	Manager	Operational	Including use of social media platforms
6	Regular interaction with property and business owners	Feedback on interactions	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	
7	CID information signage	Clearly identifiable CID signage	Ongoing	➡	➡	➡	➡	➡	Manager	Operational	Signage to be visible and maintained with CCT approval

PART C

CLARE PARK CITY IMPROVEMENT DISTRICT

5 YEAR BUDGET AS PER BUSINESS PLAN

	2026/27	2027/28	2028/29	2029/30	2030/31
INCOME	R	R	R	R	R
Income from Additional Rates	-658 456 100.0%	-677 886 100.0%	-722 707 100.0%	-770 289 100.0%	-820 944 100.0%
TOTAL INCOME	-658 456 100.0%	-677 886 100.0%	-722 707 100.0%	-770 289 100.0%	-820 944 100.0%
EXPENDITURE	R	R	R	R	R
Core Business	258 000 39.2%	277 600 41.0%	298 647 41.3%	321 573 41.7%	346 635 42.2%
Cleansing services	40 000	43 000	46 260	49 820	53 710
Environmental upgrading	25 000	26 900	28 940	31 160	33 590
Public Safety - CCTV monitoring	173 000	186 200	200 317	215 683	232 485
Social upliftment	20 000	21 500	23 130	24 910	26 850
Urban Maintenance	-	-	-	-	-
Depreciation	64 667 9.8%	72 667 10.7%	80 667 11.2%	88 667 11.5%	96 667 11.8%
Repairs & Maintenance	96 000 14.6%	101 760 15.0%	107 866 14.9%	114 338 14.8%	121 198 14.8%
General Expenditure	160 035 24.3%	165 522 24.4%	173 846 24.1%	182 602 23.7%	191 816 23.4%
Accounting fees	27 000	28 620	30 340	32 160	34 090
Administration and management fees	30 000	31 500	33 075	34 730	36 470
Advertising costs	7 000	7 350	7 720	8 105	8 510
Auditor's remuneration	20 000	21 000	22 050	23 155	24 315
Bank charges	2 000	2 100	2 205	2 316	2 433
Catering & Food	6 000	6 300	6 615	6 950	7 300
Communication	7 619	8 000	8 400	8 820	9 261
Computer expenses	2 500	2 625	2 760	2 900	3 045
Contingency / Sundry	2 033	15 000	15 750	16 536	17 364
Insurance	17 883	18 777	19 716	20 700	21 736
Marketing and promotions	10 000	6 000	6 300	6 615	6 946
Meeting expenses	2 500	2 625	2 760	2 900	3 045
Printing / stationery / photographic	500	525	550	580	610
Secretarial duties	18 000	8 000	8 400	8 820	9 260
Training	5 000	5 000	5 000	5 000	5 000
Travel & subs - National	2 000	2 100	2 205	2 315	2 431
Capital Expenditure (PPE)	60 000 9.1%	40 000 5.9%	40 000 5.5%	40 000 5.2%	40 000 4.9%
CCTV / LPR Cameras	40 000	40 000	40 000	40 000	40 000
Computer Equipment	20 000	-	-	-	-
Bad Debt Provision 3%	19 754 3.0%	20 337 3.0%	21 681 3.0%	23 109 3.0%	24 628 3.0%
TOTAL EXPENDITURE	658 456 100.0%	677 886 100.0%	722 707 100.0%	770 289 100.0%	820 944 100.0%
(SURPLUS) / SHORTFALL	-	-	-	-	-
GROWTH: EXPENDITURE	N/A	3.0%	6.6%	6.6%	6.6%
GROWTH: SRA RATES	N/A	3.0%	6.6%	6.6%	6.6%

*** Explanatory note 1: This template serves as a guide for steering committees when compiling their proposed public participation plan for approval by the Executive Director as contemplated in section 6(2) of the CID By-law. The template provides examples of a wide range of notification and consultation methods that may be employed. The steering committee should identify methods that would be both meaningful and cost-effective, taking into account the particular characteristics of the local community of the proposed CID. Where the proposed methodology deviates from any mandatory requirements in terms of the By-law, the steering committee must motivate such deviation in Annexure [x] to the program.

*** Explanatory Note 2: “local community” in relation to a CID-

means the body of persons comprising individuals falling under one or more of the following categories –

- (a) property owners in the district, irrespective of whether or not they will be liable for paying the additional rate;
- (b) residents of the district;
- (c) tenants and body corporates in the district;
- (d) any civic organisations and non-governmental, private sector or labour organisations or bodies which are involved in local affairs in the district affected by the proposed improvement or upgrading of the district.

PUBLIC PARTICIPATION PLAN (required under s. 6(2) of CID By-law)					
A. Proposed Methods of Notification (requirement under s. 6(7))					
Notification Medium	Details	Targeted Interested & Affected Party (“I&AP”)	By-law	Policy	Deviation sought?
Internet	Steering Committee’s Website at www.cpcid.org	Local community & proposed Additional Rate Payers (ARPs)		Clause 9.4.3	N
Email notification	Email documents & notices to email addresses of proposed ARPs- (a) contained in the City’s records; ¹ and/or (b) listed in the steering committee’s register of members of the local community (clause 9.3).	Proposed ARPs	s. 6(7)(a)(i)	Clause 9.4.1	N
	Email documents & notices to email addresses of- (a) local community members listed in the steering committee’s register of members of the local community (clause 9.3); and (b) NGOs and other community organisations carrying on activities in the proposed Clare Park CID, as listed in Annexure “A”. ²	Local Community and other affected parties such as NGOs	s. 6(7)(a)(ii)	Clause 9.4.1	N
Notification Medium	Details	Targeted Interested & Affected Party (“I&AP”)	By-law	Policy	Deviation sought?
Registered Mail	Post relevant documents or notice to: (a) Those ARPs for whom the steering committee does not have email addresses; and (b) Members of the local community contemplated who have not provided email addresses for purposes of the written notice	Proposed ARPs & Local Community	s. 6(7)(b) read with s.1 definition of “written notice”.	Clause 9.4.1	N
Email notification/	Over and above the public meetings required in terms of section 6 of the By-Law;	Sub-Council, NGOs and any other focus groups		Clause 9.8	N

¹ The City will provide the steering committee with those contact details, which ratepayers have provided to the City.

² The steering committee should identify NGOs and community organisations (such as churches, clubs and social welfare organisations) carrying out activities in the proposed district and list their names and contact details in an annexure attached to this table.

