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**APPLICATION FOR THE EXTENTION OF TERM
FOR THE PERIOD JULY 2010 TO JUNE 2015
AIRPORT INDUSTRIA CITY IMPROVEMENT DISTRICT**

Business Plan

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Airport Industria CITY IMPROVEMENT DISTRICT
Section 21 Company REG NO: 2004/077225/08

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

1. Establishment of the City Improvement District

The Airport Industria City Improvement District (CID) has been operating since 25 February 2004 and effectively started managing the area in July 2004.

Due to the increased demand on infrastructure and services in Airport Industria, Legislation made provision for the establishment of a legal non-profitable Section 21 Company to work hand-in-hand with local authorities in supplementing the basic services. Being a service organisation, the CID provides enhanced services above those provided by local authority.

2. Funding

The City Improvement District is funded solely by property owners in Airport Industria. The City charges a CID levy over and above the existing property rates, which is paid over to the City Improvement District, who in turn operates according to an approved business plan and budget. The levy, expressed as cents in the Rand, is based on the municipal valuation of the property in the City Improvement District and payable by all property owners. The CID levy is the property owner's contribution to the budget of the City Improvement District.

3. Vision

- Transform Airport Industria as a sought after and preferred industrial district with the concomitant to increase property values.
- Endeavors to offer a future for potential buyers and development of new businesses
- Create an environment that cares and values the safety and security of all workers and guests
- Establish a credible industrial area that is tolerant, well governed and trusted by its people
- Create a competent working industry with skills, capabilities and a competitive edge

4. Mission

Strive for the maintenance and integrity of:

- Land Owners
- Tenants
- Workers

Strive for continuing improvement in:

- Creating a secure and cleaner working environment for all
- Assist local authorities to reduce crime and grime
- Creating substantial improvement in development indicators

By developing:

- Strategies to improve the quality of our environment
- Increase awareness amongst owners, tenants and workers
- Be part of working toward solutions to the areas of concern

5. Aim

- Achieve our goals as set out in the business plan approved by property owners and Cape Town City Council
- To create wealth and financial security of all Industrialists, in order for them to exercise their freedom to pursue their business values

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- Have security and cleansing personnel working in direct contact with other Government/Council agencies to combat crime and grime and to assist businesses to safeguard their personnel and assets
- Transform Airport Industria into a sought after industrial and district and in the process increase property values
- Create a cleaner, more secure environment that cares and values for the safety and security of all workers and clients
- Establish a credible industrial area that is tolerant, well governed and trusted by its people.

6. Board of Directors and Management

The CID is an independent non-profit organisation (Section 21 Company) governed by a board of Directors drawn from a diverse range of businesses bringing their expertise together to ensure the successful management of Airport Industria City Improvement District.

The CID Committee comprises of the following people.

D Morillion	Director - Chairperson
N Mc Murray	Director
E. Laurenson	Director
J Jackson	Director
S Deal	Committee Member
Z Lamprecht	Committee Member
J Guyey	Committee Member
D Malan	Committee Member
Rupert Durie	Committee Member
Manie De Bod	Committee Member

The Committee meet every second month and has given valuable guidance in the running of the CID.

At every CID annual general meeting property and business owners are invited during which time achievements during the past year are shared. Opportunity is given to the attendees to voice their concerns and make suggestions which will be to the benefit of the City Improvement District.

Sub Committees/Portfolio Managers have been established in May 2006 to deal with specific issues, who meet with the CID Manager regularly to discuss topics and projects, taking its final directions from the full board at Committee meetings.

PORTFOLIO MANAGERS	PORTFOLIO
John Jackson Derek Morillion	Roads, Traffic and Fire CID Manager and Office Back-up
Sharon Deal Daniel Malan	Security
Zea Lamprecht Derek Morillion Neil Mc Murray	Capital Projects
JP Guyey Rupert Durie Manie De Bod	Social Responsibility
Zea Lamprecht Derek Morillion	Marketing
Neil Mc Murray	Finances

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Reporting to the Chairperson the CID Manager, Rhonda Lewis's main responsibilities are to ensure the smooth flow of daily administration matters, marketing and management related duties. The CID Manager is the only employee of the CID.

