



**BOARD MEETING MINUTES
5 NOVEMBER 2024**

MINUTES OF THE SOMERSET WEST CITY IMPROVEMENT DISTRICT (SWCID) BOARD MEETING HELD ON 5 NOVEMBER 2024 AT THE CID OFFICE, 6 OAK STREET, SOMERSET WEST AT 16H00.

Present

Bertus de Waal	(BDW)	SWCID Chairperson
Yolanda van der Spuy	(YVDS)	SWCID Director
Michelle Stander	(MS)	SWCID Director
Gerhard Nel	(GN)	SWCID Director
CIlr Norman McFarlane	(CIlr)	SWCID Board Observer
Gene Lohrentz	(GL)	SWCID Management Company
Jaco Wessels	(JW)	SWCID Management Company

1. Welcome

- a. BDW welcomed the present board meeting attendees.
- b. BDW handed the rest of the proceedings over to GL.

ALL

2. Attendance/Apologies

- a. No apologies mentioned.

ALL

3. Declaration of Interest

- a. There were no changes to the Declaration of Interest.

ALL

4. Minutes of Previous Meeting

- a. There were a few amendments to be made to the minutes of the previous board meeting.
- b. The minutes of the AGM were approved and signed by the Chairperson.

ALL

Minutes Approved: _____

SWCID Chairperson

<p>5. Company Administrative Matters</p> <ul style="list-style-type: none"> a. GL mentions the resignation of Dawid Malan as a board member and presents the documents that need to be signed for the CIPC. b. The document from C2M was signed by the members of the board. c. GL presents the board with a resolution to elect a new chairperson and assign director portfolios that need to be signed by each director. d. Michelle Stander was elected as the new SWCID chairperson, and she has been assigned the Cleaning Portfolio. e. Gerhard Nel has been assigned the Public Safety and Urban Maintenance Portfolio. f. Bertus De Waal has been assigned the Marketing portfolio. g. Yolanda van der Spuy has been assigned the Social Upliftment portfolio. h. GL explained that before the AGM the new business plan was circulated and there were a few places where the city wanted the boundary to be adjusted, the decision was made via Round Robin at the time, but no resolution was signed. i. GL then explains exactly what it is the city wants with this new Boundary. j. This adjustment was aimed at placing boundaries in the middle of roads/streets, especially in cases where one CID adjoins another. k. A residential CID, was mentioned and a full discussion on how it would work should the SWCID be joined with Hakon in the extension. l. SWCID traditionally covers only non-residential (commercial) properties, meaning residential properties within the extended boundary could face new fees if included. There were concerns over how to handle this change without overburdening new residential members, while respecting legal policies. m. Including residential properties in the CID would impact voting thresholds. If the residential properties exceed 40% of the total properties in the CID, the voting threshold increases to 60% + 1 rather than 50% + 1. This change would complicate any decisions on boundary extensions. n. Extending boundaries requires adherence to city by-laws, especially regarding residential properties within a primarily commercial CID like SWCID. The board discussed needing legal mechanisms acceptable to the city to make the extension feasible. o. The board acknowledged that expanding existing CID's like SWCID, could be more efficient than creating new ones, as it reduces the need to duplicate management and administrative resources. p. GL explains that for the Festive season there will be 4 extra public safety officers from 15 December 2024 to 15 January 2025. The funds for this are already budgeted for in the line item. 	<p>ALL</p>
<p>6. Financial Report</p> <ul style="list-style-type: none"> a. GL presents the board with the current financial year's projects budget. <ul style="list-style-type: none"> i. Urban maintenance – R20 000 available in the current budget to be used for procurement of materials. ii. The social upliftment budget is aimed at re-employing the recycling team from the shelter. iii. Environmental upgrade – R10 000 to be utilized to repopulate some of the flowerpots in the CID. 	<p>ALL</p>

<p>7. City of Cape Town Administrative Matters a. None</p>	ALL
<p>8. General a. BDW asked what social upliftment generally entails. b. GL explains that the CID has partnered with local shelters to source work teams, who then assist with recycling efforts and other upkeep activities around the CID area. These teams receive a stipend, part of which is directed to cover their shelter fees. This arrangement helps participants sustain their shelter accommodations while providing valuable services to the CID. c. MS asked if it would be possible to change the start and end time of the Public Safety Officers from 6 am – 6 pm to 8 am – 8 pm. d. BDW suggests doing mural art on some of the buildings. e. GL states that there is a whole policy in the city for approving public art on private property. f. GL mentions that he is meeting with an urban art organization within the next week. g. BDW notes his disgust with the state of the main road in the SWCID, and nothing is being done to fix the problem of the potholes in the area.</p>	ALL
<p>9. CCTV Network a. None</p>	ALL
<p>10. Stakeholder Engagements a. None.</p>	ALL
<p>11. Feedback from the City of Cape Town Board Observer a. The Cllr reiterated the importance of logging a C3 correctly, as this may result in a delay in actioning the issue. b. The Cllr was asked to give feedback on the matter surrounding the reinstatements. c. The Cllr responded saying that on 15 November 2024, there is expected to be a temp tender in place. Once this temp tender is in place they can start putting out work packages which is about 1000 square meters in extent. There is a panel of contractors employed by the department of Water and Sanitation. d. The Cllr mentions that there is a 21-day setting period for reinstatements.</p>	ALL
<p>12. Operational Reports a. None</p>	ALL
<p>13. The Next Meeting: Tuesday, 4 February 2025 @ 16:00 a. GL reminded the Board Members of the upcoming Board Meeting.</p>	ALL
<p>14. Closure a. BDW thanked all present and adjourned the meeting.</p>	ALL