Proposed Establishment of Clare Park Improvement District

Physical meeting	(a) The steering committee shall convene a focus group for purposes of conveying information about, (b) Eliciting comment on, both draft and final business plans.				
Newspapers	Newspaper advertisements ³ in: (a) Cape Times and / or Peoples Post and / or Die Burger	Proposed ARPs & Local Community	s. 6(7)(b)	Clause 9.4.4	N
Public Notices	Public notices to be affixed at the following locations [e.g.]: (i) Notice boards at the following shopping complex: (a) Belvedere Square, Cnr Belvedere & Keurboom Roads, Claremont. 7700 (ii) Western Province Cricket Club, Avenue de Mist, Rondebosch. 7700	Proposed ARPs & Local Community	Not a legal requirement	Not a legal requirement	N
Other means	Broadcasts via social media channels and messaging apps, i.e. WhatsApp Groups	Proposed ARPs & Local Community		Clause 9.4.5	
Proposed Date	Proposed Action	Content of Register	By-law	Policy	Deviation sought?
Sep 2023	Open and maintain a register of member of the local community. “local community” in relation to a CID- means the body of persons comprising individuals falling under one or more of the following categories – (a) property owners in the district, irrespective of whether or not they will be liable for paying the additional rate; (b) residents of the district; (c) tenants and body corporates in the district; (d) any civic organisations and non-governmental, private sector or labour organisations or bodies which are involved in local affairs in the district affected by the proposed improvement or upgrading of the district.	Names, contact details & addresses of persons listed in s. 6(8) of the By-law.	s. 6(8)	Clause 9.3	N
Proposed Date	Proposed Action	Targeted Interested & Affected Party (“I&AP”)	By-law	Policy	Deviation sought?
Sep 2023	Convene focus group consisting of the following groups of people: (i) Representatives of any neighbourhood watch association in the local	Local Community & Proposed ARPs		Clause 9.8	N

³ If a local community consists of a large population whose first language is not English or Afrikaans, the steering committee may need to place their notices in a local community newspaper which is published in that language.

Proposed Establishment of Clare Park Improvement District

	community and Community Policing Forum members; (ii) ARPs				
Date	Notification Mediums	Content of Notice	By-law	Policy	Deviation sought?
Jan 2025	(i) Website; (ii) Email; (iii) Registered mail; (iv) Public notices; (v) Newspaper advertisement; (vi) Posters	PLEASE TAKE NOTICE THAT: The owner of a registered property in Clare Park intends to apply for the establishment of a City Improvement District in terms of the City of Cape Town: City Improvement District By-Law, 2023 read with the City of Cape Town's: City Improvement District Policy, 2023 (the "<i>Policy</i>"). The proposed Clare Park CID will include all non-residential and residential properties in the area within the following geographical boundaries: Avenue de Mist to Keurboom Road; Belvedere Road to Malcolm/Chess Road. (Includes walkway behind the Chess and Malcolm Road properties in Western Province Cricket Club) A map depicting these geographical boundaries is attached hereto as Annexure "A". The purpose of the upcoming public meeting is to discuss the draft final business plan and proposed application for establishment of the CID, and to elicit comments for purposes of preparing the draft business plan. DATE: Tuesday 18 March 2025 TIME: 19:00 VENUE: Western Province Cricket Club – Bowling Clubhouse ADDRESS: Avenue de Mist, Rondebosch ALL PROPERTY OWNERS AND LOCAL COMMUNITY MEMBERS IN THE PROPOSED CID ARE KINDLY REQUESTED TO ATTEND THE MEETING. PLEASE TAKE FURTHER NOTICE THAT: 1. All property owners are automatically entered in the Interested Parties Register for the CID establishment in terms of clause 9.3 of the Policy (the "<i>register</i>"). Other members of the local community who wish to register as interested persons must contact the applicant at tel: 068 642 3351 or email: clareparkid@gmail.com 2. The draft business plan is available for download at https://clareparkid.co.za and may be inspected at the reception desk at Western Province Cricket Club 3. Any written comments on the draft business plan and proposed application must be submitted to the applicant as appears in para 1 above by 22 April 2025. 4. If you are not the registered owner of the affected property, kindly forward this notice to the registered owners immediately. Alternatively, kindly inform clareparkid@gmail.com of the registered owner's contact details, so that he may relay the contents of this notice.	s. 6(6)	Clause 9.4.1	N
Date	Venue	Details of Chairperson	By-law	Policy	Deviation sought?
January 2025	Western Province Cricket Club Avenue de Mist, Rondebosch. 7700	Martin Barry has experience in chairing large meetings as well as extensive knowledge of CID's. clareparkid@gmail.com 0686423351	s. 6(5) s. 6(7)(a) s. 6(7)(b) s. 6(7)(c) s. 6(10)		N

Proposed Establishment of Clare Park Improvement District

Date	Action/ Steps	Details	By-law	Policy	Deviation sought?
January 2025	Provide local community until at least 30 days after the date of the public meeting an opportunity to submit to the applicant written comments on the proposed application and the draft business plan.		s. 6(8)		N
Date	Action/ Steps	Details	By-law	Policy	Deviation sought?
February 2025	Prepare a table to accompany final business plan, which summarise: (i) Comments made during the 1 st public meeting; (ii) Written comments received pursuant to section 6(10); and (iii) The applicant's response to these comments, including references to changes in the final business plan that were made pursuant to any relevant comment.	Steering Committee	s. 6(9)		N
Date	Notification Mediums	Content of Notice	By-law	Policy	Deviation sought?
April 2025	(i) Website; (ii) Email; (iii) Registered mail; (iv) Public notices; (v) Newspaper advertisement (vi) Posters	PLEASE TAKE NOTICE THAT: The owner of a registered property in Clare Park intends to apply for the establishment of a City Improvement District in terms of the City of Cape Town: City Improvement District By-Law, 2023, (the "<i>By-law</i>") read with the City of Cape Town's: City Improvement District Policy, 2023 (the "<i>Policy</i>"). The proposed Clare Park CID will include all non-residential and residential properties in the area within the following geographical boundaries: Avenue de Mist to Keurboom Road; Belvedere Road to Malcolm/Chess Road. (Includes walkway behind the Chess and Malcolm Road properties in the Western Province Cricket Club) A map depicting these geographical boundaries is attached hereto as Annexure "A". Following the public meeting on 18 March 2025. Changes have been made to the draft business plan. The purpose of the upcoming public meeting is to discuss the final business plan and elicit further comment in terms of section 6 of the By-law. The consent and objection phase will commence on conclusion of the meeting. Once the required level of support is achieved, the application will be submitted to Council for consideration. DATE ERRATUM: Thursday 15 May 2025 TIME: 19:00 VENUE: Western Province Cricket Club – Bowling Clubhouse ADDRESS: Avenue de Mist, Rondebosch . ALL PROPERTY OWNERS AND LOCAL COMMUNITY MEMBERS IN THE PROPOSED CID ARE KINDLY REQUESTED TO ATTEND THE MEETING.	s. 6(7)(a) s. 6(7)(b) s. 6(7)(c) s. 6(10) s. 6(11)	Clause 9.4.1	N

