



Minutes

OF THE LOWER KENILWORTH IMPROVEMENT DISTRICT

Annual General Meeting

6:00pm, 10 December 2024

Venue:

**Kenilworth Racecourse Main Building,
Rosmead Avenue, Kenilworth**



AGENDA

1. Registration
2. Welcome and Apologies
3. Membership
 - 3.1 – Resignations
 - 3.2 – New members
4. Quorum to constitute a meeting
5. Previous AGM minutes
 - 5.1 – Approval
 - 5.2 – Matters arising
6. Chairman's Report
7. Feedback on operations 2023/24
8. Approval of the Annual Report for 2023/24
9. Noting of Audited Financial Statements 2023/24
10. Approval of extension of the CID term and new Business Plan for 2025-2030 (includes the approval of the 2025/26 annual budget, surplus utilisation and Implementation Plan)

11. Surplus Utilisation
 - 11.1 Noting of additional surplus funds utilised in 2023/24 (approved by the Board)
 - 11.2 Approval of additional surplus funds utilisation for 2024/25
12. Appointment of Registered Auditor
13. Confirmation of Company Secretary
14. Election of Board Members
15. General
16. Q & A
17. Adjournment

Directors 2024	Current Portfolio
P. Linnegar	Chair
A. Nelson	Finance
R. Moore	Safety & Security and Cleansing
A. Young	Environment & Urban Management
M. Willis	Events & Social Management, Communications



AGENDA ITEM 1

REGISTRATION

Attendees were met at the door and signed either the Members' Register or the Visitors' Register.
A total of 23 Members and 10 Visitors attended the AGM and signed the registers.
In addition, a total of 8 Members sent Proxies.

AGENDA ITEM 2

WELCOME AND APOLOGIES

All members and visitors were welcomed by the Chair.
Special Guests:
Dr Richard Hill (Ward 58 Councillor), and Alma Stoffels from the City of Cape Town were welcomed as guests.
Apologies were received from 8 residents:
Neil Kisch, Renate Scholle, Cormac and Maryann Cullinan, Joy van Dyk, Keith Cullies, Eunice van Eck, and Aidan Smit.

AGENDA ITEM 3

MEMBERSHIP

There were a total of 90 Members as of 3 December (close of application period).
3.1 Resignations in 2024: 2
3.2 New in 2024: 4

AGENDA ITEM 4

QUORUM

The quorum requirement of 9 Members was noted. A total of 18 Members in person plus 8 Members attending by Proxy ensured that a quorum was met and the meeting could officially proceed.

AGENDA ITEM 5

PREVIOUS AGM MINUTES

The 2023 AGM Minutes which have been available on the website since January 2024 were taken as read and accepted by a proposer and seconder.

AGENDA ITEM 6

CHAIRMAN'S REPORT

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

I would like to start by thanking Cape Racing for the use of this magnificent facility for our AGM.

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

Our Ward 58 Councillor, Richard Hill
From the City, Alma Stoffels
From Wynberg SAPS, Col Kleinschmidt, Capt Whiting
From Princeton, Adrian Theron

Donovan Everrit and Michael Simpson of Cape Racing

Apologies from :
Neil Kisch - Goldbourne
Renate Scholle - Sherwood
Cormac & Maryann Cullinan - Ascot
Joy van Dyk - Ascot
Keith Cullis - Ritchie
Eunice van Eck - Blackheath
Aidan Smit - Gibson

We have 90 registered members of whom 16 are here tonight.

We also have 8 proxies. So we have 27% of our members, more than enough for a quorum.

Minutes of meeting of 13 December 2023.
They have been available on the website for the past year and I trust those interested have read them and found them to be a true reflection of the meeting.

Matters arising from that meeting will be covered in our Directors' reports, but if there are any matters not covered I suggest that you raise them at the end of the presentations.

-- to page 4



Chairman's Report -- continued

I am pleased to present our LKID Annual Report for 2023/24 highlighting our ongoing efforts to improve quality of life in Kenilworth through improved safety, cleanliness and community enhancement.

After 4 and a half years of operation, I am happy to report that everything is running well, and particularly the reduction in crime in our neighbourhood. We have been able to reduce crime in our area from 20 incidents a month to 2, and some months no incidents at all. This is assisted in no small way by our 42 CCTV cameras monitored very efficiently by our security provider. Rory Moore will give more details in his presentation. I also want to thank residents for only putting their bins out on Wednesday morning, which means no bins are out overnight to bring bin pickers into the area.

