



Lower Kenilworth Improvement District

Bounded by the Railway line, Kenilworth Rd,
Rosmead Ave and Wetton Rd

MEMBERS' MEETING

held at Michael Oak Waldorf School, 4 Marlow Rd, Kenilworth

Wednesday 9 December 2020 at 18h00.

ATTENDED BY :

LKID COMMITTEE

Pete Linnegar (chair)
Alex Nelson
Alex van Dyk
Rory Moore
Cindy Postlethwayt
Cheryl Wither
Charles Abbott (secretary)

Members: 6

MEMBERS as per the ATTENDANCE REGISTER

N Desmond-Smith	8 Abingdon Rd
RC Rous	15 Ascot Rd
CP Cullinan	16 Ascot Rd
MA Cullinan	16 Ascot Rd
A-M Winkelman	24A Ascot Rd
SR Mathew	30 Ascot Rd
C Mathew	30 Ascot Rd
SP White	14 Bathurst Rd
JM Rayner	40 Bathurst Rd
B Jack	9A Blackheath Rd
J Kroff	7 Bray Rd
M Arnold	29 Gibson Rd
AL Smit	36B Gibson Rd
C Newcombe	77 Gibson Rd (by proxy)
EN Kisch	8 Goldbourne Rd
S Traut	41 Goldbourne
J Jordaan	9 Marlow Rd
TL Semevsky	126 Pearson Ave
BF Coulson	126 Pearson Ave
BC Ogilvie	114 Rosmead Ave
J Pawson	20A Penrith Rd
C Henning	8 Putney Rd (by proxy)
D Roux (Rue Props)	31 Putney Rd

HR Tyrrell	71 Putney Rd
D Scott	10 Sheerness Rd
J Arnold	30 Wargrave Rd
DD Forbes	41 Wetton Rd

Members: 26

PROXIES WERE RECEIVED FROM:

Sue Jack	appointed Brendan Jack
Claire Newcombe	appointed A-M Winkelman
Claire Henning	appointed Dot Roux

Members: 3

RESIDENTS ATTENDING

EH Page	11 Bolus Ave
AL Ward	11 Bolus Ave
S Smout	44 Bathurst
J King	22 Bray Rd
A King	22 Bray Rd
G Saunders	40 Putney Rd
G de la Mare	8A Bathurst Rd
M Oswald	17A Ascot Rd
S Reitstein	19 Ascot Rd

n = 9

OTHER ATTENDEES

E Scott	City of Cape Town
Bonita Ascott	City of Cape Town
Joepie Joubert	City of Cape Town
Shamila Nicholas	Community Policing Forum
Sharon Cottle	Ward 58 Councillor
Colin Maree	Princeton Security CEO

TOTAL ATTENDANCE: 51

APOLOGIES RECEIVED FROM :

Jennifer Williams	Ziegenhardt	R Pringle	Mervyn Eloff
Athlee Maclear	N Veitch	Marc Pittermann	Paddy Clarke
Diana Appleby	Claudina Clayton	Kaitlyn Crawford	Tim Cumming
Ed Chantler	J D Ocker	Alison Eloff	Philippa Callaghan

AGENDA :

1. Registration
2. Welcome and Apologies
3. Membership
 - 3.1 Resignations
 - 3.2 New Members
4. Quorum to constitute a meeting
5. Chairman's Report *Pete Linnegar*
6. Feedback from Portfolios:
 - 6.1 Safety & Security *Rory Moore*
 - 6.2 Urban Management *Cindy Postlethway*
 - 6.3 Cleansing / Social Management / Communications *Alex van Dyk*
7. Approval of Budget
8. Appointment of Auditors and Secretary
9. Election of Directors
10. General
11. Q & A
12. Adjournment

CHAIRMAN'S REPORT :

WELCOME & APOLOGIES

Good evening Ladies & Gentlemen and thank you for attending this inaugural meeting of the LKID NPC.

I would like to recognise Clr Sharon Cottle and members of the City CID Dept : Eddie Scott, Joepie Joubert, and Bonita Ascott

Also the head of our CPF, Shamila Nicholas.
And Colin Maree CEO of Princeton Security.

MEMBERSHIP

We have 109 registered members including co-owners. Excluding the co-owners we have 77 voting members. We have 30 members who have indicated they will attend tonight and 3 proxies. So we need 20% of 77 = 16 members for a quorum. However I very pleased to say that tonight we have 35 members present, more than enough for a quorum.

Tonight we will be asking you to approve our 2021/22 Budget, a change to our Urban Management Implementation Portfolio and of course to elect the Board for the year ahead.

