

## OBSERVATORY IMPROVEMENT DISTRICT

### *DRAFT* Annual General Meeting Minutes

**Date:** Thursday 24 October 2024

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

**Present:** 19 members, 1 CID branch staff member, 4 visitors, 2 OBSID staff members in attendance, 2 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 1 October 2024.

**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 2 members had submitted proxies.

**3. Membership – resignations and new members:**

Ten (10) new members were recorded.

Two members resigned

One member passed away

38 members lapsed due to non-attendance of meetings

Total membership is currently reported at 62 members.

**4. Quorum to constitute a meeting:**

It was noted that the meeting was quorate – 19 members in attendance, 2 proxies received, a total of 21 members represented out of a membership of 62 (6 required for a quorum).

**5. Approval of previous AGM minutes:**

The minutes of the previous meeting, held on 26 October 2023 were made available on the website prior to the meeting. No corrections were noted.

Sarah Driver-Jowitt 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 is available on the OBSID website.

OBSID's largest programme remained public safety, with OBSID engaged daily in proactive measures to prevent crime and responding to support residents when they needed it. We are able to celebrate the lowest number of recorded incidents in the last eight years. We will not rest on our laurels and will continue to build on the current skills of the team.

The OBSID Board is concerned about the stretch of river between Riverlands and the N2: a beautiful area where many in the community enjoy spending their recreational time. This area of land is outside our boundary and we currently do not offer services there. We are working with interested parties to find solutions that will see this area managed.

Our social development programme continues to provide service and support to our community. Vuyo served our community well and was offered a position with Streetscapes. We Thank you, Vuyo, for your hard work and support. We welcome Ruby to the team, and she has successfully integrated with our community. OBSID salutes our cleaning teams working daily to clean our streets, and keeping Obs looking clean.

Justin thanked his fellow Board members and applauded the efforts of the entire OBSID team.

## 7. Feedback on operations:

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

Before starting on the past and moving to the future year he gave a quick update on the current year.

- WhatsApp Sector Groups – Thank you Sarah Driver-Jowitt
- Organic Waste diversion by 2027 – no organic waste to landfill.
- OBSID office leases and Public Safety service provider renewal
- Village Green – Thank you Cllr Yusuf Mohammad and the City of Cape Town
- Observatory Traffic Project

Matt presented the data for each of the teams.

**Public Safety incidents** – the long-term trend continues on a downward trajectory, together with visible policing, proactive initiatives, and good communication we are reducing the opportunity for theft.

**Urban Cleaning** – the addition of an afternoon team has created an increase in capacity for a cleaner business district; in starting the evening trade with empty bins, illegal dumping is reducing, but remains a challenge.

**Social Development:** As reported in the last AGM with the Treasury no longer funding work displacement programmes, we have found a way to success and continue with a scaled back version. We continue to support the community with access to a fully trained social worker, so creating the linkages and supporting community needs.

## 8. Approval of the Annual report 2023/24

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

Imile De Villiers proposed that the Annual Report be approved, and those in attendance unanimously accepted.

## 9. Noting of Audited Financial Statements 2023-24, including noting of surplus expenditure:

Matt Tyrrell presented the AFS for 2023–24, and noted the audit result as a financially unqualified opinion with no findings (clean audit). The City's Executive Directorate noted that OBSID achieved a 99.9% spend of the budget.

Turning to the surplus funds used in 2023/24, R485,959 surplus funds were used as approved by the Board, On the following projects:

- Greening
- Traffic project
- Website revamp
- Cape Town Science Centre Partnership
- Fencing.

Questions were asked and answered from the floor regarding the seemingly reduced expenditure on social development; Kari Cousins proposed that the AFS be approved, and those in attendance unanimously accepted.

## 10. Approval of the budget for 2025–2026:

Matt Tyrrell presented the two proposed budgets that have been available on the website.

Option One is business as planned – with an CID levy increase as proposed in the five year plan: 6.8%.

Option Two is to invest in CCTV in the business district to support the public safety team, with the intent of changing and also promoting a healthier perception of public safety in Observatory.

Matt acknowledged the reduction in crime, and the positive steps taken by the team, and that crime is changing, and hence we need to stay ahead of the challenge. We want the community to feel safer as we walk and use the services on offer in Observatory. This proposal is a trial, and we need to prove that CCTV effective. If installing the

CCTV cameras has no benefit to the community we will discontinue the services and reduce the operational expenses.

The proposal would be to invest R500,000 on equipment in the current financial year, allow R600,000 of operational expenses in the current financial year to get the system up and running, and report back on the impacts and learning of CCTV in the CID.

*Debate and discussion*

Renting equipment v purchasing - Purchasing does allow for trial, and you can recoup some of the amount if unsuccessful, Rental needs a commitment of at least five years for a supplier to recoup their investment. This ultimately makes it unaffordable as a trial.

*How many cameras and why?*

To have a camera network monitored by an operator has considerable operational costs. One operator can successfully monitor about 20 to 30 cameras at a time. To pay an operator to watch five cameras would limit the ability to assess the impact of a CCTV network and by investing in 20 to 30 cameras would create feedback. Locations need to be sourced, and experts need to be consulted on locations.

Matt Tyrrell proposed that we vote for the budget with CCTV – if we did not accept this budget then we would move on to debate the budget without CCTV.

The Motion was to accept the proposed Budget for 2025/26 with increased expenditure to provide CCTV to OBSID, and to invest up to R500,000 capital from the surplus fund in 2024/25, and support the installation and operational expense of up to R600,000 to get the CCTV project working in the 2024/25 financial year.

20 members voted in favour – and one member abstained. The motion passed.

**11. Approval of the implementation plan for 2024–2025:**

Matt Tyrrell referred members to the proposed implementation plan on the website. He acknowledges that this is a mature business with a great strategy that he has inherited.

The current public safety team works well, with strong visible policing and support services offered. We continue to research and ensure the best return on investment and resource allocation.

Urban cleaning teams are a team to be proud of, diligently working seven days a week. We have increased its outreach with greening projects and a second team to provide afternoon cleaning.

Social development continues with successes and offering social services. We are looking to partner and find a first contact service centre for the team to build upon.

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

**12. Appointment of Auditors:**

Justin Ashley reminded the meeting that Cecil Kilpin and Co. had been OBSID Auditors for five years with Partner Sidney Schonegevel. Matt Tyrrell has requested a Partner rotation (best practice) and proposed partner Melanie Spencer as the Auditor for 2024/25.

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 for being OBSID Company Secretary and her professional service, and requested that her 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 five 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 –

David Barraclough  
Sarah Driver-Jowitt  
Imile De Villiers  
Janine Titley

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

Questions from the floor were asked and answered about the Circus School in Willow Rd, and future plans for the site. Cllr Mohamed noted that the matter had been heard by the court on 26 September. Judgment still needed to be handed down regarding the current occupation of the land. If the court grants an eviction order, the City will follow due process. Once the land is clear, the building will be demolished, and the land integrated into the Hartleyvale Recreational Precinct.

**16. Adjournment:**

Justin Ashley thanked everyone present for their attendance and participation, and the meeting adjourned at 19h15.

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CHAIR

DATE