

## OBSERVATORY IMPROVEMENT DISTRICT

### *DRAFT* Annual General Meeting Minutes

**Date:** Thursday 27 October 2022

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

**Present:** 24 members, 1 CID branch staff member, 9 visitors, 4 OBSID staff members in attendance, 17 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 6<sup>th</sup> October 2022.

#### 2. **Welcome and apologies:**

Claire Everatt welcomed all members, visitors and staff present at the Annual General Meeting. She stated that the meeting was quorate and could go ahead. She stated that 17 members had submitted proxies.

##### **2.1 Membership – resignations and new:**

Four (4) new members were recorded.

##### **2.2 Quorum to constitute a meeting:**

It was noted that the meeting was quorate – 24 members in attendance, 17 proxies received, a total of 41 members represented out of a membership of 95 (19 required for a quorum).

#### 3. **Approval of previous AGM minutes:**

The minutes of the previous meeting held on the 28<sup>th</sup> October 2021 were made available on the website prior to the meeting. No corrections were noted. Claire Everatt proposed that the minutes be accepted, this was unanimously approved by those in attendance.

#### 4. **Chairperson's report:**

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

She highlighted that the OBSID was closing another successful, if complicated year, and also closing a five year term and entering into a new and ambitious era with members and the wider Obs community.

The OBSID had managed to keep a very lean operational core, with operational expenses remaining relatively flat while increasing services and initiating new projects.

OBSID's largest programme remained public safety, with OBSID engaged daily in proactive measures to prevent crime and respond to support residents when they needed it. This capacity was enabled by investment in a third petrol vehicle and additional patrollers.

The OBSID's social development programme had also grown substantially with a focus on sustainable partnerships and impactful pathways of support through work-based rehabilitation, in depth case management, a full-time qualified social worker joining the team.

The OBSID's cleaning teams were on the streets daily, also relying more and more on residents to work with us to prevent dumping and overflowing bins to keep Obs looking clean.

Claire indicated that this would be her last year as an OBSID Board member. She thanked Amanda Kirk for her strong leadership and applauded the efforts of the entire OBSID team.

In closing, Claire outlined her concerns around recent lobbying efforts by community members to influence Board appointments to attempt to push an agenda that had no relevance to OBSID. She reminded those in attendance of the OBSID mandate and reiterated that OBSID would not be drawn into political battles.

#### 5. **Feedback on operations:**

Amanda Kirk presented a summary of the work of the OBSID and referred the meeting to the comprehensive report contained in the Annual Review, her presentation focussing on the core programmes of public safety, urban

management and social development. She acknowledged the contributions of the entire OBSID team and introduced the team members in attendance.

She described planned expansions of services in the year ahead, specifically the deployment of a fourth public safety vehicle to the public safety programme, the addition of afternoon cleaning services to the urban management programme and the expansion of the greening contract to include more tree / shrub trimming throughout the OBSID footprint.

**6. Noting of Audited Financial Statements 2021-22, including noting of surplus expenditure:**

Amanda Kirk presented the AFS for 2021-22, highlighting both surplus funds utilised and the positive cash position the OBSID is in and explained that this would allow for the continued development and implementation of a wide range of defined and sustainable projects in both the current and the next financial year aligned to the OBSID public spaces policy.

No questions were posed on the contents, Justin Ashley proposed that the AFS be approved and these were unanimously accepted by those in attendance.

**7. Approval of the budget for 2023 – 2024:**

Amanda Kirk referred members to the proposed budget available on the website and also provided as a handout at the meeting. She explained that the bulk of the increase in costs related to contract price increases in the public safety service as well as the deployment of a fourth vehicle and provided an overview of other budget elements. She also referred the meeting back to the current year's rates increase, which was 4%, meaning that the rates increase over 2 years as 9.25% per year. Sarah Driver-Jowitt proposed that the budget be approved and this was unanimously accepted by those in attendance.

A summary of the OBSID financial position was presented to those in attendance for their information and reference.

**8. Approval of the implementation plan for 2023 – 2024:**

Amanda Kirk referred members to the proposed implementation plan available on the website. No questions were received from the audience. Edwin Angless proposed that the implementation plan be approved and this was unanimously accepted by those in attendance.

**9. Appointment of Auditors:**

Claire Everatt reminded the meeting that Cecil Kilpin and Co. had been OBSID Auditors for three years and requested that this appointment be reconfirmed for a further year. This appointment was proposed by Claire Everatt and unanimously approved by those in attendance.

**10. Confirmation of Company Secretary:**

Claire Everatt reminded the meeting that Ursula Genthe was currently serving as OBSID Company Secretary and requested that this appointment be reconfirmed for a further year. The appointment was unanimously approved by those in attendance.

**11. Election of Board Members:**

Claire Everatt advised the meeting that five nominations had been received for five vacant Director roles, therefore an election was not required to be held. Nominees in attendance introduced themselves to the meeting. Congratulations were extended to the five nominees – David Barraclough, Sarah Driver-Jowitt, Fairuz Mullagee, Roseline Nyman and Julie van der Vlugt - on their appointments to the OBSID Board.

Claire Everatt extended thanks to Janet Cronje, Léo Boisnier and Nishendra Moodley for their service to the OBSID board. Justin Ashley extended thanks and appreciation to Claire Everatt for her service as Board Chair for 2022.

**12. General / Q&A:**

Questions from the floor were asked and answered about the City's retention of funds paid over as CID rate, and what bad debt provision was offset by these retained funds.

A suggestion came from those in attendance that the City increase the CID contribution rate, thereby increasing the funds available to the CID to expand on services.

A comment came from those in attendance that OBSID could be working with other community organisations to improve their capacity to serve the community, which could include payment of volunteers within those organisations.

**13. Adjournment:**

Claire Everatt thanked everyone present for their attendance and participation, and the meeting adjourned at 19h25.

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CHAIRPERSON

DATE