



Lower Kenilworth Improvement District

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

Annual General Meeting

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

Wednesday 8 December 2021 at 18h00.

AGENDA :

- | | |
|-----------------------------------|--|
| 1. Registration | 8. Noting of Audited Financial Statements 2020/21 |
| 2. Welcome and Apologies | 9. Budget: |
| 3. Membership | 9.1 Noting of additional surplus funds utilised in 2020/21 |
| 3.1 Resignations | 9.2 Approval of the budget for 2022/23 |
| 3.2 New members | 10. Implementation Plan: Approval for 2022/23 |
| 4. Quorum to constitute a meeting | 11. Appointment of Registered Auditor |
| 5. Previous AGM minutes | 12. Confirmation of Company Secretary |
| 5.1 Approval | 13. Election of Board Members |
| 5.2 Matters arising | 14. General |
| 6. Chairman's Report | 15. Q & A |
| 7. Feedback on operations 2020/21 | 16. Adjournment |

MEETING ATTENDED BY :

LKID COMMITTEE

Pete Linnegar (chair)
Rory Moore
Cindy Postlethwayt
Cheryl Wither (bookkeeper) *Members: 4*
Charles Abbott (secretary)

MEMBERS as per the ATTENDANCE REGISTER

CMA du Toit	14 Ascot Rd
SP & D White	14 Bathurst Rd
S Jack	9A Blackheath Rd
M Arnold	29 Gibson Rd
AL Smit	36B Gibson Rd
J Jordaan	9 Marlow Rd
TL Semevsky	126 Pearson Ave
BF Coulson	126 Pearson Ave
A Saunders	40 Putney Rd
HR Tyrell	71 Putney Rd
SD Naude	7 Ritchie Ave
D Scott	10 Sheerness Rd
J Arnold	30 Wargrave Rd
F Barkhuizen	17 Wargrave Rd
A Willis	21A Bathurst Rd

Members: 15

PROXIES WERE RECEIVED FROM:

MA & CP Cullinan	16/18 Ascot Rd
EN Kisch	8 Goldbourne Rd
B Carbutt	29 Ascot Rd

Members: 3

TOTAL Members: 22

RESIDENTS ATTENDING (non-members)

M Ackert	7 Kolaro Crescent
P Callaghan	31 Ascot Rd
S Sturgeon	8 Blackheath Rd
M Willis	21 Bathurst Rd
H Stubbing	5 Gibson Rd
M Ferreira	1 Pearson Rd
G Pickard	13 Country Club Rd

n = 9

OTHER ATTENDEES

R Rossouw	City of Cape Town
A Stoffels	City of Cape Town
Katherine Christie	Ward 58 Councillor

n = 3

TOTAL ATTENDANCE: 34

APOLOGIES RECEIVED FROM

Alex Nelson	8 Ritchie Ave
Lesley Swart	7 Marlow Rd
George Gabriel	Michael Oak Waldorf School
Anne Marie Winkelman	24A Ascot Rd
Neil Kisch	8 Goldbourne Rd
C & M Cullinan	16/18 Ascot Rd
Alison Eloff	51 Putney Rd
Col. Kleinschmidt	Wynberg SAPS

MEMBERSHIP 10 December 2020 to 30 November 2021 :

RESIGNATIONS : Nil

NEW MEMBERS :

AA Law	A Lomberg	G Flash
J & S Smout	F Barkhuizen	K Cullis
N Chetty-Khan & M Khan	A de Nobrega Thorold	A Willis
A Davids	B Carbutt	

TOTAL MEMBERS : 89

CHAIRMAN'S REPORT :

Good evening Ladies & Gentlemen and thank you for attending tonight.

I would like to recognise members of our Community and the City who support us in our endeavours :

Our new Ward 58 Councillor, Katherine Christie
From the City, Alma Stoffels & Runan Rossouw
From Wynberg SAPS, Col Kleinschmidt (apologies)
From Princeton, Nic Ansell (will be a little late)

Apologies were received from :

Alex Nelson, Lesley Swart, George Gabriel, Anne Marie Winkelman, Neil Kisch, Cormac & Maryann Cullinan, Alison Eloff

We have 89 registered members of whom 22 are here tonight (or attending by proxy), so we have 24% of members, more than enough for a quorum.