Our streets are cleaned 3 days a week by our cleaning team in their green LKID jackets. This provides jobs for people who would previously have been unemployed.

We have been able to upgrade our park at Kolara Crescent with benches, swings and a jungle gym. And I'm pleased to see a number of young folks using the park.

We have held 2 successful car boot sales, the second of which enabled us to support Sisters, the home for abused women and children in our area and we also support them with a monthly Spar shopping voucher. Our Halloween event for the children was well organised and well attended this year.

We have also commenced a garden project where we will concentrate on greening our streets and street corners. The first garden at Kolara Crescent has started, and donations of succulents will be most appreciated.

Our first 5 year period ends on 30 June 2025 and tonight you will be asked approve a second 5 year term ending in June 2030. But more of that later.

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

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

3. Cindy Postlethwayt has stepped down from the committee and Andrew Young has stepped up to the Urban Management position. Cindy still assists us in the Urban Management portfolio where her expertise is greatly appreciated. Thank you Cindy.

I also want to compliment those residents who have taken the initiative to report potholes, streets lights out, drain covers missing etc on the City C3 website.

4. We have also established a relationship with the new owners of the Kenilworth Racecourse and hence the venue for our AGM tonight.

They are keen to work with us in planning the events program for the year but also to open up the course to our residents who would like to visit the fynbos area in the middle of the course or just to jog around the course.

5. Finally I want to encourage residents to take control of their pavements. Where possible lets get rid of the weeds and plant water wise plants and convert our neighbourhood into a Garden Suburb. If there is space for trees, the LKID is willing to fund.

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.

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 and myself will step down, but are available for re-election. Andrew Young has joined us to fill the Urban Management portfolio and Monique Willis joined us last year to fill the portfolio of Social Services and Community Events. We have held 2 community events thusfar and Monique will report on these.

I also want to mention that we have been approached by several areas to assist them in their application to become a CID. The first is Kenilworth above the line which is now approved as the UKID and the others are Newlands (also approved) and Belvedere East. Residents and property owners see a definite benefit in going the CID route. There are currently some 54 CID's in Cape Town with another 50 in the planning stages. I think that speaks for itself.

Pete Linnegar
Chairman, LKID

The new **Councillor for Ward 58, Councillor Dr Richard Hill**, then addressed the meeting.

After a few short biographical notes he outlined the current focus of his involvement in the ward, including *inter alia* the squatters at Wetton Bridge/Broad Road; Rondebosch Common; Kenilworth Racecourse (particularly the Conservation area). Dr Hill was thanked for his contribution to LKID thus far.

