

MOUNT RHODES NPC CID

ANNUAL REPORT & FINANCIAL STATEMENTS

for the year ended 2024



MR
MOUNT RHODES
CID NPC
2019/080628/03



Our online report is available at

www.mountrhodes.co.za

Draft 8 has been approved by CCT but not signed off by the Chairman and Treasurer.

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PART A – GENERAL INFORMATION

1. GENERAL INFORMATION

REGISTERED NAME:	Mount Rhodes CID NPC
REGISTRATION NUMBER:	2019/080628/08
PHYSICAL ADDRESS:	60 Mount Rhodes Drive Mount Rhodes Hout Bay 7806
POSTAL ADDRESS:	60 Mount Rhodes Drive Mount Rhodes Hout Bay 7806
TELEPHONE NUMBERS:	082 928 3077
e-mail ADDRESS:	mountrhodescid@gmail.com
WEBSITE ADDRESS	Mountrhodes.co.za
EXTERNAL AUDITORS:	Harry Curtis & Co
COMPANY SECRETARY:	Gregory Scott
INFORMATION OFFICER:	Neil Jansson

2. LIST OF ABBREVIATIONS / ACRONYMS

CEO	Chief Executive Officer
CFO	Chief Financial Officer
CCT	City of Cape Town
KPI	Key Performance Indicators
SCM	Supply Chain Management
NPC	Non-Profit Company
CID	Community Improvement District
CIPC	Companies and Intellectual Property Commission

3. FOREWORD BY CHAIRPERSON

Introduction

This report serves as a comprehensive overview of the efforts, accomplishments, and challenges faced by our Community Improvement District, Mount Rhodes CID, over the past year.

Strategic Objectives

Our district, located in Mount Rhodes, a suburb of Hout Bay, is home to a diverse and dynamic community, with its own set of challenges the foremost of which is crime. In light of this we are united by a shared vision of enhancing the quality of life for all residents through strategic initiatives focused on safety first, infrastructure, community engagement, and environmental sustainability.

Executive Summary of Performance Outcomes

- **Safety & Security** – Continued focus on expanding and improving security measures to ensure the safety of all residents through daily fence maintenance and additional expenditure of the installation of UPS/batteries to ensure that electric fence remains powered in the event of loadshedding or electrical faults.
- **Infrastructure** – Continued focus on infrastructure projects aimed at further enhancing the district's liveability and security when necessary. Currently the installation of a container to replace the existing guard hut is underway.
- **Community Engagement** – Due to current budget constraints and a lack of volunteers the Mount Rhodes CID has engaged with the community only relating to safety and security via CCP and Deep Blue.
- **Environmental Sustainability** – The environmental projects were placed on hold until the completion of the new container guard hut.

Key Events and Challenges

The last year has presented a number of challenges.

Firstly, there were three director resignations. Stella Ghisleni resigned as the Financial Manager. Stella also managed the general administration. Mark Jones resigned. Mark was responsible for Public Safety Social Management and Communication. The Chairperson Ebrahim Solomon resigned. This necessitated both a restructuring of portfolios and the appointment of new directors.

Secondly, finding volunteers to fulfil all the necessary roles on the board in order to achieve all that we would like to for our community. Mount Rhodes has 78 residential properties, many of the owners live overseas and rent their properties out. Although they may become members of the CID they are unable to give of their time to participate in achieving the CID's goals.

ACCOUNTIT was appointed to take over the monthly financial management. They are also responsible for providing the CCT with the monthly financial reports (PIE).

Short and Medium Term Outlook

- In the short term the Mount Rhodes CID is going to focus on the completion of the projects that were not completed during the 2023 / 2024 year.
- In the medium term the CID is going to attempt to increase the membership to 80% and look for volunteers to participate in special projects to ensure CID goal delivery. Furthermore, the initiation of regular member communication will be a focus in an attempt to further drive the member numbers and increased input from the members.

Acknowledgements

We would like to acknowledge the efforts of the previous Chairperson, Ebrahim Solomon who unfortunately had to resign due to additional work-related commitments. We would also like to thank Mark Jones for his energy and commitment to the CID, Stella Ghisleni, who fulfilled the role during 2023 and the beginning part of 2024 as treasurer, until her move to Knysna.

Conclusion

In conclusion, despite the tumultuous year the 2023 / 2024 CID board of directors kept the CID focused on maintaining the essential deliverables of the CID. They ensured the completion of all the essential components of the business plan and managed to initiate the most important project in the business plan withing budget.

Corne Dreyer – Chairperson
Mount Rhodes CID NPC
14 November 2024

4. TREASURER OVERVIEW

General Financial Overview

Income for the year amounted to R741,711 comprising the additional rates levy received from the City of Cape Town of R721,439 and interest income of R20,272. Our biggest single cost as in the past was in respect of community services in the form of leasing our CCTV security infrastructure, fence and camera monitoring and patrolling and armed response services which in aggregate cost R358,680. We spent a further R76,316 maintaining the entrance to Mount Rhodes and the area immediately adjoining the perimeter fence surrounding the area of Mount Rhodes. After taking other lesser ongoing costs into account MRCID achieved an operating surplus of R194,000 for the year. It is the boards intention to invest this surplus into capital projects aimed at sustaining and enhancing our security infrastructure. Towards this end the process of connecting our fence and camera systems to the upgraded fibre network implemented in the prior year was completed. We also commenced a project to replace our guard hut with a secure container to house a battery system to sustain our infrastructure during power outages.

Spending Trends

Spending remains broadly in line with our budgets with notable increases in Accounting and Community services. The former being due to the fact that it became necessary to obtain professional accounting services and the latter due to security service upgrades.

Capacity Constraints and Challenges

Mount Rhodes is a small CID and we are therefore quite constrained in what we can undertake. We are however fortunate that we do generate an operating surplus which can be deployed towards upgrading our security systems and environment.

New or Proposed Activities

MRCID is currently negotiating with City of Cape Town to lease the 2 Council owned erven at the entrance to Mount Rhodes which we intend to develop as a community park. Funds have been allocated for the enfencement and landscaping of the park. We expect that this will be realised in the 2024/25 financial year.

Material events after the reporting date

The Guard hut replacement and battery installation projects were completed shortly after the financial year end. As these entailed material costs (R96,398 iro the Guard Hut replacement and R79,823 iro the battery system) they bear recording here.

Economic Viability of NPC

The MRCID continues to operate within its budget and derives sufficient surpluses to cover most contingencies.

Dale Lippstreu - Treasurer
Mount Rhodes CID NPC
14 November 2024

5. STATEMENT OF DIRECTORS' RESPONSIBILITY AND CONFIRMATION OF ACCURACY OF THE ANNUAL REPORT

We confirm that, to the best of our knowledge:

All information and amounts disclosed in the annual report are consistent with the annual financial statements audited by Harry Curtis & Co.

The directors consider the annual report, taken as a whole, to be accurate, fair, balanced and free of material omissions.

The Financial Statements, prepared in accordance with the applicable accounting standards namely, International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008, give a true and fair view of the assets, liabilities and financial position of the company.

The external auditors have been engaged to express an independent opinion on the annual financial statements.

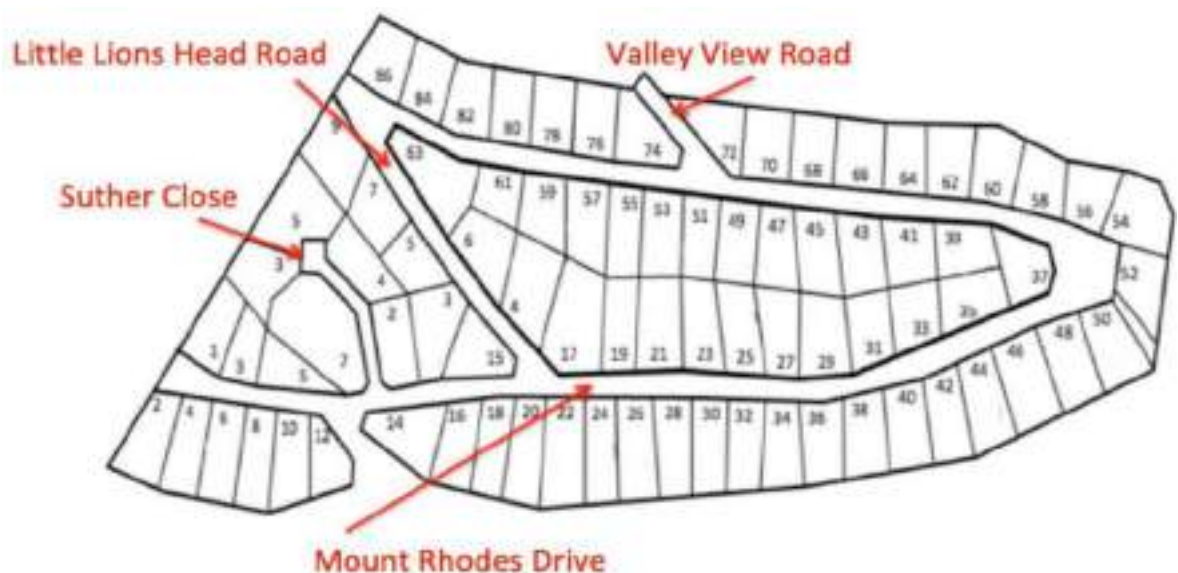
Approved by the board on **14 November 2024** and signed on behalf by:

Corne Dreyer – Chairperson
Mount Rhodes CID NPC
14 November 2024

Dale Lippstreu - Treasurer
Mount Rhodes CID NPC
14 November 2024

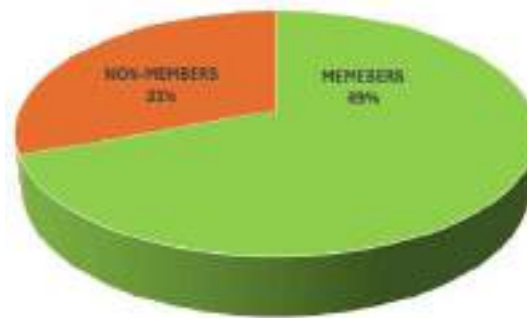
6. STRATEGIC OVERVIEW

The Mount Rhodes NPC was established by local property owners in 2019 to organise, fund, manage and facilitate improvements in the Mount Rhodes City Improvement District for the benefit of the entire local community. The Mount Rhodes CID refers to a geographical area, designated as such by the City of Cape Town ("CCT"), in terms of the CID By-law and s. 22 of the Municipal Property Rates Act, on application by local property owners.



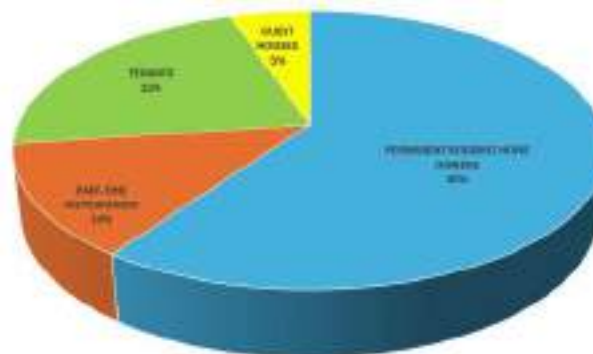
The Mount Rhodes NPC's activities are funded by local property owners through an additional rate levied on their properties. Membership of the MRCID is open to eligible ratepayers in the defined area. The rate of the levy is calculated based on the municipal value of the property.

Mount Rhodes consists of 78 rate paying properties. As at the end of June 2024 the membership was 54 households.



SOURCE: Membership Database

Many of the Mount Rhodes property owners are foreign and live overseas. Several properties are not the owners' primary dwelling and are rented out. There are also a number of guest houses in Mount Rhodes. This impacts negatively on the input of stakeholders and the pool of potential CID volunteers is significantly reduced



SOURCE: Membership Database

6.1 Vision

Our vision is to ensure a clean, safe and sustainable urban environment, for the benefit of all who live and work in the Mount Rhodes CID, in partnership with the CCT and other stakeholders.

Our strategy for promoting that vision is detailed in our Business Plan available on line at www.mountrhodes.co.za

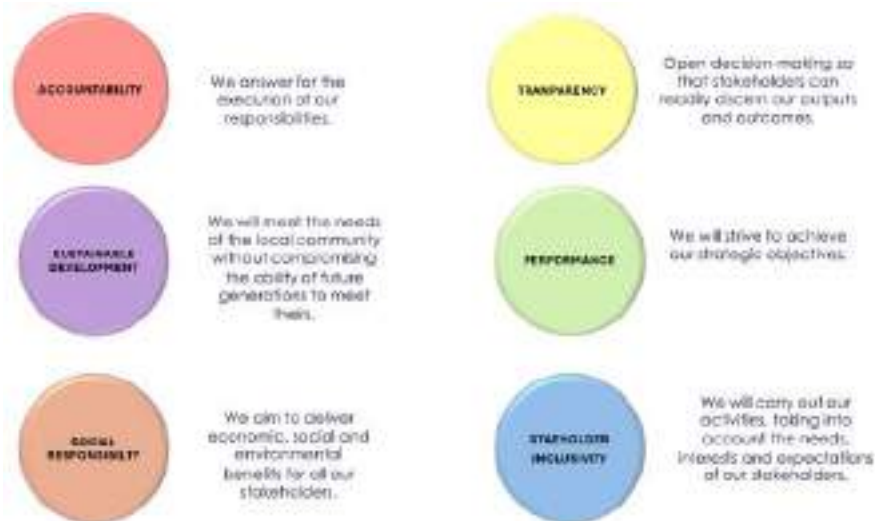
6.2 Mission

Our mission is centred on four key pillars:

1. safety;
2. maintenance and cleansing;
3. greening and beautification,
4. and social responsibility.

6.3 Values

The core values of the MRCID are transparency, accountability, and community participation. To be achieved through transparent governance and effective communication with all stakeholders.



