



**MINUTES OF THE WELGEMOED CID NPC ANNUAL GENERAL MEETING HELD IN
WELGEMOED ON 9 NOVEMBER 2023 at 18:30**

In attendance:

102 people including residents, board members and guests. Of these, **86** were registered members of the WCID.

Apologies:

N Brink PA & JC Bestbier M Jaworska V Glover K Buchhorn
M Hoffmann Q Barber J Strassen R Koch

Agenda:

1. Registration
2. Welcome & Apologies
3. Membership & quorum to constitute a meeting
4. AGM November 2022 - minutes
5. Chairperson's Report
6. Feedback on operations 2023/24
7. Annual Financial Statements 2022/23
8. Budget 2024/25
9. Approval of the implementation plan for 2024/25
10. Appointment of a Registered Auditor
11. Confirmation of Company Secretary
12. Election of WCID Board Members
13. General
14. Questions from the floor
15. Adjournment



1 – 3 Welcome, Membership, Quorum:

Arndt Mittendorf thanked residents and City of Cape Town officials for their attendance. He requested that all questions be reserved for the Q & A session at the end of the meeting.

Arndt confirmed that the required quorum had been reached for the AGM, through 49 members attending in person and 37 via proxy, the meeting was declared as constituted.

Membership & Quorum confirmation



- Membership Nov 2023 **197**
- Total properties per latest database from CID **1430**
- Welgemoed CID NPC MOI requires 20% attendance of registered members as a quorum.
- Required members present in person & in proxy **39**
- Members present (in person, per proxy)
- Confirmation that enough members are present / represented to conduct the AGM as per MOI

4. AGM – Minutes for 2022:

Minutes for 2022 – Correct and accepted.

5. Chairmans Report:

Chairman Francois Laurance thanked the residents for their attendance, WCID is encouraged by the interest shown in their activities. Francois presented an overall picture of Welgemoed, why we chose to live here, why WCID is committed to working for our community and why we are inspired to have residents’ support. A better Welgemoed for all.

Welgemoed Safe was established as a reaction to a crisis of increased aggravated crime in our suburb, cameras were installed and the process towards establishing a CID was started. A survey was taken and 3 key areas of need were identified which determined the CID business plan.

Some history



- Crime escalated materially between 2008 and 2011
 - WelgemoedSafe: with CCTV and armed response (8 years: 2011 to 2019)
 - CID/ SRA process
 - Urban Survey Nov 2018 to March 2019
 - Addressing concerns Business plan drafted & approved
 - Safety and security the highest priority (unknown individuals moving in to and out of the neighbourhood)
 - Cleaning & Greening: Overgrown areas provide shelter to homeless
 - Social Responsibility: Homeless people
 - WCID established effective 1 July 2020 (5-year business plan)
- Directors’ mandate: Execute the business plan**

WCID: Adding to City of Cape Town services

All four elements to be addressed within the CID business plans



Top-up to City of Cape Town services



A reflection of the execution of the business plan over the last 4 years:

Business Plan execution: July 2020 to Nov 2023

A) Security

1. Patrolling
 - o 2 new patrol vehicles and 6 additional staff members
 - o 3 additional control room officers
 - o Control room upgrade (software and UPS)
2. Cameras
 - o All cameras upgraded to latest technology



The primary focus of the business plan will always be security. This has become well established over the 4 years with additional security measures being added; patrolling, cameras and fencing, resulting in a significant decrease in crime. An integrated relationship with SAPS strengthens the security measures.

Security stats 2023

Proactive approach, using technology and in partnership with SAPS

In 2023 Welgemoed's **serious crime** incidents:

- House break-ins 10 vs 26 in the prior year (note that this is radically less than surrounding areas)



Security stats 2023

- WCID area very limited incidents – opportunistic incidents from people walking through the neighbourhood.

2023 - Year to date Crime Statistics



WCID partnership with local non-profit organizations has deepened, in line with our Social Responsibility mandate. The five organisations focused on are MES, SOS Trust, Sop Sisters, Alta du Toit and Magdalena House.