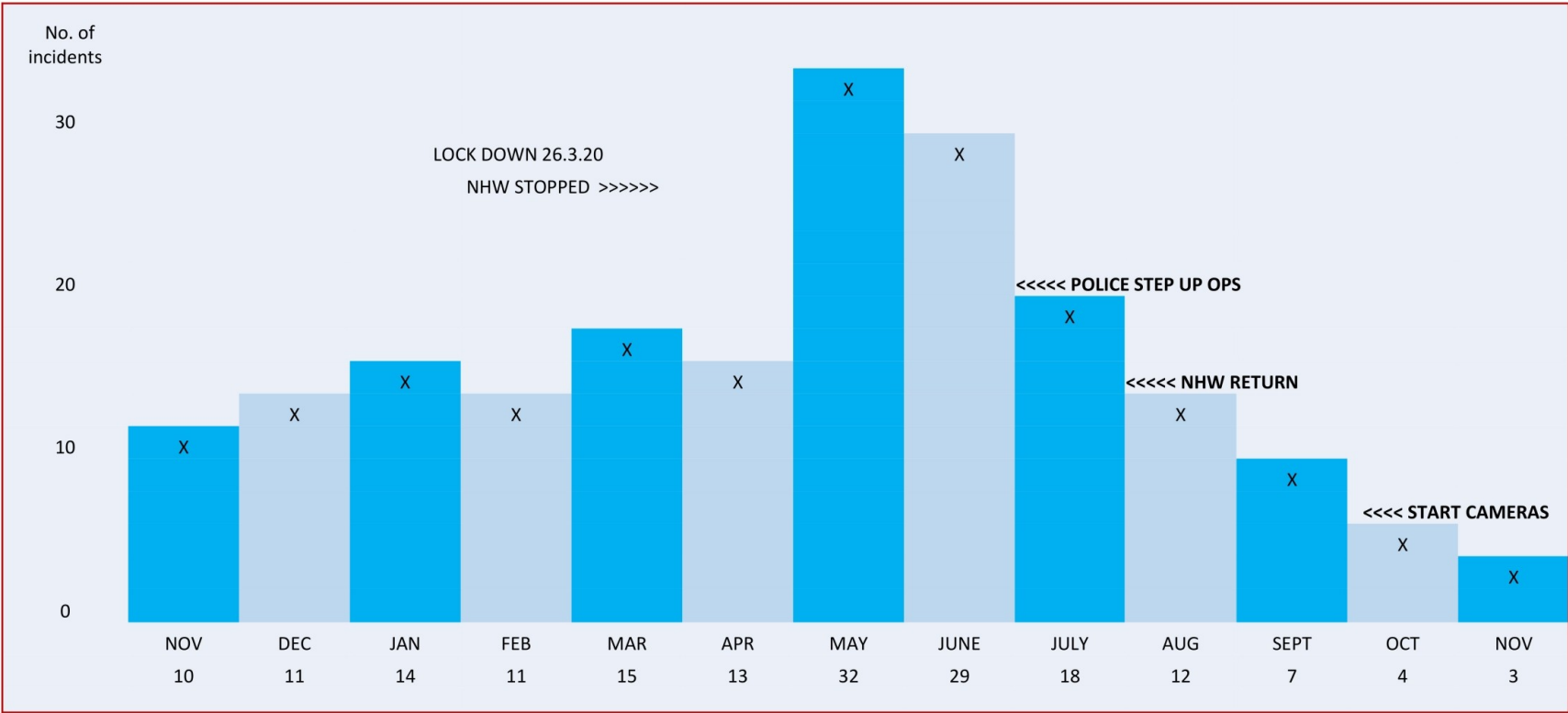


AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

INCIDENTS PER MONTH
November 2019 – November 2020

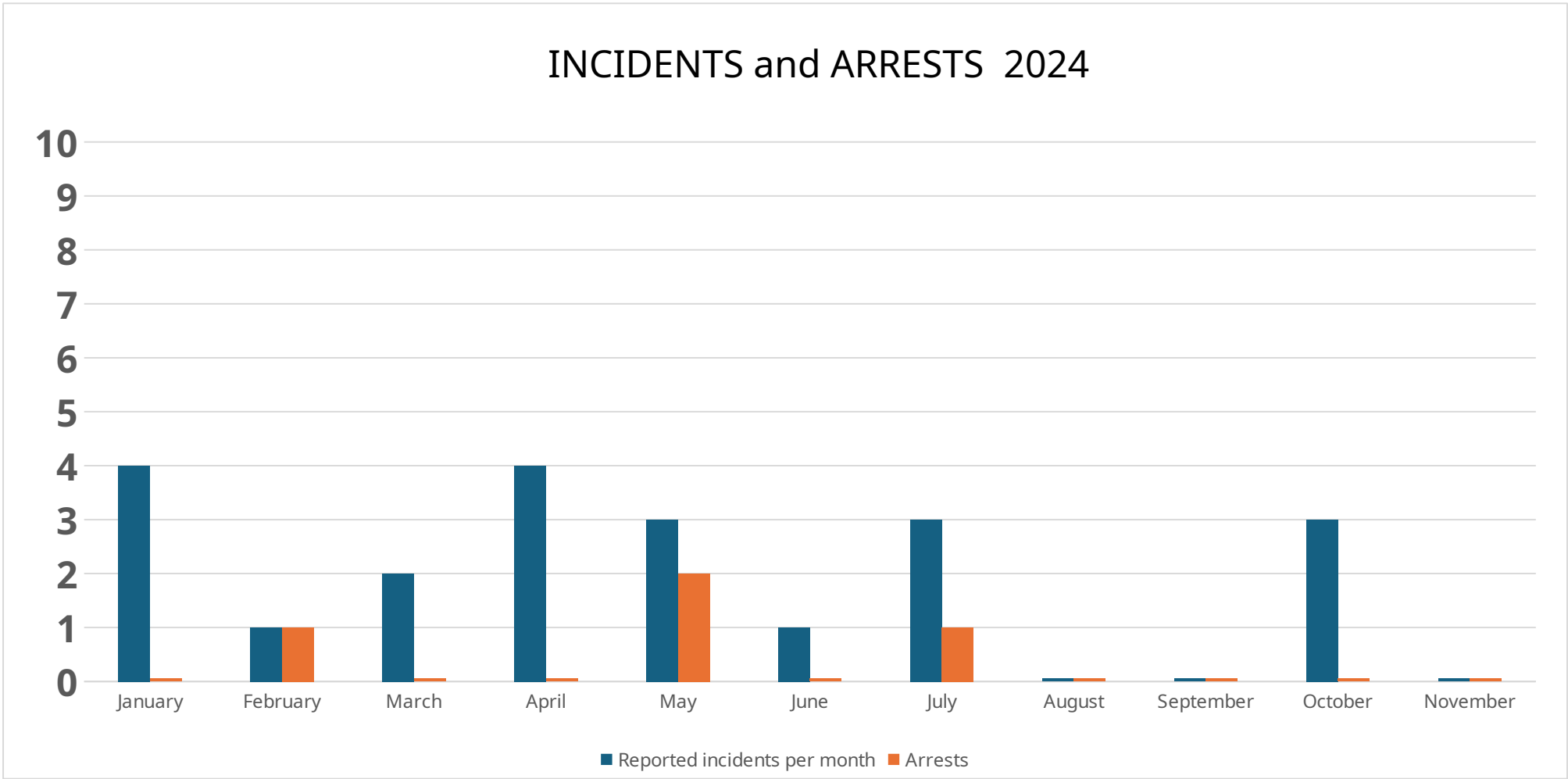
Confidential





AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

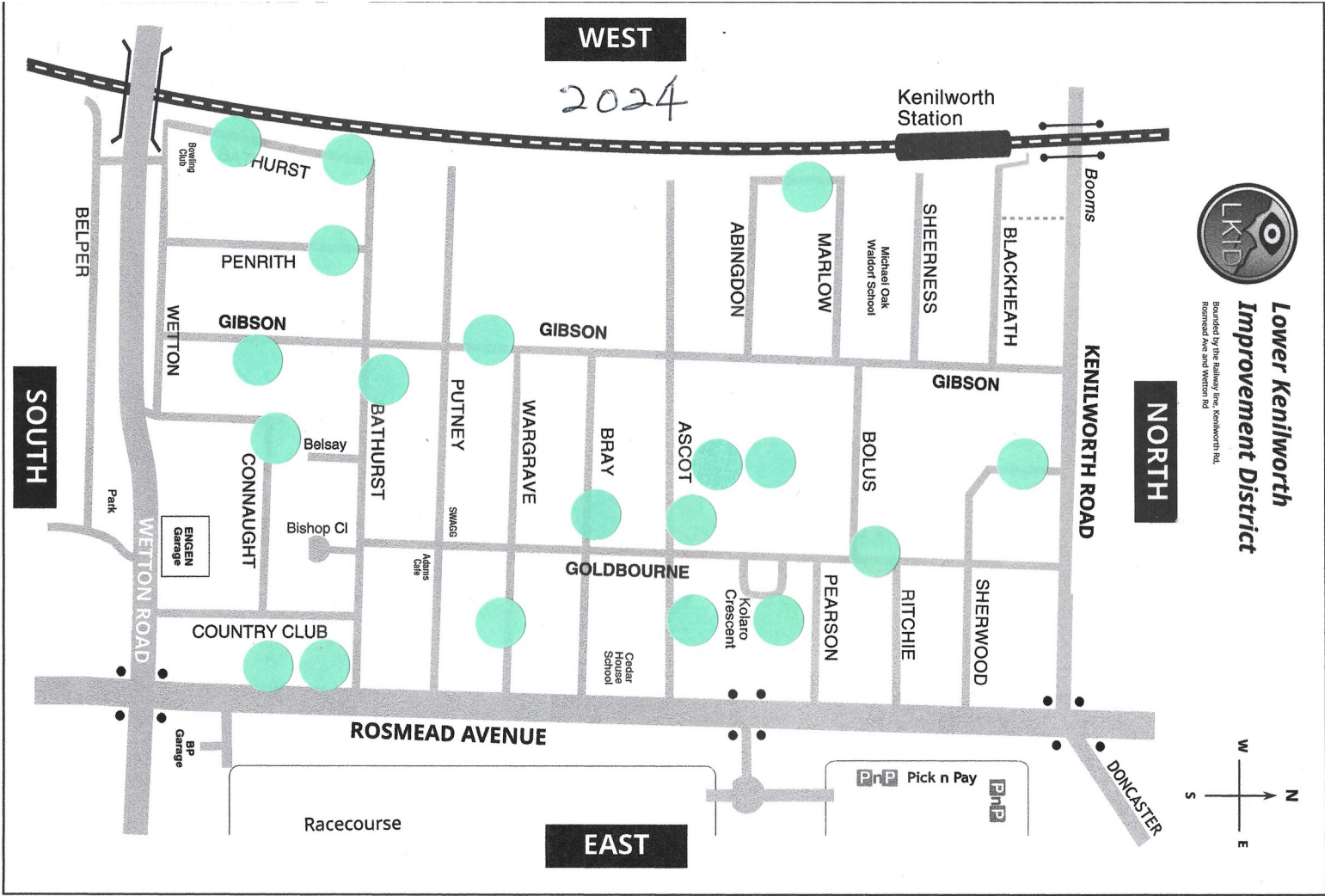




AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

INCIDENTS MAP





AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

TYPE OF OFFENCE

Theft out of motor vehicle	3
Theft from MV	3
Robbed at Knife or gun point	2
All Tyres removed	2
Hijack	1
Theft out of garage	3
Break into property	2
Brass taps and copper pipes	3
Con Artist	1



AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

*Princeton Security*

LKID YEARLY STATS

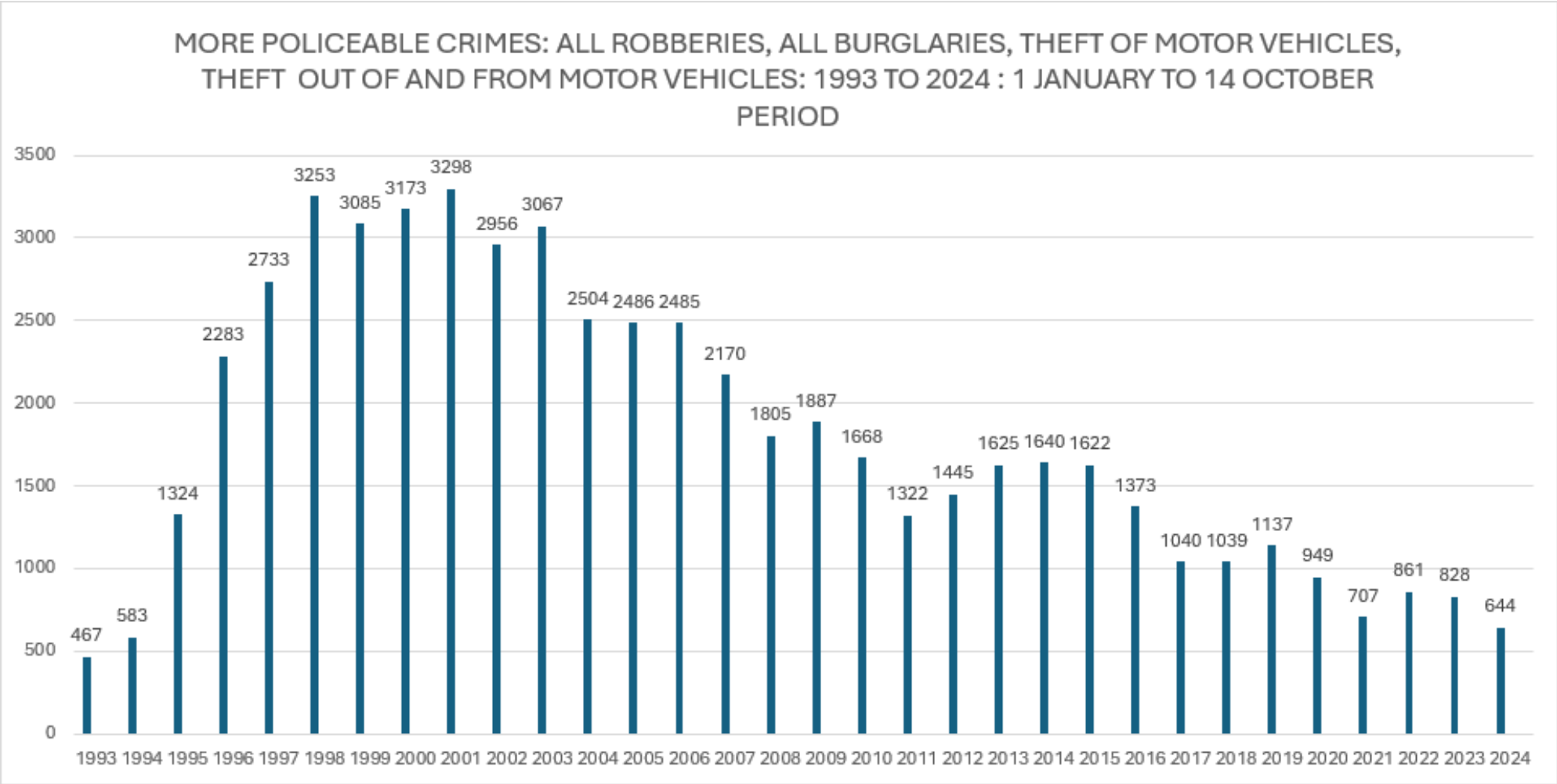
MONTH	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC		TOTAL
CATEGORY											To date			
Suspicious vehicles	0	5	1	2	1	5	4	7	2	4	3	TBC		31
Trollies removed	2	6	1	1	2	0	0	1	2	0	1	TBC		15
Gates left open	2	6	6	5	2	15	24	31	17	3	1	TBC		112
Dispatches	117	134	115	165	301	250	257	194	229	155	159	TBC		1917
Profiling	104	132	132	148	170	108	99	53	84	67	72	TBC		1097
No. Arrests	1	0	0	2	1	0	0	0	0	1	0	TBC		5
Assistance to homes	2			3				2	1	1				9



AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

MORE POLICEABLE CRIMES





AGENDA ITEM 7

Portfolio: **SAFETY and SECURITY**

Source of Crime

Wynberg taxi rank and Wynberg bridge
Broad Road squatters entrance from Bathurst Road
BONNYTOUN
Parklands south
Drive in mostly from northern suburbs

Why has there been a Reduction in Crime?

Increased awareness of surroundings
Our resident tactical response via First Alert
The positive impact of our CID operation

Strong cooperation between CID, NHW and SAPS

Increase of CIDs surrounding us and partnering NHW
More monitored camera surveillance in most neighbourhoods
Improved reaction times by armed response and the Resident Tactical Vehicle
Not feeding vagrants and bell-pushers wanting money



AGENDA ITEM 7

Portfolio: SAFETY and SECURITY

What You Need to Do

Be aware of your surroundings

Keep your own property secure

Report any suspicious behaviour on the Telegram Crime Alert

Encourage good neighbourly relations

Regularly test your electric fence and your beams

Test that all your panic buttons with your security provider are working

Create your own Household Emergency Plan



AGENDA ITEM 7

Portfolio: **CLEANSING**

CLEANSING

Our streets have been kept clean by our 2 previously disadvantaged street keepers, Raoul and Heinrich

They are on duty every Monday, Wednesday and Friday

Assessments were carried out 4 times this year :

