

KALK BAY & ST JAMES SRA NPC
Minutes of the AGM held on 9 November 2015 in the Kalk Bay Community Centre

1. Welcome and Apologies

The SRA Chairman, Jim Russell, welcomed those present numbering approximately 41
There were 7 apologies.

2. Quorum to constitute the meeting

The Constitution requires the presence of at least 20% of the registered members of the company in person or by proxy. As at 26 October 2015 the number of registered members was 165, and a quorum of at least 34 members present or by proxy is required. As 41 registered members were present, the Chairman declared the meeting duly quorate.

3. Approval of Minutes of Special General Meeting of 1 December 2014

The Minutes had been approved by the SRA board as an accurate account of the meeting and had been posted on the website.

Proposer: Steve Herbert, Seconder: Guy Parr. As no further comments were made, the minutes were accordingly declared approved by the meeting.

4. Chairman's Report on activities 2014-2015

The Chairman presented his report on the company's activities for 2014-2015. This report would be posted on the SRA website. The Chairman summarized the SRA's activities during its first full year of operation by saying that while the SRA had experienced some set-backs, this "start-up" year can fairly be summed up as one of satisfactory progress which the board is confident will be consolidated next year.

4.1 Management / Corporate

The SRA Board tries to operate against measurable performance indicators. It has 8 directors representing Kalk Bay (4) and St James (4). They have met monthly since January (10 times) with 82% attendance. Membership of the SRA totals 165. Responses from residents (157 responses) indicate over 80% are happy with SRA performance in respect of its key areas of activity: Safety, Cleansing, Social Development, Requests to Council, & Communications. In future all interactions with members or residents will be logged to provide a more accurate indicator of performance.

Joanne McGilvray was elected as director at the SGM on 1 December 2014, and duly joined the board. Karl Leinberger has resigned with effect from date of this AGM. Karl volunteered in 2012 and made major contributions to the SRA's founding and operation. He was warmly thanked for his contributions.

Cllr D'Alton attended most meetings and provided valuable advice.
Gail Daniels has managed operations efficiently.

4.2 Finance

At 30 June 2015 there was a budget surplus of R336,161.00 of which R246,161.00 was allocated to a general reserve as required by SRA policy to maintain at least two months income from the City Council as a general reserve to meet unexpected events, including any delay in obtaining our annual tax clearance, that might prevent or delay the City from paying SRA levies to the SRA. The board approved this allocation as well as the balance of the surplus of R90,000 to various minor projects included in the revised 2015/2016 budget.

The company had received a clean audit and a tax clearance was obtained from SARS on time.

4.3 Public Safety

This item accounts of 65% of budget. During the year the relative merits of camera saturation vs foot patrols were investigated. It was concluded that foot patrols backed by cameras were the most effective strategy. After numerous trials, by May 2015 an effective tracking system was in place with patrollers required to clock in at each of 66 monitoring points. The target was to 'hit' each one 4 times per 24 hour day but an average of 6 was achieved between May and October.

The effects of patrollers on crime are difficult to correlate with the crime patterns and statistics, but there had been a number of positive indicators, including a significant decrease in crimes reported to Crimewatch between January and October 2015 compared to the same period in 2013 and 2014. However, there had been an increase in October which coincided with a decline in the hits foot patrollers on monitoring points. SAPS have a similar impression about the decrease in crime. The Mountain Men have made 13 arrests in the SRA since December last year.

The Chairman emphasized that resident involvement (surveillance, reporting incidents) is vital to the combating of crime. It has to be a community effort.

The crime season is now approaching and SAPS and the public safety contractor will be on high alert.

In order periodically to compare prices and range of services offered, in August the board received two competitive quotes from potential alternative public safety contractors, including one from Lake Security.

