

**LONGACRES EQUESTRIAN AND  
COUNTRY ESTATE**

**OPERATIONAL ENVIRONMENTAL  
MANAGEMENT PLAN**

**Volume 4**



This Operational phase Environmental Management Plan (OEMP) deals with the long term management of all aspects of the Estate and includes all relevant documentation contained or referred to with any amendments or annexes to this document. It is to be read in conjunction with other documentation applicable to the development, as detailed in Section 1.2 below.

The intention of the OEMP is to provide a set of management guidelines and requirements that aim to ensure that activities related to the development and operation of the Estate, as well as the facilities associated with these activities, are managed suitably, in order to minimise possible impacts on the local and surrounding environment.

Different parties will be responsible for the management of various components of the Estate according to the requirements of this document. Implementation of this management plan however ultimately be the responsibility of the Home Owners Association (HOA) who is to ensure that all parties associated with the Estate are familiar with the requirements of this document, and comply with such requirements.

Details of management responsibilities of various parties are provided in section 2 of this document

### *1.2 Context of the EMP*

The operational phase EMP is one in a series of management documents applicable to the Longacres Equestrian and Country Estate (LECE). Many of these documents are closely linked, and should thus be referred to in reading the OEMP. Other management and supporting documents applicable to the Estate include:

- Constitution of the Longacres Equestrian and Country Estate – Vol. 1
- Code of conduct of the Home Owners Association – Vol. 2
- Longacres Architectural Design Manual – Vol. 3
- Builders Code of Conduct Agreement – Vol. 5
- Estates Agents Code of Conduct – Vol. 6
- Equestrian Club Constitution – Vol. 7
- Town Planning and Environmental Approvals
- Guidelines for chemical use for alien vegetation control
- Guidelines related to community fire safety

### *1.3 Legal Status of the EMP*

By virtue of the fact that this document has been compiled to fulfil a condition of approval by the Local Authority: Saldanha Bay Municipality – Langebaan Administration, there exists a legal obligation for the specifications of this OEMP to be complied with.

### *1.3 Key Environmental Legislation Applicable to the Estate*

The following is a list of key environmental laws which are applicable to the Estate. All relevant approvals and permits, or any other management requirements in terms of this, or any other legislation applicable to the development as well as any future amendments to such legislation, are to be complied with. It should be noted that this is not a comprehensive list.

- National Environmental Management Act (No 107 of 1998)
- Environmental Conservation Act (No 73 of 1989) National Water Act (No 36 of 1989)
- Conservation of Agricultural Resources Act (No 43 of 1983)
- Occupational Health and Safety Act (No 85 of 1993)
- Hazardous Chemical Substance regulations (25 August 1995)
- By Laws Related to Community Safety
- Atmospheric Pollution Prevention Act (No 45 of 1965)
- Agricultural Pests Act (No 36 of 1983)

### *1.4 Format of this Document*

This document has been divided into a number of sections as listed below, to facilitate the environmental management of various components of the development by different management bodies.

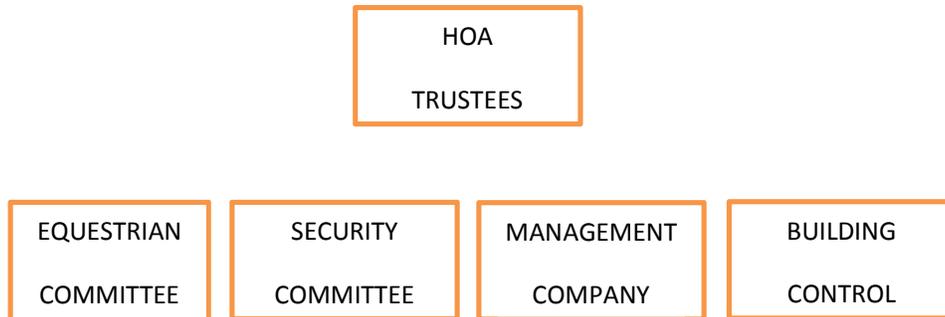
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|-----------|---|
| Section 1 | Provides contextual information about the development, and the OEMP   |
| Section 2 | Provides details regarding implementation of the OEMP   |
| Section 3 | Provides environmental management requirements for residential properties   |
| Section 4 | Provides environmental management requirements for all private/public open spaces and landscaped areas.                         |
| Section 5 | Provides environmental management requirements applicable for the water storage   |
| Section 6 | Provides environmental management requirements for services and related infrastructure.   |
| Section 7 | Provides environmental management requirements applicable to the management of equestrian trails and related riding facilities. |
| Section 8 | Provides details for the management of fire, fire breaks and hazardous materials.   |