7. STATUTORY MANDATE

In terms of the CID By-law and s. 22 of the Municipal Property Rates Act, the Mount Rhodes CID NPC is tasked with considering, developing and implementing improvements and upgrades to the Mount Rhodes NPC CID to supplement services provided by the CCT. The funding comes from additional rates collected by the CCT from CID property owners and paid over to the company under the aforesaid legislation, as may be supplemented by local fundraising initiatives. In expending these funds, the company is subject to oversight by the CCT in terms of the CID By-law and Policy, as well as public procurement principles enshrined in s. 217 of the Constitution of the Republic of South Africa, 1996 (the "Constitution").

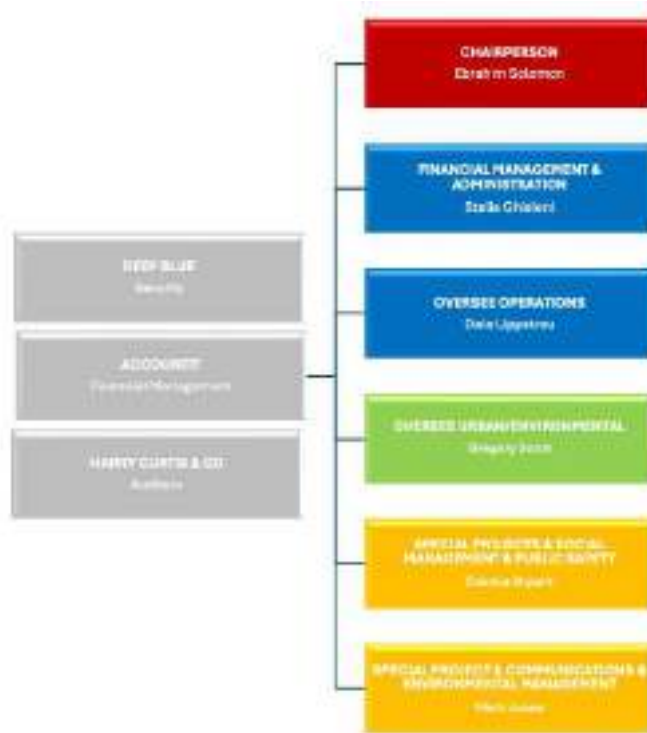
8. ORGANISATIONAL STRUCTURE

The organisational structure of the Mount Rhodes CID requires a minimum of four directors, a company secretary, an Information Officer and an independent auditor. The Board also appointed a book keeper and a security provider.

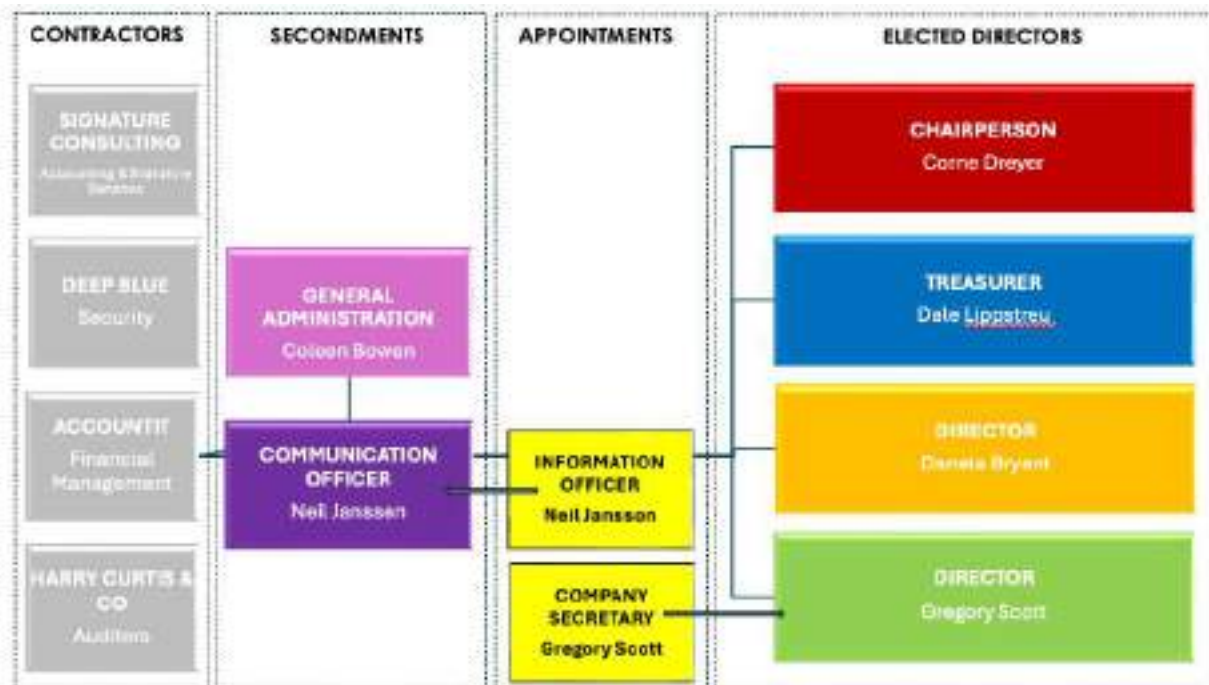
During the 2023 / 2024 year the organisational structure changed due to the resignation of board members and the need to find additional resources to establish the skill set to meet the business objectives of the CID as per the business plan. The portfolios were rearranged to manage the CID demands on the directors and 2 additional people were seconded to the board.

All directors are registered with the CIPC. The Information Officer is registered with the Information Regulator and the Company Secretary is registered with the CIPC.

ORGANOGRAM 1: ORGANISATIONAL STRUCTURE July 2023 – May 2024



ORGANOGRAM 2: ORGANISATIONAL STRUCTURE from 1 June 2024



PART B – PERFORMANCE INFORMATION

1. SITUATIONAL ANALYSIS

1.1 Service Delivery Environment

The service delivery environment of the Mount Rhodes CID encompasses a range of activities and initiatives aimed at improving the overall quality of life for residents, businesses and visitors within the CID boundary.

The Mount Rhodes CID is a small CID with a limited annual income. Efforts made for the CID by members, including efforts made by board members and directors are done on a voluntary unpaid basis. Resultantly it is an on-going challenge to source CID member volunteers to participate and manage the projects the Mount Rhodes CID Business Plan has outlined and budgeted for.

1.2 Organisational Environment

The Mount Rhodes CID had a difficult year with the resignation of the director responsible for special projects, the financial director and the chairperson. As a result, projects had to be re-prioritised. The most important project being that of the backup power for the electric fence, was given first priority. This project was initiated during the 2023 / 2024 year and completed in the first month of the 2024 / 2025 year. The balance of the projects was rolled over to the 2024 / 2025 year.

The day to day running of the board and CID was effectively managed for the year. Some compliance issues were identified, and a resolution plan was determined and has been implemented.

2. STRATEGIC OBJECTIVES

The Mount Rhodes CID has outlined the following key strategic objectives to provide a clear and cohesive direction for the CID's activities and initiatives.

ENVIRONMENTAL DEVELOPMENT

- Exploiting opportunities to develop public spaces for the benefit of residents and the public at large by improvement and upgrading public spaces within Mount Rhodes.

MAINTENANCE AND CLEANSING

- Supplementing the maintenance and cleansing activities provided by the City of Cape Town (CCT) by promotion of maintenance and cleansing of street visible areas of all property owners

PUBLIC SAFETY

- Developing and maintaining a solid partnership with the security providers within the community.
- Acting in concert and co-operation with security service providers, community crime prevention groups, and South African Police Services
- Continuously improving public safety through the maintenance and improvement of the existing security infrastructure

SOCIAL DEVELOPMENT

- Foster community development by supporting community-based initiatives and partnerships that address social issues and promote social cohesion within the Hout Bay area.

COMMUNICATION

- Improve and expand the communication channels used to reach various stakeholders, ensuring timely and relevant information dissemination.
- Ensure transparency and accountability in communication efforts, providing clear and accurate information about CID operations, projects, and financials.
- Establish robust feedback mechanisms to gather input from the community, assess communication effectiveness, and make necessary improvements.

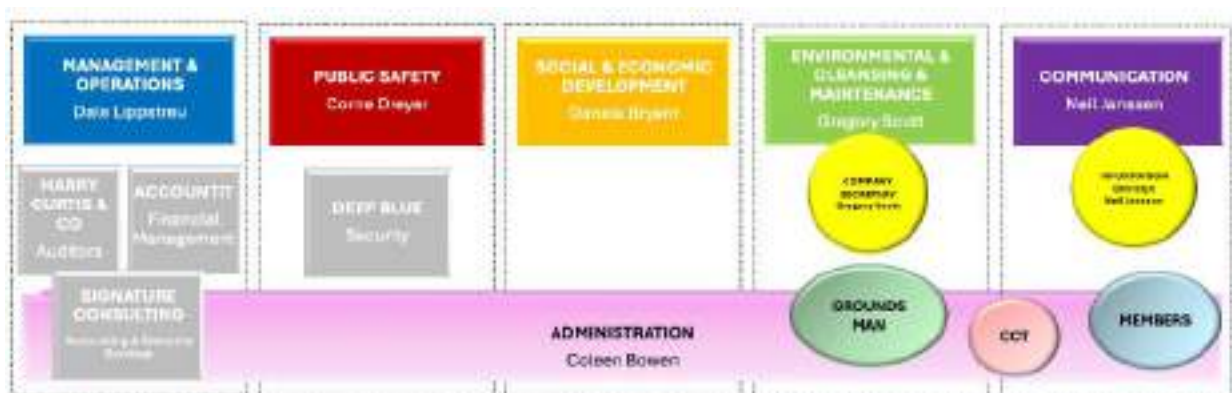
3. COMPLAINTS PROCESS

The Mount Rhodes CID has implemented a complaints resolution process. The purpose is to have a formal process for handling complaints thus demonstrating the CID's commitment to being accountable and transparent in all its operations relating to any activities and initiatives pursued by the CID.

The Complaints Resolution Process and Complaints Log were only introduced in May 2024. There were no complaints logged during the 2023/2024 year, see **APPENDIX 3**

4. PERFORMANCE INFORMATION

PORTFOLIO MATRIX from June 2024



The new board rearranged portfolios as depicted above. Each portfolio has clear measurable deliverables and clear accountabilities.

4.1 General Management & Operations

4.1.1 General Management and Operations maintains the operations and management of Mount Rhodes CID, ensuring that the company adheres to all financial and legal requirements for a non-profit company registered in South Africa.

4.1.1.1 The General Management and Operations Portfolio enables the other portfolios to effectively achieve their annual targets.

4.1.1.2 The responsibilities of this portfolio include the management of the following areas:

- the financial requirements, including ensuring annual audits, generation of annual budgets, Income Tax and VAT compliance and payments and monthly accounts management.
- the POPI and PAIA requirements, including the appointment, registration and performance management of an Information officer, as legislated
- the management of all CIPC related submissions regarding company structure and the submission of annual financial statements
- the co-ordination of the members database and the City of Cape Town arears database

- the generation of all annual reports and the successful completion of the Annual General Meeting coupled with the successful completion of a minimum of 4 directors' meetings per annum

4.1.2 The objectives of this portfolio are to ensure appropriate governance from a financial and compliance perspective. To this end, a number of policies and procedures were reviewed and documented during the 2023/2024 year, see **APPENDIX 4**. Changing the board of directors during the year created a difficult environment for a structured and co-ordinated level of delivery since portfolio responsibilities changed several times during the year. Despite this most of the deliverables were completed within target.

4.1.3 The primary objectives of the management and operations portfolio were adequately managed during the 2024/2025 year.

4.1.4 The Mount Rhodes CID had great challenges with the resignation of the Treasurer and the Chairperson. Although membership did not decline no new members joined during the 2023/2024 year. The stakeholder's involvement was limited.

4.1.5 The economic, social and environmental impacts that this portfolio had during the 2023/2024 year was limited.

4.1.6 Complaints during the year were received from the City of Cape Town regarding the timeous submission of the Annual General Meeting minutes and the directors meeting minutes. No other feedback and complaints were received in relation to the management and operations during the year.

4.1.7 The Mount Rhodes CID has put a system in place to ensure that agendas are received by meeting attendees at least two weeks prior to the meeting. Added to this, systems have been put in place to ensure that the turnaround time for the distribution of directors meeting minutes does not exceed 48 hours.

PERFORMANCE TABLE 4.1: Management & Operations Portfolio Actions,

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE



	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET vs ACTUAL 2024	COMMENT
✓ 1	Appointment of relevant service providers	Appointment of: 1) monthly Financial Administration Contractor 2) security contractor 3) review of insurance provider 4) accounting and statutory requirements	3	3	0	Appointed: 1) AccountIT 2) Deep Blue Security 3) Santam 4) Signature Consulting
✓ 2	Appointment of suitably qualified staff	Extended Groundman's Contract with Deep Blue Security	1	1	0	Howard Mapenuka (IY Resident) sub-contracted through Deep Blue Security.
✓ 3	Appoint an auditor	IRBA registered auditor appointed.	1	1	0	Appointed: Harry Curtis & Co
✓ 4	Board meetings	Quarterly Board meetings. 1) Quorum of directors present. 2) Feedback per portfolio. 3) Each meeting minuted and resolutions filed.	4	9	+5	Only the number of meetings could be confirmed and the minutes from the last 2 meetings held on the 22 April 2024 and the 3 June 2024. <u>Target 2025:</u> All meetings to be minuted with measured outputs and actions
✓ 5	Monthly Progressive Income and Expenditure Report to CCT	Submit reports to the CID Branch by 15th	12	12	0	Managed as per requirements by AccountIt.
● 6	Audited Annual Financial Statements	Unqualified Audited Annual Financial Statements	1	1	0	Annual Financial Statements audited and signed by nominated Directors as per requirements 15 August 2024.
✓ 7	Submit Annual Financial Statements to City	Signed Annual Financial Statements submitted to City	1	1	0	Audited and signed Annual Financial Statements submitted to CCT 31 August 2024.