Management of patrollers remains an issue. There had been a marked decline in quality and frequency of patrols in October. After discussions with Mountain and Lake Security, it was mutually agreed, subject to board approval, that Lake Security (who operate at the Majestic and New Kings) will replace Mountain Men as the contractor for the provision of public safety services with effect from 12 November as they are better organized to manage the patrollers, and will contract with MM for the provision of a back-up vehicle and armed response when required.

4.4 Cleansing & Environment

The focus of this portfolio is on areas not normally maintained by the CoCT (i.e. all streets other than Main Road, Boyes Drive and Clairvaux Road). Activities are intended to complement the many Private initiatives maintain that maintain various public spaces.

The SRA employs two full-time employees who cover the entire SRA. An arrangement had again been made with the Haven Night Shelter residents to clean up Harbour Beach on Saturdays Sundays and Mondays until the City Council concludes an agreement with the harbour authorities and Prasa to take over control of the beach..

Recycling collections by the CoCT will not be undertaken in our area despite the urgings of Cllr D'Alton. Cara Dowling has launched her own initiative via the Clearer Conscience NGO.

4.5 Social Upliftment

Ester Uys resigned in June and Marion Thomas joined as the new social worker in July. Since then she has established relationships with a number of key role players, including the Department of Social Welfare office in Fish Hoek and consulted widely with relevant public organizations.

In respect of the growing problem of street children and street people, Marion recently organized a well-attended meeting for concerned residents and role players.

The CoCT is taking a more proactive approach which will include a hotline link. Marion attends the weekly security meetings and is available for consultations with any resident.

Breaking the cycle of begging is the strategy and the Give Responsibly campaign has been initiated in the SRA. This is part of a wider city strategy and standard operating procedures are being implemented.

4.6 Marketing & Communication

The SRA's primary medium of communication is via its email database of 721 members and residents. This primary means of communication is preferred in order to reduce costs of printing and postage. Regular monthly newsletters (10) have been distributed since December 2014 and more than 40 weekly newsflashes. The website contains the minutes of the Directors' meetings.

4.7 Conclusion

The Chairman recorded thanks to the community for their help over the year as well as constructive criticism, the CoCT for assistance and guidance, and the two SRA cleansing workers.

5. Noting of Audited Financial Statements 2014-2015

These were approved by the Board on 11 August, 2015, and were duly noted by the meeting.

6. Ratification of Revised 2015-2016 Budget incl. allocation of surplus funds

The allocation of the budget surplus of R336,161 as at 30 June 2015 was explained. This allocation included R246,161 to a general reserve as explained above, and the balance of R90,000 to a range of projects, primarily an amount of R70,000 for the acquisition of up to 3 security cameras.

The revised 2015/2016 budget, attached to these minutes, which includes the allocations totaling R90,000, was also explained. The major budget item remains public safety and general expenditure had increased by only .7%, thereby retaining the board's commitment to contain overheads as tightly as possible.

Proposer: Sullivan O'Carrol, Seconder: Kenneth McClarty. The revised 2015/2016 budget was approved by a show of hands and no objections were raised.

7. Approval of Budget 2016-2017

The proposed 2016-2017 budget, a copy of which is attached, was explained. The total budget of R1,383,000 remains as in the approved Business Plan except that the allocations have been adjusted in some cases. The main adjustments are in respect of the acquisition, maintenance and depreciation of security cameras and a small increase of 2% in General Expenditure. With the inclusion of the cost of security cameras, Core Business activities account for 79.63% of the budget vs 78.8% in the Business Plan. Overheads and management expenses were contained at 16.3% of the budget, which is lower than many SRAs.

Proposer: Cherie Scholtz, Seconder: Derek Stuart-Findlay.

The 2016/2017 budget was approved by a show of hands and no objections were raised.

8. Approval of Implementation Plan 2015-2016

The SRA by-law requires a Business Plan backed by an Implementation Plan. The Implementation Plan for 2016/2017 had been placed on SRA website for inspection and comment.

Proposer: Guy Parr, Seconder: Eric Stevens

The 2016/2017 Implementation Plan was approved by a show of hands and no objections were raised.