Business Plan execution: Social upliftment

July 2020 to Oct 2023

C) Social responsibility (Social justice and dignity)

1. MES
 - o Partnered with MES and cleaning portfolio
 - o 4 staff employed permanently by WCID
 - o 4 MES workers 4 times per week
2. SOS trust partnership
 - o Food parcels at schools for those in need over holiday periods
3. SOP SISTERS
 - o Soup for the vulnerable
4. ALTA DU TOIT
5. MAGDALENA HOME



6. Feedback on operations 2022/23:

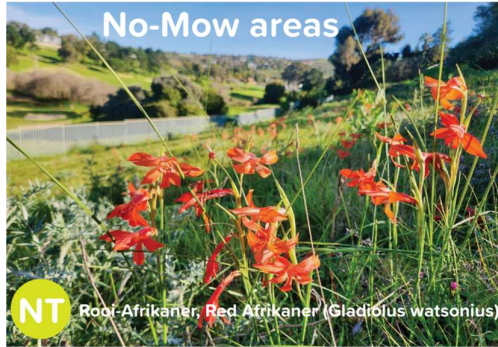
Greening & Park upgrades:

Feedback given by portfolio head, Louise Ferreira.

Greening:



The goal is to create environmentally friendly, bio-diverse, safe, multi-use, multi-generational spaces to be used by the community.
 50 new species have been added to Welgemoed parks in the last year.
 No-mow areas are managed by a team of greening volunteers. Alien plants are removed and the areas are weeded. This is a multi year weeding program.



Parks:

Detailed landscape designs for Sluysken and Goewerneur Parks have been composed and will be implemented in phases. The park renders will be presented at a separate workshop meeting.

Community Drive:

During 2022/23 WCID has expanded their attention towards building community. Events, such as the Welgemoed in Symphony Concert, Fun dress-up walks/runs on the golf course, Party in the Park and the upcoming Welgemoed Straatwinkel have built spaces for the Welgemoed families and community to connect.





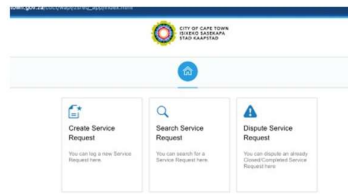
WCID works with the City, directing queries to the right person and assisting with logging faults. 338 faults have been logged by WCID in the last year, over and above those logged by residents. WCID follows up on logged faults that have failed to be resolved.

Residents are encouraged to use the C3 app to report faults. It's effective, user-friendly and WCID can assist if necessary. Thank you to Ronel Viljoen for her ongoing assistance.

City Of Cape Town relationship



- Central representative of all issues raised for Welgemoed
- 338 faults directly by WCID
- Frequent meetings with Ronel Viljoen



Welgemoed CID is a top up service to the City services, we do not replace the City contractors.



THE WCID ADDS VALUE



7. Annual Financial Statements

Annual Financial Statements 2022/23



Annual Financial Statements accepted and signed off.

Audit done by PKF Cape Town auditors.

In summary

- SRA collections as per business plan
- Core business achieved per plan and within budget
 - ▶ Security
 - ▶ Cleaning / Social upliftment
- Capital projects
 - Fencing project completed under budget
 - Parks development budget rolled forward
- General Expenditure below planned costs.
- Funds held in interest earning account.

8. Budget 2024/25

Budget 2024/25



5-Year Business Plan as guidance for the Y5 Budget 2024/25

Implementation program execution per portfolio in terms of
Services
Projects
Capital infrastructure

Budget 2024/25 costs impact on residents –

Budget 2024/2025



- ✓ • Delivering in full on 5 -year business plan
 - ▶ Capital for fencing on Jip De Jager
 - ▶ Full public safety service
 - ▶ Cleaning as per past few years
 - ▶ Social responsibility drive
- ✓ • In addition
 - ▶ Park development projects
 - ▶ Community events self funded