Proposed Establishment of Clare Park Improvement District

		PLEASE TAKE FURTHER NOTICE THAT: 1. All property owners are automatically entered in the Interested Parties Register for the CID establishment in terms of clause 9.3 of the Policy (the “<i>register</i>”). Other members of the local community who wish to register as interested persons must contact the applicant at tel: 068 642 3351 or email: clareparkid@gmail.com. 2. The final business plan is available for download at https://clareparkid.co.za and may be inspected at the reception desk at the Western Province Cricket Club. 3. Any written comments on the final business plan and proposed application must be submitted to the applicant as appears in para 1 above 20 June 2025. 4. If you are not the registered owner of the affected property, kindly forward this notice to the registered owners immediately. Alternatively, kindly inform clareparkid@gmail.com of the registered owner’s contact details, so that he/she may relay the contents of this notice.			
Date	Venue	Details of Chairperson	By-law	Policy	Deviation sought?
April 2025	Western Province Cricket Club Avenue de Mist, Rondebosch. 7700	Martin Barry has experience in chairing large meetings as well as extensive knowledge of CID’s. clareparkid@gmail.com 0686423351	s. 6(10)		N
Date	Action/ Steps	Details	By-law	Policy	Deviation sought?
June 25	Provide local community until at least 30 days after the date of the second public meeting an opportunity to submit to the applicant written comments on the proposed application and the draft business plan.		s. 6(12)		N
Date	Action/ Steps	Details	By-law	Policy	Deviation sought?
June 25	Prepare a table to accompany final business plan, which summarise: (i) Comments made during the 2 nd public meeting; (ii) Written comments received pursuant to section 6(14); and The applicant’s response to these comments.		s. 6(13)		N

Annexure B

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	25	AVENUE DE MIST NONE	RONDEBOSCH		91312551	174312
Residential	25A	AVENUE DE MIST NONE	RONDEBOSCH		40828	58560
Residential	27	AVENUE DE MIST NONE	RONDEBOSCH		40827	58559
Residential	31	AVENUE DE MIST NONE	RONDEBOSCH		35703	50603
Residential	33	AVENUE DE MIST NONE	RONDEBOSCH		35702	50602
Residential	37	AVENUE DE MIST NONE	RONDEBOSCH		35552	50409
Residential	39	AVENUE DE MIST NONE	RONDEBOSCH		35596	50455
Residential	41	AVENUE DE MIST NONE	RONDEBOSCH		35595	50454
Residential	43	AVENUE DE MIST NONE	RONDEBOSCH		35594	50453
Residential	45	AVENUE DE MIST NONE	RONDEBOSCH		35593	50452
Residential	47	AVENUE DE MIST NONE	RONDEBOSCH		35592	50451
Residential	4	BELVEDERE ROAD	RONDEBOSCH		35727	50631
Residential	6	BELVEDERE ROAD	RONDEBOSCH		35728	50633
Residential	10	BELVEDERE ROAD	RONDEBOSCH		35729	50634
Residential	12	BELVEDERE ROAD	RONDEBOSCH		35730	50637
Residential	14	BELVEDERE ROAD	RONDEBOSCH		35731	50638
Residential	16	BELVEDERE ROAD	RONDEBOSCH		35732	50642
Residential	18	BELVEDERE ROAD	RONDEBOSCH		91495605	180826
Residential	20	BELVEDERE ROAD	RONDEBOSCH		35733	50643
Residential	24	BELVEDERE ROAD	RONDEBOSCH		35667	50554
Residential	26	BELVEDERE ROAD	RONDEBOSCH		35668	50557
Residential	28	BELVEDERE ROAD	RONDEBOSCH		35669	50558
Residential	30	BELVEDERE ROAD	RONDEBOSCH		35670	50561
Residential	32	BELVEDERE ROAD	RONDEBOSCH		35671	50562
Non-Residential	44	BELVEDERE ROAD	RONDEBOSCH		40103	57625
Non-Residential	52	BELVEDERE ROAD	RONDEBOSCH		35653	50527
Non-Residential	54	BELVEDERE ROAD	RONDEBOSCH		35654	50530
Non-Residential	56	BELVEDERE ROAD	RONDEBOSCH		35655	50531
Non-Residential	58	BELVEDERE ROAD	RONDEBOSCH		35656	50534
Non-Residential	62	BELVEDERE ROAD	RONDEBOSCH		37953	53640
Non-Residential	64	BELVEDERE ROAD	RONDEBOSCH		36286	51298
Residential	3	BLYTHEWOOD AVENUE	RONDEBOSCH		35618	50486
Residential	4	BLYTHEWOOD AVENUE	RONDEBOSCH		35611	50474
Residential	5	BLYTHEWOOD AVENUE	RONDEBOSCH		80956983	178842
Residential	6	BLYTHEWOOD AVENUE	RONDEBOSCH		35610	50473
Residential	8	BLYTHEWOOD AVENUE	RONDEBOSCH		35562	50419
Residential	2	CHESS ROAD	RONDEBOSCH		35620	50490