After 18 months of operation, what have we achieved? I don't wish to steal the thunder from our Directors who will report on their portfolios, so I will give a brief summary.

1. We have 38 cameras up and running throughout the neighbourhood, monitored 24 x 7 and have seen a marked improvement in our security situation. Rory will report on the figures. I do however want to thank those residents who have provided us with electricity and access to their internet, without which we couldn't operate the cameras.

All the cameras are serviced quarterly in terms of our contract to ensure they are in good operating order.

2. We have commenced with the supplementary street cleaning program. Many of you will have seen the yellow/green LKID vests on cleaning day. This activity has provided jobs. In our forward budget we have provided for cleaning twice a month.

3. I want to specially mention the time and effort that Rory Moore puts into keeping our area safe, working with Princeton, with a huge amount of passion.

4. We have completed our first clean audit and Alex Nelson will report on the financials. And a big thank you must go to Alex Nelson and Cheryl Wither who do all the accounting and bookkeeping as a service to our community.

5. Cindy Postlethwayt will report on the huge amount of work she has done on the Urban Management portfolio: a lot goes on behind the scenes but the visible elements are potholes repaired, street lights fixed and Kolara Park. Thank you Cindy.

I want to compliment and thank Charles Abbott who has filled the Company Secretary position.

At this stage I think it is worth mentioning that your Directors are all volunteers and receive no remuneration at all for the work they do.

Alex van Dyk will be stepping down this year. As a result of Covid pressure, he has been earning a living overseas and is unable to stay involved. We wish him and his family well.

In terms of our MOI, one third of our Directorate must step down each year, but may stand for re-election. This year Rory Moore will step down, but has indicated he is available for re-election.

And finally Monique Willis has been nominated to fill the portfolio of Social Services and Community Events. I will introduce her later.

I also want to mention that we have been approached by two areas to assist them in their applications to become CID's. The first is Kenilworth above the line and the second Clarepark, the area between Keurboom & Avenue De Mist. Residents and property owners see a definite benefit in going the CID route. There are currently some 47 CID's in Cape Town.

So now let's move onto the next item of the agenda.

Pete Linnegar, Chairman LKID

FEEDBACK FROM THE PORTFOLIOS

[1] SAFETY and SECURITY

Director: Rory Moore

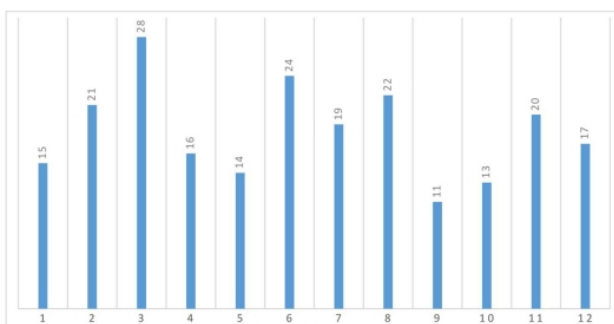


Crime Incidents

2019 2020/2021

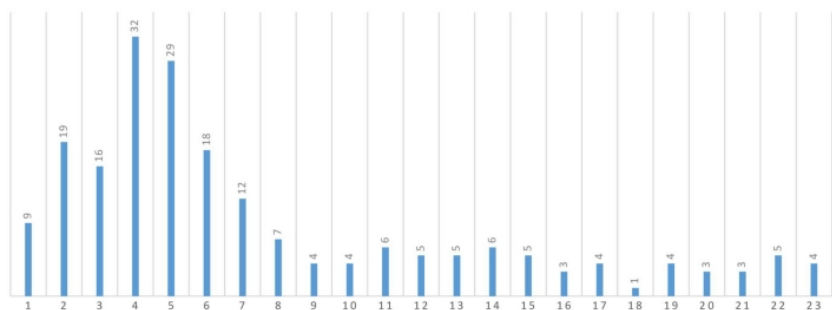
15 9
21 19
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JANUARY TO DECEMBER 2019



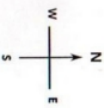
LOCK DOWN 26 March 2020
NHW / CIVIC STOPPED 28 March 2020
NHW / CIVIC Permit holders 15 May 2020
CAMERAS : First install 26 Sep 2020