	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET vs ACTUAL 2024	COMMENT
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4.1.8 General Management and Operations Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
GENERAL EXPENDITURE	R 41,615.97	R 55,659.00	R 14,043.03	75%	R 31,938.46	R 97,259.00	R 15,320.54	84%
Accounting fees	R 9,850.00	R 10,000.00	R 150.00	99%	R 28,100.00	R 28,100.00	R -	100%
Administration and management fees	R -	R -	R -	-	R -	R 7,500.00	R 7,500.00	0%
Advertising costs	R 8,483.93	R 10,523.00	R 2,039.07	81%	R 12,481.50	R 12,500.00	R 18.50	100%
Auditor's remuneration	R 11,000.00	R 19,297.00	R 8,297.00	57%	R 12,500.00	R 15,000.00	R 2,500.00	83%
Bank charges	R 1,243.75	R 2,058.00	R 814.25	60%	R 1,214.61	R 2,000.00	R 785.39	61%
Communication	R -	R -	R -	-	R -	R 1,500.00	R 1,500.00	0%
Contingency / Sundry	R -	R -	R -	-	R -	R -	R -	-
Insurance	R 11,038.29	R 13,781.00	R 2,742.71	80%	R 10,902.01	R 11,709.00	R 806.99	93%
Meeting expenses	R -	R -	R -	-	R 930.34	R 2,200.00	R 1,269.66	42%
Minor tools & equipment	R -	R -	R -	-	R 560.00	R 1,000.00	R 440.00	56%
Printing / stationery / photographic	R -	R -	R -	-	R -	R 500.00	R 500.00	0%
Protective clothing	R -	R -	R -	-	R -	R -	R -	-
Secretarial duties	R -	R -	R -	-	R 15,250.00	R 15,250.00	R -	100%

The operations and management budget ended the 2023 / 2024 year with a surplus of R15,320.54. 50% of this is attributable to the unspent Administration and Management fees which were allocated to the CIPC related activities performed by Signature Consulting and Harry Curtis & Co. The relevant payments were made in July 2024, after the financial year end.

The Auditor's Remuneration came in 17% less than expected. The communication budget was not spent since the Communications Officer was only appointed in June 2024 at the end of the financial year.

The Secretarial Duties budget included the provision for the newly legislated annual beneficial owner's submission which according to the administrators would be between R1,000 and R1,500 depending on the time spent which is charged at R1,000 ex VAT per hour. This spend will occur in the 2024 / 2025 fiscal year.

4.2 PUBLIC SAFETY

4.2.1 Public Safety Portfolio focused on ensuring existing safety measures were effectively managed and implemented specific initiatives for enhancing the delivery infrastructure for safety and security in Mount Rhodes during 2023/2024.

4.2.1.1 The primary purpose of the Public Safety Portfolio is to enhance the overall safety and security of Mount Rhodes. This portfolio encompasses a range of initiatives and activities aimed at creating a safer environment for residents.

4.2.1.2 The responsibilities of this portfolio include the management of the following areas:

- the appointment of a security provider
- the reporting of any security related issues within Mount Rhodes
- the participation in joint operations between security providers in the area
- the extensive CCTV camera system and electric fence see **APPENDIX 1**

4.2.2 The primary objectives of the security portfolio were adequately managed during the 2023/2024 year.

4.2.3 Despite the challenges with the board appointments the Guard Hut/UPS Project, to set-up batteries as a continuous supply of electricity to keep the cameras and electric fence working during blackouts was initiated during the year.

The project also replaced the existing guard hut with a container to function as a rest area for the Groundsman and a place to store his tools.

Guard Hut / Container Project



- 4.2.4 The portfolio was successful in implementing and upgrading the infrastructure to ensure an uninterrupted power supply to all the security cameras and the electric fence around the perimeter of Mount Rhodes.
- 4.2.5 The social and environmental impact of the Guard Hut Project will only be positively experienced during the 2024/2025 year as the general area will be beautified and greened with additional landscaping.
- 4.2.6 No complaints or feedback was received during the year from either the City of Cape Town or Stakeholders regarding Public Safety.
- 4.2.7 There was no need to put any interventions or strategies in place to manage any underperformance in the Public Safety Portfolio.

PERFORMANCE TABLE 4.2: Public Safety Portfolio Actions, KPI's deviances and commentary with targets

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE



	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET vs ACTUAL 2024	COMMENT
✓	1	Develop a Public Safety strategy and management plan	1	1	0	Completed as a component of Business Plan.
✓	2	Appoint a Public Safety service provider(s)	1	1	0	Appointed Deep Blue as service provider.
✓	3	Review and approve the Public Safety strategy and management plan	1	1	0	Ad hoc meetings with Deep Blue. <u>Target 2025:</u> Bi-annual meetings with Deep Blue to reassess requirements.
✓	4	Record Public Safety Incidents	0	0	0	No safety incidents to report 2023/204 year. <u>Target 2025:</u> Set-up a coordinated process for incident reporting and an agenda item on standard Director's meeting agenda.
✓	5	CID participation in joint operations	1	1	0	Continuous communication with CCP/ADT and Deep Blue.
	6	Deploy Public Safety resources accordingly and effectively on visible patrols. Public Safety personnel and patrol vehicles to be easily identifiable	-	-	-	Mount Rhodes CID would exceed security spend if implemented therefore N/A.
✓	7	Participate in local safety forums	1	1	0	Continuous communication with CCP/ADT and Deep Blue.
	8	Application to be submitted to secure Law Enforcement Officer	-	-	-	Mount Rhodes CID would exceed security spend if implemented therefore N/A.
	9	Deploy Law Enforcement Officer/s in support of the Public Safety strategy and management plan	-	-	-	Mount Rhodes CID would exceed security spend if implemented therefore N/A.
	10	Register CCTV Cameras with the CCT	1	1	0	
✓	11	Monitor CCTV Cameras				Cameras are monitored 24/7 by Deep Blue Control Room
✓	12	Plan deployment of CCTV cameras	1	1	0	Completed and continuously maintained.

4.2.8 Public Safety Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
CORE BUSINESS	R 370,733.42	R 475,031.00	R 104,297.58	78%	R 434,996.25	R 541,800.00	R 106,803.75	80%
Cleansing services	R 2,528.43	R 15,090.00	R 12,471.57	17%	R 74,282.00	R 90,900.00	R 15,718.00	83%
Environmental upgrading	R -	R 10,000.00	R 10,000.00	0%	R 2,034.52	R 12,000.00	R 9,965.48	17%
Law Enforcement Officers	R -	R -	R -	-	R -	R -	R -	-
Public Safety	R -	R -	R -	-	R -	R -	R -	-
Public Safety - CCTV monitoring	R -	R -	R -	-	R 358,670.73	R 420,900.00	R 61,320.27	85%
Public Safety - CCTV - Leasing of camera	R 368,204.99	R 430,031.00	R 61,826.01	86%	R -	R -	R -	-
Social upliftment	R -	R 10,000.00	R 10,000.00	0%	R -	R 8,000.00	R 8,000.00	0%
Urban Maintenance	R -	R 10,000.00	R 10,000.00	0%	R -	R 11,900.00	R 11,900.00	0%

Public Safety – CCTV monitoring budget formed the only real spend for the maintenance component of the portfolio's activities for the year. It came in at 15% below budget due to reduced price increase and non-replacement of budgeted cameras as stock was being sourced.

The Guard Hut or Container project was included as a Capital Expenditure item, excluding the actual batteries that were included as a general expense.

GENERAL EXPENSE	ACTUAL	BUDGET	CARRY OVER
UPS for fence	R 21,950	R 21,950	R -
TOTAL	R 21,950	R 21,950	R -

CAPITAL EXPENSE	ACTUAL	BUDGET	CARRY OVER
UPS Infrastructure	R 25,486	R 53,050	R 27,564
Guard Hut Upgrade	R 40,463	R 90,000	R 49,568
TOTAL	R 65,949	R 143,050	R 77,132

4.3 MAINTENANCE & CLEANSING

4.3.1 The cleaning and urban management services, as planned are in support of the IDP. The Mount Rhode CID is working towards the continuous development and improvement of the urban environment through cleaning and urban management all aimed at safeguarding and improving the Mount Rhodes CID. This is in line with the Objective 4 of the IDP (Well-managed and modernised infrastructure to support economic growth) specifically objective 4.7 promoting cleanliness and addressing illegal dumping

4.3.1.1 The Maintenance and Cleansing Portfolio manages and oversees general cleanliness and maintenance of the Mount Rhodes suburb.

4.3.1.2 The responsibilities of this portfolio include the management of the following areas:

- the reporting and follow-up of any identified maintenance issues with respect to the Mount Rhodes infrastructure, including power issues and water related issues.
- the management of the contracted groundsman to ensure that the streets within Mount Rhodes remain litter free.
- the management of the contracted groundsman to ensure that the perimeter fence remains clear and free of debris and invasive vegetation.

4.3.2 The primary objectives of the maintenance and cleansing portfolio were adequately managed during the 2023/2024 year. As per the business plan a Groundsman was appointed for 3 days a week.

Howard Mapenuka – Mount Rhodes CID Groundsman



- 4.3.3 The Mount Rhodes CID managed to attain a high standard of cleanliness throughout 2022/2024. However, with regards to maintenance of infrastructure the power and water related issues in Mount Rhodes are frequent and of great concern to most residents. The CID will be putting a co-ordinated database in place during 2024/2025 to monitor record and report back to the city on a monthly basis.
- 4.3.4 There was limited involvement of stakeholders in this portfolio during the 2023/2024 year.
- 4.3.5 The only relevant economic impact would be the contracted groundsman who is a current resident of Mandela Park, the township, in Hout Bay.
- 4.3.6 No complaints or feedback was received during the year from either the City of Cape Town or Stakeholders regarding Maintenance and Cleansing in Mount Rhodes.
- 4.3.7 There was no need to put any interventions or strategies in place to manage any underperformance in the Maintenance and Cleansing Portfolio.

PERFORMANCE TABLE 4.3: Maintenance and Cleansing Portfolio Actions,
KPI's deviances and commentary with targets

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE



	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET VS ACTUAL 2024	COMMENT
✓	1	Develop a maintenance and cleansing strategy and management plan	1	1	0	Completed as a component of Business Plan.
✓	2	Appoint a maintenance and cleansing service provider(s)	1	1	0	Subcontracted a Grounds man through Deep Blue.
✓	3	Review and approve the maintenance and cleansing management plan	1	1	0	Target 2025: Set targets for Grounds man monthly
●	4	Evaluate and review the provision of public litter bins	-	-	-	
✓	5	Cleaning of streets and sidewalks supplementary to those provided by the CCT	1	1	0	Subcontracted a Grounds man through Deep Blue completes this task weekly.
✓	6	Health and safety issues reported to the CCT	1	1	0	None to date
✓	7	Combat Illegal dumping	1	1	0	None to date.
	8	Removal of illegal posters	-	-	-	
	9	Removal of graffiti	-	-	-	
✗	10	Record maintenance and cleansing activities	1	1	0	No records kept as yet. Target 2025: Setup a system to record cleansing activities.
✗	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 Street furniture	-	-	-	Mount Rhodes CID does not do minor repairs the CID is financially too small. Target 2025: Setup a system to record infrastructure maintenance issues and activities.
✓	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 Public Open Spaces incl. Parks	1	1	0	Target 2025: Setup a system to record infrastructure issues co-ordinate reporting to CCT.

4.3.8 Maintenance and Cleansing Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
CORE BUSINESS	R 370,733.42	R 475,031.00	R 104,297.58	78%	R 434,996.25	R 541,500.00	106,503.75%	80%
Cleansing services	R 2,528.43	R 15,000.00	R 12,471.57	17%	R 74,282.00	R 90,000.00	R 15,718.00	83%
Environmental upgrading	R -	R 10,000.00	R 10,000.00	0%	R 2,034.52	R 12,000.00	R 9,965.48	17%
Law Enforcement Officers	R -	R -	R -	-	R -	R -	R -	-
Public Safety	R -	R -	R -	-	R -	R -	R -	-
Public Safety - CCTV monitoring	R -	R -	R -	-	R 358,679.73	R 420,000.00	R 61,320.27	85%
Public Safety - CCTV - Leasing of cameras	R 368,204.39	R 430,031.00	R 61,826.61	56%	R -	R -	R -	-
Social upliftment	R -	R 10,000.00	R 10,000.00	0%	R -	R 8,000.00	R 8,000.00	0%
Urban Maintenance	R -	R 10,000.00	R 10,000.00	0%	R -	R 11,500.00	R 11,500.00	0%

The Urban Maintenance budget was not utilised during the 2023/2024 year. This was allocated to the maintenance of the developed communal areas as identified in the Business Plan. However, due to resource constraints the projects were not initiated so no maintenance was required. A small portion of the Cleansing Services budget was used to buy materials to carry out the cleansing that took place during 2023/2024.

4.4 ENVIRONMENTAL DEVELOPMENT

4.4.1 This portfolio focuses on enhancing the quality of the local environment, promoting green initiatives, and improving the overall aesthetic and ecological health of the area.

4.4.1.1 The Environmental and Development Portfolio primarily manages and oversees the greening and beautification of communal areas.

4.4.1.2 The responsibilities of this portfolio include the following:

- to implement landscaping projects
- to implement greening of communal areas
- To remove alien vegetation when required
- To set assist in setting up KPI's for the Groundsman to ensure ongoing maintenance of the landscaped areas with Mount Rhodes

4.4.2 The primary objectives of the maintenance and cleansing portfolio were adequately managed during the 2023/2024 year.

