



# Epping

## City Improvement District

**FOR A SECURE, CLEAN WORKING ENVIRONMENT**

**ECID AGM**  
**19 November 2020**  
**14h00**  
**Venue: ECID Offices, 24 Gunners Circle, Epping 1**  
**MINUTES**

**Present:**

At Sunday-Chairman  
 Heinrich Husselmann  
 Ahron Gropper  
 Xavier Fazakerley  
 Eddie Scott  
 Tony Bartram  
 Lizette Johnstone  
 Anette Brand

Growthpoint Properties  
 Nikki Distributors  
 Big Bodies  
 SA Metal Group  
 City of CT-Manager: CIDs  
 ECID Coordinator  
 ECID Manager  
 ECID Admin Assistant (Minute Taker)

**Apologies:**

Keith Robson  
 Ald. Brian Watkyns

Vega Properties  
 City of CT-ex Officio

Agenda No.	Topic.	Action.
1.	<b>REGISTRATION</b> All attendees completed the health questionnaire: Screening for COVID-19.	
2.	<b>WELCOME &amp; APOLOGIES / PROXIES RECEIVED</b> L Johnstone-Opened meeting at 14h03, noted the apologies and proxies received and welcomed all.	
3.	<b>MEMBERSHIP</b>	
3.1	<b>RESIGNATION</b> ➤ L Johnstone-No members resigned	
3.2	<b>NEW MEMBERS</b> ➤ L Johnstone-One new Property applied for membership during the 2019/2020 financial year.	
4.	<b>QUORUM TO CONSTITUTE A MEETING</b> ➤ L Johnstone-Noted that the ECID has 19 voting members and confirmed we had a 20% quorum with 1 proxy received and 7 properties represented at the meeting. <b>RESOLUTION 1/November/2020</b> ➤ The Auditor-Agreed the meeting could proceed.	
5.	<b>APPROVAL OF PREVIOUS AGM MINUTES HELD ON 10<sup>th</sup> DECEMBER 2019</b> ➤ L Johnstone-Went through the previous minutes <b>RESOLUTION 2/November/2020</b> Minutes of the AGM held on the 10 <sup>th</sup> December 2019 approved ➤ There was a proposer & seconder from the floor ➤ A Sunday-Signed the minutes.	

