APPROVED PUBLIC PARTICIPATION PLAN (required under s. 6(2) of CID By-law)					
Proposed Methods of Notification (requirement under s. 6(7) of CID By-law)					
Notification Medium	**Details**	**Targeted Interested & Affected Party ("*I&AP*")**	**By-law**	**Policy**	**Deviation sought?**
Internet	Steering Committee's Website at www.milnertoncentralcid.co.za	Local community & proposed Additional Rate Payers (ARPs)		Clause 9.4.3	N
Email notification	Email documents & notices to email addresses of proposed ARPs- (a) contained in the City's records; and/or (b) listed in the steering committee's register of members of the local community (clause 9.3).	All single residential properties, sectional title blocks and businesses within the CID geographic boundary. The communication plan includes the mailing of the following communications - link to CID website - urban management survey The Steering Committee will also email the managing agents and body corporates of the sectional title blocks	s. 6(7)(a)(i)	Clause 9.4.1	N
	Email documents & notices to email addresses of- (a) local community members listed in the steering committee's register of members of the local community (clause 9.3); and (b) NGOs and other community organisations carrying on activities in the proposed Milnerton Central CID, as listed in the steering committee's	The steering committee will also engage with other existing community organisations, these include: - Milnerton Central Neighbourhood Watch - Milnerton Central Residents Association - Milnerton Crime Watch Trust - Milnerton Lifesaving Clubs - Milnerton Tennis Club - Milnerton Street groups - Milnerton Bowls club - Milnerton Churches eg Legacy church, St Oswald's Anglican, Methodist, NG Kerk Sonnekus	s. 6(7)(a)(ii)	Clause 9.4.1	N

	register of members of the local community.	- Milnerton Schools - Milnerton Primary, Seamount Primary, Woodbridge Primary and Milnerton High School.			
Notification Medium	**Details**	**Targeted Interested & Affected Party ("*I&AP*")**	**By-law**	**Policy**	**Deviation sought?**
Registered Mail	Post relevant documents or notice to: (a) Those ARPs for whom the steering committee does not have email addresses; and (b) Members of the local community contemplated who have not provided email addresses for purposes of the written notice.	Proposed ARPs & Local Community For properties we have no contact for, we plan two communications: 1. Flyer drop for properties that we have no contact 2. Registered mail. This will be based on the number of properties we have been unable to contact via email or flyer drops.	s. 6(7)(b) read with s.1 definition of "written notice".	Clause 9.4.1	N
Email notification/ Physical meeting	Over and above the public meetings required in terms of section 6 of the By-Law; (a) The steering committee shall convene one or more focus groups for purposes of conveying information about, (b) Eliciting comment on, both draft and final business plans, and Group(s) should consist of between 3 to 15 participants.	Sub-Council, NGOs and any other focus groups Our business plan focus groups are as follows: 1. Neighbourhood Watch members, involving the Admins of our Street WhatsApp Groups 2. Milnerton Central Residents Assoc members 3. Milnerton Churches e.g. Legacy church, St Oswald's Anglican, Methodist Church, NG Kerk Sonnekus, Shul, Focus on the needs of religious associations 5. Apartment blocks: We have identified approx. 10 key apartments blocks and we plan to engage with them to understand their needs in detail. 6. Milnerton Mediclinic and shopping Centres		Clause 9.8	N
Newspapers	Newspaper advertisements in: (a) Die Burger (b) The Atlantic Sun and/or Argus	Proposed ARPs & Local Community We plan to run adverts and articles in the Tygerburger and Tabletalk. We have good relationships with the reporters.	s. 6(7)	Clause 9.4.4	Y

Public Notices	Public notices to be affixed at the following locations [*e.g.*]: (i) Library at Milnerton library, Pienaar Road, Milnerton (ii) Notice boards at the following shopping complex: (a) Paddocks Shopping Centre, Racecourse Road (b) Milnerton and CentrePoint, Loxton Road, Milnerton (iii) *Service Station – N/A*	Proposed ARPs & Local Community 1. Street pole boards in selected high resident traffic streets 2. Notices in apartment blocks entrances	Not a legal requirement	Not a legal requirement	N
Other means	Distribution of fliers and Broadcasts via social media channels and messaging apps i.e. Facebook and Whatsapp Groups	Proposed ARPs & Local Community We have already setup a Facebook and LinkedIn Page, so we can broadcast a link to our website		Clause 9.4.5	N
A. REGISTER OF THE LOCAL COMMUNITY					
Proposed Date	**Proposed Action**	**Content of Register**	**By-law**	**Policy**	**Deviation sought?**
1 Oct 2025	Open and maintain a register of member of the local community. "local community" in relation to a CID- means the body of persons comprising individuals falling under one or more of the following categories – (a) property owners in the district, irrespective of whether or not they will be liable for paying the additional rate; (b) residents of the district;	Names, contact details & addresses of persons listed in s. 6(8) of the By-law. The Milnerton Central CID is maintaining a comprehensive database of all properties, their owners, tenants, and related parties. We will use HubSpot CRM https://www.hubspot.com/ for this purpose, and will record every communication with every property owner, tenant or related party.	s. 6(8)	Clause 9.3	N