4.4.3 The Mount Rhodes CID had great challenges with the resignation of key members of the board, including the Special Projects Director. The effects were that the project to erect a fence around the 2 undeveloped properties at the entrance to Mount Rhodes was put on hold. The R155, 000 allocated to the is project has been “rolled-over” to 2024/2025.

- 4.4.4 There was limited involvement of stakeholders in this portfolio during the 2023/2024 year.
- 4.4.5 The only relevant economic impact was the contracted groundsman who is a current resident of Mandela Park, the informal settlement, in Hout Bay.
- 4.4.6 No complaints or feedback was received during the year from either the City of Cape Town or Stakeholders regarding Environmental Development in Mount Rhodes.
- 4.4.7 There was no need to put any interventions or strategies in place to manage any underperformance in the Environmental Development Portfolio.

PERFORMANCE TABLE 4.4: Environmental Development Portfolio Actions, KPI's deviances and commentary with targets

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE



	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET VS ACTUAL 2024	COMMENT
✓	1	Develop an environmental development strategy and management plan	1	1	0	Completed as a component of Business Plan.
✓	2	Appoint an environmental development service provider(s)	1	1	0	Subcontracted a Grounds man through Deep Blue.
✓	3	Review and approve the environmental development management plan	1	1	0	<u>Target 2025:</u> Set targets for Grounds man monthly
●	4	Promote waste minimization and management thereof through awareness on waste, water, noise and air pollution	-	-	-	<u>Target 2025:</u> To. Be investigated in conjunction with CCT First meeting and discussion were initiated in June 2024
●	5	Implement a Recycling programme	-	-	-	<u>Target 2025:</u> To. Be investigated in conjunction with CCT First meeting and discussion were initiated in June 2024
●	6	Install public recycling bins	-	-	-	<u>Target 2025:</u> To. Be investigated in conjunction with CCT First meeting and discussion were initiated in June 2024
✓	7	Implement and maintain landscaping projects	1	1	0	<u>Target 2025:</u> Landscaping Project around New Guard Hut to be completed. Landscaping on entrance area beyond entrance gate to be motivated.
	8	Install and maintain street furniture	-	-	-	
	9	Monitor and report illegal signage and posters	-	-	-	
✓	10	Improve green urban environment	1	1	0	Ongoing general maintenance by Grounds man
	11	Monitor environmental health of waterways	-	-	-	

4.4.8 Environmental Development Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
CORE BUSINESS	R 370,733.42	R 475,031.80	R 104,297.56	78%	R 434,396.25	R 541,500.00	R 106,503.75	20%
Cleansing services	R 2,528.43	R 15,000.00	R 12,471.57	17%	R 74,282.00	R 90,000.00	R 15,718.00	83%
Environmental upgrading	R -	R 10,000.00	R 10,000.00	0%	R 2,034.52	R 12,000.00	R 9,965.48	17%
Law Enforcement Officers	R -	R -	R -	-	R -	R -	R -	-
Public Safety	R -	R -	R -	-	R -	R -	R -	-
Public Safety - CCTV monitoring	R -	R -	R -	-	R 358,579.73	R 420,000.00	R 61,320.27	85%
Public Safety - CCTV - Leasing of cameras	R 366,204.80	R 430,000.00	R 63,795.01	80%	R -	R -	R -	-
Social upliftment	R -	R 10,000.00	R 10,000.00	0%	R -	R 8,000.00	R 8,000.00	0%
Urban Maintenance	R -	R 10,000.00	R 10,000.00	0%	R -	R 11,500.00	R 11,500.00	0%

The Environmental Upgrading budget was not utilised due to resource constraints in terms of the supervision required to upgrade the various communal areas as identified in the business plan.

4.5 SOCIAL DEVELOPMENT

4.5.1 Social Development and upliftment contribution as planned is in support of the social development objectives of the IDP. The Mount Rhodes CID supports the City's Social Upliftment Strategies to find lasting solutions for social development, which includes supporting organisations that provide social and security services and where possible create employment opportunities. This is in support of Objective 15 (Building a more spatially Integrated and Inclusive City).

4.5.1.1 Mount Rhodes CID is a very small CID comprising 78 erfs, many of which are owned by non-South Africa citizens living abroad. Therefore, volunteers to assist in Social Development projects are scarce. Added to this the CID has limited financial resources.

4.5.1.2 The responsibilities of this portfolio during the 2023/2024 period were paused. Going forward the CID would like to identify one project that could be pursued.

4.5.2 The Economic Development Portfolio was not managed during the 2023/2024 year.

4.5.3 Due to the many resignations from the board the resources from this portfolio were shifted to assist in the management of the other portfolios.

4.5.4 There was no involvement of stakeholders in this portfolio during the 2023/2024 year.

4.5.5 There was no economic impact resulting from effort in the portfolio.

4.5.6 No complaints or feedback was received during the year from either the City of Cape Town or Stakeholders regarding Social Development Portfolio.

4.5.7 There were no resources to put any interventions or strategies in place to manage the underperformance in the Social Development Portfolio.

PERFORMANCE TABLE 4.5: Social Development Portfolio Actions, KPI's deviances and commentary with targets

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE



	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET vs ACTUAL 2024	COMMENT
✓	1	Develop a social and economic development strategy and management plan	1	1	0	Completed as a component of Business Plan.
	2	Appoint a social development service provider(s)	1	1	0	
✗	3	Review and approve the social and economic development management plan	1	1	0	<u>Target 2025:</u> To identify a project that could be developed
●	4	Monitor and review implementation of informal trading plans in support of economic development	-	-	-	
✗	5	Promote Social Development awareness	-	-	-	<u>Target 2025:</u> To identify a project that could be developed
●	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	-	-	-	<u>Target 2025:</u> To identify a project that could be developed
✗	7	Provide social services	1	1	0	
●						

4.5.8 Social Development Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
CORE BUSINESS	R 370,733.42	R 475,031.00	R 104,297.58	79%	R 434,936.25	R 541,500.00	R 106,563.75	80%
Cleaningservices	R 2,528.43	R 15,000.00	R 12,471.57	17%	R 74,282.00	R 90,000.00	R 15,718.00	83%
Environmental upgrading	R -	R 10,000.00	R 10,000.00	0%	R 2,034.52	R 12,000.00	R 9,965.48	17%
Law Enforcement Officers	R -	R -	R -	-	R -	R -	R -	-
Public Safety	R -	R -	R -	-	R -	R -	R -	-
Public Safety - CCTV monitoring	R -	R -	R -	-	R 358,679.73	R 420,000.00	R 61,320.27	85%
Public Safety - CCTV - Leasing of camera	R 368,204.99	R 430,031.00	R 61,826.01	86%	R -	R -	R -	-
Social upliftment	R -	R 10,000.00	R 10,000.00	0%	R -	R 8,000.00	R 8,000.00	0%
Urban Maintenance	R -	R 10,000.00	R 10,000.00	0%	R -	R 11,500.00	R 11,500.00	0%

No budget was utilised during the 2023/2024 year due to resources constraints.

4.6 COMMUNICATIONS

4.6.1 The Communications Portfolio facilitates effective engagement and information dissemination among stakeholders, including residents, businesses and local government. The Communications Portfolio ensures transparency, promotes the district, and fosters a sense of community.

4.6.1.1 The strategies to promote effective communication are through the uses of a website, social media and potentially a newsletter.

4.6.1.2 The responsibilities of this portfolio include:

- Maintenance of the website
- Communication with stakeholders, residents and owners
- Management of all social media platforms

4.6.2 The Communications Portfolio was not given adequate focus for the 2023/2024 year. Mount Rhodes CID, although a small CID has a very active and vocal community. In June 2024 a dedicated Communications Manager/Officer was seconded to the board to manage the outputs of the portfolio.

4.6.3 With the appointment of a dedicated Communications a number of issues were successfully resolved including the non-compliance of the website.

- 4.6.4 There was no involvement of stakeholders in this portfolio during the 2023/2024 year.
- 4.6.5 There were no economic impacts resulting from efforts in the portfolio. During the 2023/2024 year.
- 4.6.6 No complaints or feedback were received from residents or owners. However, a number of complaints were received from the City of Cape Town specifically pertaining to the Mount Rhodes CID website and the documentation thereon. As a result, the Website remained non-compliant for most of the 2023/2024 year.
- 4.6.7 The Mount Rhodes CID seconded a resident to the board to manage the Communications Portfolio. As a result by the end of the 2023/2024 year the website was compliant. Furthermore, new communication proposals have been developed for presentation to the board with the aim of increasing stakeholder, owner and resident involvement in the activities of the CID.

PERFORMANCE TABLE 4.6: Communications Portfolio Actions, KPI's
deviances and commentary with targets

NO DEVIANCE 2023/2024



TARGET 2024/2025



DEVIANCE 2023/2024



NOT APPLICABLE

	ACTION	KPI	TARGET 2024	ACTUAL 2024	TARGET vs ACTUAL 2024	COMMENT
✓	1	Develop a communication strategy and management plan	1	1	0	Completed as a component of Business Plan.
✓	2	Appoint a communication service provider(s)	1	1	0	
✓	3	Review and approve the communication management plan	1	1	0	
✓	4	Maintain Website	1	1	0	
●	5	Newsletters / Newsflashes	1	1	0	<u>Target 2025:</u> To institute a quarterly newsletter in 2025
✓	6	Regular interaction with property and business owners	1	1	0	<u>Target 2025:</u> To institute a quarterly newsletter in 2025 Set-up of WhatsApp coordinated community group
●	7	CID information signage	-	-	-	

4.6.8 Communications Portfolio Resource Allocation

	2022 / 2023				2023 / 2024			
	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND	ACTUAL	BUDGET	ACT vs BUD	% TOTAL SPEND
GENERAL EXPENDITURE	R 41,615.97	R 55,659.00	R 14,043.03	75%	R 11,938.48	R 97,250.00	R 15,320.54	34%
Accounting fees	R 9,850.00	R 10,000.00	R 150.00	2%	R 28,100.00	R 28,100.00	R -	0%
Administration and management fees	R -	R -	R -	-	R -	R 7,500.00	R 7,500.00	100%
Advertising costs	R 8,483.93	R 10,523.00	R 2,039.07	19%	R 12,481.50	R 12,500.00	R 18.50	0%
Auditor's remuneration	R 11,000.00	R 19,287.00	R 8,287.00	43%	R 12,500.00	R 15,000.00	R 2,500.00	17%
Bank charges	R 1,243.73	R 2,058.00	R 814.25	40%	R 1,214.61	R 2,000.00	R 785.39	39%
Communication	R -	R -	R -	-	R -	R 1,500.00	R 1,500.00	100%
Contingency / Sundry	R -	R -	R -	-	R -	R -	R -	-
Insurance	R 11,038.29	R 13,781.00	R 2,742.71	20%	R 10,902.01	R 11,708.00	R 806.99	7%
Meeting expenses	R -	R -	R -	-	R 930.34	R 2,200.00	R 1,269.66	58%
Minor tools & equipment	R -	R -	R -	-	R 580.00	R 1,000.00	R 440.00	44%
Printing / stationery / photographic	R -	R -	R -	-	R -	R 500.00	R 500.00	100%
Protective clothing	R -	R -	R -	-	R -	R -	R -	-
Secretarial duties	R -	R -	R -	-	R 15,250.00	R 15,250.00	R -	0%

No budget was utilised during the 2023/2024 year due to resource constraints.

PART C – CORPORATE GOVERNANCE

1. APPLICATION OF KING IV

- 1.1** In recognition of the fact that the NPC is entrusted with public funds, particularly high standards of fiscal transparency and accountability are demanded. To this end, the NPC voluntarily subscribes to the King Code of Corporate Governance for South Africa 2016 ("King IV"), which came into effect on 1 April 2017. King IV contains a series of recommended reporting practices under the 15 voluntary governance principles.

The practices applied by the company are explained in this part (Part C), of the Annual Report. In determining which reporting practices to apply, the board took account of, among others things, the CCT's policy, and the particular reporting protocols appropriate to a non-profit entity such as the NPC.

- 1.2** The board is satisfied that the NPC has complied with the applicable principles set out in King IV during the period under review, to the extent reasonably possible, are provided fully below.

2. GOVERNANCE STRUCTURE

Compliant with SECTION 16 of the MOI. The updated MOI can be found on the website



The MOI is available online at www.mountrhodes.co.za

2.1 Board composition

The board is satisfied that its composition reflects the appropriate mix of knowledge, skills, experience, diversity and independence as required under principle 7.30(a) of King IV] **(King IV principle 7.30(a))**

CORNE DREYER - CHAIRPERSON		
Responsibilities	Chairperson and Public Safety Portfolio	
Qualifications (King IV principle 7.30(e))	NQF Level 7 - Business	
Appointment to the board (King IV principle 7.30(f))	Special board resolution	
Date of Appointment	1 June 2024	
Committee membership	N/A	

DALE LIPPSTREU - TREASURER		
Responsibilities	Treasurer, Management & Operations Portfolio	
Qualifications (King IV principle 7.30(e))	NQF Level 7 - Business	
Appointment to the board (King IV principle 7.30(f))	Annual General Meeting	
Date of Appointment	2020	
Committee membership	N/A	

GREGORY SCOTT - DIRECTOR		
Responsibilities	Social & Environmental Development & Cleansing and Maintenance Portfolio	
Qualifications (King IV principle 7.30(e))	NQF Level 7 - Business	
Appointment to the board (King IV principle 7.30(f))	Annual General Meeting	
Date of Appointment	2020	
Committee membership	N/A	

DANELA CONTI - DIRECTOR		
Responsibilities	Special Projects	
Qualifications (King IV principle 7.30(e))	NQF Level 7 - Business	
Appointment to the board (King IV principle 7.30(f))	Annual General Meeting	
Date of Appointment	2023	
Committee membership	N/A	

NEIL JANNSEN – COMMUNICATION OFFICER

Responsibilities	Communication & Marketing	
Qualifications <i>(King IV principle 7.30(e))</i>	NQF Level 7 - Business	
Appointment to the board <i>(King IV principle 7.30(f))</i>	Co-opted by the board	
Date of Appointment	1 June 2024	
Committee membership	N/A	

COLEEN BOWEN – BOARD SECRETARY

Responsibilities	Administration	
Qualifications <i>(King IV principle 7.30(e))</i>	NQF Level 9 - Business	
Appointment to the board <i>(King IV principle 7.30(f))</i>	Co-opted by the board	
Date of Appointment	1 June 2024	
Committee membership	N/A	

CHANGES IN BOARD COMPOSITION

NAME	DATE OF APPOINTMENT	MANNER OF APPOINTMENT	DATE OF TERMINATION	REASON FOR TERMINATION <i>(King IV principle 7.30(i))</i>
Mark Jones	July 2022		August 2023	Relocation
Stella Ghisleni	July 2022		August 2023	Relocation
Ebrahim Solomon	July 2022		May 2024	Employment related
Corne Dreyer	June 2024	Board Appointment		
Neill Jansson (non-director)	June 2024	Secondment		
Coleen Bowen (non-director)	June 2024	Secondment		

2.2 Board Observer

In terms of the By-law, city councillors are designated as “board observers” by the Executive Mayor to conduct oversight of board functions. This oversight entails receiving board documentation and attending board meetings, with a view to ensuring that the company duly executes its statutory mandate. The Executive Mayor has appointed Cllr. Roberto Quintas as board observer, and Ald. Xanthea Limber as his alternate. Cllr. Quintas attended 1 of the 10 board meetings convened during the period under review, while Ald. Limberg attended 4 of these meetings when Cllr Quintas. was unable to attend.