## 2 Implementation of the Management Plan

### 2.1 Organizational Structure and Management Responsibilities

A management responsibility for the implementation of the OEMP is based on the following organizational structure being in place for management of the Estate. Only key role players in the implementation of the requirements of the OEMP have been included

Detail of the environmental responsibilities of these key role players have been provided in Sections 2.1.1 to 2.1.6 below.



**Fig 2:** Organisational structure for environmental management of the Estate.

#### 2.1.1 Home Owners Association (HOA)

The Home Owners Association of the Longacres Equestrian and Country Estate is to operate in accordance with the constitution of the HOA. All property owners will be a member of the HOA.

The conditions of subdivision, as imposed by the Council, places the responsibility on the HOA to monitor and enforce compliance by the individual owners with the terms and conditions of the OEMP. A full detailed list of responsibilities of the HOA is provided in the Constitution of the Longacres HOA.

The following aspects relating to environmental management within the Estate will be the responsibility of the HOA. Note that these responsibilities are in addition to those listed in the HOA Constitution.

- The HOA will be responsible for ensuring that all tenants are aware of the management requirements detailed in this document, and that the management requirements are suitably implemented
- The HOA is the legal entity responsible for the maintenance of common property such as open space, infrastructure services and amenities, and are thus to ensure that management required for these areas are suitably implemented.
- The HOA can at its discretion appoint a Management Company to fulfil certain management obligations on its behalf.
- The HOA is responsible for raising the finance for environmental control requirements as outlined in this document, as they relate to the long term management of the site. Such funds are to be raised as part of the levy paid by all property owners.

- Comply with conditions imposed by the Council or any other authority with respect to ongoing management for the development, such as the monitoring and enforcement of the OEMP.
- Ensure that an agreement (Building Contractor's Code of Conduct Agreement) is entered with each homeowner and their builder prior to the start of construction activities on site. The HOA is to ensure compliance by the homeowner and builder with all conditions of the contract.
- Ensure that registered homeowners only commence construction after all boundary pegs have been placed or pointed out by a registered professional land surveyor.
- Receive annual environmental management reports from each of the key role players responsible for implementation of sections 3-6 of this document, at a specified time each year, to be determined by the HOA.
- Make relevant changes to the OMEP and environmental management practices of the Estate, as required to ensure suitable management of the site, and prevent potential environmental damage and pollution.
- Issue details of all updates to the OEMP to all homeowners, as well as any Associations affiliated to the Estate, as detailed in Section 2.2 of the OEMP.
- Appoint an consultant, or other relevant specialist, to advise on matters relating to environmental management with which the HOA are not familiar.

#### *2.1.2 Management Company*

The HOA may at its discretion appoint a Management Company to assist with the overall administrative management of the Estate, and will fulfil the environmental/Estate management requirements on their behalf.

#### *2.1.3 Homeowners*

Responsibilities of the homeowners as detailed in this document will apply to the original homeowners, as well as any future homeowners, tenants or occupants of dwellings within the Estate.

The following aspects of environmental management will be the responsibility of the homeowners:

- Abide by all guidelines, conditions and specifications imposed by the HOA, the conditions of sale, or specified in the OEMP.
- Comply with the landscape and architectural guidelines for the Estate.
- Along with the builder, enter into a Building Contractor's Code of Conduct Agreement with the HOA prior to the start of construction activities.
- Along with the Estate Agent, enter onto an Estate Agents Code of Conduct Agreement with the HOA, in case of proposed sale of the property.
- Along with each service provider, enter into a Service Provider's Code of Conduct Agreement with the HOA, prior to the start of work on site by the relevant service provider.
- Ensure that the relevant parties comply with the requirements of each of the agreements mentioned above.

