



Notice was given of the Annual General Meeting (AGM) of the Mitchell's Plain Town Centre Improvement District (MPTCID) that took place on Friday, the 1st of December 2023, at Lentegour Administrative Building Chambers, Cnr of Melkbos and Merrydale Avenues, Lentegour, Mitchells Plain, where the following items were tabled and submitted by Agenda to the Board of Directors of the MPTCID NPC and recorded as below laid out in the Minuted record of the AGM :

RECORDAL OF THE MINUTES OF MPTCID AGM ON 1/12/23

1. **Chairman Dr Bradley Bordiss opened** the meeting and welcomed all present at 10 am.
2. **Registration** – There was no new registrations.
3. **Roll call of those present: Hard Copy Register signed.**

- a. Fairoz Osman – Director
- b. Shaheem Hendricks– Director
- c. Faizel Hendricks – Director
- d. Ian Van Der Merwe– Director
- e. Ismail Moosajee – Director
- f. Bradley Bordiss – Director
- g. James Loxton – Company Secretary and Executive Manager
- h. Zubeir Orrie – Security Manager
- i. Alma Stoffels – CID Senior Compliance Officer COCT

NOTE: Quorum to constitute a valid AGM was present and is noted for the Record

Apologies:

- a. Councillor Solomon Philander – Political Observer Primary
- b. Councillor Abraham Griesel - Political Observer Alternate

4. Previous AGM 1 Dec 2022 Minutes

- 4.1 Approval: The Minutes of the previous AGM held 1 December 2022 were read into the record. The acceptance and approval of these Minutes were proposed by Shaheem Hendricks and seconded by Fairoz Osman and the entire Board of Directors present.
- 4.2 Matters arising: The minutes were unconditionally accepted without any matters arising.

5. Chairman's Report:

The Mitchell's Plain Town Centre continues to trade through difficult conditions. The relatively high interest rates, a 10 (Ten) percent increase in crime and the continuing absence of a regular train service into Mitchell's Plain station are among the factors that act as a dampener on trading conditions. That said, there have been a number of positive developments.

The Metro Police have established a control room adjacent to that of the Mitchell's Plain Improvement District, from which a substantially upgraded monitoring operation is now in place. The City has also committed to an additional 25 (Twenty-Five) law enforcement officers from the 1st of December 2023, who will operate from premises adjacent to the CID office. A further 30 (Thirty) LEAP law enforcement officers will commence duty from the 1st of February 2024, operating in Town Centre Mitchell's Plain, as well as surrounding areas. New technologies, including body cameras and surveillance drones, will also be rolled out in the Town Centre in the coming year.

The CID Manager and/ or the Head of Security (James Loxton and Zubeir Orrie respectively) have attended the regular security meetings held at the SAPS offices. The meetings were held once a month up until August 2023, and once a week from September 2023 onwards.

The MPTCID continues its social upliftment programme, together with the Victory Outreach Church of Town Centre, Mitchell's Plain. Our joint programme facilitates individuals who are recovering from addiction, with an opportunity to serve their community by providing cleaning in the Town Centre. One of the most touching stories that has come out of this project occurred in the last year.

A lady, who used to sleep outside one of the retail stores in Town Centre, elected to go through the Victory Outreach drug rehabilitation programme. She has successfully completed the programme, has been united with her family and children, and now manages the retail outlet that she previously slept in front of. We remain deeply touched and moved by stories such as these.

We have held 8 directors' meetings this year and I would like to take the opportunity to thank the directors for their work, and also to thank the CID Manager, James Loxton, and the head of the security company employed by the CID, Zubeir Orrie, for their diligence and dedication to the Town Centre.

6. CID Executive Manager – Summary Public Safety and Security Report 2022/23

The past financial year has had its challenges as it has had its rewards. The precinct has remained a priority for the City of Cape Town with a number of projects proposed to be implemented in the near future. These will be a great benefit to the precinct and the community at large.

We have seen criminal trends changing and shifting to accommodate the implemented security plan which raises an ongoing challenge. However, this can be seen as a noticeable positive as the criminals are no longer free to control and do as they please in the precinct as was the case prior to the implementation of the CID.