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	4	CHESS ROAD	RONDEBOSCH		35629	50500
Residential	4	CHESS ROAD	RONDEBOSCH		35632	50505
Residential	5	CHESS ROAD	RONDEBOSCH		35631	50502
Residential	6	CHESS ROAD	RONDEBOSCH		35630	50501
Residential	8	CHESS ROAD	RONDEBOSCH		35619	50489
Residential	2	CHESS STREET	RONDEBOSCH		35628	50499
Residential	2	CLARE PARK AVENUE	RONDEBOSCH		40488	58121
Residential	3	CLARE PARK AVENUE	RONDEBOSCH		109568	149794
Residential	4	CLARE PARK AVENUE	RONDEBOSCH		35608	50471
Residential	5	CLARE PARK AVENUE	RONDEBOSCH		111776	154963
Residential	7	CLARE PARK AVENUE	RONDEBOSCH		35605	50466
Residential	9	CLARE PARK AVENUE	RONDEBOSCH		35557	50414
Residential	10	CLARE PARK AVENUE	RONDEBOSCH		35684	50583
Residential	12	CLARE PARK AVENUE	RONDEBOSCH		35685	50584
Residential	13	CLARE PARK AVENUE	RONDEBOSCH		35713	50613
Residential	14	CLARE PARK AVENUE	RONDEBOSCH		35686	50585
Residential	15	CLARE PARK AVENUE	RONDEBOSCH		35712	50612
Residential	18	CLARE PARK AVENUE	RONDEBOSCH		35664	50551
Residential	20	CLARE PARK AVENUE	RONDEBOSCH		35665	50552
Residential	22	CLARE PARK AVENUE	RONDEBOSCH		35666	50553
Residential	23	CLARE PARK AVENUE	RONDEBOSCH		40337	57924
Residential	25	CLARE PARK AVENUE	RONDEBOSCH		35734	50646
Residential	61	KEURBOOM ROAD	RONDEBOSCH		35627	50498
Residential	61A	KEURBOOM ROAD	RONDEBOSCH		1048908	172881
Residential	63A	KEURBOOM ROAD	RONDEBOSCH		35626	50497
Residential	65	KEURBOOM ROAD	RONDEBOSCH		35624	50495
Residential	67	KEURBOOM ROAD	RONDEBOSCH		35633	50507
Residential	69	KEURBOOM ROAD	RONDEBOSCH		89857	126441
Residential	73	KEURBOOM ROAD	RONDEBOSCH		35647	50521
Non-Residential	75	KEURBOOM ROAD	RONDEBOSCH		35657	50541
Residential	13	MALCOLM ROAD	RONDEBOSCH		35591	50450
Residential	15	MALCOLM ROAD	RONDEBOSCH		35600	50459
Residential	17	MALCOLM ROAD	RONDEBOSCH		35601	50460
Residential	19	MALCOLM ROAD	RONDEBOSCH		35602	50461
Residential	21	MALCOLM ROAD	RONDEBOSCH		35606	50469
Residential	22	MALCOLM ROAD	RONDEBOSCH		35590	50449
Residential	23	MALCOLM ROAD	RONDEBOSCH		35607	50470
Residential	24	MALCOLM ROAD	RONDEBOSCH		35589	50448
Residential	26	MALCOLM ROAD	RONDEBOSCH		39873	57199
Residential	27	MALCOLM ROAD	RONDEBOSCH		40487	58120
Residential	28	MALCOLM ROAD	RONDEBOSCH		39872	57198

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	29	MALCOLM ROAD	RONDEBOSCH		35612	50477
Residential	30	MALCOLM ROAD	RONDEBOSCH		35588	50445
Residential	31	MALCOLM ROAD	RONDEBOSCH		35613	50478
Residential	32	MALCOLM ROAD	RONDEBOSCH		35587	50444
Residential	33	MALCOLM ROAD	RONDEBOSCH		35614	50479
Residential	34	MALCOLM ROAD	RONDEBOSCH		35586	50443
Residential	35	MALCOLM ROAD	RONDEBOSCH		39984	57418
Residential	36	MALCOLM ROAD	RONDEBOSCH		35585	50442
Residential	38	MALCOLM ROAD	RONDEBOSCH		35584	50441
Residential	39	MALCOLM ROAD	RONDEBOSCH		39985	57419
Residential	40	MALCOLM ROAD	RONDEBOSCH		35583	50440
Residential	41	MALCOLM ROAD	RONDEBOSCH		35615	50483
Residential	42	MALCOLM ROAD	RONDEBOSCH		35582	50439
Residential	43	MALCOLM ROAD	RONDEBOSCH		35616	50484
Residential	44	MALCOLM ROAD	RONDEBOSCH		35581	50438
Residential	46	MALCOLM ROAD	RONDEBOSCH		35580	50437
Residential	48	MALCOLM ROAD	RONDEBOSCH		35579	50436
Residential	50	MALCOLM ROAD	RONDEBOSCH		35578	50435
Residential	52	MALCOLM ROAD	RONDEBOSCH		35577	50434
Residential	54	MALCOLM ROAD	RONDEBOSCH		35576	50433
Residential	56	MALCOLM ROAD	RONDEBOSCH		35575	50432
Residential	3	MILLDENE AVENUE	RONDEBOSCH		35652	50526
Residential	9	MILLDENE AVENUE	RONDEBOSCH		35640	50514
Residential	10	MILLDENE AVENUE	RONDEBOSCH		40791	58520
Residential	10A	MILLDENE AVENUE	RONDEBOSCH		35658	50545
Residential	11	MILLDENE AVENUE	RONDEBOSCH		35639	50513
Residential	14	MILLDENE AVENUE	RONDEBOSCH		35673	50572
Residential	16	MILLDENE AVENUE	RONDEBOSCH		35674	50573
Residential	17	MILLDENE AVENUE	RONDEBOSCH		35568	50425
Residential	18	MILLDENE AVENUE	RONDEBOSCH		35675	50574
Residential	19	MILLDENE AVENUE	RONDEBOSCH		35570	50427
Residential	20	MILLDENE AVENUE	RONDEBOSCH		35567	50424
Residential	21	MILLDENE AVENUE	RONDEBOSCH		35571	50428
Residential	22	MILLDENE AVENUE	RONDEBOSCH		35617	50485
Residential	23	MILLDENE AVENUE	RONDEBOSCH		35572	50429
Residential	25	MILLDENE AVENUE	RONDEBOSCH		35573	50430
Residential	27	MILLDENE AVENUE	RONDEBOSCH		35574	50431
Residential	1	RANELAGH ROAD	RONDEBOSCH		35722	50622
Residential	2	RANELAGH ROAD	RONDEBOSCH		35704	50604
Residential	3	RANELAGH ROAD	RONDEBOSCH		35721	50621
Residential	4	RANELAGH ROAD	RONDEBOSCH		35705	50605