- Ensure that all construction activities (including initial construction as well as any subsequent alterations or additions) related with their dwellings are undertaken in accordance with the design manual and the Building Contractor's Code of Conduct Agreement, as well as any additional requirements required for suitable environmental management during construction.
- Any other aspect of environmental management detailed in Section 3 (of this document for which the homeowners have been identified as the responsible party.
- Keep record of all updates to the OEMP as detailed in Section 2.2 of the OEMP.

### *2.2 Review of Operational Phase Environmental Management Plan.*

The OEMP is to be reviewed by the HOA, once every 3 years (or more frequently if development so dictates) to ensure that the environmental management requirements of the document remains relevant to site conditions.

Once the need for change to the existing requirements has been identified, the HOA is to notify the local authority and any other relevant parties identified by the HOA, of all proposed changes to the OEMP, and thus the environmental management on site. Following a 30 day comment period by these organisations, the HOA is to make the proposed changes to the OEMP documentation and management practices on site, and ensure that all relevant parties (including the equestrian club and all homeowners) are issued with the relevant updates. All updates are to be inserted as Appendix 3.

### *2.3 Funding of Environmental Management Requirements*

The HOA must ensure that sufficient funding is provided to manage the Estate effectively. All future owners of the land will be liable for payment of a levy to the HOA, which will be used for general management of the Estate. Funding of management of private erven will however be the responsibility of the individual homeowners. Insufficient funding is not to be considered an adequate reason for poor environmental management on site or failure to comply with OEMP specifications.

All costs associated with environmental management on site (apart from private erven) as detailed in this document, will be covered by the levies, although the cost of remedial action or rehabilitation required as a result of transgressions of the requirements of the OEMP, or any other actions with a detrimental effect on the environment, are to be covered by the party responsible for the damage.

### *2.4 Failure to Comply with OEMP Requirements.*

This document has been compiled to fulfil a condition of authorisation of the zoning conditions by the local authority, Saldanha Bay Municipality, as well as a condition of authorisation of the development. There consequently exists a legal obligation for the specifications of this OEMP to be complied with.

The HOA has the right to impose penalties upon relevant parties in the case of non-compliance with the OEMP. In the case of any incident which has resulted in environmental damage due to the negligence of any party on site, the HOA is to evaluate the nature and magnitude of the incident, and may impose a suitable penalty along with any remedial costs.

Any such penalty or sanction by the HOA does not detract from the rights of censure or prosecution under any other law.

Section 4 of the constitution of the Longacres Home Owners Association regarding breach of conditions shall be applicable in the case of any non-compliance with the requirements of this document by any parties.

### *2.5 Monitoring and Auditing.*

The requirement is for a report to be prepared (at no longer than 3 year intervals) to serve as an internal audit, which will allow the HOA to evaluate the problems being experienced with environmental management on site, whether any of the environmental management specifications are impractical, or if more stringent environmental management or monitoring and control by the HOA is required.

The HOA is to keep records of all internal audit reports compiled, and make them available to the local or environmental authorities should they wish to do so, or be requested by the authorities. The HOA and the authorities may, if they feel it is necessary and by agreement, request an external audit at any time at the cost of the HOA

External audit reports are to be kept on record by the HOA and made available to the local and environmental authority for their records and information.

External audits are to be carried out by suitably qualified and experienced environmental consultants.

## **3. Environmental Management Requirements: Private (Residential) Properties**

This section of the document provides detailed specifications for management of private residential erven within the Estate. All requirements of this section of the document will be the responsibility of each of the respective homeowners, unless otherwise specified.

### *3.1 Management of Vacant Erven*

Registered owners will be required to comply with all conditions and guidelines from date of first transfer of the Erf into the registered owner's name. Prior to start of construction activities on each Erf, management of the vacant Erf will be the responsibility of the owner thereof. Should the owner fail to implement any management requirements, the HOA may appoint a contractor to do so, for the account of the owner.