Budget 2024/2025

WELGEMOED CITY IMPROVEMENT DISTRICT 2024/25				
PROPOSED BUDGET				
	Adjusted 2024/25	Proposed Budget	Variance	
	R	R	R	
INCOME				
Income from add. Rates	-4 221 484	-4 172 519	48 965	-1%
WS management fee	-	-472 800	-472 800	11%
Accumulated Surplus	-	-548 000	-548 000	13%
TOTAL INCOME	-4 221 484	-5 193 319	-971 835	23%
EXPENDITURE				
	R	R	R	
Employee Related	772 485	963 650	191 165	5%
Core Business	1 724 597	2 369 400	644 803	15%
Depreciation	406 667	264 000	-142 667	-3%
Repairs & Maintenance	108 839	132 000	23 161	1%
Interest & Redemption	106 773	-	-106 773	-3%
General Expenditure	432 978	465 293	32 315	1%
Projects	-	573 800	573 800	14%
Capital Expenditure (PPE)	542 500	300 000	-242 500	-6%
Bad Debt Provision 3%	126 645	125 176	-1 469	0%
TOTAL EXPENDITURE	4 221 484	5 193 319	971 835	23%

T. Pass: Surplus cash amount is not clear if this is because of delayed projects, and the money allocated to the remaining 1km of fencing does not correlate.

AM: The surplus has been saved for future projects and has been accumulated from savings on other projects. Money has been allocated to complete the outstanding fencing, but the amount required is not clear until the road project is completed.

T. Pass: How is the surplus 2.5 million appropriated at the end of the 5 year WCID business plan?

AM: R750,000 must be kept as a reserve, some is allocated to future budgets, which leaves a million to allocate to a specific project.

T. Pass: Why is the million not deducted to reduce the increase? Why is it not accounted for? There is a disjunction between what is available and what is budgeted for.

AM: The funds are needed for the parks and will be used.

T.Pass: Not adverse to building up reserves but there needs to be transparency around accumulated reserves and surplus cash.

?: Which parks is the R573,000 allocated to?

AM: The 2024/2025 projects budget of R 573 800 is made up of:

- Goewerneur Park R 400 000
- Lincoln Park R 110 000
- Patriot Park R 38 800
- Urban Park enhancement (general) R 25 000

AH: If a park is 1.5 – 2 million then the allocation will not go far.

AM: The development will be done in phases, with funds being raised as we go along.



AH: Do we want to spend 2 million per park, or as a community what if we want to see what we can get for R500,000?

LF: This has to be a community driven project and rolled out in stages. The community can decide if they want to get to stage 5 or if they want to stop at stage 3. This will only happen if the community gets involved.

AM: The detailed phased plans will be presented at a special meeting.

?: why is there such a big amount for core business, 15%?

AM: Core Business budget of R 2 369 400 (45,6%) is made up of the following:

- Cleansing services R 180 000 (MES costs)
- Environmental Upgrading R 250 200
- Urban Maintenance R 180 000
- Public Safety -Patrolling R 1 500 000
- Public Safety – CCTV monitoring R 144 000
- Social Upliftment R 115 200

T.Pass: We are not adverse to improving the parks but we need a clear picture of where we are going, with costs, and what input is required by members.

FL: We are still in the process of gathering information to cost the project and what it will entail. The details will be given in the next month or two.

T.Pass: The format that the budget is given in is very difficult to read. It is impossible to assess the validity of the budget in this format.

AM: At our bi-monthly board meetings we can have a budget month-to-date line item and map it to prior years.

Budget approved and accepted.

9. Implementation plan 2024/25

This has been available on the website.

Implementation Plan accepted and approved.

10. Appointment of Registered Auditors

Current auditors – PKF

Proposed PKF to be appointed for 2023/24 – The proposal was tabled and accepted.

11. Confirmation of company secretaries



During the 2022/2023 WCID appointed WJ Steyn Accountants Inc as company secretaries.

Proposal to continue using WJ Steyn Accountants Inc. – The proposal was tabled and accepted.