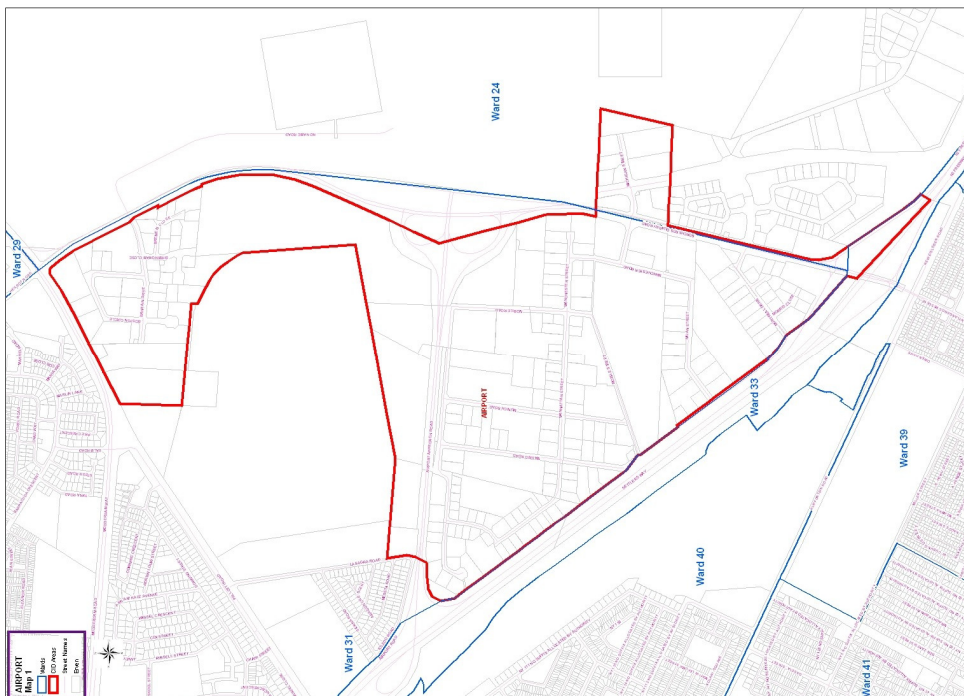
The CID administration office is located at NGK Warehouse 3, Munich Street, Airport Industria 2.

7. Geographic Area

Airport Industria area's 1, 2, 3, Business Park and Roy Beamish Center.

The geographic area for the CID is set out on the attached map.

Eastern Boundary - Borchers Quarry Road
 Southern Boundary - N2
 Northern Boundary - Modderdam Road
 West Boundary - Kind David Rugby Club
 Also included in the CID is a small area, being the extension of Michigan Road.



8. Extension of term from July 2010 to June 2015

The Airport Industria City Improvement District Committee hereby wishes to apply to the City of Cape Town to extend the CID's term by a further 5 years with effect from 1 July 2010, when renewal of this contract will be due.

The Committee would like to take this opportunity to present the following information when the consideration of the continuation of the Airport City Improvement District is taken. The Airport Industria City Improvement District has been operating since 1 July 2004, and has proved to be successful with dramatic changes taking place in Airport Industria 1, 2, 3, , Michigan Street extension, Business Park and Roy Beamish Center.

Inadequacies and deficiencies highlighted continue to be addressed satisfactorily. The ongoing perceptual survey shows the general consensus from business landlords and tenants is that both crime and grime related challenges are being addressed. There has been tremendous support from businesses whose input has been of vital importance in enabling

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the Airport Industria City Improvement District to further the goal of creating a safe, secure and clean working environment in which to conduct business.

The Airport Industria City Improvement District has thus far proved to be successful with positive changes taking place.

Application was successfully made to the Cape Town City Council to extend the CID term to 30 June 2010 and approval of the budget for the 2007 / 2008 financial year has been approved.

9. Services Offered

9.1 *Crime and Security*

Airport Industria City Improvement district appointed the services of a Security provider which commenced services on 1 May 2007. At renewal of the security contract the committee agreed to renew the service contract that is currently looking after the Crime and Security needs in the area.

