



DEPARTMENTAL MEMORANDUM

Project Brief

Project Title:

Proposed Muizenberg Park Master Plan

Background

The Muizenberg Park is a community Park full of rich history that dates back with archaeological evidence showing its used by the Goringhaicona and the Khoekhoen as a favourite encampment prior to the arrival of the Dutch. Since colonial times, till today it has been used as military barracks, sports grounds and most recently has accommodated a bowls club which has fallen into disuse. There has been people who have moved and started staying at the park. This has made the park unattractive to general community members as they fear for their safety. Hence the community of Muizenberg has seen made the request for the park to be restored to its former glory.

The City of Cape Town through its Area SouthPlan has identified key priority area for investments, and the Zanvlei Regional Park will be the priority for the deep south region. However there is opportunity that the City partners with private organizations, such as the MID to develop a Master Plan and incrementally invest into the park

Project objective

The Urban Design vision for the site, emanates from the objectives in the City's approved Parks Development Policy (2015) Urban Design Policy (2013) and Design and Management Guidelines for a Safer City (2014). They inform the most appropriate form, urban interface and architectural guidelines for the proposed Master Plan of the Muizenberg Community Park:

"Our vision for a Muizenberg Park seeks to create a vibrant and inclusive community park with larger landscaped park spaces with informal and formal recreational facilities – generally multifunctional and serving several surrounding local communities or suburbs.

The following key objectives aim to ensure that the space meets the needs of the community and promotes a positive user experience:

- **Accessibility:** Create a facility that is accessible to all individuals, regardless of age, physical ability, or mobility. Incorporate features such as ramps, elevators, and wide aisles to ensure easy navigation. Implement universal design principles to accommodate diverse users and promote inclusivity.
- **User-Friendly Layout:** Develop a logical and intuitive layout that makes it easy for visitors to navigate the facility and find the resources they need. Organize spaces and collections in a way that promotes efficient circulation and minimizes confusion. Consider clear signage, designated areas for different activities (reading, studying, group work, etc.), and a central information desk to assist users.
- **Community Engagement:** The City provides a service to its community. It is essential that communities are properly and adequately consulted to ensure that their needs are understood so that the City provides an enabling environment where partnerships can be formed and mutual benefits derived.
- **Sustainability:** Parks must be developed and upgraded to a high standard and in an appropriate manner to preserve and enhance existing infrastructure and to ensure that scarce natural and financial resources are used most effectively. Incorporate sustainable design principles and energy-efficient features.
- **Design for use:** Parks should provide opportunities for community to improve their quality of life. The success of a park can be measured by the number and degree of satisfaction of its users. As a minimum, facilities should reflect the needs of community and, where applicable, the special needs of sectors of community should also be addressed. Parks should be a safe environment.
- **Design for integration:** Where appropriate, Recreation and Parks will encourage the development of parks which cluster the provision of a broader selection of informal and formal community facilities to allow for easier access.
- **Design to create economic opportunities:** Facilities, advertising and sponsorships should be designed and conceived in such a manner that they provide opportunities for creating jobs and for generating income without compromising the aesthetics of the park.

Project description

Development of the Master Plan for the Muizenberg Community Park

The Master Plan provides the vision for the park that will provide short to long term strategies that culminate into future development of the Muizenberg Park. It further identifies the barriers and how these barriers will be overcome via the strategies. It is further important to note that this park has been identified in Area South Plan as a Community Park and it is meant to fulfil the recreational needs of the Community of Muizenberg and surrounding suburbs.

Deliverables

The scope of work and the associated deliverables include the following:

- **Project Scoping**
 - a) Establish the need for the Project
 - b) Define scope and limitations
 - c) Define roles and responsibilities
 - d) Agree on program
 - e) Determine indicative project timelines
 - f) Commence stakeholder engagement

- **Analysis Phase**
 - a) Policy and Legislation Analysis
 - b) Contextual Analysis (define extent/describe area/demographic profile)
 - c) Site Analysis
 - d) Internal/external department stakeholder engagements (workshops)
 - e) Data gathering and analysis
 - f) Prepare spatial mapping reports

- **Synthesis**
 - a) SWOT
 - b) Needs Identification

- **Public Participation Engagements**
 - a) Engagement with Subcouncil to get initiate project
 - b) PP with analysis, and opportunity and constraints to get further input
 - c) PP with outcomes of the PP and proposed interventions
 - d) Present to Subcouncil the final Master Plan

- **Key Interventions/Development Framework**
 - a) Report and mapping exercise

- **Implementation Plan**
 - a) Identification and Prioritization Matrix;
 - b) Catalytic Projects/Areas of investment.
 - c) Funding

- **Final document**
 - a) A3 word document with details of the work that has been completed
 - b) Mapping of the different phases of work