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	5	RANELAGH ROAD	RONDEBOSCH		35720	50620
Residential	6	RANELAGH ROAD	RONDEBOSCH		35706	50606
Residential	7	RANELAGH ROAD	RONDEBOSCH		35719	50619
Residential	8	RANELAGH ROAD	RONDEBOSCH		35707	50607
Residential	9	RANELAGH ROAD	RONDEBOSCH		35718	50618
Residential	10	RANELAGH ROAD	RONDEBOSCH		35708	50608
Residential	11	RANELAGH ROAD	RONDEBOSCH		35717	50617
Residential	12	RANELAGH ROAD	RONDEBOSCH		35709	50609
Residential	13	RANELAGH ROAD	RONDEBOSCH		35716	50616
Residential	14	RANELAGH ROAD	RONDEBOSCH		35710	50610
Residential	15	RANELAGH ROAD	RONDEBOSCH		35715	50615
Residential	16	RANELAGH ROAD	RONDEBOSCH		35711	50611
Residential	17	RANELAGH ROAD	RONDEBOSCH		35714	50614
Residential	18	RANELAGH ROAD	RONDEBOSCH		35687	50586
Residential	19	RANELAGH ROAD	RONDEBOSCH		35663	50550
Residential	20	RANELAGH ROAD	RONDEBOSCH		297261	157930
Residential	21	RANELAGH ROAD	RONDEBOSCH		35662	50549
Residential	22	RANELAGH ROAD	RONDEBOSCH		35688	50587
Residential	23	RANELAGH ROAD	RONDEBOSCH		35661	50548
Residential	24	RANELAGH ROAD	RONDEBOSCH		35689	50588
Residential	25	RANELAGH ROAD	RONDEBOSCH		35660	50547
Residential	26	RANELAGH ROAD	RONDEBOSCH		35690	50589
Residential	27	RANELAGH ROAD	RONDEBOSCH		35659	50546
Residential	28	RANELAGH ROAD	RONDEBOSCH		35691	50590
Residential	29	RANELAGH ROAD	RONDEBOSCH		40390	57995
Residential	30	RANELAGH ROAD	RONDEBOSCH		40017	57476
Residential	32	RANELAGH ROAD	RONDEBOSCH		35692	50591
Residential	34	RANELAGH ROAD	RONDEBOSCH		39644	56889
Residential	35	RANELAGH ROAD	RONDEBOSCH		36808	51921
Residential	36	RANELAGH ROAD	RONDEBOSCH		35672	50571
Residential	37	RANELAGH ROAD	RONDEBOSCH		35651	50525
Residential	38	RANELAGH ROAD	RONDEBOSCH		35641	50515
Residential	39	RANELAGH ROAD	RONDEBOSCH		35650	50524
Residential	39A	RANELAGH ROAD	RONDEBOSCH		35649	50523
Residential	40	RANELAGH ROAD	RONDEBOSCH		35642	50516
Residential	41	RANELAGH ROAD	RONDEBOSCH		35648	50522
Residential	42	RANELAGH ROAD	RONDEBOSCH		35643	50517
Residential	44	RANELAGH ROAD	RONDEBOSCH		413357	160797
Residential	44A	RANELAGH ROAD	RONDEBOSCH		413358	160798
Residential	46	RANELAGH ROAD	RONDEBOSCH		35645	50519
Residential	48	RANELAGH ROAD	RONDEBOSCH		81622	117622

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	50	RANELAGH ROAD	RONDEBOSCH		81623	117623
Residential	3	STANFORD ROAD	RONDEBOSCH		35623	50493
Residential	4	STANFORD ROAD	RONDEBOSCH		332465	159322
Residential	5	STANFORD ROAD	RONDEBOSCH		35622	50492
Residential	6	STANFORD ROAD	RONDEBOSCH		35635	50509
Residential	7	STANFORD ROAD	RONDEBOSCH		35621	50491
Residential	8	STANFORD ROAD	RONDEBOSCH		35636	50510
Residential	9	STANFORD ROAD	RONDEBOSCH		35569	50426
Residential	10	STANFORD ROAD	RONDEBOSCH		35637	50511
Residential	10A	STANFORD ROAD	RONDEBOSCH		35638	50512
Residential	11	STANFORD ROAD	RONDEBOSCH		35566	50423
Residential	12	STANFORD ROAD	RONDEBOSCH		35676	50575
Residential	13	STANFORD ROAD	RONDEBOSCH		35565	50422
Residential	14	STANFORD ROAD	RONDEBOSCH		35677	50576
Residential	15	STANFORD ROAD	RONDEBOSCH		35564	50421
Residential	16A	STANFORD ROAD	RONDEBOSCH		1067127	174220
Residential	16B	STANFORD ROAD	RONDEBOSCH		1067128	174221
Residential	17	STANFORD ROAD	RONDEBOSCH		35563	50420
Residential	18	STANFORD ROAD	RONDEBOSCH		35679	50578
Residential	19	STANFORD ROAD	RONDEBOSCH		35561	50418
Residential	20	STANFORD ROAD	RONDEBOSCH		35680	50579
Residential	21	STANFORD ROAD	RONDEBOSCH		35560	50417
Residential	22	STANFORD ROAD	RONDEBOSCH		35681	50580
Residential	23	STANFORD ROAD	RONDEBOSCH		35559	50416
Residential	24	STANFORD ROAD	RONDEBOSCH		35682	50581
Residential	25	STANFORD ROAD	RONDEBOSCH		35558	50415
Residential	26	STANFORD ROAD	RONDEBOSCH		35683	50582
Residential	26A	STANFORD ROAD	RONDEBOSCH		35693	50592
Residential	28	STANFORD ROAD	RONDEBOSCH		35694	50593
Residential	29	STANFORD ROAD	RONDEBOSCH		35556	50413
Residential	30	STANFORD ROAD	RONDEBOSCH		35695	50594
Residential	31	STANFORD ROAD	RONDEBOSCH		35555	50412
Residential	32	STANFORD ROAD	RONDEBOSCH		35696	50595
Residential	34	STANFORD ROAD	RONDEBOSCH		35697	50596
Residential	35	STANFORD ROAD	RONDEBOSCH		35553	50410
Residential	35	STANFORD ROAD	RONDEBOSCH		35701	50600
Residential	36	STANFORD ROAD	RONDEBOSCH		35698	50597
Residential	38	STANFORD ROAD	RONDEBOSCH		35699	50598
Residential	40	STANFORD ROAD	RONDEBOSCH		35700	50599
Residential	2	VINCENT AVENUE	RONDEBOSCH		35599	50458
Residential	4	VINCENT AVENUE	RONDEBOSCH		35598	50457

LIST OF RATEABLE PROPERTIES WITHIN THE CID

PROPERTY CATEGORY	STREET NO	STREET NAME	SUBURB	UNIT NO	LIS KEY	ERF No
Residential	6	VINCENT AVENUE	RONDEBOSCH		35597	50456
Residential	7	VINCENT AVENUE	RONDEBOSCH		89432	125990
Residential	8	VINCENT AVENUE	RONDEBOSCH		35554	50411
Residential	9	VINCENT AVENUE	RONDEBOSCH		35603	50464
Residential	11	VINCENT AVENUE	RONDEBOSCH		35604	50465

CLARE PARK CID

FEASIBILITY STUDY

PROPOSED CLARE PARK CITY IMPROVEMENT DISTRICT

URBAN MANAGEMENT SURVEY REPORT JULY 2024

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Prepared by the Clare Park CID Steering Committee

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Executive summary

A Steering Committee has been established to investigate whether Clare Park would benefit from a City Improvement District. A requirement of the process is an Urban Management Survey, the results of which are set out herein and which will be used to inform a Business Plan to be formulated by the Steering Committee and presented to the community at an upcoming Public Meeting.