The security service provider has 2 vehicles on the road and two officers for day and night shift. Security Officers are doing visible patrolling and policing 24 hours a day, 7 days a week.

An improvement in our surroundings is definitely noted, potential offenders no longer have a "free run" of the area. Crime in the area is largely under control thus maintaining a safe secure environment.

The security company has its office located at the CID offices, thus ensuring constant communication on a daily basis with the CID Manager regarding the management of security officers, crime prevention and assisting the various law enforcement officers in visible patrolling and policing in the geographical area of the City Improvement District. Weekly meetings are held to discuss incidents and crime related matters and to address those matters raised. The good working relationship and direct communication between the security service provider and the CID Manager enables both parties to give immediate attention to any problems.

In addition to attending to crime, the security provider also attend to various other issues such as keeping a watch on illegal dumping taking place, gates of premises left open, confiscations, checking of trolleys, recording incidents in the area and the South African Police Services involvement, illegal vendors, monitoring and reporting on Safety Hazards & Maintenance needed to be done by Council and checking on all horse and carts entering the area by inspecting the condition of horse and cart and determine the purpose for entering the area.

The CID Manager and Security Management attend weekly Crime Forum meetings, hosted by SAPS Bishop Lavis and therefore a good working relationship exist.

Crime incidents in Airport Industria are discussed monthly with the Sector Manger of Bishop Lavis. Crime statistics are compared and discussed. A pro-active approach is taken rather than a re-active approach within our area. SAPS do however confirm there has been a decrease in crime in the Airport Industrial area since 2004. However during the latter part of 2009 there has been a slight increase in crime, but this could be as a result of the recessionary period we are facing currently. Preventative measures are however in place and 'hot spots' are monitored. It is important that crime does not deprive Industrialists, their employees and clients / customers from moving freely around within their own surrounds. Equally important is peace of mind that their property is safe. This ultimately requires successful operations from CID and SAPS Officials.

We will continue to focus predominantly on crime during the next 5 years, thus ensuring workers safety and security of business assets.

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9.2 *Cleaning and Maintenance*

Airport Industria City Improvement district provide cleaning and maintenance services over and above those provided by The City.

The CID appointed the services of a cleaning and maintenance company who commenced services in November 2006. They continue to cut the lawn on council verges every 3 months and removing the rubble thereafter.

The City supply 3 dedicated workers who operate in Airport Industria area on a daily basis attending to picking up of litter and sweeping the streets. The litter is then collected by The City's cleansing team on a daily basis. Green litter bins placed in Airport Industria are cleared on a weekly basis by The City.

Parks department replace dead trees every 4 months and prune the existing trees to ensure we achieve our goal to beautify our working environment. Numerous companies are looking after the trees planted in front of their businesses by watering the trees regularly.

The City attends to the cleaning and cutting of Council erven and the 3 Water Canals in Airport Industria 2.

9.3 *Safety Hazards and Maintenance*

The CID Manager compile defects into lists on a weekly basis for the respective council departments who then render assistance, which are listed below:

- Defective and insufficient street lighting
- Lamp poles damaged
- Drain covers missing or damaged
- Blocked drains (storm water)
- Damaged fences
- Pot holes and road reserve maintenance and damage
- Kerb damages
- Traffic signs and traffic road markings
- Visibility of street names
- Illegal sign boards, posters and pamphlets
- Maintenance of vacant erven
- Fire Hydrants leaking, damaged covers and stop cocks
- Water canals are monitored for cleaning and cutting
- Eskom and Telkom unit damages
- Tree maintenance
- Other general council related work

The CID manager has established a good working relationship with the various Council departments and officials.

9.4 *Marketing Promotions and Objectives*

Marketing programmes aim to improve the overall image of our business district through personal visits to the businesses by the CID Manager, through collaborative promotional strategies, market research and working with the media.

The CID committee and management's goal is to achieve the short and medium term objective as determined by the business plan.

The CID logo is used on security vehicles and stationary. Signboards have been erected as per The City's regulations at all three entrances to Airport Industria.