#### Management Requirements

- All vacant erven to be cleared of alien vegetation. The use of chemicals for alien vegetation control on vacant erven is discouraged.
- Grass and other vegetation on the site is to be suitably managed to ensure that it does not pose a fire risk
- All plant material cleared from private erven is to be removed from the site, and not left on the Erf. No dumping is allowed on private erven.

## Responsible Parties

- The homeowner is responsible for ensuring his/her property is suitably managed prior to house construction.
- The HOA is to monitor clearing of vacant erven as required, as well as dumping on private erven by builders on adjacent properties, notify the relevant parties where action is required, and taking suitable action on behalf of the HOA where necessary

### *3.2 House Construction*

A number of documents associated with the Longacres Estate provide conditions to ensure that the design, construction, and renovation of houses, stables and outbuildings takes place in an orderly fashion within the constraints set to enhance the aesthetic character of the Estate.

These documents include:

- The Agreement of Sale
- Longacres Estate Design Manual
- Building Contractor's Code of Conduct Agreement
- Estate Agents Code of Conduct.

It is to be noted that the first building constructed, is to be a dwelling house with a minimum floor area of 120 square meters

During the initial construction of dwellings as well as any subsequent renovations, additions or alterations to the dwellings, there is potential for disturbance to the surrounding environment and homeowners if construction activities are not suitably managed.

Detailed specifications for construction activities have been provided in the Building Contractors Code of Conduct. This document provides the building contractor with detailed specifications of what will and will not be considered suitable practice during construction activities on site, and include aspects relating to environmental management.

## Management Requirements

- The homeowner is to enter into a Building Contractors Code of Conduct Agreement with the builder and the HOA prior to the start of any construction activities on his or her private Erf. This is applicable to initial house construction as well as any subsequent renovations or alterations.
- All building and related contractors and subcontractors involved with the construction of individual dwellings are to be made aware of the conditions of the Building Contractor's Code of Conduct Agreement as well as any additional environmental management requirements during work on site.
- Construction of a dwelling must be completed within one year of the date that the registered owner commences construction. Completion implies that all construction related material, equipment and waste have been removed from the site, and disturbed areas around the site have been suitably rehabilitated, to the satisfaction of the HOA. Failure to complete the construction within one year will require the registered owner to apply to the HOA for an extension of time.

- The HOA or its appointed representative is to monitor all construction activities on site, and identify any problems which may result in environmental damage, and make recommendations to the building contractor for mitigation or remedial action required.
- Prior to the Building Completion Certificate being issued, and the building contractor moving off site, the HOA is to confirm that they are satisfied that all waste and materials have been removed from the site, and that all relevant areas have been suitably cleaned and rehabilitated.

#### Responsible Parties

- The homeowner is to ensure compliance with all conditions of the Building Contractor's Code of Conduct by the builder and any other contractors or subcontractors.
- The HOA is to monitor compliance with this document, and any further requirements of this or any other document relating to construction activities on private erven.

### *3.3 Landscaping*

The homeowner is to ensure that the road reserve in front of the Erf is maintained to the satisfaction of the HOA.

#### Management requirements

##### Landscaping

- The use of the road reserve as open earth water channels to be maintained by each homeowner to manage the storm water runoff.
- The use of indigenous or non-invasive plant species, is recommended as far as possible. Water-wise gardening (i.e. making use of species which have low water requirements) is encouraged.
- Residents may be asked to remove any plant species not considered suitable by the HOA and will be expected to comply.
- It is recommended that every property retains a portion of the original vegetation to maintain the natural habitat for the conservation of natural habitat.
- All cuttings, clippings and garden refuse is to be removed from the Estate, and may not be dumped on vacant erven or private open space areas.

### *3.4 Waste Management*

- All normal domestic waste must be placed in the bin that will be provided to each homeowner by Council. Bins are to be placed on the sidewalk for collection on the day of collection as advertised by the local authority.
- Waste that is not placed in the bin will not be removed from the property by the local authority.
- The local authority currently does not make allowance for collection of separated waste to facilitate recycling. If this facility is however provided by the local authority in the future, the separation of recyclable materials such as glass, paper and plastic is to be encouraged.