BOARD MEETINGS 2023/2024

ATTENDEE NAME	2023/02/07	2023/03/23	2023/04/19	2023/07/19	2023/08/23	2023/09/20	2024/02/19	2024/04/22	2024/06/03
Mark Janke	✓	✓	✓	✓					
Stella Ghisani	✓	✓	✓	✓					
Barahim Saleman	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dale Lippstreu	✓	✓	✓	✓	✓	✓	✓	✓	✓
Daniela Confi	✓	✓	✓	✓	✓	✓	✓	✓	✓
Gregory Scott	✓	✓	✓	✓	✓	✓	✓	✓	✓
Corne Dreyer									✓
Neil Jansson									
Coleen Bawert									✓
Cllr Quintas	x	x	x	x	x	x	x	✓	x
Ald Limberg	x	✓	x	✓	x	x	✓	x	✓

2.3 Appointment of the Board

Directors are usually elected during the Annual General Meeting (AGM) of the CID. All property owners within the CID are invited to become members of the CID. Members may attend the AGM and participate in the election process.

Nomination Process:

- Prior to the AGM, a call for nominations for director positions is made.
- Property owners within the CID can nominate a candidates for the board.

Eligibility Criteria:

- Nominees must typically be property owners or representatives of property owners within the CID and members of the CID.
- The specific eligibility criteria may be outlined in the CID's constitution or governing documents.

Election Process:

- During the AGM, property owners present vote to elect the directors from the list of nominees.
- Each property owner is entitled to 1 vote, as detailed in the e CID's constitution.

Term of Office:

- Directors are elected for a specific term, which may vary but is often between one to three years.
- Terms and re-election procedures are detailed in the CID's governing documents.

2.4 Overview of the Boards Responsibilities

The primary responsibilities of the board include the following:

- identifying strategies to implement the NPC's business plan in a manner that ensures the financial viability of the company and takes adequate account of stakeholder interests.
- monitoring compliance with applicable legislation, codes and standards.
- approving the annual budget.
- overseeing preparation of and approving the annual financial statements for adoption by members.
- exercising effective control of the NPC and monitoring management's implementation of the approved budget and business plan

2.5 Board Charter

The board is satisfied that it has fulfilled its responsibilities under the board charter during the period under review. (King IV Principle 6(5)(b)) The board is satisfied that it has fulfilled its responsibilities under the board charter during the period under review.

2.6 Board Independence

During the period under review, the board formally assessed the independence of all non-executive directors, as recommended by King IV. The board has determined that all of the non-executive directors, including the chairperson are independent in terms of King IV's definition of "independence" and the guidelines provided for in principle 7.28. (King IV Principle 7.38(a))

2.7 Board Committees

The board has to date has not appointed any committees.

2.8 Board Meeting Attendance

The board convenes at least every second month. Special board meetings are convened when necessary. In the period under review, 1 special board meeting was convened on the, 3 June 2024, due to the resignation of the chairperson of the board. Particulars board meeting attendance are detailed in the table below.

ATTENDEE NAME	2023/02/07	2023/03/23	2023/04/19	2023/07/19	2023/08/23	2023/09/20	2024/02/19	2024/04/22	2024/06/03
Mark Jones	✓	✓	✓	✓					
Stella Ghisleni	✓	✓	✓	✓					
Barahim Saleman	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dale Lippstreu	✓	✓	✓	✓	✓	✓	✓	✓	✓
Daniela Conti	✓	✓	✓	✓	✓	✓	✓	✓	✓
Gregory Scott	✓	✓	✓	✓	✓	✓	✓	✓	✓
Corne Dreyer									✓
Neil Janson									✓
Coleen Bowen									✓
Clir Quimaz	✗	✗	✗	✗	✗	✗	✗	✓	✗
Ald Limberg	✗	✓	✗	✓	✗	✗	✓	✗	✓

The board observes Principle 1€(iv) of King IV regarding attendance of meetings. (King IV Principle 6.5 (board meetings) and King IV Principle 8.50€) (board committee meetings)).

3. ETHICAL LEADERSHIP

Directors are required to maintain the highest ethical standards. To this end, the NPC has adopted a code of conduct for directors, which governs their ethical roles and responsibilities, and provides guidelines on the applicable legal, management and ethical standards, see **APPENDIX 8**.



The Code is available online at www.mountrhodes.co.za

Upon appointment, directors must declare in writing to the chairperson any private interests which could give rise to a potential conflict of interest. These declarations are kept in a register and are regularly updated.

Directors must further disclose in writing to the chairperson if any matter before the board gives rise to a potential conflict of interest. Such a director must recuse himself or herself from consideration and deliberation of, or voting on, the matter giving rise to the potential conflict of interest.

Transparency in personal or commercial interests ensures that directors are seen to be free of personal or business relationships that may materially interfere with their ability to act independently and in the best interests of the NPC.

The board is satisfied that the directors have complied with their duties in terms of the Code during the year under review. No changes to the directors' respective declarations were recorded which could potentially impact their independence. (King IV principle 1.3)

4. BOARD OVERSIGHT AND RISK MANAGEMENT

4.1 Risk Management Policy

The board is tasked with implementing a sound system of internal controls to safeguard the company's assets and funds and ensuring that assets and funds are employed in furtherance of the company's strategic objectives.

The board considers risk at each of its meetings as detailed at para [2.8] above. The system of internal controls put in place by the board includes:

- The five-year strategic plan, approved by the CCT in 2023, which has been implemented across the whole range of company functions.
- Use of procurement policy and procedure together with controls and required documentation.
- Annual performance targets, with actual performance being monitored at least quarterly.

A risk register, reviewed by the board on a bi-annual basis to identify operational risks, establish their likelihood and impact, as well as mechanisms designed to mitigate against these risks. (King IV Principle 11.9(a)). See **APPENDIX 9**.



The risk register is available online at www.mountrhodes.co.za

4.2 Effectiveness of Risk Policy

During the year under review, the board did not fulfil its risk mandate. From June 2024 new processes and systems have been put in place to govern and manage risks adequately so that going forward the board will be able to execute its risk management responsibilities satisfactorily. (King IV Principle 11.9(a)). See **APPENDIX 4**

4.3 Key Business Risks and Opportunities

The board has identified one material issue that could have a significant impact on the CID's financial performance and its ability to achieve its strategic objectives. The issue is outlined below.

- Failure by the City of Cape Town to assess and manage the area where the embankment on Victoria Road has corroded to the extent that it poses a risk to the Mount Rhodes perimeter fence. Should the embankment not be prevented from eroding further it may necessitate replacement of the fence on the lower side of Mount Rhodes.

The matter has been reported and escalated. Feedback from CCT is awaited.



The board confirms that no further risks arose during the period under review. (King IV Principle 11.9(d))

The board's planned areas of future focus include identifying areas of improvement within the company's risk management process.

5 ACCOUNTABILITY AND RESPONSIBILITY

5.1 Performance Reviews

The Directors performance is measured using the structure of the detailed implementation plans developed along side the applicable period's 5 year Business Plan.

A number of specific areas are measured:

4.1.1 Key Performance Indicators (KPIs)

- **Financial Performance:** Evaluating financial management and budget adherence
- **Operational Efficiency:** Assessing the effectiveness of operations, such as safety, cleanliness, and maintenance within Mount Rhodes
- **Project Delivery:** Timeliness and quality of project completions.

4.1.2 Stakeholder Feedback

- **Quarterly Directors Meetings:** Regular quarterly meetings where director outputs are documented in action minutes.
- **Annual General Meetings:** Forum where stakeholders and members can express concerns and provide input directly to the directors.

4.1.3 Board Evaluations

- **Self-Evaluations:** Directors may conduct self-assessments to reflect on their performance.

- **Peer Reviews:** Board members assess each other's contributions and effectiveness.
- **External Reviews:** Independent consultants or auditors might be engaged to provide an objective assessment.

4.1.6 Regulatory Compliance

- **Legal and Regulatory Adherence:** Ensuring all activities comply with local laws and regulations.
- **Audit Reports:** Regular audits to assess compliance and operational integrity.

5.2 Delegated Limits of Authority

The board delegated the management of general administration to the board secretary and management of the Communications Portfolio to the seconded Communications Manager/Officer in June 2024.

Given that it was the last month on the 2023/2024 period the board saw no reason to review the aforementioned delegations. During the 2024/2025 period the board will undertake an extensive review to ensure that there is an appropriate balance between governance, oversight and operational efficiency (King IV Principle 11.85 and 11.89).

5.3 Codes of Conduct

The Mount Rhodes CID has specific codes of conduct to ensure their effectiveness and adherence to the legal framework. These codes of conduct typically include guidelines and principles to manage and maintain public spaces, improve safety and security, and enhance urban environments. These include the following elements:

Governance & Administration:

- **Establishment and Operation:**
 - Formation according to the Municipal Property Rates Act, No. 6 of 2004.
 - Compliance with the City of Cape Town's By-law on Special Rating Areas (SRAs).
 - Transparent and accountable management structures, including a board of directors.
- **Financial Management:**
 - Transparent budgeting and financial reporting.
 - Efficient use of funds collected through special rates levied on property owners.
 - Regular audits and compliance with financial regulations.

Community Engagement & Communication:

- **Stakeholder Involvement**
 - Active engagement with property owners, residents, businesses, and local government.
 - Encouraging community participation in decision-making processes.
- **Communication**
 - Regular communication and feedback channels, such as newsletters and public meetings.

Service Delivery & Improvement:

- **Public Safety and Security:**
 - Implementing measures to enhance safety and reduce crime, including patrolling and surveillance.
 - Cooperation with local law enforcement agencies.
 - Promoting a safe and secure environment for residents, businesses, and visitors.
- **Urban Maintenance and Cleaning:**
 - Regular cleaning and maintenance of public spaces.
 - Removal of graffiti, litter, and other urban blights.
 - Maintenance of infrastructure such as lighting, pavements, and street furniture.
- **Environmental Management:**
 - Sustainable practices in waste management and recycling.
 - Greening initiatives and maintenance of green spaces.
 - Addressing environmental concerns such as water conservation and pollution control.

Legal & Ethical Compliance:

- **Adherence to Laws and Regulations:**
 - Compliance with all applicable local, provincial, and national laws.
 - Ethical conduct in all operations and interactions.
 - Zero tolerance for corruption and unethical behaviours.
- **Non-discrimination and Inclusivity:**
 - Promoting diversity and inclusivity in all activities.
 - Ensuring services and opportunities are accessible to all community members.
 - Addressing any form of discrimination or exclusion.

5.4 Supplier Code of Conduct

Legal Compliance:

- Suppliers must comply with all South African laws, regulations, and industry standards, including but not limited to the Labour Relations Act, Basic Conditions of Employment Act, Occupational Health and Safety Act, and the Broad-Based Black Economic Empowerment (B-BBEE) Act.

Business Integrity:

- **Anti-Corruption:** Suppliers must adhere to the Prevention and Combating of Corrupt Activities Act, avoiding all forms of bribery, corruption, extortion, and embezzlement.
- **Fair Competition:**
Suppliers must uphold principles of fair competition and adhere to the Competition Act, ensuring accurate advertising and honest business practices.

Health and Safety:

- **Safe Workplace:**
Suppliers must provide a safe and healthy working environment for their employees, in accordance with the Occupational Health and Safety Act.
- **Emergency Preparedness:**
Suppliers must have emergency procedures in place to respond to health and safety incidents and comply with the Disaster Management Act.

Environmental Responsibility:

- **Sustainable Practices:**

Suppliers must adopt environmentally responsible practices, complying with the National Environmental Management Act.

- **Resource Management:**

Suppliers must manage natural resources responsibly, including water, energy, and raw materials.

- **Waste Management:**

Suppliers must implement effective waste management practices to reduce, reuse, and recycle waste materials in accordance with the Waste Act

Ethical Sourcing:

- **Responsible Sourcing:**

Suppliers must ensure that their own suppliers adhere to similar standards of ethical behaviours.

- **Conflict Minerals:**

Suppliers must ensure that the sourcing of minerals does not fund armed conflict or human rights abuses, aligning with international guidelines.

Monitoring and Compliance:

- **Audits:**

Suppliers agree to undergo audits and inspections to ensure compliance with this code of conduct.

