

Northpine City Improvement District

Annual General Meeting

MINUTES

19 October 2023

Northpine Primary School, Northpine



Venue – Northpine Primary School

Time - 18h00 – 21h00

1. Registration
2. Welcome & 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. Chairperson's Report
7. Feedback on operations 2022/23
8. Noting of Audited Financial Statements 2022/23
9. Budget
 - 9.1 Noting of additional surplus funds utilised in 2022/23
 - 9.2 Approval of additional surplus funds utilisation for 2023/24
 - 9.3 Approval of surplus funds utilisation for 2024/25
 - 9.4 Approval of the budget for 2024/25
10. Approval of the implementation plan for 2024/25
11. Appointment of a Registered Auditor
12. Confirmation of Company Secretary
13. Election of Board Members
14. Special Resolution: Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)(a) of the Companies Act, Act 71 of 2008.
15. General
16. Q & A
17. Adjournment

1. Registration

As per attendance register – 16 in attendance

As per proxies received – 11 proxies received

2. Welcome

Mark Smith welcomes all members and community to the 6th Annual General meeting for 2023. Mark Smith welcomes special guest Maryke Malherbe – WJ Steyn NCID accountant and Leon Brynard from Vredeloof CID.

Mark Smith informs that the Annual General Meeting is an elective AGM and thus to stick to the agenda.

Apologies

Lindsay Schercka – Chairperson of the NCID

3. Membership

3.1 Resignations

Three members have resigned from the NCID due to moving out the area.

3.2 New members

The NCID has received three new additional members from community members.

4. Quorum to constitute meeting

The members and proxies received total to 27.

5. Approval of the previous members minutes

Mr. Mark Smith informed all members that the previous minutes of a meeting were uploaded onto the website and copies were made available.

Acceptance of the previous minutes of a meeting

Mr. Alexander Roberts – Accepted

Mr. Stanton Armstrong - Seconded

5.2. Matters arising from the previous members minutes

No matters arising from the previous members minutes were noted.

6. Chairman's Report and Feedback on Operations

INTRODUCTION

Welcome to our new members and thank you for joining the NCID (Northpine City Improvement District). The Northpine City Improvement District (NCID) was formally established in 2017 providing supplementary public safety, urban maintenance, social responsibility and urban cleaning services in close cooperation with the various City Departments as well as SAPS and The City's Law Enforcement.

The CID has continued to provide "top up" supplementary security and cleansing service to the City of Cape Town's efforts.

- Arrests were made by the CID security service provider and handed over to SAPS.
- Potholes reported for repair.
- Faulty streetlights
- Burst pipes/blocked drains reported.
- Illegal dumping by Northpine residents and perpetrators were handed over to Solid Waste Management

SERVICE PROVIDED / ACHIEVEMENTS

The achievement and the success of the CID's main objectives aimed at securing a safe, attractive, and clean area as per an approved business plan 2022/2027. Please note that the business plan is available on the NCID website.

MANAGEMENT & OPERATIONS

The CID is managed by a Board of 6 Directors elected by its members. There is a CID Operations manager who manages the day-to-day administrative processes and command and control over appointed service providers.

Services provided focused on safety and security in public open spaces, camera monitoring, cleaning.

PUBLIC SAFETY INITIATIVES

A public meeting held on the 25th of May 2023 was poorly attended by our community to discuss the public safety issues in the Northpine area. The minutes of the public meeting is available on the website.

We had a numbers of motor vehicle theft reported in the area. We therefore continue to urge residents to please ensure that your vehicles have an alarm system installed and is activated when not in use.

Camera Surveillance System

The CID adheres to a regulation of external and privately owned CCTV cameras on City Property Policy (Policy number 21207) that was approved by Council on 25th Of June 2014.

The NCID currently has sixty-five cameras in total including the LPR (License plate recognition cameras), with six cameras being movement detection all in operation and fully functional.

Vumatel has assisted in creating a strong wireless network signal to assist with our cameras that had wireless interference in the Howard drive area. Since the wireless signal, our cameras have been working exceptionally well.

We thank Vumatel for this kind donation and their continued support.

The CID still faces instances of footage requests from residents. We are unfortunately not permitted by law to share the footage unless it is a request from an SAP investigating officer who is dealing with the police case number.

Reporting from SAPS

The four most crimes reported for Northpine to SAPS - Kraaifontein:

- Residential burglaries
- Motor vehicle theft
- Theft out of motor vehicles
- Common assaults

Streets which have been impacted by most crime occurrence are:

- Pine Mews
- Northpine Drive
- Wolwefontein
- Eastwood Drive
- Old Paarl Road

The days on which most incidents occur are:

- Saturdays
- Sundays
- Mondays

Times of these reported incidents are from 15:00pm – 12:00am.

We continue to urge residents to please be always vigilant irrespective whether the street name had reflected in the above stats provided by Kraaifontein.

In the 2022/2023 financial year the CID's focus remained public safety, camera monitoring and cleansing within public spaces. The NCID continues to focus on installing additional cameras in the area.

Cleansing initiatives

The CID co-ordinates a cleansing service with four cleaners providing daily "top up" service to CoCT from 08:00am – 13:00pm.

The CID continues to work in collaboration with the City of Cape Town cleansing schedule, to ensure that all areas are cleaned.

The Northpine CID had arranged a deep joint spring clean with the assistance from Alderman Grant Twigg; Councilor Kyle Carls; Mrs Fredericks a Northpine resident; Chairperson Lindsay Schercka to get the Northpine area clean on the 21st of November 2022.