5.1	<p><b>MATTERS ARISING</b> <b>Informal Market</b></p> <ul style="list-style-type: none"> <li>➤ A Sunday-A court order was granted to remove the squatters on Viking Way, due to the COVID-19 pandemic this will commence once the COVID-19 restrictions are lifted.</li> <li>➤ L Johnstone-The informal traders will be moved into the market area, hopefully by June 2021.</li> <li>➤ Representative from the City-Currently no unlawful occupant of land can be moved, the occupation can just be contained.</li> </ul>	
6.	<p><b>NOTING OF AUDITED FINANCIAL STATEMENTS 2019-2020</b></p> <ul style="list-style-type: none"> <li>➤ The Auditor-Noted the following; <ul style="list-style-type: none"> <li>• The depreciation increased from R 584 660 to R 915 343 due to the purchase of additional vehicles during the 2019/2020 financial year.</li> <li>• The income statement notes a profit of R 1 373 750.</li> </ul> </li> <li>➤ Representative from the City -As CID's are NPC's and utilising public funds, they may not make a profit. The amount of R 1 373 750 is a surplus and should be noted as such, Mr Dearham is to amend the income statement to reflect this.</li> <li>➤ A Gropper-The income statement reflects a decrease in the amount spent on Law Enforcement, cameras and security, this gives the impression that less funds were utilised for security. The ECID did not make use of the Law Enforcement Officers due to performance concerns. The auditor was requested to amend the difference as such.</li> <li>➤ T Bartram-The amendments to the AFS as noted in points 1 &amp; 2, must be expedited and returned to the ECID by Monday 23 November 2020.</li> </ul> <p><b>RESOLUTION 3/November/2020</b> Audited Financial Statement Approved with the amendments noted in points 1 &amp; 2.</p> <ul style="list-style-type: none"> <li>➤ There was a proposer &amp; seconder from the floor</li> </ul>	
7. & 8.	<p><b>ANNUAL REPORT &amp; FEEDBACK ON OPERATIONS 2019/20</b></p> <p>L Johnstone-Presented and elaborated the following on the annual report;</p> <ul style="list-style-type: none"> <li>➤ The previous Security Liaison Officer left the ECID during November 2019.</li> <li>➤ A new Security Liaison Officer has been appointed.</li> <li>• The funds received from sponsors continues to be used to fund additional cameras.</li> <li>• Marketing is very important, however due to the COVID-19 pandemic the 3 staff members did not reach the targeted visits for the 2019/2020 year.</li> <li>• Executive Risk Consultants left the ECID on the 30<sup>th</sup> September 2019.</li> <li>• Integrisec, the ECID's new security provider, commenced work on 1<sup>st</sup> November 2019.</li> <li>• The control room setup and the camera placements were noted.</li> <li>• The annual security stats were highlighted.</li> <li>• The challenges experienced by Princeton, the cleaning service provider for Epping 1 &amp; 2 and stats are to be found on pages 13 &amp; 14 of the Annual Report.</li> <li>• The challenges experienced by M Fortuin, the cleaning service provider in Western Province Park and stats are to be found on pages 15-17 of the Annual Report.</li> <li>• As part of the ECID's social intervention initiatives, M Fortuin, being a small entrepreneur, is helped by the ECID and Council to</li> </ul>	

	<p>expand his business. Financial help is given to the Cart Horse Protection Association.</p> <ul style="list-style-type: none"> <li>• The food handouts to Langa Baptist Church and Church of the Nazarene in Bonteheuwel has been put on hold due to the kidnapping of the owner of Giant Hyper over a year ago. L Johnstone is to contact Giant Hyper in the new year (2021) to ascertain if the food donations may be reinstated</li> <li>• Some difficulty has been experienced with the approval of siding lease applications due to Council's transport department wishing to reinstate rail.</li> <li>• C3 notifications are been reported to the City regularly.</li> <li>• 4 new vehicles were purchased in 2019.</li> <li>• The Western Province Park and SAPS Logistic CCTV camera projects were only completed in the current financial year due to COVID-19 restrictions.</li> <li>• The lights project was also put on hold due to COVID-19 restrictions.</li> <li>• The Board approved a project of employing of 8 footpatrollers during the first 2 weeks in December 2019.</li> <li>• The 2 older ECID vehicles will be replaced in 2021.</li> <li>• The old cameras, some of which are 9 years old will be replaced as needed.</li> <li>• The repairing and or replacing of the rail siding gates is an ongoing project.</li> </ul>	
9.	<b>BUDGET</b>	
9.1	<b>NOTING OF ADDITIONAL SURPLUS FUNDS UTILISED IN 2019/20</b> <ul style="list-style-type: none"> <li>• Approved by the Board as noted in the annual report.</li> </ul>	
9.2	<b>APPROVAL OF ADDITIONAL SURPLUS FUNDS UTILISATION FOR 2020/21</b> <ul style="list-style-type: none"> <li>• Not applicable.</li> </ul>	
9.3	<b>APPROVAL OF THE BUDGET FOR 2021/22</b> <ul style="list-style-type: none"> <li>➤ Representative from the City-The budget was drafted 5 years ago, the ECID is given the opportunity to revisit and change the budget annually.</li> <li>➤ Attendee-Noted that there are no provisions made for legal expenses.</li> <li>➤ Representative from the City-The ECID currently has about R 2 000 000 in reserve funds which is available for emergency expenditure.</li> </ul> <p><b>RESOLUTION 4/November/2020</b> 2021-2022 Budget Approved</p> <ul style="list-style-type: none"> <li>➤ There was a proposer &amp; seconder from the floor</li> </ul>	
10.	<b>APPROVAL OF THE IMPLEMENTATION PLAN</b> <ul style="list-style-type: none"> <li>➤ L Johnstone-Introduced the implementation plan for 2021/22</li> <li>➤ Representative from the City-The implementation plan indicates what actions will be taken, by whom and how these actions will be measured of the relevant party.</li> <li>➤ L Johnstone-The only addition to the implementation plan is the COVID-19 procedures.</li> </ul> <p><b>RESOLUTION 5/November/2020</b> Implementation Plan for 2021/22 Approved</p> <ul style="list-style-type: none"> <li>➤ There was a proposer &amp; seconder from the floor</li> </ul>	
11.	<b>APPOINTMENT OF A REGISTERED AUDITOR FOR 2020/2021</b> <ul style="list-style-type: none"> <li>➤ L Johnstone-As there were no submissions from the floor wrt new auditors, L Johnstone enquired if Cecil Kilpin continue as the ECID's registered auditors for 2020/2021</li> </ul> <p><b>RESOLUTION 6/November/2020</b> Cecil Kilpin to continue as the ECID 's Registered Auditors for 2020/2021</p> <ul style="list-style-type: none"> <li>➤ There was a proposer &amp; seconder from the floor</li> </ul>	