Key Elements for Design Considerations

- Consider and subtly define the connections and circulation between the lower Landscaped Park and the 'Unmade' Fynbos upper slopes linking to Boyes Drive. Define movement routes and zones of park from bowling greens, through lawns up into Fynbos and Boyes Drive
 - Access path/s to Boyes drive should be broad, open, and safe (Low level lighting at night).
 - Some kind of 'Spatial Event' / Viewing Platform at the connection point with Boyes Drive (City of Cape Town Proposal to be used as a starting point)
- Ponds, Rivulet and Springs and watercourses to be carefully considered rehabilitated, and indigenous planting used to support and enhance these. Extent, Planting and Rehabilitation of all watercourses to be advised by Dr Caitlin Von Witt – services funded by John Venn.
- Consider use zones for, and location of, various facilities and how these are accessed; defined and linked (and where existing, how to be enhanced). Existing Streams and Ponds;
 - Existing Ablutions to be upgraded to include changerooms and showers for sports users (this is to be built into the agreement of the MID-appointed sports operator)
 - Existing Security office & facilities to be upgraded (incorporated into other buildings).
 - Existing Sports Area (Bowling Greens) – Upgrade & enhance (Sport types: Padel/ Tennis/ Mini Soccer).
 - Existing Kramat;
 - A new barrier between the upper and lower sections of the park, impeding but not preventing access – increasing the sense of safety for legitimate users.
 - A newly demarcated/fenced dog-park – where the dog-walker can safely let their dogs play.
 - New Space to Accommodate stall holders for Market Garden/ Weekend Market.
 - Possible Children's Play area. Sculptures as Play equipment.
 - Possible Outdoor Gym equipment.
 - New Outdoor Amphitheatre & Stage. Stage should double up as space for Yoga / Tai-Chi classes etc. Size approx. 7x10m
 - Possible Art in the Park – to be spread around park.
 - Including functional art e.g. giant musical instruments
 - Sculpture as play equipment e.g City Proposals
 - Possible Mobile Refreshment stands X 4.
 - The possibility of Contemplative Garden/ Labyrinth/ Mediation Pavilion (To be further discussed and agreed – particularly if a new building is added – This

must be sensitive to the Kramat and not disrespect, compete with or dilute the Kramat's location or meaning in any way)

- **Future consideration:** Old Bowls Clubhouse to be converted to restaurant in future (Per FOMP proposal Sept 2017), once/ if Coastal Management have alternative offices with City of Cape Town agreement.
 - Additional Parking for X 30 Cars (Number to be confirmed based on informed requirements assessment).
 - Include Elements that relate to the environment and create micro ecosystems E.g. Bee homes /Bat Hotels /Owl Homes – subject to safety protocols and to be advised by experts in these fields
- Outdoor Amphitheatre should have low key Performance Stage with sloped lawns above to provide natural landscaped amphitheatre (along lines of a Kirstenbosch type of space but smaller – to accommodate 500 – 700 people)
 - General considerations:
 - Low key nighttime lighting.
 - Issues around people living in the park and using its facilities.
 - Security and management.
 - Sports mentorship opportunities
 - Possible use of clubhouse interpretation for Battle of Muizenberg and/or other City-Public interaction

Guiding Principles Emanating from Heritage Report(Referenced from D Hart Report' with others added):

- Engage Cape Mazar Society regarding the Kramat and possible needs and improvements.
- Consider the Battle of Muizenberg Landscape.
- No below ground excavation at the recorded site of Military Barracks ruin without archaeological investigation.
- Retention of the form of the croquet site as a marker for the old VOC barracks.
- Improve public usage and access through appropriate low-key interventions, including looking at integrated options for security of the park.
 - Consider Planting indigenous hedges, appropriate well-chosen and placed.
 - Low key Heritage type fencing in some areas
 - Sculpture to act as fencing). Possibly consider defining a number of well surveyed entry points to encourage bona fide park use rather than access on all sides that allows for e.g. an 'opportunistic urinator.'
- Retain visual openness with the Main Road looking up the slopes of Muizenberg Mountain
- Retain Lawns and embankments.
- Retain rivulet and restore planting as required.

- Make use of and enhance the various springs, possibly for maintenance of planting.
- Retain sense of openness with School Road and Camp Road and Boyes Drive
- Retain and maintain historical structures.
- Rehabilitate or adapt the club house. Low key extensions could be considered for public usage.
- Retain entrance position, steps and historical cannon.
- Consider Access to Bowling Greens for Users
- No new buildings. Rather consider renovations and modest extensions of existing buildings e.g. the club house if needed.
- Undertake Audit of all mature trees on the park for review. Where appropriate and not defined as Cultural Landscape 'invasive alien species' could be removed and replaced by appropriate species (to be advised by fynbos experts)
- Review existing derelict 'change room' – located in watercourse & suffered extensive water damage. Possibly demolish to allow watercourse to be rehabilitated and solve problem of water ingress in to Bowling Clubhouse building.

Work Breakdown Structure

The following work breakdown structure consists of the major work packages for this project.

1. Scoping Phase: The co-drafting, refinement, finalization and sign off on the Project Brief, Project Scope and Programme between Recreation and Parks and Muizenburg Improvement District
2. Execution Phase: The drafting process will include: information gathering, analysis, evaluation, synthesis, stakeholder engagements all the while writing the Master Plan content and inputs.
3. 1st Draft Master Plan circulated for comment between internal stakeholders.
4. Approval of the Master Plan.

Project Budget

TBA

Project Timeline and Deadlines

Illustrated below is a high-level timeline with only critical milestones indicated.

Scoping:	February 2024
Analysis Phase:	April 2024
Public Participation :	August 2024
Development Framework/Interventions:	September 2024
Implementation Plan:	October 2024

Project consultation process

Key Stakeholder	Designation	Role
Environmental Management	Environmentalism	Comment and Input
Environmental Management	Heritage Practitioner	Comment and Input
Catchment Stormwater and River Management	Senior Professional Officer	Comment and Input
Recreation and Parks Dept	Director	Comment and Approval
Recreation and Parks Dept	PMO Head & Area Manager	Comment and Approval
Recreation and Parks Dept	Head: Horticulture	Guide and Support
Subcouncil	Subcouncil Manager	Comment and Approval
Friends of the Park		Comment and Input
Community and Community Organizations		Comment and Input

Additional information

[CIVIC CENTRE IZIKO LEENKONZO ZOLUNTU BURGERSENTRUM]
 [78 ALEXANDRA STREET, CORNER OF STEENBRAS PAROW 7499]
www.capetown.gov.za

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