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Brochures containing information regarding the CID and its operation are given out to Landlords and Business Tenants when the CID manager visits the businesses.

E-mails are sent out on a weekly basis to Landlords and Business Tenants providing them with the weekly security report, information on safety precautions and events in Airport Industria.

Title-Tattle the CID news letter is e-mailed to Landlords and Business Tenants on a quarterly basis with news pertaining to past happenings and ongoing services, thus promoting the image of a safer and friendlier place in which to conduct business.

9.5 Business Relations

Constant interaction takes place between Landlords and Tenants where they are encouraged to identify shortcomings, problems or make suggestions. Their input is of vital importance in determining the service required to create a safe and attractive environment in which to conduct business. The CID manager interacts with all Landowners and Tenants on a regular basis.

A data base containing the details of all Landlords and Tenants (names, addresses, telephone numbers, fax details, e-mail addresses etc.) is updated continuously. A street index is also kept and regularly updated. Copies are kept at the CID office and made available to the security team, thus enabling security officers to be of assistance to clients and customers trying to find a particular company. Numerous enquiries are also made to the CID office regarding which businesses are in the area or directions to companies and assistance is given in this regard.

9.6 Social Services and Responsibilities

The City Improvement District is becoming an active partner with social service organizations to help address the issue of street children and destitute people.

- The yearly "winter project" has proved to be a success and a worthy course. Workers in Airport Industria open their hearts every year by donating goods in the form of second-hand clothing, shoes, blankets and tin foods. The SA Red Cross Association collects the donated items and distributes this to children and adults in desperate need.
- The December 'heart for children' has proved to be successful and a worthy course. Christmas gifts and hampers are collected from workers in Airport Industria and delivered by the CID Manager to orphanages and hospitals.
- The City Improvement District decided as part of our Social responsibility toward the community to arrange with the Western Cape Blood Transfusion Service to deliver a service to all our workers in Airport. The donor clinic is set up every 56 days in Airport Industria and workers in the area support this worthy course in helping make a difference in 'saving a life'.
- The CID continues to promote the greening campaign in Airport Industria by urging businesses to water the trees, take part in the quarterly garden competition.
- The CID assist The City's health department with condom distribution to all businesses.

9.7 Projects

The CID endeavours creating social development within Airport Industria and embarks on projects as described in the business plan, keeping abreast with the City Improvement District's vision, mission and aims in transforming Airport Industria as a sought after and preferred industrial area.

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9.8 **Capital Improvements**

The CID is currently busy with Capital improvement options, which could include visible amenities which are listed below: Certain Capital Improvements require The City's approval.

- Replacing street name kerbs, which was funded by the CID
- Providing additional streetlights. Priorities identified and tabled to The City
- Repainting road traffic markings. Priorities identified and tabled to The City
- Parking holding area for trucks. Priorities identified and tabled to The City
- Additional Traffic STOP signs. Priorities identified and tabled to The City and Traffic Department
- Emergency Exit Plan for area 2, unmade road link. Priorities identified and tabled to The City
- Purchasing a flow bin (water tank) to water trees. CID to fund this project.

10. **Financial Matters**

From the onset of the CID, the Committee recommended and approved the financial control be dealt with by Mr. Neil Mc Murray, Director of the CID.

Mr. Mc Murray is responsible for ensuring all required financial matters are prepared, and submits a report to the Committee at the meetings held every second month. All VAT related matters are also dealt with by Mr. Mc Murray. Financial statements are audited by Low & Schreiber Chartered Accountants (SA).

The Airport Industria City Improvement District is in a sound financial position.

The CID 5-year budget from 1 July 2010 to 30 June 2015, as well as the provisional 5-year budget for the new term 1 July 2010 to 30 June 2015 is available (see separate attachment).

11. **5 Year Budget (see separate attachment)**
12. **Events covered from July 2007 to November 2009 (see separate attachment)**
13. **2010 – 2015 Annual Plan (see separate attachment)**

Signed on the 9th November 2010 at Airport Industria, Cape Town.

Ms Rhonda Lewis
CID Manager
Airport Industria

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