- **Corrective Actions:**

Suppliers must address and rectify any non-compliance issues identified during audits or inspections promptly.

Data Privacy and Security:

- **Confidentiality:**

Suppliers must protect the confidential information of their customers and partners, complying with the Protection of Personal Information Act (POPIA).

- **Data Protection:**

Suppliers must ensure data security and comply with applicable data protection laws and regulations.

Broad-Based Black Economic Empowerment (B-BBEE):

- **B-BBEE Compliance:**

Suppliers are encouraged to comply with the Broad-Based Black Economic Empowerment Act and strive to improve their B-BBEE ratings.

- **Support for Local Communities:**

Suppliers should contribute to the economic and social development of local communities, supporting initiatives that promote local employment and skills development.

Reporting Violations:

- **Whistleblower Protection:**

Suppliers must provide mechanisms for employees to report violations without fear of retaliation, in line with the Protected Disclosures Act.

- **Incident Reporting:**

Suppliers must promptly report any violations of this code to the relevant authorities or the contracting company.

Labor Practices:

- **Non-Discrimination:**

Suppliers must not engage in discrimination based on race, colour, age, gender, sexual orientation, ethnicity, disability, or any other protected status under the Employment Equity Act.

- **Freely Chosen Employment:**

Suppliers must not use forced, bonded, or indentured labour, or involuntary prison labour. Compliance with the Prevention and Combating of Trafficking in Persons Act is mandatory.

- **Child Labor:**

Suppliers must comply with the Basic Conditions of Employment Act, which prohibits the employment of children under the age of 15.

- **Working Hours and Wages:**

Suppliers must adhere to local laws regarding working hours, wages, and benefits, ensuring compliance with the Basic Conditions of Employment Act.

PART D – FINANCIAL INFORMATION

1. REPORT OF EXTERNAL AUDITOR

HARRY CURTIS & CO

Chartered Accountants

Registered Auditors

SAICA Reg No : 001 30106

IRBA Reg No : 935050

P O Box 53067, Leniworth, 7745

4 Adelaide Road, Plumstead, 7800

Telephone : (021) 762 0255

Email : office@curtis.co.za

Website : www.harrycurtis.co.za

INDEPENDENT AUDITORS REPORT

To the Members of

MOUNT RHODES CID NPC

Opinion

We have audited the financial statements of Mount Rhodes CID NPC set out on pages 6 to 11, which comprise the statement of financial position as at 30 June 2024, the statement of income and retained earnings and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Mount Rhodes CID NPC as at 30 June 2023, and its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the company in accordance with the Independent Regulatory Board for Auditors Code of Professional Conduct for Registered Auditors (IRBA Code) and other independence requirements applicable to performing audits of financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with the ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The directors are responsible for the other information. The other information comprises the directors report as required by the Companies Act 71 of 2008. The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Statements

The directors are responsible for the preparation and fair presentation of the financial statements in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008, and for such internal control as the directors determine are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Practitioner : H D Curtis & Co. CA (SA)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



H D CURTIS
Registered Auditor
(Registration No : 639206)

15 August 2024

4 Adelaide Road
PLUMSTEAD
7800

2. ANNUAL FINANCIAL STATEMENTS

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

REPORT OF THE DIRECTORS

The directors hereby present their report on the annual financial statements for the year ended 30 June 2024.

NATURE OF BUSINESS

Mount Rhodes CID NPC is a non-profit company set up in terms of the municipal by-laws of the City of Cape Town (CoCT) which acts as the management body in respect of the Special Rating Area (SRA) determined by the CoCT in terms of Section 22 of the Property Rates Act relating to a defined geographical area. The source of revenue of the company is additional rates billed by the CoCT to the registered property owners of Mount Rhodes, Hout Bay which funds are utilised to enhance and supplement services provided by the CoCT. These services include the provision of security for the common/public areas of the SRA, facilitating the upliftment of distressed areas in the SRA, promoting economic growth and sustainable development and providing other community related services.

FINANCIAL RESULTS

The financial position and operating results of the company for the year ended 30 June 2024 are adequately reflected in the accompanying annual financial statements.

EVENTS SUBSEQUENT TO THE YEAR

No material fact or circumstance has occurred between the accounting date and the date of this report which affect the financial position of the company as reflected in these financial statements.

GOING CONCERN

The directors believe that the company has adequate financial resources to continue in operation for the foreseeable future and accordingly the annual financial statements have been prepared on a going concern basis. The directors have satisfied themselves that the company is in a sound financial position and that it has sufficient funding to meet its foreseeable cash requirements. The directors are not aware of any material non-compliance with statutory or regulatory requirements or of any pending changes to legislation which may affect the company.

DIRECTORS

The names of the directors at the financial year end are reflected on page 1.

The following appointments and resignations took place in the year :

Appointments

C Dreyer - 3 June 2024

Resignations

S Ghisleni - 31 July 2023

M Jones - 11 August 2023

E Solomon - 3 June 2024

REGISTERED AND BUSINESS ADDRESS

60 Mount Rhodes Drive
Hout Bay
7806

AUDITORS

Harry Curtis & Co were appointed company auditors for the year under review.

PREPARER

The annual financial statements were prepared by J Oelofse CA (SA).

15 August 2024

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

STATEMENT OF FINANCIAL POSITION

	<u>Notes</u>	<u>2024</u> <u>R</u>	<u>2023</u> <u>R</u>
<u>ASSETS</u>			
NON CURRENT ASSETS			
Property, Plant and Equipment	1	266,873	296,789
CURRENT ASSETS			
		1,006,174	774,591
Cash and Cash Equivalents	2	895,783	774,591
Trade and Other Receivables	3	110,391	-
		<u>1,273,047</u>	<u>1,071,380</u>
<u>RESERVES AND LIABILITIES</u>			
RESERVES			
Retained Income		1,246,170	1,052,170
NON CURRENT LIABILITIES			
		-	-
CURRENT LIABILITIES			
		26,877	19,210
Provisions		-	-
Trade and Other Payables	4	26,877	19,210
		<u>1,273,047</u>	<u>1,071,380</u>

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

STATEMENT OF INCOME AND RETAINED EARNINGS

	<u>Notes</u>	<u>2024</u> <u>R</u>	<u>2023</u> <u>R</u>
REVENUE	5	721,439	659,598
Additional Rates Received		701,436	659,598
Additional Rates Retention Received		20,003	-
OTHER INCOME - Interest Received		20,272	-
EXPENDITURE		547,711	444,094
Accounting, Secretarial and Tax Fees		44,100	9,850
Audit Fee		12,000	11,000
Advertising and Promotions		13,412	8,484
Bank Charges		1,214	1,244
Community Services		432,962	370,733
Cleaning Services		74,282	2,528
Environmental Upgrading		2,034	-
Public Safety - Security and CCTV Monitoring		358,680	368,205
Depreciation	1	29,916	26,745
Insurance		10,902	11,038
Interest Paid		611	-
Meeting Expenses		560	-
Repairs and Maintenance		-	5,000
NET INCOME FOR THE YEAR		194,000	215,504
RETAINED INCOME AT BEGINNING OF YEAR		1,052,170	836,666
RETAINED INCOME AT END OF YEAR		1,246,170	1,052,170

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

STATEMENT OF CASH FLOWS

	<u>2024</u> <u>R</u>	<u>2023</u> <u>R</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Net Income for the Year	194,000	215,504
Adjustments	10,255	26,745
Interest Received	(20,272)	-
Depreciation	29,916	26,745
Interest Paid	611	-
Working Capital Changes	(102,724)	(29,950)
Trade and Other Receivables	(110,391)	-
Trade and Other Payables	7,667	(29,950)
Cash Generated from Operating Activities	101,531	212,299
Interest Received	20,272	-
Interest Paid	(611)	-
	<u>121,192</u>	<u>212,299</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Property, Plant and Equipment Purchased	-	(140,015)
	<u>-</u>	<u>(140,015)</u>
CASH FLOWS FROM FINANCING ACTIVITIES	-	-
	<u>-</u>	<u>-</u>
CHANGE IN CASH AND CASH EQUIVALENTS	121,192	72,284
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	774,591	702,307
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>895,783</u>	<u>774,591</u>

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

ACCOUNTING POLICIES

Presentation of Financial Statements

The annual financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and in the manner required by the Companies Act 71 of 2008. The financial statements are prepared on the historical cost basis and incorporate the principal accounting policies set out below. These accounting policies are consistent, in all material respects, with those applied in the previous year.

Recognition of Assets and Liabilities

Assets are recognised if they meet the definition of an asset, it is probable that future economic benefits associated with the asset will flow to the company and the cost or fair value can be measured reliably.

Liabilities are only recognised if they meet the definition of a liability, it is probable that future economic benefits associated with the liability will flow from the company and the cost or fair value can be measured reliably.

Property, Plant and Equipment

Property, plant and equipment are tangible items that are held for use in the production or supply of goods or services, or for rental to others or for administrative purposes, and are expected to be used over a period of more than one year.

Costs include all costs incurred to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of or service it.

Depreciation is provided, using the straight-line method to write down the cost, less estimated residual value, over the useful life of the property, plant and equipment, which is as follows:

<u>Item</u>	<u>Useful Life</u>
Fencing	10 years
Fibre Optic Equipment	15 years

The residual value, depreciation method and useful life of each asset are reviewed only where there is an indication that there has been a significant change from the previous estimate.

Financial Instruments

The company classifies its financial instruments into the following categories: receivables, cash and cash equivalents and payables.

Trade and Other Receivables

Trade and other receivables are stated at cost less an allowance for doubtful debts. The allowance raised is the amount needed to reduce the carrying value to the expected future cash flows.

Cash and Cash Equivalents

Cash comprises cash on hand and deposits at call with banks. Cash equivalents comprise highly liquid investments that are convertible to cash with insignificant risk of changes in value. Cash and cash equivalents

Trade and Other Payables

Trade and other payables are measured at fair value.

Revenue Recognition

Revenue comprises additional rates invoiced monthly by the City of Cape Town to all property owners in the special rating area of Mount Rhodes, Hout Bay in accordance with the Financial Agreement, whereby the City pays 97% of the annual budget to the company in twelve monthly instalments and retains 3% as a provision for bad debts.

Taxation

The company is exempt from normal taxation on its revenue income in terms of section 10(1)(a)(i)(cc) of the Income Tax Act. Any other receipts and accruals derived by the company are exempt up to R50,000 per annum.

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

			<u>2024</u> R	<u>2023</u> R
1. PROPERTY, PLANT AND EQUIPMENT				
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Fencing	205,816	63,461	142,355	162,937
Fibre Optic Equipment	140,015	15,497	124,518	133,852
	<u>345,831</u>	<u>78,958</u>	<u>266,873</u>	<u>296,789</u>
Net Book Value is reconciled as follows:				
	NBV at Begin	Additions/ (Disposals)	Depreciation	NBV at End
Fencing	162,937	-	20,582	142,355
Fibre Optic Equipment	133,852	-	9,334	124,518
	<u>296,789</u>	<u>-</u>	<u>29,916</u>	<u>266,873</u>
2. CASH AND CASH EQUIVALENTS				
Current Account			90,511	774,591
Investment Account			<u>805,272</u>	<u>-</u>
			<u>895,783</u>	<u>774,591</u>
3. TRADE AND OTHER RECEIVABLES				
Deposits			<u>110,391</u>	<u>-</u>
4. TRADE AND OTHER PAYABLES				
Account IT			5,000	-
Deep Blue Security (Pty) Ltd			-	1,821
Harry Curtis & Co			12,000	11,000
Signature Consulting (Pty) Ltd			3,912	550
South African Revenue Service - Interest and Penalties			611	-
Value Added Tax Payable			<u>5,354</u>	<u>5,839</u>
			<u>26,877</u>	<u>19,210</u>

MOUNT RHODES CID NPC

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

(Continued)

	<u>2024</u> <u>R</u>	<u>2023</u> <u>R</u>
5. REVENUE		
Additional Rates Received	701,436	659,598
Additional Rates Retention Received	20,003	-
	<u>721,439</u>	<u>659,598</u>

The City of Cape Town (CoCT) charges additional rates to property owners in the special rating area of Mount Rhodes, Hout Bay which funds are utilised to enhance and supplement services provided by the CoCT. The rates retention refund relates to refunds of bad debt provision retentions by CoCT.

6. TAXATION

The company is exempt from normal taxation on its revenue income in terms of section 10(1)(e)(i)(cc) of the Income Tax Act. Any other receipts and accruals derived by the company are exempt up to R50,000 per annum. The company had no taxable income for the year.