The increase in levels as well as the frequency on load shedding is a daily challenge, specifically during the nighttime as the precinct struggles with back lighting and visibility. This has had a huge impact on property related crimes which totals 26,96% of the total incidents reported and recorded for the period. The number is up from the last financial year by 37%.

On a positive note, the amount of incidents is down overall by 17% with noticeable decreases in drug related crimes, vehicle related crimes and gang related crimes. These can be accredited to proactive approaches by all role players in the precinct from SAPS down to private security companies operating in the precinct.

Of all incidents reported there was a 16,33% arrest rate with a total number of 25 arrest made directly in relation to CID contribution.

The City of Cape Town's additional security deployment was implemented from the festive period and gradually increased numbers up until the end of the financial year. Their impact was a much-needed bolster to the precinct and had a positive impact on the reduction in the incidents in the precinct. The MPTCID Joint Venture Project with The Metro Police has resulted in their CCTV Monitoring and Control Room Unit been installed at our Offices and is currently fully operational as from 1st October 2023 this year.

LEAP Law Enforcement officers remained deployed from our offices and with the implementation of the CCTV unit, additional fully fledged Law Enforcement Officers will be housed and deployed from our offices daily, with an undefined number being allocated for the precinct itself.

Towards the end of the reporting period SAPS implemented security cluster meetings which has taken preference over our weekly meetings. These meetings are for all safety and security members operating in the precinct. The meetings take place at a different venue every week including our offices.

Our offices remain the control centre for all joint operations conducted in the precinct and our CCTV System along with our operational experience plays an integral part of the success of these operations. The CID has been instrumental to the implementation and execution of these operations and a highly valued asset to our Law Enforcement counterparts.

During this reporting period we have implemented a Liaison Officer who deals with both Law Enforcement and shop owners to ensure clear lines of communication and a clearer understanding of the environment. He also serves as a conduit between the two to ensure a good working relationship between the community and Law Enforcement agencies.

While we have a long way to go, we have made strides in our attempts to tackle the crime in the precinct. We look forward to the new year and the challenges it may bring.

7. Noting of Audited Financial Statements 2022/23

The signed Audited Financial Statements of the MPTCID NPC company were tabled and noted. Most notably, these AFS of the MPTCID were signed off without any qualifications by the Auditors.

8. Approval of Extension of the 5-year Term of MPTCID for period 2024 – 2029

The entire set of documents as finalised, after the City CID department review process, which includes the new MPTCID Business Plan 2024-29, the updated and amended MPTCID Implementation Plan 2024-29, the Proposed MPTCID Budget 2024-29 and the list of Rateable Property within the MPTCID Area of Operation for the period 2024-29 was tabled for approval. The Extension of Term for the next 5years was unanimously approved by the entire Board of Directors present.

This approval, by implication, also included the specific approval of the next Financial Year Budget for the period 2024 – 25.

9. Financial Section: Budget Surplus and Additional

9.1 Noting of additional surplus funds utilised in 2023/24(approved by the Board)

The Directors unanimously confirmed the R 45 000 CCTV System remedial works. Budget. This noting will be included from Surplus Funds via the realignment of budget for the remainder (6 months) of the 2023/24 Financial Year. All Directors unanimously confirmed this.

9.2 Approval of additional surplus funds utilisation for 2024/25

The Directors unanimously approved additional surplus funds utilisation of R100 000 for CCTV System and Control Room Upgrades including additional 10 cameras

remedial works and Wireless Nano Tech Upgrades and replacements. This noting is included in the Proposed Budget 2024/25 from Surplus Funds and available for the Financial Year 2024/25. All Directors unanimously approved this expenditure.

9.3 Approval of surplus funds utilisation for 2024/25

The Directors unanimously approved the utilization of the Surplus Funds for an increase in the Social Upliftment sponsorship of the Victory Outreach Home Program. This increase will directly increase the number of Cleaning Staff that the CID can deploy at Town Centre daily as well as increase the number of days per week that cleaning will take place.

9.4 Approval of the budget for 2024/25

The Directors unanimously approved the tabled Budget for the 2024/25 Financial Year.