9. Appointment of Auditors

Appointment of AMF & Associates was recommended based on experience thus far and their competitive rates: R10,000 for the coming year compared with an average of R13,000 for our size of SRA.

Proposer: Dave Clegg, Seconder: Derek Stuart-Findlay.

The appointment of AMF & Associates as company's auditors was approved by a show of hands and no objections were raised.

10. Election of Directors

Judge Kate Savage took the Chair and explained the legal requirement for the appointment of Directors. One third must resign each year but may make themselves available for re-election. Current Board: Alain Russell, Bert Stafford, Andy Paige, Eric Stephens, Joanne McGillary, Karl Leinberger, Ken McLarty, Tony Trimmel.

Karl Leinberger has resigned and Bert Stafford and Jim Russell have too - but are available for re-election.

A call for nominations has produced none.

Election: Bert Stafford: nominated by Eric Stephens & Gail Daniels; Jim Russell by Marylin Poggenpoel & Alison Roslyn. They were re-elected by a show of hands.

One more member is required and co-option is possible. Two people have shown interest. Equal representation between Kalk Bay and St James is a principle. Judge Savage suggested that ethnic balance should be included too.

11. General

Q. How are parking issues being addressed, including informal car guards.

A. A working group comprising nominees of the Ratepayers Association and the SRA had been formed to address this issue and to come up with a proposed approach for our area.

Various initiatives had been investigated, including the Simon's Town 'model' of a Section 21 company that manages two confined areas, with trained uniformed and salaried officials, with funds surplus to operating requirements invested in local projects. Although useful information and advice had been obtained, the issue is of a much bigger scale in our area, indicating that we need to tailor any approach to meet the specific scale and needs of our area.

The Ratepayers Association conducted a parking bay – restaurant seat capacity study to assess the imbalance between supply and demand – demand for bays appears to exceed supply by a considerable margin.

A meeting was held with the Voortrekker Road CID which runs a large area on the pay-parking principle, and retains some of the funds generated for investment in local projects. Based on that experience the process of starting up such an operation can take a couple of years. To accelerate this a meeting was held with Cllr Bloor to get advice on the most effective way forward. A two-pager outlining our requirements was later submitted: it focused on pay-parking to encourage turnover of existing bays and included introduction of controlled parking in the residential streets.

Q. How can greater control be gained over the car guards. They are a menace and also involved in criminal activity?

A. Simon's Town appears to have had some success by using the local Community Police Forum to informally "licence" and monitor informal car guards and to 'move them on' when necessary. The working group referred to above has not been able to present any proposals yet for community approval so unfortunately the problem remains unresolved until next year.

Q. Any plans to control speeding on Main Road?

A. There is a 40 km speed limit with signs in various places. There has been some speed trapping in St James.

Statement: Cara Dowling spoke about the Clearer Conscience Co. recycling project details of which are available from her.

Q. Can a non-property owner be an SRA member?

A. No – but any resident can register their views and concerns with the Manager.

Statement: The Give Responsibly campaign is not working.

A. The project has been in operation for only 5 months and has been launched city-wide. It remains to be seen whether it will be successful.

Q. What can be done to clean up in the gated areas under the arches until the CoCT / DAFF / Prasa take responsibility.

A. The Displaced People's Unit had been in discussion locally about the wider problem. Displaced people apparently congregate where they are given money. The SRA will investigate what can be done.

Q. How is it possible that the bottle store is open on Sunday?

A. At the beginning of the year all outlets applied for Sunday trading but this was denied by the sub-Council. They have recently reapplied but the sub-Council has taken no decision yet.

Cllr D'Alton: I will investigate this urgently.

Tony Trimmel: An inquiry will be made to the Liquor Board re. Blue Bottle and the Kalk Bay Café's licence.

The meeting ended at 21h30 and the Chairman thanked everyone for attending.