ACTIVITY TO DATE

But first let me bring you up to date on all the activity that has been going on behind the scenes over the last 6 months.

After you had all voted in favour of establishing our CID, our LKID was approved by the City at their meeting on 28 May 2020.

Then we had to start working our way through all the formalities.

Our first task was then to register our NPC with CIPC, concluding a memorandum of incorporation, then registering with SARS to obtain a VAT number and I want to thank the various folks who helped with these processes, especially Alex Nelson who shouldered most of the load. We were not without some hiccups, but we got there in the end. We also had to conclude a Finance Agreement with the City and then register with the City as a vendor and open a bank account to receive the funds you are all contributing monthly. After completing all of these tasks we finally received funds into our bank account at the end of October.

We are still in the process of registering with SARS as a Public Benefit Organisation and obtain tax exemption. And here I want to thank John O'Callaghan of the Hout Bay CID who was always ready to provide us with valuable advice.

While all these formalities were in process, we received quotes and adjudicated these bids from security companies for our security requirements. We are happy to advise that Princeton were the successful bidder and started operating in our area from 1 September. You will probably have seen the dedicated LKID tactical response vehicle patrolling our neighbourhood. The camera installation project commenced at the same time, and a total of 30 cameras have now been installed and are operational. And I want to thank those residents who have allowed us to install cameras on their property and have provided us with electricity and access to the internet. Rory Moore will show a few slides later to demonstrate the reduction in crime levels. At this stage I want to mention the effort that Rory puts in to ensure the safety and security of our community, quite beyond the bounds of what any resident should be doing.

I also want to mention Cheryl Wither who has agreed to do all our accounting gratis as part of her service to our community.

I must also compliment Charles Abbott who will be standing as Company Secretary tonight, on the outstanding job he has done on getting our website updated and running well.

And I need to mention, Cindy Postlethwayt who will report to you tonight on ongoing maintenance in the area and the changes we wish to implement to her Urban Management portfolio. Then Alex van Dyk will update us on the Cleansing portfolio.

Let me remind you that our committee work totally as volunteers to assist in the running of this LKID NPC.

I need to mention that we were taken somewhat by surprise when the City advised us that property owners needed to register as members of the NPC in order to vote at this meeting. We were under the incorrect impression that all property owners were automatically members. But of course we need to have a quorum to make this meeting official, which is 20% of registered members. It would have been extremely difficult to get 20% of property owners to this meeting and hence owners who are interested enough to register as members and attend this meeting are the ones who make the difference in our community. And tonight we will be asking you to approve our 2021/22 Budget, some changes to our Urban Management portfolio and elect the Board of Directors for the year ahead.

Folks from the City, I must advise that we have been approached by both Harfield Village and Kenilworth above the line to meet with them to explain the CID process. So you folks are going to be kept busy.

So at this stage let me move onto the next item on the agenda which are the committee reports.