JANUARY 2020 TO NOVEMBER 2021





Crime Locations



Crime Details

ITEM OF CHOICE	STREET PRICE
Lap top	250
Cell phone	100
Bicycle	400
Gaz can	50
Power tools	35
Clothing	30
New Takkies	55
Tog bags	15
Jewellery Costume	15
Flat screen monitors	140

SOURCE	
House breaking	2%
Theft out of Motor Vehicle	69%
Street theft	8%
Garden Shed	7%
Crow bar gang	1%
Garage	6%
Garden	5%

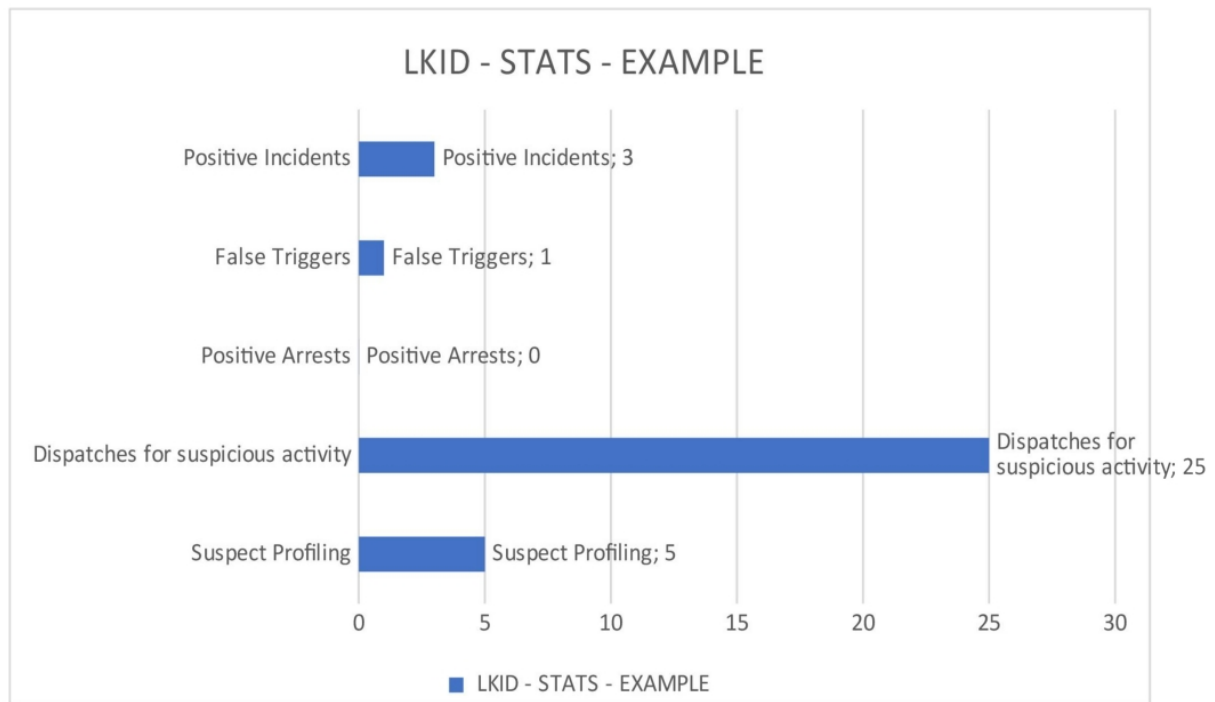
TIME LINE	
2 am to 4 am	41%
5 am to 7 am	60%
Mid Morning	10%
Afternoon	3%
4 pm to 7 pm	45%

DRUG COST	
Nyaope Whoonga	30
Tik / Cocaine	40
Dagga	5
Mandrax	45
Heroin / Opiates	60