10. Confirmation of a registered Auditors – Current

The Directors confirmed the ongoing appointment of the Auditors Cecil Kilpin

11. Confirmation of Company Secretary – Current

The Directors confirmed the ongoing appointment of the Company Secretary James Loxton

12. Election of Board Members – Nominations, Voting and Approval

- In terms of Clause 12.1.7 of the MOI which states “As required by item 5(1)(b) of Schedule 1 to the Act, at least 1/3 (one third) of the directors shall resign every year at the AGM but shall be eligible for re-election.”
- Therefore, the following Directors: Faizel Hendricks and Ismail Moosajee have submitted their resignations. They have also confirmed that they are available for re-election as directors.
- Therefore, in terms of the MOI, nominations forms were completed and received for these 2 directors at the offices of the MPTCID on the 22 November 2023 – meeting the requirement that they be received 7 clear days prior to the advertised time of the start of the AGM meeting.
- The nomination of Faizel Hendricks or re-election as Director was proposed by Shaheem Hendricks and unanimously by all the remaining Directors present.
- The nomination of Ismail Moosajee for re-election as Director was proposed by Faizel Hendricks and unanimously by all the remaining Directors present.
- The appointment of the Directors: Faizel Hendricks and Ismail Moosajee confirmed and noted.
- As this AGM meeting has approved the Extension of Term of the MPTCID operations, it is also now required that all the Directors sign confirmation of their nomination that they will remain as Directors of the MPTCID for the next Financial Year (being 2024- 2025) This was unanimously accepted and approved by the existing Borad. Each Director present signed the confirmation Forms of their extended Directorships of the MPTCID.
- All these matters are Noted and, where applicable, will be submitted to the Companies and Intellectual Properties Commission (CIPC) for amendment and noting.

Lastly it was confirmed for the that the Directors of the Mitchell's Plain Town Centre Improvement District (MPTCID) shall hold the following respective portfolios:

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|---|--------------------------|---------------------------------|
| - | Bradley Bordiss | Chair and CID Liaison |
| - | Fairoz Osman | Security |
| - | Ismail Moosajee | Membership & PR |
| - | Shaheem Hendricks | Waste |
| - | Christiaan van der Merwe | Finance |
| - | Faizel Hendricks | Operations & Dispute Resolution |

13. Special Resolutions:

1. Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)(a) of the Companies Act, Act 71 of 2008.

The new MOI was tabled for approval and discussed. The most noticeable Amendments were presented by the CID Executive manager and a discussion ensued. The CID Compliance Officer, Alma from the City's CID department, as well as the CID executive manager Alma answered queries from the Board. Thereafter the Special Resolution was tabled for a vote. The Board of Directors then unanimously approved by Special Resolution to adopt the Amendments to the founding Memorandum of Incorporation of the MPTCID NPC with authorization to file the Amended MOI with the Companies and Intellectual Properties Commission (CIPC). The Chairperson signed this Special Resolution A at the Meeting. The CID Executive Manager was then tasked to file this with CIPC.

2. Approval of the new 5-year MPTCID Business Plan 2024-2029 and MPTCID Extension of Term 5 years

The new 5-year MPTCID Business Plan 2024-2029 of the MPTCID NPC for the Extension of Term of Operations of the MPTCID NPC was tabled for approval and discussed. The CID Compliance Officer, Alma from the City's CID department, as well as the CID executive manager answered queries from the members. Thereafter the Special Resolution was tabled for a vote. The members then unanimously approved by Special Resolution the new 5-year MPTCID Business Plan 2024-2029 of the MPTCID NPC and authorised the Board to apply for the Extension of Term to continue operations for a further 5-years. The Chairperson signed this Special Resolution 2 at the Meeting. The CID Executive Manager was then tasked with the administrative implementation of the Extension of Term processes with the relevant Cape Town City Council departments.

2. General – No items raised; however the following was noted:

The following documentation is available at the AGM and on the MPTCID_website@ <http://mptcid.co.za>

- Membership list
- Advertisements, notice to members and CoR 36.2 form.
- Minutes of previous AGM
- Agenda
- Audited AFS (Full set)
- Business Plan 2024-2029
- Membership application form
- Nomination as Director form

- Proxy Form
- Draft proposed MOI

3. Q & A – No items raised

4. Adjournment

The Chairman Dr Bradley Bordiss closed the AGM meeting at 10 37 am on the 1 December 2023.