117 responses were received to the survey, of which 109 (94%) were from property owners, representing 53% of the property owners in Clare Park.

As can be seen in the results of the survey which follow, the key issues facing the Clare Park CID Committee are:

- More than 53% of respondents are satisfied with the municipal services received, with only 7% expressing dissatisfaction.
- 97% of respondents are satisfied with the appearance of the environment, with only 3.4% expressing dissatisfaction.
- 66% of respondents believe that maintenance of roads, verges and drainage is good to average, compared with 34% who think that it is poor.
- However, 73% of respondents believe that not enough attention is given to recycling, while 37% believe that pest control (rats and cockroaches) needs attention.
- By far the biggest challenge to the CP CID Committee will be the social issues of homelessness, vulnerable adults and children, as well as drug and alcohol abuse.
- Community spirit is good with many volunteers available with positive ideas.

Background

Clare Park is a relatively small residential area with residences and businesses. It has no open spaces like sports fields, parks or rivers.

Security has become a problem in recent years, which prompted a group of concerned residents to meet to discuss ways to improve the security. It was decided to try to organise camera surveillance throughout the area and to approach all the neighbours to commit to a regular contribution towards the cost. A meeting of all residents was called, and support and financial commitment (R200 per month) was obtained from enough neighbours to make it feasible.

In partnership with Fidelity ADT, who were appointed after a detailed tender process, the group of concerned residents, now known as the CPID Committee, was able to purchase and erect 40 CCTV security cameras plus 8 LPR cameras in the Clare Park area.

While the whole community is benefitting from the improved security offered by the cameras, nearly half the residents are not contributing. With this in mind, the CPID Committee decided to approach the CoCT with a view to establishing a formal CP CID, which would enable us, via an annual budget, to have everyone contributing. The CPID Committee became the Steering Committee (SC) for these negotiations.

In accordance with relevant by-laws and other stipulated requirements set out by the City of Cape Town (CoCT):

- The SC met with relevant CoCT officials to register itself and declare the boundaries of the proposed CID.
- CoCT confirmed that all members of the SC are in good standing with the City and that the rates collection ratio for properties within the boundaries of the proposed CID exceeds 95% over the past 12 months.
- CoCT provided the SC with a database of Clare Park ratepayers in compliance with the Protection of Personal Information Act.
- An Urban Management Survey (UMS) was designed by the SC and approved by CoCT. The purpose of the UMS is to identify local community, public and ratepayers' concerns and therefore appropriate supplementary municipal services priorities for the Clare Park area.
- As set out in further detail below, the UMS was distributed by the SC to all property owners in Clare Park for whom valid contact details could be obtained.

This document sets out the results of the UMS, which will inform the Business Plan for the proposed CID. In due course, the Business Plan will be presented at a Public Meeting. The Business Plan must be supported by no less than 60% of the property owners in the proposed CID area and by the City of Cape Town if the CID is to be established. The borders of the proposed CID are indicated on the map on the next page.



Sample Requirement and Construction

A specific questionnaire was developed to evaluate the perception of property-owners and tenants in the Clare Park area. Broadly speaking, the following themes were covered in the questionnaire:

- Perceptions about the levels of safety and security
- Perceptions about the cleanliness and the environment of the area
- Perceptions about traffic as a problem
- Perceptions about municipal services
- Perceptions about noise pollution as a problem
- Whether social issues such as drug use are a problem in the area
- Perceptions about community activities.

A questionnaire was developed. A cover letter, drafted by the SC, explained the purpose of the survey. The responses to the above-mentioned issues were summarised and ranked in terms of importance.

The SC felt that it would be more appropriate to seek opinions from the entire neighbourhood and the UMS was therefore distributed to all property owners for whom valid email addresses could be obtained. The UMS was also open for completion by residential tenants and other non-property-owning parties by means of other channels, as set out in the section that follows.

Methodology

The UMS was conducted online, with invitations to complete the survey distributed primarily by email. Approximately 204 unique email addresses were supplied by CoCT. Where emails failed, phone calls and personal visits to property owners were made. Regular reminders to residents to complete the survey were posted on two community WhatsApp groups, including the Security Group (Clare Park Patrollers) as well as in the monthly newsletter.

Responses and Demographics

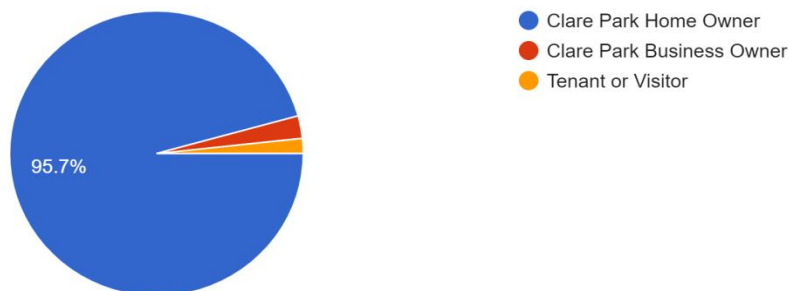
The survey was completed by 117 property-owners and residential tenants, which is a response rate of 53%, of which 94% are property owners.

Findings: Summary

In summary, the response of Clare Park's residents to the UMS paints a picture of a community that would like to maintain the current levels of safety and security, is somewhat concerned about the reduced levels of street level infrastructure and safety on the streets.

Section 1: Responder Profile

Our area, known as Clare Park, consists of residential and business premises. Are you:
117 responses

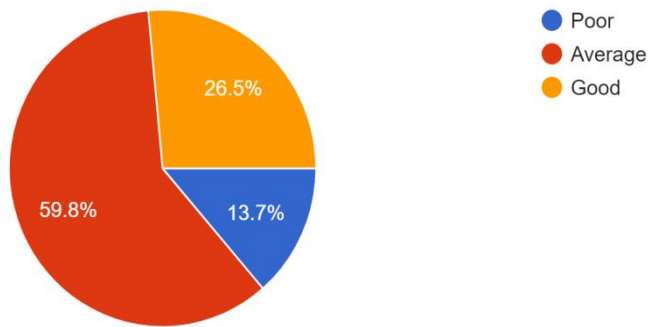


Responses showed that the vast majority of property owners are residents.