APPENDICES

APPENDIX 1 – Mount Rhodes Security Camera List

Device Name	NEW IP	Model Number	Serial Number
MTR(55)Mt Rhodes LPR	192.168.85.100	DS-2CD4A26FWD-IZS/P	C78286925
MTR(56) Drive Over View	192.168.85.101	DS-2CD2T25FWD-I8	C48847029
MTR(57) - Inisde G-HUT	192.168.85.102	DS-2CD2122FWD-I	829181172
MTR(1) Zone 1 Cam 1 Main RD	192.168.85.103	DS-2CD2025FWD-I	C78606174
MTR(2)Zone 1 Cam 2 Main RD	192.168.85.104	DS-2CD2T22WD-I8	831085568
MTR(3) Zone 1 Cam 3 Main Rd	192.168.85.105	DS-2CD2T25FWD-I8	C41369390
MTR(4) Zone 1 Cam 4 Main RD	192.168.85.106	DS-2CD2025FWD-I	C78606172
MTR(5) Zone 1 Cam 5 Main RD	192.168.85.107	DS-2CD2T25FWD-I8	C48847008
MTR(6) Zone 1 Cam 6 Main RD	192.168.85.108	DS-2CD2T25FWD-I8	C65685021
MTR(7) Zone 1 Cam 7 Main RD	192.168.85.109	DS-2CD2025FWD-I	C68541167
MTR(8) Zone 1 Cam 8 Main RD	192.168.85.110	DS-2CD2T25FWD-I8	C48847022
MTR(9) Zone 1 Cam 9 Main Rd	192.168.85.111	DS-2CD2T25FWD-I8	C37877512
MTR(10) Zone 1 Cam 10 Main RD	192.168.85.112	DS-2CD2125FWD-I	C42151045
MTR(11) Zone 3 Cam 1 Zone 2	192.168.85.113	DS-2CD2T25FWD-I8	C48847025
MTR(12) - Zone 3 BlindSpot	192.168.85.114	DS-2CD2022WD-I	745684232
MTR(13) Zone 3 Cam3	192.168.85.115	DS-2CD2626G2-IZS	G12861030
MTR(14) Zone 4 Cam 1	192.168.85.116	DS-2CD2T25FWD-I8	C41369442
MTR(15) Zone 4 Cam 2	192.168.85.117	DS-2CD2T25FWD-I8	C57315671
MTR(16) Mount Rhodes Maintenance G	192.168.85.118	DS-2CD2T26G2-ISU/SL	E99369833
MTR(17) Top Gate Fence	192.168.85.119	DS-2CD2T26G1-4I	E07217924
MTR(18) Top Gate	192.168.85.120	DS-2CD2125FWD-I	C42151074
MTR(19) Zone 5 Cam 1	192.168.85.121	DS-2CD2T25FWD-I8	F08087865
MTR(20) Zone 5 Cam 2	192.168.85.122	DS-2CD2T26G1-4I/SL	E28661248
MTR(21) Top Zone 5 Cam 3	192.168.85.123	DS-2CD2T26G1-4I/SL	E26755383
MTR(22) Top Zone 5 Cam 4	192.168.85.124	DS-2CD2T26G1-4I/SL	E26755211
MTR (23)Zone 5 Cam 5	192.168.85.125	DS-2CD2T26G1-4I/SL	E28661361
MTR(24) Zone 5 Cam 6	192.168.85.126	DS-2CD2T26G1-4I/SL	E26755219
MTR(25) Zone 6 Cam 1	192.168.85.127	DS-2CD2T25FWD-I8	F08087774
MTR(26) Zone 6 Cam 2	192.168.85.128	DS-2CD2T25FWD-I8	C65685016
MTR(27) Zone 6 Cam 3	192.168.85.129	DS-2CD2025FWD-I	C76070965

Mount Rhodes Security Camera List (cont.)

Device Name	NEW IP	Model Number	Serial Number
MTR(28) Zone 6 Cam 4	192.168.85.130	DS-2CD2T25FWD-I5	C81530914
MTR(29) Zone 7 Cam 1 Main RD	192.168.85.131	DS-2CD2T25FWD-I8	C65685023
MTR(30) Zone 7 Cam 2	192.168.85.132	DS-2CD2025FWD-I	C79001407
MTR(31) Zone 7 Cam 3	192.168.85.133	DS-2CD2025FWD-I	C68541074
MTR(32) Zone 7 Cam 4	192.168.85.134	DS-2CD2026G2-I	AB4796818
MTR(33) Zone 7 Cam 5	192.168.85.135	DS-2CD2T25FWD-I8	C41369391
MTR(34) Zone 7 Cam 6	192.168.85.136	DS-2CD2125FWD-I	C57899195
MTR(35) Zone 7 Cam 7	192.168.85.137	DS-2CD2T25FWD-I8	C65685005
MTR(36) Zone 7 Cam 8 Main RD	192.168.85.138	DS-2CD2T25FWD-I8	C65684999
MTR(37) Zone 8 Cam 1 Foot Path	192.168.85.139	DS-2CD2125FWD-I	C57899252
MTR(38) Zone 8 Cam 2 Main RD	192.168.85.140	DS-2CD2T25FWD-I8	C65684998
MTR(39) Zone 8 Cam 3 Main RD	192.168.85.141	DS-2CD2025FWD-I	C76071412
MTR(40) Zone 8 Cam 4 Main RD	192.168.85.142	DS-2CD2T25FWD-I5	C57309019
MTR(41) Zone 9 Cam 1 Main RD	192.168.85.143	DS-2CD2T25FWD-I8	C18767104
MTR(42) Zone 9 Cam 2 Main RD	192.168.85.144	DS-2CD2T25FWD-I8	C57315668
MTR(43) Zone 9 Cam 3 Main RD	192.168.85.145	DS-2CD2T26G1-4I/SL	E26755387
MTR(44) Zone 9 Cam 4 Main Road	192.168.85.146	DS-2CD2T26G1-4I	E07217815
MTR(45) Zone 9 Cam 5 Main RD	192.168.85.147	DS-2CD2T26G2-ISU/SL	G29552911
MTR(46) Zone 10 Cam 1	192.168.85.148	DS-2CD2T26G1-4I/SL	E26754999
MTR(47) Zone 10 Cam 2 Stairs	192.168.85.149	DS-2CD2T26G1-4I/SL	E28661278
MTR(48) Zone 10 Cam 3 Main Rd	192.168.85.150	DS-2CD2T26G1-4I/SL	E28661237
MTR(49) Zone 10 Cam 4 Main RD	192.168.85.151	DS-2CD2T26G1-4I/SL	E28661294
MTR(50) Zone 11 Cam 1 Main Rd	192.168.85.152	DS-2CD2T26G1-4I/SL	E26755290
MTR(51) Zone 11 Cam 2 Main Rd	192.168.85.153	DS-2CD2T26G1-4I/SL	E26755356
MTR(53) Zone 12 Cam 1 Main Rd	192.168.85.154	DS-2CD2T26G2-ISU/SL	G10632210
MTR(54) Zone 12 Cam 2 Main Rd	192.168.85.155	DS-2CD2T26G1-4I/SL	E26755153
MTR(52) Zone 12 Cam 3 Main Rd	192.168.85.156	DS-2CD2T26G1-4I/SL	E26755165
MTR Top Gate Intercom	192.168.85.70	DS-KV8113-WME1©	E2570615
Door Station	192.168.85.71	DS-KH6320-WTE1	Q33081761

TOTAL NUMBER OF MONITORED AND INSTALLED CAMERAS: 57

APPENDIX 2 – Mount Rhodes CID Membership List



MOUNT RHODE CID NPC
2019/080628/08

MEMBERSHIP LIST 2024

MEMBERSHIP NUMBER	FIRST NAME	SURNAME
43-3143-2024	Max	Adamou
31-3150-2024	Johnny	Albert
3-3556-2024	David	Alexander
61-3133-2024	Wolfgang	Bach
6-3159-2024	David	Baldwin
5-3204-2024	Mickey	Barford
7-3203-2024	Grant	Barkhuizen
24-3183-2024	Richard	Bendel
59-3134-2024	Colin	Brown
63-3132-2024	Michael	Brownstone
17-3157-2024	Danelo	Bryant
70-3160-2024	David	Bush
37-3147-2024	Giuseppe	Carosini
9-3202-2024	Michael	Clareys
6-4304-2021	Richard	Daggitt
74-3130-2024	Elise	De Beer
68-3161-2024	Come	Deeyer
72-3131-2024	Catherine	Dupont
27-3152-2024	Willem	Els
80-3127-2024	Henning	Fisher-Budder
53-3138-2024	Ivanka	Frasco
51-3139-2024	Luis	Frasco
4-3205-2024	Peter	Gibbons
18-3184-2024	Sidharth	Goel
5-3553-2024	Klaus	Honhardt
52-3169-2024	Rick	Harding

MEMBERSHIP LIST LAST UPDATED: 31 July 2024 @ 4:00pm



MOUNT RHODE CID NPC
2019/080628/08

MEMBERSHIP LIST 2024

MEMBERSHIP NUMBER	FIRST NAME	SURNAME
22-3184-2024	Christine	Heeg-Weimann
50-3170-2024	Shanna	Heijberg
34-3178-2024	David	Hendry
10-3191-2024	Robert	Hiva
34-3177-2024	Ian	Jackson
2-3195-2024	Kobus	Jacobs
4-3193-2024	Allison	Jebbens
62-3164-2024	Mark	Kobald
82-3126-2024	Nicholas	Kruger
39-3145-2024	Thomas	Kusel
60-3165-2024	Dale	Lippstreu
25-3153-2024	John	Lusty
54-3168-2024	Peter	Mamacos
21-3155-2024	Phillip	Marais
76-3129-2024	James	McGregor
20-3185-2024	Kevin	Morris
56-3167-2024	Sandra	Moumitzis
11-3207-2024	Karlen	Murray
33-3149-2024	Timothy	O'Hagan
2-8289-2024	Donal	O'Neill
78-3128-2024	Sean	Padiachy
4-3194-2024	Luciana	Pool
41-3144-2024	Iva	Petrik
44-3173-2024	Henriette	Polgieter
84-3125-2024	Carmelo	Puglia

MEMBERSHIP LIST LAST UPDATED: 31 July 2024 @ 4:00pm



MOUNT RHODE CID NPC
2019/080628/08

MEMBERSHIP LIST 2024

MEMBERSHIP NUMBER	FIRST NAME	SURNAME
48-3171-2024	Bernardo	Puglia
55-3137-2024	Jochen	Schenk
35-3148-2024	Gregory	Scott
28-3181-2022	Ernst	Seelbach
49-3140-2024	Nicholas	Smith
32-3179-2024	Leiduly	Solnor
47-3141-2024	Ebrahim	Soloman
65-3162-2024	Thomas	Sorenson
29-3151-2024	Nicholas	Strales
64-3163-2024	Fuad	Udemans
8-3192-2019	Vera	Utemohlen
58-3166-2024	Malan	van Zyl
12-3190-2024	Alexander	Vassev
30-3180-2024	Denise	Woodgate

MEMBERSHIP LIST LAST UPDATED: 31 July 2024 @ 4:00pm

APPENDIX 3 – Mount Rhodes CID Complaints Resolution Process



MOUNT RHODE CID NPC

2019/080628/08

COMPLAINTS RESOLUTION PROCESS

Should you have any complaints with regards to the service of the Mount Rhodes Community Improvement District personnel and/or its service providers, the following procedure/process is to be followed:

1. Report it by email to mountrhodescid@gmail.com
2. All complaints will be communicated via email for record keeping purposes and to ensure that the Mount Rhodes CID responds on each aspect raised.
3. Give a maximum of two weeks for a response. In some instances, the Mount Rhodes CID cannot resolve the problem and needs to liaise with other stakeholders. Should there be extended delays in obtaining feedback from external stakeholders, you will be informed accordingly.
4. When you have received a response, and it is to your satisfaction, the matter will be considered closed.

Mount Rhodes CID COMPLAINTS RESOLUTION PROCESS

Page 1 of 2

IMPLEMENTATION DATE:

May 2024

REVIEW DATE:

May 2025



5. Should you not be satisfied with the response received, and wish to escalate the matter, then you can request that the matter be escalated to the Mount Rhodes CID board of Directors.
6. You will be provided with proof of such escalation to the relevant portfolio Director(s).
7. The relevant portfolio Director will then deal with your complaint and advise on actions should such be required.
8. You will receive a written response from the Mount Rhodes CID Director who will act on behalf of the Mount Rhodes CID board, with the necessary consultation.
9. Should you not be satisfied with the feedback of the Mount Rhodes CID Director, you may request escalation to the next authority.
10. The Operations Manager will provide you with proof of such escalation to the next level of authority which will be the Manager of the City of Cape Town's City Improvement Districts.
11. At this point, the City's unit will address your complaints and provide you with the relevant feedback on the action taken.

Mount Rhodes CID COMPLAINTS RESOLUTION PROCESS

Page 2 of 2

IMPLEMENTATION DATE:

May 2024

REVIEW DATE:

May 2025

APPENDIX 4 – Mount Rhodes CID Complaints Resolution Log



MOUNT RHODE CID NPC
2019/080628/08

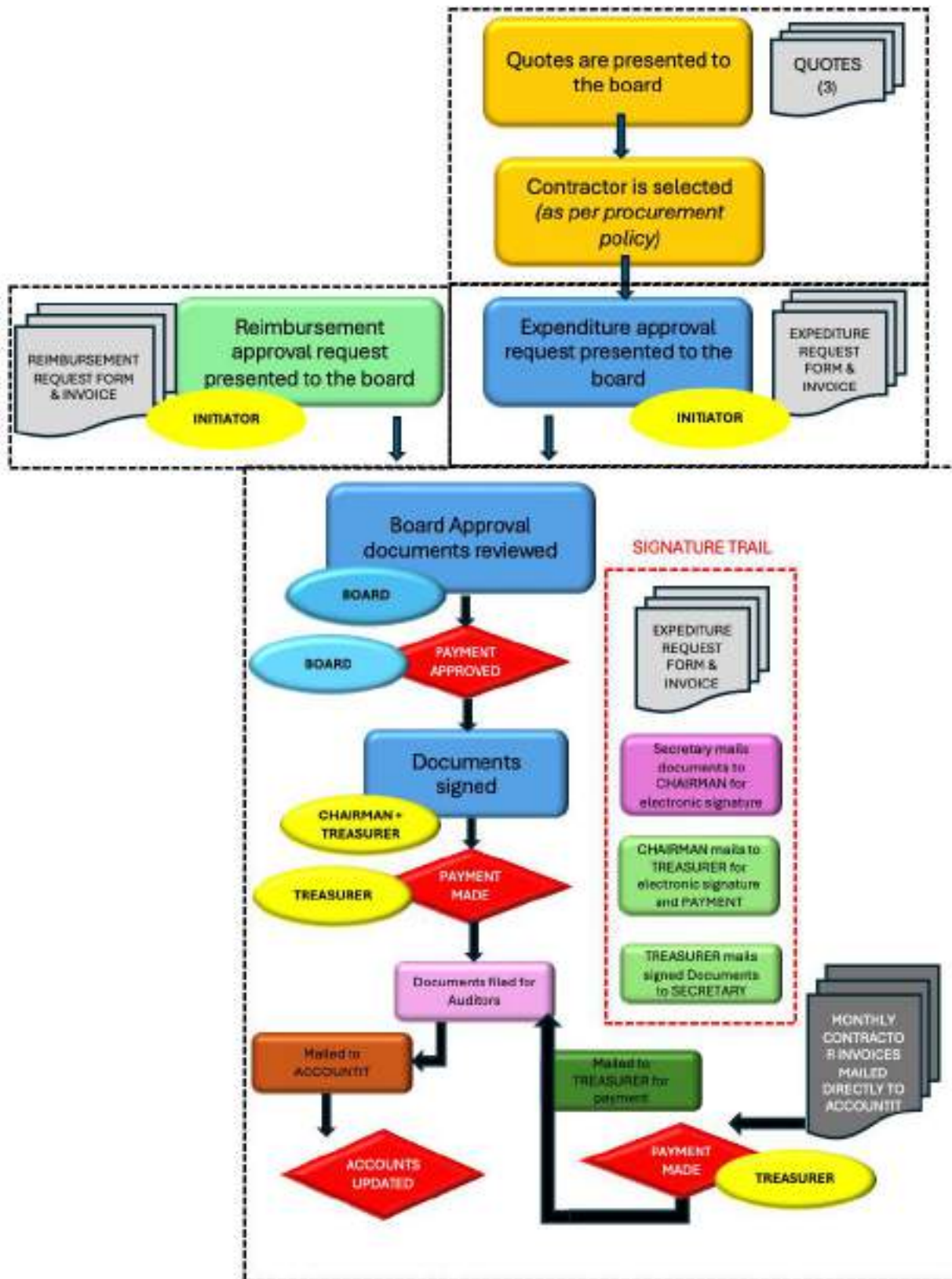
COMPLAINTS LOG

SUMMARY:

No complaints logged to date, 30 June 2024.