March	96%
June	92%
September	89%
November	98%

A good performance achieved



AGENDA ITEM 7

Portfolio: EVENTS and SOCIAL MANAGEMENT

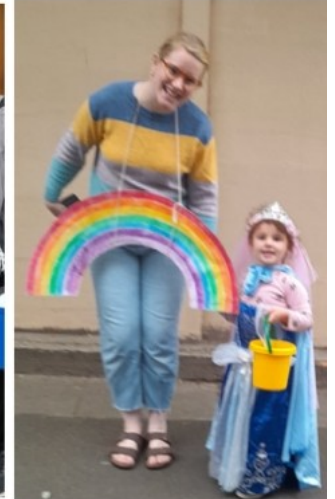
Charity Race Day & Boot Sale



AGENDA ITEM 7

Portfolio: EVENTS and SOCIAL MANAGEMENT

Halloween





AGENDA ITEM 7

Portfolio: EVENTS and SOCIAL MANAGEMENT

Community Garden





AGENDA ITEM 7

Portfolio: EVENTS and SOCIAL MANAGEMENT



AGENDA ITEM 7

Portfolio: URBAN MANAGEMENT



Fence and Garden, top of Blackheath Road



Jungle Gym, Kolara Crescent

AGENDA ITEM 8

APPROVAL OF THE ANNUAL REPORT for 2023/24

After conclusion of the above Presentation by Directors (Agenda Item 7), the Chair called for a vote of approval of the 2023/24 Report, which can be found on the LKID website here: www.lkid.co.za/AGM-December-2024.php

APPROVED AT THE MEETING BY A SHOW OF HANDS



AGENDA ITEM 9

Portfolio: FINANCE

	FY 2024	FY 2023
Revenue	1 752 691	1 636 270
Rates	1 666 470	
Rates retention received	84 021	
Sales	2 200	
Operating Expenses	-1 668 603	-1 455 149
Accounting fees	3 850	
Advertising	5 299	
Auditors remuneration	11 225	
Bank charges	3 287	
CCTV leasing for cameras	261 193	
CCTV monitoring	298 330	
Cleaning	95 179	
Computer expenses	6 172	
Environmental Upgrading	430	
Insurance	8 496	
Meetings	162	
Public safety	746 296	
Secretarial	13 600	
Security Project	192 000	
Social Upliftment	20 821	
Urban maintenance	2 263	
Operating Surplus	84 088	181 121
Investment income	68 973	40 772
Surplus	153 061	221 865

Audited Financials - 30 June 2024

**** 2 months Revenue surplus required by CCT**

Arrear Total R 91 660

Arrear Provision (3%) R 49 454

Hrm
Registered Auditors Chartered Accountants



AGENDA ITEM 9

Portfolio: FINANCE

2024 Annual Report of the LKID

KEY POINTS

Part A General Information

Chairman's report
Treasurer's overview
Strategic overview
Organisational structure

Part B Performance information

Summary of the performance just presented

Part C Corporate Governance

King IV Code of Governance
Board composition
Board responsibilities
Risk management

Part D Financial Information

Auditors' report
Financial Statements



AGENDA ITEM 10

Approval of Extension of our Improvement District term for another 5 years

1. Business Plan 2025 - 2030 *(available on our website)*
2. Annual Budget 2025 - 2030 *(available on our website, and summarised on following page)*
3. Implementation Plan *(available on our website, and summarised on second following page)*

APPROVED AT THE MEETING BY A SHOW OF HANDS



AGENDA ITEM 10

LOWER KENILWORTH IMPROVEMENT DISTRICT (LKID)