	(c) tenants and body corporates in the district; (d) any civic organisations and non-governmental, private sector or labour organisations or bodies which are involved in local affairs in the district affected by the proposed improvement or upgrading of the district.				
B. OBTAIN INPUT FROM I&AP					
1. Focus Groups					
Proposed Date	**Proposed Action**	**Targeted Interested & Affected Party ("*I&AP*")**	**By-law**	**Policy**	**Deviation sought?**
Nov 2025 - Jan 2026	Convene focus groups consisting of the following groups of people: (i) [e.g.] Representatives of NGOs' in local community; (ii) [e.g.] Representatives of any neighbourhood watch association in the local community and Community Policing Forum members; (iii) ARPs	Local Community & Proposed ARPs Our business plan focus groups are as follows: 1. Neighbourhood Watch members, involving the Admins of our Street WhatsApp Groups 2. Milnerton Central Residents Assoc members 3. Milnerton Churches e.g. Legacy church, St Oswald's Anglican, Methodist Church, NG Kerk Sonnekus, Shul, Focus on the needs of religious associations 5. Apartment blocks: We have identified approx. 10 key apartments blocks and we plan to engage with them to understand their needs in detail. 6. Milnerton Mediclinic and shopping Centres		Clause 9.8	N

2. First Public Meeting					
(a) Notice of First Public Meeting					
Date	**Notification Mediums**	**Content of Notice**	**By-law**	**Policy**	**Deviation sought?**
12 February 2026	(i) Website; (ii) Email; (iii) Registered mail; (iv) Public notices; (v) Newspaper advertisement - weekly (vi) Posters	**PLEASE TAKE NOTICE THAT**: The owner of a registered property in Milnerton Central intends to apply for the establishment of a City Improvement District in terms of the City of Cape Town: City Improvement District By-Law, 2023, read with the City of Cape Town's: City Improvement District Policy, 2023 (the "*Policy*"). The proposed Milnerton Central CID will include all non-residential and residential properties in the area within the following geographical boundaries: North boundary: Racecourse Road East boundary: Koeberg Road South Boundary: Boundary Road West Boundary: R27, Otto du Plessis, but including the Esplanade area (A map depicting these geographical boundaries is attached hereto as Annexure "A"). The purpose of the upcoming public meeting is to discuss the draft business plan and proposed application for establishment of the CID, and to elicit comments for purposes of preparing the final business plan. DATE: 12 February 2026 TIME: 7:00pm VENUE: Milnerton High School ADDRESS: Pienaar Road, Milnerton **ALL PROPERTY OWNERS AND LOCAL COMMUNITY MEMBERS IN THE PROPOSED CID ARE KINDLY REQUESTED TO ATTEND THE MEETING.**	s. 6(6)	Clause 9.4.1	N

		PLEASE TAKE FURTHER NOTICE THAT: 1. All property owners are automatically entered in the Interested Parties Register for the CID establishment in terms of clause 9.3 of the Policy (the "*register*"). Other members of the local community who wish to register as interested persons must contact the applicant at email: info@milnertoncentralcid.co.za 2. The draft business plan is available for download at www.milnertoncentralcid.co.za and may be inspected at Milnerton Library, Pienaar Road, Milnerton 3. Any written comments on the draft business plan and proposed application must be submitted to the applicant as appears in para 1 above by 13 March 2026. 4. If you are not the registered owner of an affected property, kindly forward this notice to the registered owners immediately. Alternatively, kindly inform info@milnertoncentralcid.co.za of the registered owner's contact details, so that the applicant may relay the contents of this notice.			
(b) Convene First Public Meeting					
Date	**Venue**	**Details of Chairperson**	**By-law**	**Policy**	**Deviation sought?**
12 Feb 2026	Milnerton High School	In discussions with Ryan Paterson (Chairperson of Lower gardens CID)	s. 6(5) s. 6(7)(a) s. 6(7)(b) s. 6(7)(c)		N