Section 2: Public safety and security

How would you rate the overall public safety of residents?

117 responses

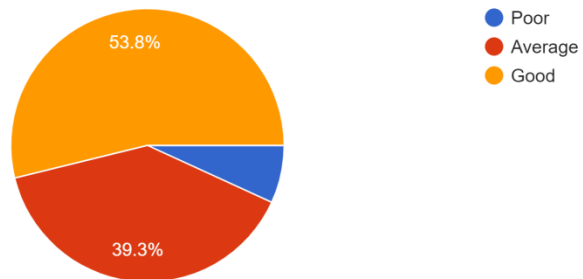


Only 13.7% rated Public safety as Poor.

Section 3: Municipal services

How would you rate the general quality of current municipal services, for example refuse collection and councils response to complaints?

117 responses

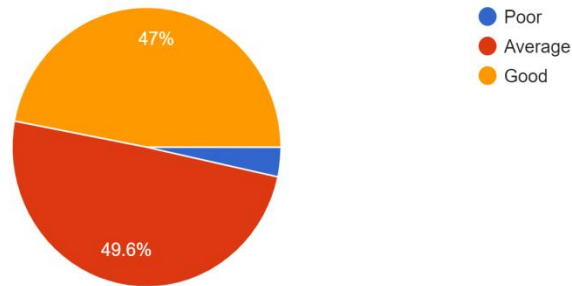


Only 6.9% of respondents rated the municipal services as poor.

Section 4: Cleaning, Beautifying and Environment

How would you rate the overall cleanliness of the Clare Park area?

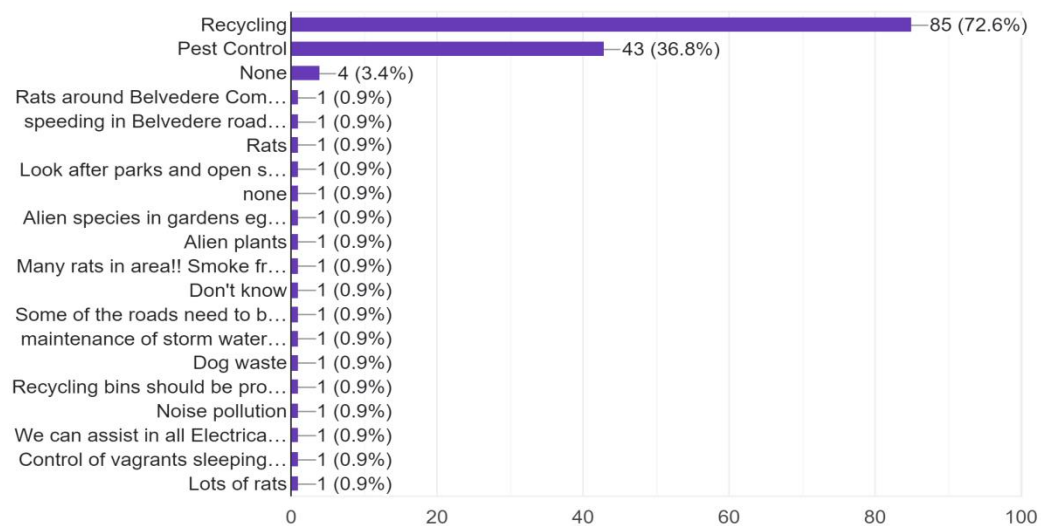
117 responses



Only 3.4% rated cleanliness of the area as poor.

Which environmental issues need attention?

117 responses

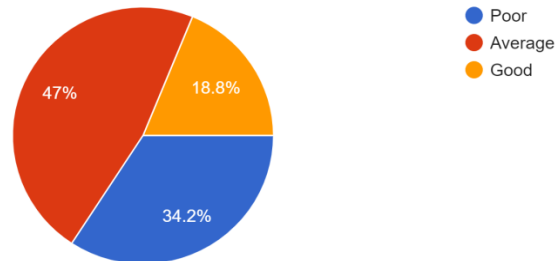


Recycling and Pest Control are the main concerns regarding the environment.

Section 5: Street condition and safety

How would you rate the cleaning and protection of infrastructure such as storm water drains, drain covers and street gutters?

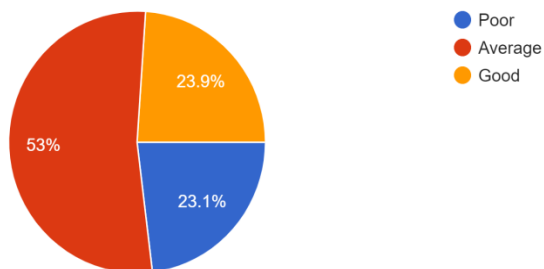
117 responses



34% of respondents regard maintenance of storm water drains, drain covers and street gutters as not satisfactory.

How would you rate the quality and maintenance of the pavements in our area?

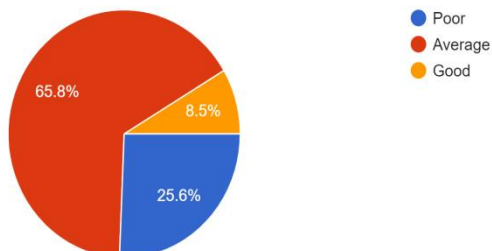
117 responses



23% of respondents rate the maintenance of pavements as poor.

How would you rate traffic as a problem in the area?

117 responses

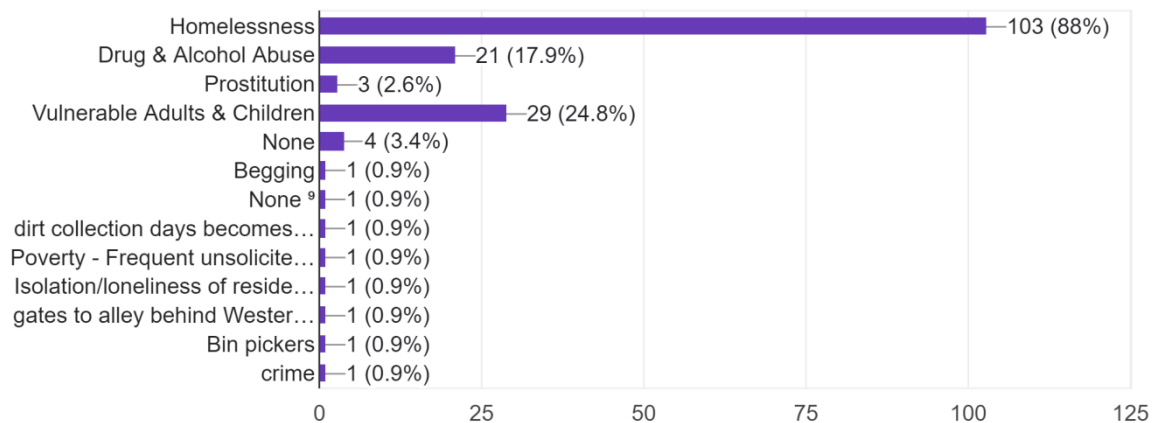


Traffic is seen by the majority of respondents as a potential problem.