	<p>Epping 1 &amp; 2 from the railways, this included the amount offered for the purchase, to date no feedback has been received.</p> <ul style="list-style-type: none"> <li>➤ L Johnstone-The property department for transport wants to re-open the rail sidings for rail usage and is not interested in the selling or leasing the rail sidings.</li> <li>➤ Attendee-The railways would not be able to maintain and get the rail services running again.</li> <li>➤ Representative from the City-The proposal handed in must be followed up and re-addressed by Mr Wellens.</li> </ul>	
15 15.1	<p><b>Q &amp; A</b> <b>DETERIORATION OF SERVICE DELIVERY FROM CITY OF CAPE TOWN</b></p> <ul style="list-style-type: none"> <li>➤ X Fazakerley-The deterioration of the roads in Epping are a major concern and feedback from the City is problematic at best.</li> <li>➤ L Johnstone-During a meeting with the relevant Council official for roads and road markings, the official has added potholes and road markings to the programme for this financial year.</li> <li>➤ Representative from the City-The feedback and response from the City can be contributed to the COVID-19 pandemic, currently the City is executing temporary repairs while trying to catch up with all the permanent repairs required. Should the ECID get no response from the City's line department, the Sub Council Manager should be contacted for assistance. The area Director is next in line followed by the City Manager as a last resort in resolving the service delivery.</li> <li>➤ Attendee-Currently the reporting to the C3 service requests lodged with the City of Cape Town, lacks action from the various City's line departments, is this issue only experienced by certain CID's or is this a common occurrence?</li> <li>➤ L Johnstone-C3 requests are found to be marked as completed although no actions have been taken.</li> <li>➤ Representative form the City-These cases must be reported to the City, the City is the primary service provider.</li> </ul>	
15.2	<p><b>POSSIBILITY OF A TRUCK STOP</b></p> <ul style="list-style-type: none"> <li>➤ Attendee-Currently the trucks are making use of the vacant land on Gunners Circle, opposite the Munch box. The attendee would like to explore the possibility to have a dedicated area which can be fenced in and have 24hr security and requested the contact details of the relevant Council official.</li> <li>➤ L Johnstone-The attendee is to send an email to L Johnstone requesting the contact details of the relevant Council official.</li> </ul>	
16.	<p><b>ADJOURNMENT</b></p> <ul style="list-style-type: none"> <li>➤ There being no further business, all were thanked for attending and the meeting ended at 15h00</li> </ul>	

Signed By A Sunday .....  
ECID Chairman