(c) Written Comments on Draft Business Plan					
Date	**Action/ Steps**	**Details**	**By-law**	**Policy**	**Deviation sought?**
13 Mar 2026	Provide local community until at least 30 days after the date of the public meeting an opportunity to submit to the applicant written comments on the proposed application and the draft business plan.	Comments on the draft business plan to be submitted in writing within 30 days of the meeting, to info@milnertoncentralcid.co.za. This facility is provided for on our HubSpot platform	s. 6(8)		N
(d) Include Written Comments in Final Business Plan					
Date	**Action/ Steps**	**Details**	**By-law**	**Policy**	**Deviation sought?**
13 Mar 2026	Prepare a table to accompany final business plan, which summarise: (i) Comments made during the 1st public meeting; (ii) Written comments received pursuant to section 6(10); and (iii) The applicant's response to these comments, including references to changes in the final business plan that were made pursuant to any relevant comment.	To be prepared post first public meeting	s. 6(9)		N

3. Second Public Meeting					
(a) Notice of 2nd Public Meeting					
Date	**Notification Mediums**	**Content of Notice**	**By-law**	**Policy**	**Deviation sought?**
16 Apr 2026	(I) Website; (II) Email; (III) Registered mail; (IV) Public notices; (V) Newspaper advertisement (Weekly) (VI) Posters	**PLEASE TAKE NOTICE THAT**: The owner of a registered property in Milnerton Central intends to apply for the establishment of a City Improvement District in terms of the City of Cape Town: City Improvement District By-Law, 2023, read with the City of Cape Town's: City Improvement District Policy, 2023 (the "*Policy*"). The proposed Milnerton Central CID will include all non-residential and residential properties in the area within the following geographical boundaries: North boundary: Racecourse Road East boundary: Koeberg Road South Boundary: Boundary Road West Boundary: R27, Otto du Plessis, but including the Esplanade area (A map depicting these geographical boundaries is attached hereto as Annexure "A"). Following the public meeting on 12 Feb 2026, no changes have been made to the draft business plan. The purpose of the upcoming public meeting is to discuss the final business plan and elicit further comment in terms of section 6 of the By-law, before it is submitted to Council as part of the CID establishment application. The consent and objection phase will commence on conclusion of the meeting. Once the required level of support is achieved, the application will be submitted to Council for consideration. DATE: 16 April 2026	s. 6(7)(a) s. 6(7)(b) s. 6(7)(c) s. 6(10) s. 6(11)	Clause 9.4.1	N

		TIME 7:00PM VENUE: Milnerton High School ADDRESS: Pienaar Road, Milnerton **ALL PROPERTY OWNERS AND LOCAL COMMUNITY MEMBERS IN THE PROPOSED CID ARE KINDLY REQUESTED TO ATTEND THE MEETING.** **PLEASE TAKE FURTHER NOTICE THAT**: 1. All property owners are automatically entered in the Interested Parties Register for the CID establishment in terms of clause 9.3 of the Policy (the "*register*"). Other members of the local community who wish to register as interested persons must contact the applicant email: info@milnertoncentralcid.co.za 5. 2. The draft business plan is available for download at www.milnertoncentralcid.co.za and may be inspected at Milnerton Library, Pienaar Road, Milnerton 3. Any written comments on the final business plan and proposed application must be submitted to the applicant as appears in para 1 above by 17 May 2026. 4. If you are not the registered owner of an affected property, kindly forward this notice to the registered owners immediately. Alternatively, kindly inform info@milnertoncentralcid.co.za of the registered owner's contact details, so that the applicant may relay the contents of this notice.			

(b) Convene Second Public Meeting					
Date	**Venue**	**Details of Chairperson**	**By-law**	**Policy**	**Deviation sought?**
16 Apr 2026	Milnerton High School, Pienaar Road, Milnerton	In discussions with Ryan Paterson (Chairperson of Lower gardens CID)	s. 6(10)		N
(c) Written Comments on Final Business Plan					
Date	**Action/ Steps**	**Details**	**By-law**	**Policy**	**Deviation sought?**
17 May 2026	Provide local community until at least 30 days after the date of the second public meeting an opportunity to submit to the applicant written comments on the proposed application and the draft business plan.	Comments on the draft business plan to be submitted in writing within 30 days of the meeting, to info@milnertoncentralcid.co.za. This facility is provided for on our HubSpot platform	s. 6(12)		N
(d) Include Written Comments on Final Business Plan					
Date	**Action/ Steps**	**Details**	**By-law**	**Policy**	**Deviation sought?**
17 May 2026	Prepare a table to accompany final business plan, which summarise: (i) Comments made during the 2nd public meeting; (ii) Written comments received pursuant to section 6(14); and (iii) The applicant's response to these comments.	To be prepared post second public meeting	s. 6(13)		N

Approved by:

Name	Designation	Signature
Joepie Joubert	Manager: City Improvements Districts	Joepie Joubert Digitally signed by Joepie Joubert Date: 2025.10.28 15:32:02 +02'00'