12. Election of Board Members

WCID has 6 board members, 1/3 have to resign each year. Abie Fortuin and Hessel Turkstra resigned and have been nominated again. Juile Gresse was nominated as a Director for WCID.

The three nominations were accepted and approved as directors.

The WCID Board will thus be:

- W F Laurance
- Renaldo Lorio
- Chris van Rooyen
- Louise Ferreira
- Hessel Turkstra
- Abie Fortuin
- Julie Gresse

13. General

Special Resolution: MOI amendment



- Update affecting WCID & its members
- Income Tax Act compliance – Tax Exemption status
 - Membership
 - Termination of membership
 - Members' meetings
 - Voting
 - Board of Directors
 - Board Meetings
 - Annual Report
 - Annual Tax Returns
 - Annual Budget



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

MEMORANDUM OF INCORPORATION (MOI)

Making progress possible. Together.



MOI changes impacting the members

Membership

- Only property owners liable for the additional rate can apply for membership
- Membership cannot be denied to a person who qualifies for membership
- City of Cape Town is entitled to membership and 1 Vote

Termination of Membership

- Members will cease to be members when they receive a rates rebate
- When a member has not attended a members' meeting by person or by proxy for two consecutive years their membership is terminated, can immediately re-apply



MOI changes impacting the Company

Income Tax Act Compliance

- Includes the compliance requirements from SARS for the NPC to maintain its tax exemption status

Members' meetings

- Members' meetings may be conducted by way of electronic communication
- Quorum for members' meetings reduced from 20% to 10%

Annual Budget

- The Company shall submit an adjustment budget for the third and fourth quarter of each financial year, as approved at a board meeting, to the Executive Director by the end of March of the relevant year

Annual Report

- Within three months of the AGM, the Company must provide the Executive Director and the relevant sub-council(s) with an annual report on its progress in implementing its business plan during the previous financial year together with the audited annual financial statements and auditors report as adopted at the AGM



Why amend the MOI?

Reference: Clause 13.3 of the CID Policy

- 13.3 The NPC must ensure that its MOI remains in line with the By-law and this Policy. The NPC must make whatever amendments are necessary to maintain ongoing consistency between the MOI, the By-Law and the Policy in the event of material amendments to the By-law or Policy.



Special Resolution: MOI amendment



As per directive from CCT CID that governs the management of CIDs.

T.Pass: Do members have a choice as to whether we approve or not the MOI? Is it not being dictated to us by the City?

LF: The amendments are to ensure that our MOI is in line with the new by-laws.

T.Pass: Government does not always propose things in our interest, one always has to be critical and conscious of the decisions. Are we here to approve it or is this just ticking the box? It is important that residents have an input into the changes, and I'm not convinced that they are in the residents interest.

Jopie: The MOI project took 18 months and is the product of many workshops, chosen by consensus by all the CID's.

T.Pass: the documentation should have been available for the residents to view before the meeting in order to make a clear decision.

MOI accepted and approved.



No further matters arising.

Arndt thanked the members & other attendees for making time to attend the AGM.

The efforts of the steering committee and numerous volunteers that contribute their time, effort & expertise for the greater good of all Welgemoed residents is appreciated.

Special acknowledgment to the Sector Head ladies who do a sterling job managing the sector WhatsApp groups.

11. The team making things happen



- * Arndt Mittendorf – Manager
- * Renaldo Lorio – Vice Chairperson & fencing
- * Francois Laurence – Chairperson and general support
- * Chris van Rooyen – Safety
- * Louise Ferreira – Greening & governance/ legal
- * Hessel Turksta
- * Able Fortuin – fencing
- * Sarah Green – Administration
- * Maryke Malherbe – Accounting
- * Sarta Kruger – Creative design
- * Sector leaders
 - o Cheryl Qunatill – Sector 2
 - o Elzeth Snyman – Sector 1
 - o Natalie Brink – Sector 5
 - o Estelle van Tonder – Sector 3
 - o Debbie Gebhardt – Sector 4

Special thank you to Jan Kotze – PKF independent auditors (no fee to WCID)