Section 6: Social Responsibility

Which social issues need attention?

117 responses

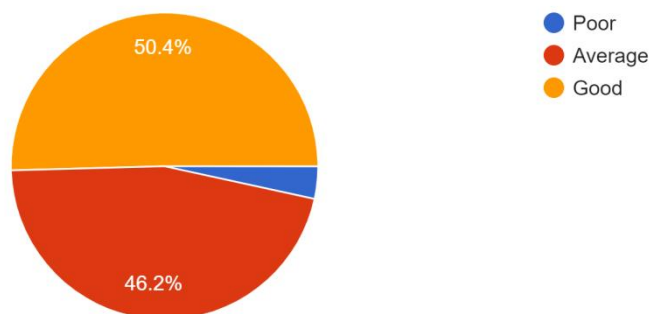


The community is clearly concerned about social issues, especially homelessness, drug and alcohol abuse and vulnerable adults and children.

Section 7: Community

How would you rate the overall community spirit?

117 responses

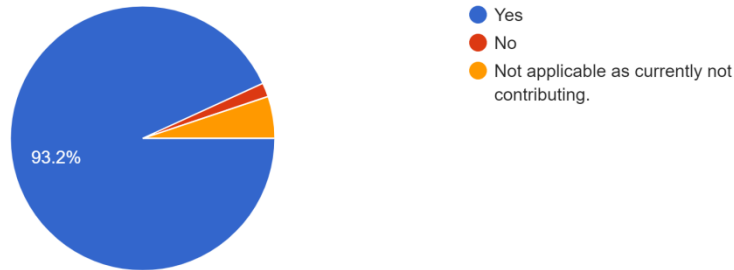


It is encouraging to see this result with 97% of the respondents rating community spirit as good to average.

Section 8: Priorities

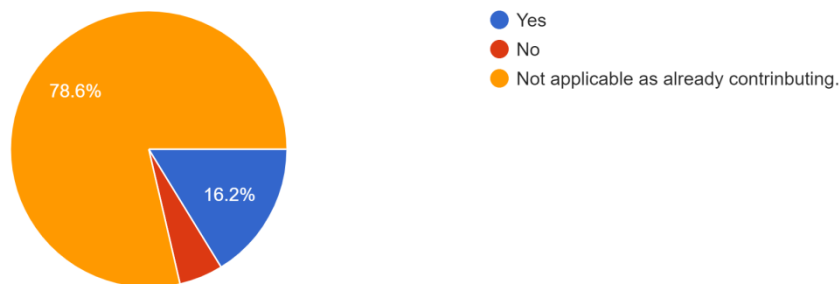
When we become a CID, those residents who are currently contributing to the Clare Park CCTV project will no longer be required to contribute. The addition to your property rates may be less than your current contribution. Do you support this?

117 responses



Would those who are not currently contributing be prepared to pay additional property rates for more and improved municipal services and public safety, including CCTV, monitoring and response?

117 responses



It is quite clear, from these responses, that the majority of residents are in favour of the change to a CID, with only 5.2% of the responses opposing it.

Section 9: Key takeaways: Top 7 responses

Social Issues: Homelessness	88%
Environmental Issues: Recycling	73%
Environmental Issues: Pest control	37%
Street condition and safety:	34%
Traffic as a problem	26%
Social Issues: Vulnerable adults and children	25%
Social Issues: Drug and alcohol abuse	18%

It should be noted that Municipal Services, Cleanliness and Community Spirit are all rated highly by the Clare Park community.

Business Plan comments

No	Comment / Inputs received	Category (Select from the List)	Will this comment / input lead to an amendment in the business plan?	If no, provide reasons	If yes, provide detail	Any additional information
1	Who determines the value of the budget	Budget	No	In essence the Scetee does determine the budget quantum based on the services required		
2	Do you have email addresses of everyone in the area	Other	No	We used the COCT database and have updated it with our own records.		Flyers were also dropped in all mailboxes
3	Does everybody in the neighbourhood pay the increased levy through their rates	Financial Impact	No	Public Benefit Organisations don't pay. In addition, those receiving a partial or full rebate from COCT are exempted from the process.		
4	What if the funds fall into the wrong hands	Financial Impact	No	Per the CID By-law and Policy there are good financial governance around the process. The Board is elected by the members of the NPC. Money is collected by City paid over into CID bank account to be spent based on the Business plan approved by members of the NPC		
5	Does the committee decide on the focus of the budget, say public safety or social, etc.	Management	No	The focus is set by the Business Plan, which is approved by the community at the		
6	What's happening to the house in Chess Rd (Winston) and the Noddy Castle	Environmental Development	No	This has been leased by WPCC and various options are being investigated. No decision has been announced yet		
7	What happens to excess funds if contributions exceed the budget amount	Financial Impact	No	This won't happen as it is controlled by Council		
8	What happens to the 3% retained by Council for bad debts	Budget	No	The 3% is kept as a bad debt provision and ring fenced only for this specific CID. Annually this is reviewed and if the collection exceeds arrears 75% if that provision is paid back to CID for additional projects.		
9	If everybody is paying two to three times the current amount, then I need a better explanation of what I'm getting	Financial Impact	No	It costs money to run a company and pay people. Extra benefits as per previously explained. We want to build something sustainable, run by an elected Board, not an ad hoc committee		It will not cost 3 times current contribution. The most the cost will be is around R500 and current contribution is R200
10	Why can't we take the budget and divide by the number of households so everybody pays the same amount	Financial Impact	No	CIDs are governed by legislation, and contributions are based on municipal valuations		
11	question on the structure and responsibilities of the committee and board of directors, including the process for becoming a director and the importance of reviewing the business plan	Management	No	Discussion took place re the full process		