Buddy Blue Tooth
Crack Mix
Demestos

Opiates non script pain killers

Week 4 – 22/11/21 till 28/11/21



TAG Locations



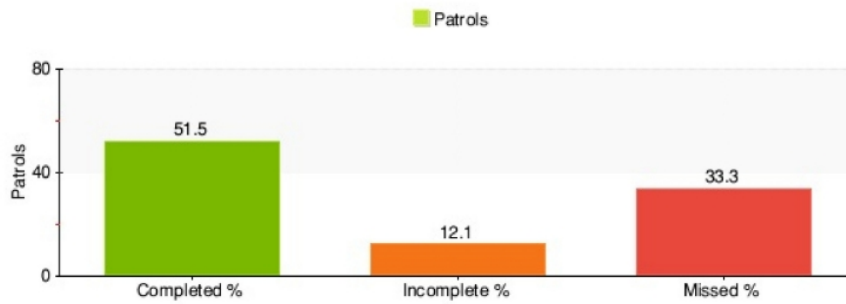


TAG Reports

Princeton LKID

Weekly Average

2021-11-18 (6AM) to 2021-1-26 (6AM)



Total Locations Week Tagged %
Total Locations Week Missed %



Weekly Patrols	Total Patrols	Complete Patrols	Incomplete Patrols	Missed Patrols
	33	51.5 %	12.1 %	33.3 %
Total Complete:	17			
Total Incomplete:	4			
Total Missed:	11			

Weekly Locations	Total Locations	Total Locations Tagged	Total Locations Missed
	462	58.4 %	41.6 %
Total Locations Tagged:	270		
Total Locations Missed:	192		



Street Cleaning Service: Scorecard

DATE OF ASSESSMENT	26 Mar	23 Apr	21 May	24 Jun	29 Jul	27 Aug	17 Sep	21 Oct	22 Nov
POINTS OUT OF 10									
WEEDS	7	7	7	8	8	8	8	9	8
LITTER	8	10	10	10	10	10	10	9	10
LEAVES	7	8	8	10	9	9	10	10	9
SAND	6	9	8	8	7	8	8	8	8
STORM BRANCHES	10	10	10	10	10	10	10	10	10
BIBS	0	0	7	8	10	10	10	10	10
TOTAL SCORE	38	44	50	54	54	55	56	56	55
POTENTIAL SCORE	60	60	60	60	60	60	60	60	60
TOTAL SCORE ASSESSMENT %	63	73	83	90	90	92	93	93	92



Environment / Urban Management

TASK	OUTCOMES 2021
1. Set-up sub-committee of local built environment and landscape professionals, businesses (e.g. landscaping, garden services) and interested residents	Not achieved. Anybody willing to take on the establishment of this group? Current alternatives: applications for comment are circulated by LKID to relevant neighbours by email; more contentious applications are now put up on the website under "have your say" tab, comment can be made individually or through LKID
2. Communication on urban management issues	Website; newsletters; direct mailing to residents affected by issues, requests for comment
3. Comment on applications, development proposals etc	Updated land use policy 16 requests for comment including admin penalty exemptions; District Policy review; MyCiTi depot and route; liquor licence applications; land use and heritage applications; building plans
4. Monitor and report on unauthorised land use	Ongoing. 1 unauthorised land use
5. Identify problem areas and report to Council for attention e.g. street lights, missing drain covers, illegal signage etc	Ongoing. 30 C3 requests & communications to residents. Most resolved. 1 illegal signage unresolved. Speed humps installed around Michael Oak. Ward 58 Committee meetings with Ward Councillor attended. C3 link on website and in newsletters for residents to undertake themselves.
5. Identify supplementary infrastructure enhancements to benefit the LKID	Upgrading Kolar Park
6. Greening campaigns	Treekeepers Inventory



Social Management and Community Events

PROGRAM 5 - LKID SOCIAL MANAGEMENT									
ACTION STEPS	RESPONSIBLE	FREQUENCY						PERFORMANCE INDICATOR	COMMENTS
1. Work in conjunction with local social welfare & job creation organisations to develop the delivery of supplementary services	Social Dev & Events Portfolio	Ongoing	→	→	→	→	→	Social intervention plan with clear deliverables & defined performance indicators to guide delivery	This will be a long term action plan that will take time to develop
2. Co-ordinate social development programs with the City Social Development Dept	Social Dev & Events Portfolio	Quarterly	4	4	4	4	4	Meet quarterly to get feedback	
3. Public awareness program on social issues	Social Dev & Events Portfolio	Ongoing	→	→	→	→	→	Keep the community aware of social issues	

PROGRAM 7 – COMMUNITY EVENTS									
ACTION STEPS	RESPONSIBLE	FREQUENCY						PERFORMANCE INDICATOR	COMMENTS
1. Plan to hold a food market in spring.	Events & Social Management Portfolio	Annually	1	1	1	1	1	Successful community involvement	
2. Plan for Arts & Craft markets in summer,	Events & Social Management Portfolio	Annually	1	1	1	1	1	Successful community involvement.	



