



CLIFTON
CITY IMPROVEMENT DISTRICT

**DRAFT MINUTES OF THE ANNUAL GENERAL MEETING HELD AT 15H00 ON TUESDAY 29TH OCTOBER 2024
AT THE CLIFTON CID OFFICES, THE RIDGE, CLIFTON.**

Registration:

21 members and 9 visitors (including 2 officials from the City of Cape Town CID Branch) were registered in attendance. 1 CID employee and 1 service provider employee were also in attendance.

Welcome & Apologies:

Allan Cawood welcomed those present to the meeting and confirmed that no apologies had been received.

Membership:

Amanda Kirk confirmed that the CID had 138 members registered and verified.

Quorum to constitute a meeting:

Allan Cawood advised the meeting that a quorum constituted 10% of membership – so 13.8 members to be present, either in person or by proxy.

21 members were recorded as present, with 16 proxies recorded therefore the meeting was quorate.

Approval of previous member's meeting minutes:

Allan Cawood asked for any matters arising or comments on the minutes.

None were forthcoming and the minutes were unanimously approved.

Chairperson's report:

Anthony Schneiderman addressed the meeting, acknowledging the massive contribution of the Steering Committee and founding board to the community in their work to establish and implement the Clifton CID.

He thanked the current Board for their work in 2024 and acknowledged the work of Amanda Kirk as CID Manager in implementing the business plan.

He reminded the meeting of the constraints that the CID operated under – specifically in terms of the enforcement of bylaws.

He thanked Cllr Nicola Jowell for her support of the CID.

Feedback on operations 2023/24:

Amanda Kirk provided the meeting with an overview of the 9 months of CID operation, highlighting successes in public safety, CCTV installation and monitoring, the cleanliness of the public spaces as well as the maintenance and restoration of the public green spaces in Clifton.

She shared successes in the social development programme and acknowledged the contribution of Johan “JP” Pieterse from TSU to both the public safety programme and the wider operations of the CID.

She confirmed that the CID programmes were stable and well-functioning and that the teams were looking forward to the upcoming season.

The update was well received by members.

Noting of Annual Financial Statements 2023/24:

Allan Cawood asked for comments on the audited financial statements. Questions from the floor were asked and answered related to the change in funding allocation to cleaning year on year.

The AFS were duly noted.

Approval of expansion of the CID geographical area, amended Business Plan for 2025-2028, including the approval of the budget for 2025/26 as well as the expansion budget for 2025/26:

Amanda Kirk provided the meeting with insight into the rationale behind the project and referred those present to the draft amended business plan that was made available on the CID website prior to the meeting.

She highlighted the notable change in income that the boundary extension would deliver and outlined proposed resource adjustment across all programmes, supported by an additional CID management team member.

She indicated that public spaces projects would become viable inside of the revised budget.

She outlined the key next steps in the process.

No questions were posed as regards the proposed boundary extension, amended budget and business plan and it was unanimously approved by the meeting.

Approval of proposed Clifton CID logo change:

Amanda Kirk presented the rationale behind the proposed logo change, also the proposed corporate colours.

A comment came from those in attendance that Clifton should also be known for its commitment to preserving the public open spaces and managing the interface between the built environment and the environment - and that this should be reflected in the corporate identity.

The point was also made that the proposed roll out of the new branding would be done as cost effectively as possible, in conjunction with service providers to ensure that value add opportunities were maximised and costs to the CID minimised.

No further questions came from the meeting and the logo change was approved by the majority of those in attendance at the meeting.

Confirmation of registered auditors:

Allan Cawood confirmed that the CID had been through its first financial audit with Cecil Kilpin and were satisfied with the service received.

Cecil Kilpin was confirmed to continue as CID auditors.

Confirmation of Company secretary:

Allan Cawood confirmed that the CID were satisfied with the current company secretarial service provided by Account Star.

Accounts Star was confirmed to continue as the CID company secretarial service.

Election of Board Members:

Allan Cawood advised the meeting that, as required by the MOI, 3 Directors had stepped down – namely Lee O'Brien, Francois Pienaar, and Iaan van Heerden. He thanked them for their contributions to the CID.

He also confirmed that the outcome of the board size vote at the 2024 member's meeting allowed for a maximum of 7 Directors.

One nomination was received in favour of Billy Gundelfinger. His appointment to the Board was confirmed.

He advised that the remaining two positions would be filled through co-option, including individuals from the proposed boundary extension area.

General and Q & A

Questions from the floor were asked and answered related to the possible closure of certain pathways down to the beaches, also as to the powers of the CID as well as a request for an update on the water quality of Clifton and Camps Bay.

Adjournment

The meeting adjourned at 16h10.

DRAFT