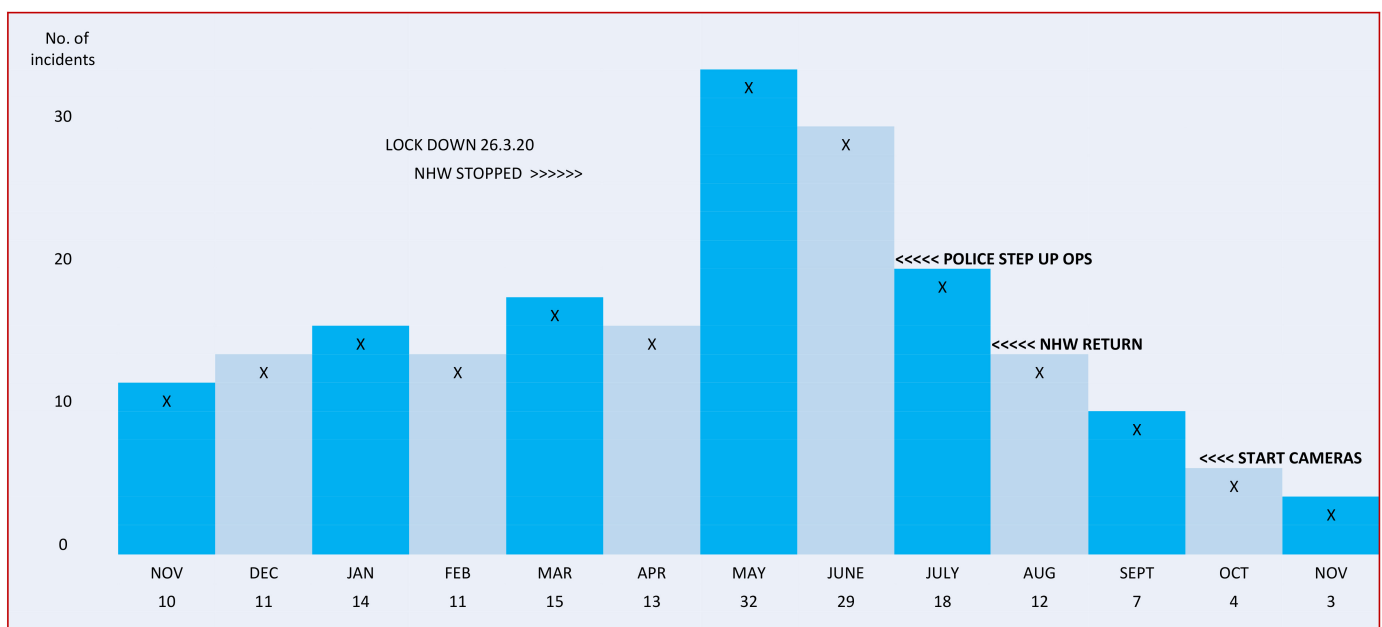
FEEDBACK FROM THE PORTFOLIOS

[1] SAFETY and SECURITY

Director: Rory Moore

INCIDENTS PER MONTH November 2019 – November 2020

Confidential



“As can be seen there has been a dramatic drop in crime incidents with the deployment of increased police patrols, NHW activities and the biggest contributor being the recently installed 24/7 monitored and Tactical Response initiative.”

Rory Moore

Revised Scope of Work, post-set up

- Promoting appropriate neighbourhood development and community
- Promoting effective liaison with City officials and Ward Councillor
- Promoting community empowerment in urban management
- Promoting sustainable and responsible urban management

	ACTION STEPS	RESPONSIBLE	FREQUENCY	Y1	Y2	Y3	Y4	Y5	PERFORMANCE INDICATOR
1.	Set-up sub-committee of neighbourhood built environment and landscape professionals, businesses (eg landscaping, garden services) and interested residents	Urban Management Portfolio	On-going	→	→	→	→	→	Functioning sub-committee, <i>alternatively</i> communication inviting regular input by interested residents
2.	Register as I&AP with CCT (replacing KRA)		Once off	1	0	0	0	0	Registered, CCT communications and adverts received for building plans, departures, rezonings, etc
3.	Register as a Conservation Body with HWC		Once off	1	0	0	0	0	Registered, adverts received for demolitions, alterations, development in terms of NHRA
4.	Communication on urban management issues		On-going	→	→	→	→	→	<ul style="list-style-type: none"> • CCT contact list • Neighbourhood responsibilities • Protocols • WWW information board regarding projects, comment opportunities etc
5.	Comment on applications, development proposals etc		On-going	→	→	→	→	→	Updated land use policy
6.	Monitor and report on unauthorised land use		Ongoing	→	→	→	→	→	Submissions to authorities which are given appropriate weight in decision-making
7.	Identify problem areas wrt a. street lighting b. missing drain covers & stormwater drain cleaning c. maintenance of roads & sidewalks d. POS, cutting of grass & removal of weeds e. road markings & traffic signs f. traffic		Ongoing	1					CCT reponse and minimal unauthorised land uses
8.	Identify supplementary infrastructure enhancements to benefit the LKID		Annual, input into LKID budget and CCT Budget & IDP	→	→	→	→	→	Encourage resident reporting Report issues of relevance to community as a whole Status Quo report comprehensively undertaken at commencement of LKID and then updated continuously
9.	Greening campaigns		Annual, input into LKID budget and CCT Budget & IDP	→	→	→	→	→	Projects identified for expenditure and funds spent
10.	Monitor and report on Illegal posters and unauthorised signage		Ongoing	→	→	→	→	→	Projects identified for expenditure and funds spent
				→	→	→	→	→	LKID free of illegal posters & signage

“The Environment and Urban Management Portfolio is proposed to be amended to shift recycling to the Cleansing / Social Development / Recycling Portfolio, and by the addition of a number of work areas related to urban management.

Work to date includes establishing a Status Quo Report which reviews the state of the area on a street by street basis (eg road surfaces, sidewalks, landscaping, traffic controls etc). This will form the basis for promoting improvements in the area, reporting on servicing problems, and funding urban management projects as budgeted.

The Urban Management Portfolio tab on the website will soon include information on how to make service complaints to Council; on building or undertaking alterations in heritage sensitive areas or buildings older than 60 years (which comprise much of this area); zoning; the heritage grading of all properties, etc.