5 YEAR BUDGET AS PER BUSINESS PLAN

	2025/26	2026/27	2027/28	2028/29	2029/30
INCOME	R	R	R	R	R
Income from Additional Rates	-1 867 328 95.1%	-1 979 368 95.1%	-2 098 130 95.1%	-2 224 020 95.6%	-2 357 460 95.6%
Other: Accumulated Surplus	-96 896 4.9%	-102 015 4.9%	-107 265 4.9%	-102 640 4.4%	-108 612 4.4%
TOTAL INCOME	-1 964 224 100.0%	-2 081 383 100.0%	-2 205 395 100.0%	-2 326 660 100.0%	-2 466 072 100.0%
EXPENDITURE	R	R	R	R	R
Core Business	1 782 250 90.7%	1 889 101 90.8%	2 002 300 90.8%	2 122 720 91.2%	2 250 000 91.2%
Cleansing services	132 733	140 697	149 139	158 087	167 572
Environmental upgrading	10 000	10 600	11 200	11 900	12 600
Public Safety	1 192 797	1 264 364	1 340 226	1 420 640	1 505 878
Public Safety - CCTV monitoring	318 000	337 080	357 305	378 743	401 468
Public Safety - CCTV - Leasing of cameras	90 720	96 160	101 930	108 050	114 532
Social upliftment	18 000	19 000	20 000	21 500	22 700
Urban Maintenance	20 000	21 200	22 500	23 800	25 250
Depreciation	10 781 0.5%	10 781 0.5%	10 781 0.5%	- 0.0%	- 0.0%
Repairs & Maintenance	20 674 1.1%	21 910 1.1%	23 230 1.1%	24 680 1.1%	26 100 1.1%
Interest & Redemption (Finance Lease)	0.0%	0.0%	0.0%	0.0%	0.0%
General Expenditure	94 499 4.8%	100 210 4.8%	106 140 4.8%	112 539 4.8%	119 248 4.8%
Accounting fees	5 000	5 300	5 600	6 000	6 300
Administration and management fees	5 000	5 300	5 600	6 000	6 300
Advertising costs	8 000	8 500	9 000	9 500	10 100
Auditor's remuneration	20 000	21 200	22 500	23 800	25 250
Bank charges	5 000	5 300	5 600	6 000	6 300
Communication	3 000	3 180	3 370	3 570	3 800
Computer expenses	7 000	7 400	7 900	8 300	8 800
Contingency / Sundry	8 000	8 500	9 000	9 500	10 100
Insurance	10 000	10 600	11 200	11 900	12 600
Meeting expenses	2 500	2 650	2 800	3 000	3 200
Printing / stationery / photographic	2 999	3 180	3 370	3 569	3 798
Secretarial duties	18 000	19 100	20 200	21 400	22 700
Bad Debt Provision 3%	56 020 2.9%	59 381 2.9%	62 944 2.9%	66 721 2.9%	70 724 2.9%
TOTAL EXPENDITURE	1 964 224 100.0%	2 081 383 100.0%	2 205 395 100.0%	2 326 660 100.0%	2 466 072 100.0%
(SURPLUS) / SHORTFALL	-	-	-	-	-
GROWTH: EXPENDITURE	-5.0%	6.0%	6.0%	5.5%	6.0%
GROWTH: ADD RATES REQUIRED	6.0%	6.0%	6.0%	6.0%	6.0%

24

Approval of Extension of Term, Business Plan, Budget and Implementation Plan (2025-2030),
APPROVED AT THE MEETING BY A SHOW OF HANDS



AGENDA ITEMS 11.1 and 11.2

Surplus Utilisation:

ADDITIONAL SURPLUS FUNDS APPROVED BY THE BOARD FOR 23/24

Line Item	Surplus utilisation approved at 2023 AGM	Additional surplus funds approved by the board for 23/24	Total
Revenue			
Accumulated Surplus (Projects + Capital)	- 55 000	- 144 000	- 199 000
Total Surplus funding in the budget	- 55 000	- 144 000	- 199 000
Projects			
Additional Security Guard (6 months)	55 000	144 000	199 000
CCTV Battery backup Batteries			-
Capital Expenditure (PPE)			
CCTV / LPR Cameras			-
CCTV Battery Backup			-
Total Expenditure funded from Surplus	55 000	144 000	199 000
Difference	-	-	-

2025/26
PROPOSED UTILISATION OF ACCUMULATED SURPLUS



Approval of Additional Surplus Funds Utilisation 2025/26:
APPROVED AT THE MEETING BY A SHOW OF HANDS



AGENDA ITEMS 12 to 17

ITEM 12 Appointment of Registered Auditor



*HVM was reappointed
by the Meeting*

ITEM 13 Confirmation of Company Secretary

Charles Abbott

Approved by the Meeting

ITEM 14 Election of Board Members

Pete Linnegar and Rory Moore stood down but made themselves available for re-election.

Approved by the Meeting

ITEM 15 General

No items were raised under General

ITEM 16 Q & A

Questions from the floor related to:
 -- Cleaning of the boundary roads;
 -- WhatsApp issues -- clarified by Rory Moore
 -- Traffic issue: Congestion on Rosmead Ave and Kenilworth Rd
 -- Traffic issue: Request for another speedbump in Bathurst Rd

ITEM 17 Adjournment

There being no further business the meeting was adjourned at 19:45

Minutes of the 2024 Annual General Meeting checked and approved.

P C Linnegar, Chairman LKID

30 January 2025