Audited Financials

Audited Financials - 30 June 2021

Revenue	1 482 745
Donations	4 944
Rendering of services	1 477 801
Operating Expenses	-996 515
Accounting fees	9 562
Admin & management fees	10 000
Advertising	18 941
Bank charges	2 417
CCTV leasing for cameras	178 359
CCTV monitoring	201 645
Cleaning	16 100
Computer expenses	2 656
Insurance	1 356
Public safety	553 500
Repairs and maintenance	1 979
Surplus	486 230

12 months Operating
12 months Revenue
10 months Exp & Overheads

** 2 months Revenue surplus required by CCT

Arrear Total	92,121
Arrear Provision (3% retention rate)	64,382

APPROVAL OF BUDGET :

PROPOSED BUDGET 2022 / 2023

2022/23 Proposed Budget

GROWTH:

Expenditure
4.0%

Additional
Rates Required
4.0%

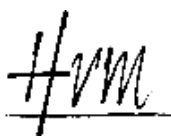
	As per Business Plan	Proposed Budget	Variance
INCOME	R	R	R
Income from add. Rates	-1 680 614 100.0%	-1 648 465 100.0%	32 149 100.0%
TOTAL INCOME	-1 680 614 100.0%	-1 648 465 100.0%	32 149 100.0%
EXPENDITURE	R	R	R
Core Business	1 490 488 88.7%	1 459 348 88.5%	-31 140 -1.9%
Cleansing services	56 180	104 254	48 074
Environmental upgrading	17 865	17 865	-
Public Safety	829 779	746 295	-83 484
Public Safety - CCTV monitoring	269 664	296 090	26 426
Public Safety - CCTV - Leasing of cameras	275 315	263 759	-11 556
Social upliftment	23 820	13 220	-10 600
Urban Maintenance	17 865	17 865	-
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	139 708 8.3%	139 663 8.5%	-45 0.0%
Accounting fees	19 056	13 439	-5 617
Administration and management fees	26 966	22 472	-4 494
Advertising costs	6 742	15 900	9 158
Auditor's remuneration	17 865	11 236	-6 629
Bank charges	4 168	3 710	-458
Communication	3 370	2 221	-1 149
Computer expenses	7 146	17 259	10 113
Contingency / Sundry	7 260	6 890	-370
Insurance	11 240	10 600	-640
Meeting expenses	2 382	2 382	-
Office rental	13 480	13 483	3
Printing / stationery / photographic	2 977	2 979	2
Secretarial duties	13 483	13 483	-
Telecommunication	3 573	3 609	36
Bad Debt Provision 3%	50 418 3.0%	49 454 3.0%	-964 -0.1%
TOTAL EXPENDITURE	1 680 614 100.0%	1 648 465 100.0%	-32 149 -1.9%
(SURPLUS) / SHORTFALL	-	-	-

After a show of hands the Budget was approved unanimously.

RE-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.

RE-ELECTION OF DIRECTORS :

BOARD MEMBERS and NOMINATIONS

NAME	CURRENT PORTFOLIO	
P. Linnegar	Chair	Re-elected
A. Nelson	Finance	Re-elected
C. Postlethwayt	Environment and Urban Management	Re-elected
R. Moore	Safety and Security	Stood down and re-elected
M. Willis (new)	Social Management and Community Events	New Director

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

RESIGNATION :

NAME	PORTFOLIO	
A van Dyk	Cleansing / Social Management / Communications	Resigned

GENERAL and QUESTIONS :

Comments and questions from the floor included:

Discussion around the Social Management and Communications portfolio; street cleaning and top-up services; recycling; the trees on Rosmead Avenue; what is put into the large blue bags by Council workers; PRASA and security along the railway line; possible links to other neighbourhood watches.

ADJOURNMENT :

The Meeting was adjourned at 19h30.

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



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P C Linnegar, Chair



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C Abbott, Secretary