The involvement of residents in this portfolio would be welcomed, particularly professionals in the built environment (planners, architects, engineers, urban designers, landscape architects, environmentalists for example) who can provide an informal advice group on matters pertaining to urban management as defined by the Scope of Work. In the absence of many volunteers, it is proposed to have a notice board on the website which will inform residents of current issues and request comment from those who are interested.

Residents are encouraged to take the initiative themselves in reporting to Council on issues that affect them such as potholes, street lights out, traffic calming etc. Given that this is a volunteer position, it will be important that residents empower themselves to engage with Council rather than assume the LKID will take on these functions.”

— Cindy Postlethwayt

After a show of hands the revised Environment and Urban Management Scope of Work was approved unanimously.

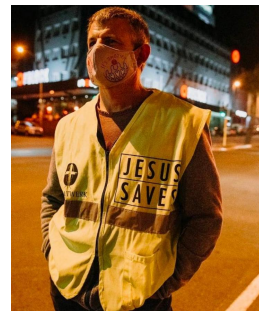
[3] CLEANSING / SOCIAL DEVELOPMENT and RECYCLING

Director: Alex van Dyk



STRAATWERK

Came into being in the late 1960s – over 50 years
Real concern for those who are outcast, broken and distressed
Strong evangelistic focus
Team reflects the rich diversity of our nation and represent a range of church denominations



What Does Straatwerk do?

"Ophelp" Projects

Destitute "Ophelp" Projects offers the service of teams of workers who perform unskilled manual labour under the supervision of a foreman. The teams work in shifts of four hours.

Typical jobs undertaken:

- clearing of litter
- cleaning services for events
- guarding parked cars at events
- loading and off-loading, or moving of goods

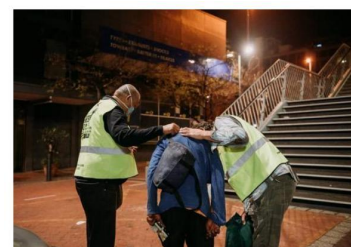


Project Dignity

This is for individuals who have the ability to participate in, or even manage, a small business. Straatwerk provides a coaching framework to manage such services with the aim to establish them as independent small businesses.

Typical jobs undertaken

- Graffiti removal
- Cleaning vacant buildings or sites
- Road maintenance
- Rodent baiting
- Garden services and tree trimming
- Distribution of publications
- Storm water drain cleaning



Nation Builder status has been afforded to a few select organisations – of which Straatwerk is one – making this a symbol that portrays excellence in the not-for-profit and socio-economic development sector.

Nation Builder is an initiative that recognises the powerful role business plays in shaping the future of our country and aims to support and empower businesses to have the greatest impact on our nation through good social investment. Your organisation can become part of this movement where South Africans build a nation by collaborating with accredited Nation Builder organisations that are bringing about change for a better future and a thriving nation.



Proposed solution for LKID

- 3 teams per week
- 1 foreman and at least 3 helpers per team each week, totaling 9 people per week
- Facility to expand is available

CLEANSING / SOCIAL DEVELOPMENT and RECYCLING

continued



RECYCLING ELEMENT

Firstly, we, as the CurbCycle team, are environmentalists!

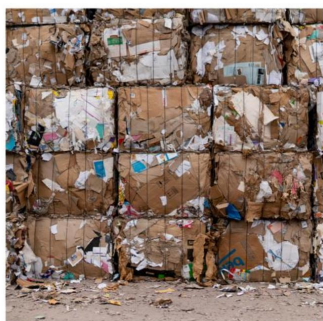
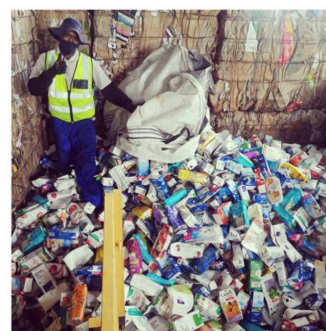
We are passionate about preserving our natural environment by assisting and consulting in recycling services to our clients by REDUCING their contribution to our local landfills.

We have nine years worth of experience making some of South Africa's biggest events environmentally sustainable and earth conscious. We have longstanding contracts with the likes of Absa Cape Epic, KFM Kday, multiple Big Concert events such as Andrea Bocelli, UB40 and more.



- Turnkey solution for waste management
- Can be incorporated into "Ophelp" service from Straatwerk
- Responsible recycling at their own depot
- Recycling service reports that help our clients understand and their part in preserving our planet
- Level 2 BEE status

It's important for us to put waste in the right place and make environmental consciousness available to everyone.