We thank Alderman Twigg; Councilor Kyle Carls; Mrs Fredericks; CCT EPWP and our MES Team for assisting in this deep clean.

URBAN MANAGEMENT INITIATIVES

Urban Management initiatives have included:

- Addressing environmental issues

The CID identified problem areas and essential needs pertaining to the services provided by the City so that these can be channeled to the respective departments e.g. street lighting, removal of illegal dumping, missing drain covers, cleaning/unblocking of drains, trimming of trees, maintenance of road surfaces, sidewalks, cutting of grass, cleansing, placing of litter bins/ emptying of litter bins, road markings etc..

We have been inundated with complaints with regards to the grass cutting in the area and continue to work closely with CoCT in having grass maintained. To assist the CoCT we have recently utilized our current cleaning team to assist in the gardening and maintenance of the area.

Dumping in the area has once again increased and was not left unnoted. The guilty parties have been reported to Solid Waste Management for fines to be issued. We urge residents to please, when utilizing the grass cutters to clear residential properties, to please ensure that dumping does not occur on one of the public open spaces in Northpine. Please ensure that dumping of black bags, rubble and / garden refuse etc. are done correctly by either hiring a skip, a removal company to assist or use the CoCT Waste Management Centre.

SOCIAL INTERVENTION INITIATIVES

Market days

We held successful market 10 December 2022 with a Carols by Candlelight. We would like our community members to continue to support their community when the market days are held. Supporting each other when events are held brings the community together and starts a trend "know your neighbour".

Addressing stray animals

On two occasions we have had stray cats dumped in a cage and left at a supermarket in the Northpine area. We urge our community to be on the lookout for those dumping their animals and report these incidents to the Animal Anti Cruelty League.

MARKETING INITIATIVES

Website

The CID has a website www.northpinecid.co.za and all documentation can be viewed.

The NCID created a database to be completed by each resident so that the newsletter and any important notices can reach all via email; the response hereto has been slow, and we continue to urge all residents to complete the form. The link to the form is on the website. The information on the database is secured and will not be shared in accordance with the POPI Act.

FINANCIAL

The Northpine City Improvement District NPC currently finds itself in a sound financial position.

Full audited financial statements can be found on the CID's website.

NEW MEMBERS/DIRECTORS

The total of registered members 125

A big thank you to all directors and existing members for their commitment.

8. Noting of audited financial statements 2022/2023

The noting of Audited Financial statements was completed by Harry Curtis and Co.

9.3 Approval of surplus finds 2024/2025

The utilization of the surplus funds for 2024/2025 has been made available at the AGM to propose to utilize the surplus funds for CCTV/cameras.

Approval of the surplus funds 2024/2025

Mr. Jacques Cedras
Ms. Christelle Schereka
Mr. Van Breda
X 11 Proxies

Agree to the utilization of the surplus funds 2024/2025 for CCTV/cameras.

9.4 Approval of the budget 2024/2025

Mrs. Maryke Malherbe informed all members the budget for 2024/2025 has been made available for preview at the entrance as well as presented.

The NCID is in line with its expenditure and all necessary figures have been allocated.

Approval of the budget 2024/2025

Mrs. Natalie Khambi
Mr. Alexander Arendse

10. Approval of the implementation plan 2024/2025

The implementation plan has been made available on the website and no major changes have been made to the implementation plan.

Approval of the implementation plan 2024/2025

Mr. Van Breda
Mrs. Desiree Cupido

11. Appointment of a registered auditor

Mr. Mark Smith informed that the registered auditor we have Harry Curtis and Co. and requires agreement from the members.

Appointment of a registered auditor

Mrs. Natalie Khambi

Mr. Fredericks

12. Confirmation of Company Secretary

Mr. Mark Smith the confirmation of the company secretary the NCID has approached once again Mr. Terence Erasmus as Company secretary unfortunately Mr. Terence Erasmus was not able to attend the AGM. Mr. Terence Erasmus has agreed to be company secretary for the NCID.

13. Election of board members

Mr. Leon Brynard thanked all for having him at the AGM to do the voting process. Mr. Leon Brynard informed that two board members have stepped down Mrs. Natalie Khambi who has not made herself available for re-election and Mr. Romano Swanepoel who has made himself available for re-election. Mr. Leon Brynard informed that the NCID has two nominations for directorship: Mr. Cyril Williams and Mr. Kyle Visagie.

Adoption and acceptance of the two new directors

Voting of Mr. Romano Swanepoel to stand another term as board of director x 13 members were in favor.

Voting of Mr. Kyle Visagie newly appointed director x 12 members were in favor.

Voting of Mr. Cyril Williams newly appointed director x 12 members were in favor.

Mr. Mark Smith informed that on behalf of Mr. Lindsay Schereka, Chairperson, we thank Mr. Cyril Williams and Mr. Kyle Visagie for availing themselves on the Board.

14. Special Resolution: Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)(a) of the Companies Act, Act 71 of 2008.

Mr. Mark Smith presented the new amendment of the MOI and why the MOI has been amended. Further information pertaining to the MOI has been made available on our website for perusal as well as the presentation presented.

Voting for the Amendment of the new MOI

All members present have agreed to the amendment of the new MOI.

15. General

The NCID will be hosting a public meeting where any concerns the community may have are more than welcome to join. The meeting date will be confirmed in due course, and all will be notified accordingly.

16. **Questions and Answers**

No questions were raised.

Annual General Meeting adjourned at 19h50pm