DATE:	
COMPLAINANT:	
SUBJECT OF COMPLAINT:	
DESCRIPTION OF COMPLAINT:	
COMPLAINT REF NUMBER:	
RESOLUTION:	
ACTION TAKEN BY:	
ACTION TAKEN:	
RESOLUTION:	
DATE RESOLVED:	
FEEDBACK TO COMPLAINANT DATE:	

APPENDIX 5 – Mount Rhodes CID Procurement Policy & Process





MOUNT RHODE CID NPC
2019/080628/08

PROCUREMENT POLICY AND PROCESS

1. PURPOSE

The purchase of goods and services is necessary for the Mount Rhodes CID to fulfil its mandate as defined in the business plan and supporting legislative framework for Special Rating Areas. The aim of this policy is to define good governance in the procurement of all goods and services whilst not being unnecessarily onerous and thereby constraining the operational effectiveness of the CID. All purchases are bound by this policy.

2. POLICY STATEMENT

The Mount Rhodes CID recognises that it is funded by the property owners of Mount Rhodes and will at all times use money as effectively as possible and avoid conflicts of interest i.e., avoid board members directly or indirectly receiving financial benefit from purchases or other own interest. The purchase of products and services will be fair, equitable, transparent, competitive, cost-effective and the product or service must meet the requirements for its intended purpose.

Mount Rhodes CID PROCUREMENT POLICY AND PROCESS V2

Page 1 of 1

IMPLEMENTATION DATE:
REVIEW DATE:

May 2024
May 2028



The purchase value will determine the extent of the process to be followed such that higher value purchases require greater oversight and control. All purchases will be in line with the budget and business plan, or board resolution that changes the budget. The Board of Directors will take appropriate action against any corrupt or unethical activities and acts of financial misconduct in the purchase of goods and services. The Financial committee is responsible for its budget.

3. PROCUREMENT PRINCIPLES

The purchase of products and services are guided by the following principles:

- Value for money - often the cheapest option can turn out to be a more expensive option in the longer term due to poor quality, purchases must provide good value for money.
- Local economy support - where possible purchases will benefit the local Mount Rhodes and Hout Bay community via employment, local businesses, etc.
- Conflicts of interest - potential suppliers and service providers must declare any direct or indirect family or other personal relationships with Mount Rhodes CID board members.

3



4. PROCUREMENT PROCEDURE

The procurement of all products and services will follow the required procedure based on the value of the purchase amount (once-off or cumulative within the financial year) and the level of understanding of the solution and potential suppliers and their offerings.

Pursuant to the Mount Rhodes CID Procurement Policy, the Mount Rhodes CID Invoicing & Payments Procedure document details the process by which work orders and invoices are managed with vendors and payments are made from the Mount Rhodes CID bank account.

There are four expense categories (each detailed hereafter) defined in this Policy:

1. Day to day expenses not exceeding R 1,000
2. Amounts not exceeding R5,000
3. Amounts between R5,001 and R20,000
4. Amounts exceeding than R20,000



4.1 EXPENSE CATEGORY 1: Amounts not exceeding R1,000.00

REQUIRED APPROVAL: Chairperson/Manager

PROCEDURE:

- 4.1.1 Purchase requirements need to be identified.
- 4.1.2 Completion of Expense Approval Form or Reimbursements Form
- 4.1.3 Confirmation of payment from Nedbank to be sent to Chairperson.
- 4.1.4 Invoices, till slips sent by end of month to the Accountant or Treasurer.
- 4.1.5 If the purchase is made using personal funds, the Treasurer may approve the reimbursement made based on invoices and till slips provided.

4.2 EXPENSE CATEGORY 2: Amounts not exceeding R5,000.00

REQUIRED APPROVAL: Chairperson

PROCEDURE:

- 4.2.1 Purchase requirements need to be identified.
- 4.2.2 Chairperson confirms budget capacity, alignment with business plan and priorities, and approves purchase.



- 4.2.3 Completion of Expense Approval Form or Reimbursements Form
- 4.2.4 Confirmation of payment from Nedbank to be sent to Chairperson.
- 4.2.5 Invoices, till slips sent by end of month to the Accountant or Treasurer.
- 4.2.6 If the purchase is made using personal funds, the Treasurer may approve the reimbursement made based on invoices and till slips provided.

4.3 EXPENSE CATEGORY 3: Amounts between R5,001.00 – R20,000.00
REQUIRED APPROVAL: Chairperson and Manager

PROCEDURE:

- 4.3.1 Purchase requirements need to be identified.
- 4.3.2 Chairperson confirms budget capacity, alignment with business plan and priorities, and approves purchase.
- 4.3.3 Obtain 3 written quotes.
- 4.3.4 Chairperson and Treasurer agree best option.
- 4.3.5 Completion of Expense Approval.
- 4.3.6 Purchase is completed.



4.4 EXPENSE CATEGORY 4: Amounts exceeding R20,000.00

REQUIRED APPROVAL: Board

PROCEDURE:

- 4.4.1 Purchase requirements need to be identified.
- 4.4.2 A minimum of three quotes are obtained.
- 4.4.3 A recommendation made to board (all documentation must be finalised and stored for future reference).
- 4.4.4 Completion of Expense Approval Form.
- 4.4.5 Board confirms budget capacity, alignment with business plan and priorities and approves at a board meeting (if satisfied with the recommendation and adherence to process) and resolution minutes ,
- 4.4.6 Purchase made, or contract entered.

5. PREFERRED SUPPLIERS

Mount Rhodes CID may appoint preferred suppliers and service providers. Their appointment must follow the same procedure detailed above based on the anticipated value of goods and services that will be procured within the financial year. Their prices must be tested against two comparative quotes once every two years.



6. MANAGEMENT RESERVE

Mount Rhodes CID will hold a management reserve of 10% of budgeted expenditure which may be used to mitigate major risks and threats as they arise, and funding is immediately accessible in order to cover the costs of unidentified risks or 'unknown-unknowns'.

7. CONTRACTING PRINCIPLES

The following contracting principles should be adhered to for all contracts that are non-day-to-day in nature:

7.1 Must meet the requirements set out in the Finance Agreement the CID has entered into with the City of Cape Town:

- Clear performance indicators with appropriate targets and/or service levels
- Provision for regular meetings to review performance against these targets and/or service levels where problems which could impact performance are resolved.
- Incentives and penalties which enable the Executive Officer (board) to correct performance
- A termination clause that allows the contract to be terminated in the event of poor performance.



- 7.2 All contracts for the acquisition of any goods or services must be in writing (a valid invoice from a supplier is an absolute minimum requirement for all contracts)
- 7.3 Parties – clearly identify the legal entity being contracted with (include registration number);
- 7.4 Performance – detail precisely each party's duties, rights, and obligations, in particular any special conditions. If possible, build in a service level obligation to ensure that contractual performance meets an agreed standard.
- 7.5 Price – show the make-up of the price in detail. Clarity over whether a price is inclusive or exclusive of VAT is essential. As a rule, payment for goods or services should only be made after delivery. Upfront payments should be kept to a minimum.
- 7.6 Period and termination – in general, contracts should not be longer than two years. Contracts must be subject to a right of cancellation if the counterparty is in material breach or has not complied with its obligation when measured against the agreed service level. Contracts that are signed for two years may be extended for a further two years (four years in total) were approved by the board. After four years, the service should go out to tender again.



8. FUTURE POLICY AMENDMENTS

This policy may be amended from time to time. Such amendments must be presented to and approved by resolution of the Mount Rhodes CID board.



Mount Rhodes CID PROCUREMENT POLICY AND PROCESS V2

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IMPLEMENTATION DATE:

May 2024

REVIEW DATE:

May 2025

APPENDIX 6– Mount Rhodes CID Expenditure Approval Form



MOUNT RHODE CID NPC

2019/080628/08

EXPENDITURE APPROVAL FORM



DATE:	
DESCRIPTION:	
VENDOR:	
QUOTATION NUMBER:	
AMOUNT:	
INVOICE NUMBER:	
DATE:	
AMOUNT:	
METHOD OF PAYMENT:	
PAYER:	
DATE OF PAYMENT:	

INITIATOR SIGNATURE	CHAIRPERSON SIGNATURE

BOARD MEETING DATE WHEN EXPENSE APPROVED _____

Please attach signed copies of quotations and invoices and proof of payment and return to administration for audit purposes.

Mount Rhodes CID EXPENDITURE APPROVAL FORM

Page 1 of 1

IMPLEMENTATION DATE:
REVIEW DATE:

May 2024
May 2025

APPENDIX 7 – Mount Rhodes CID Reimbursement Approval Form



MOUNT RHODE CID NPC

2019/080628/08

REIMBURSEMENT APPROVAL FORM

DATE:	
DESCRIPTION:	
AMOUNT:	
INVOICE NUMBER:	
METHOD OF PAYMENT:	
PAYER:	
DATE OF PAYMENT:	

INITIATOR SIGNATURE		CHAIRPERSON SIGNATURE

BOARD MEETING DATE WHEN EXPENSE APPROVED _____

Please attach signed copies of invoices and proof of payment and return to administration for audit purposes.

Mount Rhodes CID REIMBURSEMENT APPROVAL FORM

Page 1 of 1

IMPLEMENTATION DATE:
REVIEW DATE:

May 2024
May 2025

APPENDIX 8 – Mount Rhodes CID Directors Code of Ethics



MOUNT RHODE CID NPC

2019/080628/08

DIRECTORS CODE OF ETHICS

The Mount Rhodes CID Directors Code of is guided by principles of good governance, transparency, accountability, and commitment to community service.

1. Integrity and Honesty

- Directors should act with integrity and honesty in all dealings related to the CID.
- They should avoid conflicts of interest and disclose any potential conflicts immediately.

2. Transparency

- Directors must ensure that all decisions and actions are transparent and can be fully explained to stakeholders.
- Financial reports, meeting minutes, and other important documents should be accessible to the public.

Mount Rhodes CID DIRECTORS CODE OF ETHICS

Page 1 of 3

IMPLEMENTATION DATE:
REVIEW DATE:

July 2024
July 2025



3. Accountability

- Directors are accountable to the community they serve and must prioritize the interests of the community over personal or financial gains.
- Regular performance reviews and audits should be conducted to maintain high standards.

4. Fairness and Equity

- Directors must treat all community members fairly, without bias or ~~favoritism~~.
- They should ensure that resources and services are distributed equitably across the CID.

5. Confidentiality

- Directors must respect the confidentiality of sensitive information and only share it when legally required or with appropriate authorization.
- Information obtained during their tenure should not be used for personal gain.

6. Professional Conduct

- Directors should conduct themselves professionally in all CID-related activities.
- They should attend meetings regularly, participate actively, and make decisions based on thorough analysis and community input.



7. Compliance with Laws and Regulations

- Directors must comply with all relevant laws, regulations, and bylaws governing CIDs.
- They should be aware of and adhere to the legal framework within which the CID operates.

8. Commitment to the Mission

- Directors must be committed to the CID's mission and objectives, working diligently to achieve the goals set out for the community's benefit.
- They should actively seek ways to improve the CID's effectiveness and impact.

9. Stewardship

- Directors are stewards of the community's resources and must ensure that all assets are managed responsibly.
- They should ensure that the CID's operations are sustainable and aligned with long-term community interests.

10. Conflict Resolution

- Directors should address conflicts within the board or community in a constructive and collaborative manner.
- They should seek mediation or other conflict resolution mechanisms when necessary.

APPENDIX 9 – Mount Rhodes CID Risk Register



MOUNT RHODE CID NPC|

2019/080628/08

MOUNT RHODES RISK REGISTER

ID	DATE RAISED	RISK DESCRIPTION	RISK IDENTIFIER	IMPACT LEVEL	PRIORITY LEVEL	OWNER	MITIGATING ACTION
1	27-Jul-24	Corrosion on Victoria Road embankment next to Mount Rhodes perimeter fence corroding footing for the fence	Residents	HIGH	HIGH	CID	Complaint logged with CCT - see Service Faults Register