Service offering to LKID:

- Exclusive reduced monthly fee based on a payment sliding scale
- Once or twice a week collection service based on the needs of the area
- 1 x 100% recycled recycling bags per household dropped off weekly
- Each household will receive a 'Recycling 101' laminated infographic
- Arrangements will be made with residents that prefer to not have their recycling left outside the house
- Reporting every second month on how the service is rolling out and on where the recycling has gone to
- This can then get posted on the LKID group or newsletter etc



DO YOUR LITTLE BIT OF GOOD WHERE YOU ARE; IT'S THOSE LITTLE BITS OF GOOD PUT TOGETHER THAT OVERWHELM THE WORLD

- ARCHBISHOP DESMOND TUTU

Thank You

APPROVAL OF BUDGET :

PROPOSED BUDGET 2021 / 2022

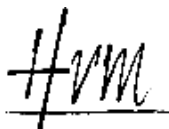
	As per Business Plan	Proposed Budget	Variance
INCOME	R	R	R
Income from add. Rates	-1 585 107 100.0%	-1 585 107 100.0%	- 0.0%
Other: Specify	- 0.0%	- 0.0%	- 0.0%
TOTAL INCOME	-1 585 107 100.0%	-1 585 107 100.0%	0 0.0%
EXPENDITURE	R	R	R
Core Business	1 406 122 88.7%	1 406 122 88.7%	- 0.0%
Cleansing services	53 000	53 000	-
Environmental upgrading	16 854	16 854	-
Law Enforcement Officers / Traffic Wardens	-	-	-
Public Safety	782 810	782 810	-
Public Safety - CCTV monitoring	254 400	254 400	-
Public Safety - CCTV - Leasing of cameras	259 732	259 732	-
Social upliftment	22 472	22 472	-
Urban Maintenance	16 854	16 854	-
Depreciation	- 0.0%	0.0%	- 0.0%
Repairs & Maintenance	- 0.0%	0.0%	- 0.0%
Interest & Redemption	- 0.0%	0.0%	- 0.0%
General Expenditure	131 432 8.3%	131 432 8.3%	- 0.0%
Accounting fees	17 978	17 978	-
Administration and management fees	25 440	25 440	-
Advertising costs	6 360	6 360	-
Auditor's remuneration	16 854	16 854	-
Bank charges	3 933	3 933	-
Communication	2 809	2 809	-
Computer expenses	6 742	6 742	-
Contingency / Sundry	6 848	6 848	-
Insurance	10 600	10 600	-
Meeting expenses	2 247	2 247	-
Office rental	12 720	12 720	-
Printing / stationery / photographic	2 810	2 810	-
Secretarial duties	12 720	12 720	-
Telecommunication	3 371	3 371	-
Bad Debt Provision 3%	47 553 3.0%	47 553 3.0%	- 0.0%
TOTAL EXPENDITURE	1 585 107 100.0%	1 585 107 100.0%	- 0.0%
(SURPLUS) / SHORTFALL	-	-	0
GROWTH: EXPENDITURE	4%		
GROWTH: ADDITIONAL RATES REQUIRED	4%		

After a show of hands the Budget was approved unanimously.

APPOINTMENT OF AUDITORS AND SECRETARY :

AUDITOR

Vermeulen Badenhorst
CA (SA) / Registered Auditor
HVM Chartered Accountants, Stellenbosch



COMPANY SECRETARY

Charles Abbott
22 Wargrave Road

After a show of hands the Auditors and Company Secretary were appointed unanimously.

ELECTION OF DIRECTORS :

BOARD MEMBERS and NOMINATIONS

NAME	CURRENT PORTFOLIO	NOMINATED BY	ADDRESS
P. Linnegar	Chair	M. Arnold	29 Gibson Rd
A. Nelson	Finance	N. Kisch	8 Goldbourne Rd
A. van Dyk	Cleansing, Social Mgt & Comms	K. Oswald	17 Ascot Rd
C. Postlethwayt	Environment and Urban Management	N. Kisch	8 Goldbourne Rd
R. Moore	Safety and Security	M. Pieters	51 Wargrave Road

After a show of hands the Directors were voted in unanimously.

GENERAL and QUESTIONS :

A question arose regarding the cleanliness of the Prasa-owned railway line. Clr Sharon Cottle indicated that Prasa accept no liability for any resident who gets injured while attempting to clean up the line. Hence there will be no resident participation in cleanup campaigns.

ADJOURNMENT :

The Meeting was adjourned at 19h10.

The above Minutes are confirmed as a true reflection of the Members' Meeting.



.....
P C Linnegar, Chair



.....
C Abbott, Secretary