OBSERVATORY IMPROVEMENT DISTRICT

Annual General Meeting Minutes

Date: Thursday 23 October 2025

Venue: Observatory Improvement District offices, 13A St Michaels Street, Observatory

Present: 18 *members, 1 CID branch staff member (Virtually), 1 visitor, 2 OBSID staff members in attendance, 0 proxies received.*

1. Registration (from 17:30 to 18:00):

All present signed the relevant attendance register. Documentation relevant to the meeting was available on the OBSID website from the 1st of October 2025.

2. Welcome and apologies:

Justin Ashley welcomed all members, visitors and staff present at the Annual General Meeting. He stated that the meeting was quorate and could go ahead. He stated that 0 members had submitted proxies.

3. Membership – resignations and new:

Seven (7) new members were recorded.
Four members resigned
22 members lapsed due to non-attendance of meetings

Total membership is currently reported at 45 members.

4. Quorum to constitute a meeting:

It was noted that the meeting was quorate – 18 members in attendance, 0 proxies received, a total of 18 members represented out of a membership of 45 (5 required for a quorum).

5. Approval of previous AGM minutes:

The minutes of the previous meeting, held on October 24th, 2024, were made available on the website prior to the meeting. No corrections were noted.

Mark Neville proposed that the minutes be accepted, and those in attendance unanimously approved this motion.

6. Chairperson's report:

Justin Ashley referred the meeting to the detailed Chairperson's report in the Annual Review that was given to members and available on the OBSID website.

In security, the big development was the installation of CCTV cameras along Lower Main Road. These have already proven valuable in controlling crime. Our long-term figures show an encouraging trend – incidents are down about 20%over the past two years. I'd like to thank our partners, Securitas and Senixa, and especially our Operations Co-ordinator, Leon Nzenza, for his professionalism and leadership.

In cleaning, our teams continue to face tough challenges with dumping, waste, and high activity in the area. Despite this, they keep Observatory clean every day. This year, we also launched a new stormwater drain cleaning programme, which has already reduced winter flooding. My thanks go to our dedicated team and to Straatwerk, who support us.

In social development, our social worker, Ruby Titus, continues her extraordinary work with our homeless community. She knows every individual and works tirelessly to support and reintegrate them. We are very fortunate to have Ruby.

Our surplus funds allowed us to take on special projects, including strategy workshops for the Board, progress on traffic management with one-way systems expected next year the start of a composting project on Prasa land, and greening in Anson Road.

Finally, I'd like to thank our outgoing directors, Kari Cousins and Sarah Driver-Jowitt, for their service and dedication, and wish them well as they start a new project on the Liesbeek River. And I warmly welcome our new directors to the Board.

7. Feedback on operations:

Matt Tyrrell presented a summary of the OBSID's work.

To set the scene, Matt shared OBSID's vision:

"Observatory is recognised as an appealing community and destination, where everyone has access to wellfunctioning, attractive, and environmentally sensitive public spaces."

Matt presented the data for each of the teams

Public Safety: Reported crime incidents have decreased by 50% over the past six years. Through visible policing, effective use of technology, the Notify Me! system, and strong communication, we continue to make meaningful progress in reducing crime across Observatory.

Urban Cleaning: Our partnership with Straatwerk continues to grow, providing job habilitation opportunities for individuals transitioning off the streets or recovering from substance abuse. We've also increased our cleaning capacity by adding a stormwater cleaning team, keeping the business district cleaner and more functional. However, illegal dumping remains a persistent challenge—affecting both business and residential areas.

Social Development: We're pleased to welcome Ruby Titus to the Social Development team. Amanda is currently completing her Auxiliary Social Worker training.
Our team continues to strengthen community support networks and build vital linkages. While many street-based individuals remain reluctant to accept formal assistance, our outreach and support efforts remain consistent and compassionate.

CCTV Project Feeback: The CCTV system became fully operational in May, with 22 cameras strategically positioned in high pedestrian areas. The initiative has helped reduce crime, supported vulnerable individuals, and improved response times.
A full project review is scheduled for April 2026.

Obs Live – Project: We are excited to introduce Obs Live — an interactive platform that celebrates Observatory's rich heritage. The platform allows users to take guided tours, listen to or read about local history, and contribute their own lived experiences.
Observatory is a place full of stories, and Obs Live will ensure that these stories are preserved and shared with the community. The Launch date is 2026.

8. Approval of the Annual report 2023/24

He referred the meeting to the comprehensive report contained in the Annual Review, focusing her presentation on the core programmes of public safety, urban management, and social development. He acknowledged the contributions of the entire OBSID team.