## Responsible Parties

- Management of waste originating from private erven is the responsibility of the homeowner
- The HOA is responsible for monitoring of suitable waste management by homeowners, and advising regarding the disposal of hazardous wastes.

### *3.5 Equine and Animal Healthcare*

The Estate is primarily an equestrian estate, with some owners keeping antelope, zebra and ostriches to name a few. The Western Cape is deemed a “Controlled Area” (a low risk area) for the control and movement of horses for African Horse Sickness (AHS). All protocols and standard operating procedure as publish by the State Veterinary Services. The same protocols would apply to any infections/flu in Ostriches and poultry.

## Management requirements

### Responsible Parties

- All Stop Over Movements must be coordinated through the local state veterinary services
- The Owner must immediately inform the SV of the arrival of a new horse from the IFZ so that day 1 of quarantine can be recorded
- Horse’s details must be recorded in a register containing the horse’s name, passport number, date of arrival, place of origin, testing date, result, Lab reference number, departure date and destination.
- The horses must be stabled at night from at least 2 hours before sunset until at least 2 hours after sunrise. The time in and time out each night must be recorded by the stable manager/ owner on the provided timesheet, and copies must be available for audit purposes.
- Before exiting the stable in the morning and again on stabling at night insect repellent that is effective against culicoides must be applied to the horses.
- Horses shall have their temperature taken twice a day to monitor for any increase. All temperatures must be recorded in a register provided and must be retained for audit purposes.
- Any rise in temperature or abnormal clinical symptoms must immediately be reported to the local SV.
- A prior appointment must be made with the SV/PV to come and sample the horse on day 14 of the stopover. The SV/PV will also sign the temperature register on Day 14.
- The horse may not be released until a negative result is obtained by the SV in writing/fax from the laboratory and this is relayed personally to the Stop Over Quarantine (SOQ) manager.

## **4 Environmental Management Requirements: Private Open Space and Landscaped Areas**

This portion of the document is applicable to all private open space and landscaped areas as indicated on **Fig.1**. This will include

- Landscaped areas located at the entrances at Strand Road and Kenilworth Road in the general area of the estate name walls.
- Any landscaping project undertaken by the HOA on common property.

There are few indigenous tree species in the Cape that can cope with the harsh climatic conditions outside protected ravines. Over time, exotic trees, which were able to grow and thrive in a Mediterranean climate were introduced. Some of these exotic trees have been an integral part of the cultural landscape since their introduction to the Cape, in some cases, as early as the 17th century and now have heritage value. Some examples of trees that were introduced early in the history of the Cape colonial settlement and which add amenity and iconographic value to the cultural landscape of the Cape Peninsula and environs are the following: Stone Pines (*Pinus pinea*), Oaks (*Quercus* sp.), Plane Trees (*Platanus x acerifolia*), Blue Gums (*Eucalyptus globulus*), Poplars (*Populus* sp.), Norfolk Pines (*Araucaria heterophylla*), Palm Trees (*Washingtonia robusta*), Camphor Trees (*Cinnamomum camphora*). These trees are not invasive and important groups and avenues of such trees as well as individual specimens contribute significantly to the cultural landscape of the Cape and are protected.

The row of Blue Gum trees situated centrally in the private open space are recognised by the HOA as having significant landscape value and are deemed by the estate to be “Champion Trees” for the estate. The cutting or damage to any of these trees is prohibited.

Indigenous wildlife – the maintenance of the indigenous vegetation is paramount to the survival and continued existence of the small antelope, birds and tortoises that exist on the estate.

#### *4.1 Alien Vegetation Control*

The control of alien vegetation will be an ongoing undertaking with Port Jackson, Rooikranz and some Black Wattle being the main species.

Management requirements.

- Private property owners are to eradicate these alien plants from their properties.
- Seedlings, young trees occurring within the common property of the estate will be the responsibility of the HOA to eradicate.
- Where property owners neglect to control the invasion of these species the HOA will be responsible to manage the eradication of these plants at the cost of the Home Owner.
- The HOA will be responsible for the management of deadwood that will occur in the blue gum avenue.

#### *4.2 Landscaping*

Property owners are encouraged to maintain 50% of the property as indigenous natural fynbos. The above will not apply to properties that carry out an agricultural operation or equestrian activities.

#### *4.2.1 Use of Herbicides and Pesticides*

The growth of planting in the form of Olive Groves and Vineyards have reference.

From time to time herbicides and pesticides may be required in landscaped areas to control unwanted plants and insects, and to prevent the spread of these to adjacent private properties. The practice of pest control should be viewed in conjunction with monitoring for disease and pests, and the use of chemical control should only be considered when absolutely essential.

Management requirements

- Pesticides and herbicides should only be used on site when essential
- Application of chemicals should not exceed manufacturers specifications
- Applications of herbicides or pesticides is to be done in such a way that the application is targeted at the area of concern, and does not result in the contamination of surrounding areas. The undertaking of such practice should take place on rain-free and windless days.
- Water used for the washing and cleaning of equipment may not be discharged onto the ground or into the ground water within the estate.

#### *4.2.2 Waste Management*

Waste in private or common areas from activities by the residents can lead to adverse impacts on the natural environment, as well as health risks to residents.

- Waste generated must be removed by the landowner
- No waste material may be dumped or stored in any landscaped or open spaces unless the area is defined as a composting area and suitably managed.

### **5. Services and Related Infrastructure**

#### *5.1 Water Supply Infrastructure*

The water supply infrastructure for the estate will be indicated on an “As Built” plan, to be made available to the HOA. This plan, along with any other service plans, is to be kept by the HOA for record purposes and future management.

Management Requirement

- In the case of damage to potable water pipelines by any party within the Estate, this is to be reported to the trustees who in turn will be responsible to report such to the municipal entity responsible.
- The party responsible for damage to the pipeline may be held liable for the cost of repairs.

#### *5.2 Electricity Substations*

Portions of the estate are supplied directly by ESKOM by means of an overhead reticulation, and a portion is supplied by underground electrical reticulation with mini sub-stations. The management of this latter system is managed by a 3<sup>rd</sup> party.

- An area of 5mX3m has been demarcated for each mini –substation. Each of these areas are to be fenced to prevent unauthorised access to the substation, and the fencing suitably maintained.
- The fenced area around each of the mini-substation is to be kept clear of undergrowth and wind-borne sand build up.
- Access to the substation for maintenance purposes is to be provided.
- Maintenance of the electrical reticulation within the estate will be the responsibility of the HOA, who is to appoint a registered electrical engineer, with a certificate of competency to control the maintenance of this infrastructure.

### *5.3 Waste Management (sewerage disposal)*

There exists in the general area of the estate a natural underground aquifer that is to be protected from any form of ground water pollution.

The estate operates a closed system whereby all waste is retained on the property by means of conservancy tanks. The waste is pumped into truck tankers and removed from the individual properties to the waste disposal/treatment facility by the local authority or it appointed agent.

- No solid waste may be dumped anywhere on the estate, or composted on site, due to the possible odours and environmental implications
- Under no circumstances may any wastewater be allowed to flow into any stormwater system
- Under no circumstances may any wastewater be discharged within any private property.

## **6. Management of Fire Hazardous Substances**

### *6.1 Fire prevention*

#### *Management requirements*

- The HOA is to maintain firebreaks in the private open space and the common passages as buffers between properties.
- No residents or other parties will be allowed to burn any materials anywhere on the Estate, including private erven.
- All waste materials resulting from pruning, site clearing or private or general garden refuse are to be removed from the Estate.
- No fireworks are permitted on the Estate

### *6.2 Fire Response and Evacuation*

#### *Management requirements*

- All home owners are to be familiar with the position of the evacuation routes as indicated on an emergency evacuation plan provided by the HOA.
- The position of al fire hydrants on the Estate is to be displayed on a map and clearly marked by means of road paint or signs.
- A reduced size copy of the fire response and evacuation plan is to be posted on the Estate website for downloading.

- A list of local emergency services and their numbers is to be displayed on signboards at the entrance road ways, as well as on the estate website.