Edwin Angless proposed that the Annual Report be approved, and those in attendance unanimously accepted

9. Noting of Audited Financial Statements 2024-25, including noting of surplus expenditure:

Matt Tyrrell presented the AFS for 2024-25, Noted the audit result as, financially unqualified opinion with no findings (clean audit). The City's Executive Directorate noted that OBSID achieved a 100% spend of the budget.

Turning to the surplus funds used in 2024/25 R994,904 surplus funds were used as approved by the Board. On the following projects

- CCTV – Operations
- CCTV – Cameras, and installations
- New Truck
- Obs Live - Project
- Storm water drain, cleaning.

Sarah Driver-Jowitt proposed that the AFS be approved, and those in attendance unanimously accepted.

10. Approval of the budget for 2026 – 2027:

Budget Presentation

Matt Tyrrell presented the proposed budget, which had been made available on the OBSID website prior to the meeting.

Five years ago, OBSID planned for a 7.4% budget increase.
Last year, members were asked to absorb an 11.8% increase.
This year, with the addition of new technology and the proven success of recent initiatives, OBSID is proposing a 6.3% increase.

The key difference between the planned and actual budget relates to the introduction of the CCTV surveillance system, which carries significant operational costs. These have been partially offset by lower-than-expected employment costs, and by redirecting a portion of the social development budget toward cleaning services, to strengthen our existing partnership with Straatwerk.

Questions were raised about the ongoing costs of the CCTV system and the potential for future expansion. It was noted that while extending CCTV coverage across the entire OBSID area would be cost-prohibitive, there may be scope to add another operator if performance results justify the investment.

Kari Cousins proposed that the budget be approved, and the motion was unanimously accepted by those in attendance.

11. Approval of the implementation plan for 2026 – 2027:

Matt Tyrrell referred members to the proposed implementation plan, available on the OBSID website.
He acknowledged that this marks the final year of the current five-year plan, which was developed using a City-led template.

Through the recent strategy workshop, OBSID identified several opportunities for improvement, with the intended outcome of being clearer about our goals, helping everyone understand our direction, and ensuring accountability for our progress.

No questions were received from the audience.
Henri proposed that the implementation plan be approved, and those in attendance unanimously accepted this.

12. Appointment of Auditors:

Cecil Kilpin and Co. has been OBSID Auditors for Six years. Five years with Partner Sidney Schonegevel, One year with Melanie Spencer as the Auditor.

This appointment was proposed by Sarah Driver-Jowitt and unanimously approved by those in attendance.

13. Confirmation of Company Secretary:

Justin Ashley thanked Ursula Genthe as OBSID Company Secretary and her professional service. And requested that this appointment be reconfirmed for a further year. The appointment was unanimously approved by those in attendance.

14. Election of Board Members:

Justin Ashley advised the meeting that four nominations had been received for four vacant director roles; therefore, an election was not required. The nominations were proposed by Kari Cousins and unanimously approved by those in attendance. Congratulations were extended to the four nominees –

Benji Schaffer
Maartin Turkstra
Henri Van Eeveldt
Julie Van der Vlugh

15. General / Q&A:

Boundary Extension: We have been approached by on-Molenviet, Strubens Mews, and North Obs triangle to consider extending our services. At this time, we do no not meet the requirements to form a steering committee. We will continue to explore this idea and work with the community and develop a sustainable business plan, that could be tabled a future member meetings.

The proof of concept using facial recognition technology is no longer available to us and therefore is no longer under consideration. Should this technology become available again in the future, OBSID will engage with members and the community before making any decisions regarding its use.

An extension of the current lease agreement with the landlord was approved for a further three years, with an average annual increase of 6%.

The service agreement with the Public Safety service provider, Securitas, was also renewed. OBSID has agreed to continue working with Securitas for an additional five years.

Membership

A concern from the floor, with the decreasing membership of OBSID, we note that we only needed 5 members to approve on business moving forward.

How are the staff on the ground rewarded?

It was suggested that OBSID facilitate a mechanism for members to donate funds into a dedicated account, which OBSID could then distribute to the team. OBSID has taken this suggestion under consideration.

Caroline Neville, Chair of the Community Police Forum (CPF), sent her apologies for not being able to attend in person. She expressed her appreciation for OBSID's work, particularly in strengthening relationships with SAPS and other key role players in the area

16. Adjournment:

Justin Ashley thanked everyone present for their attendance and participation, and the meeting adjourned at 19h00.

CHAIR DATE