

**MUIZENBERG IMPROVEMENT DISTRICT NPC**  
**Minutes of the Board Meeting held on Tuesday 21 October 2014**  
**at 16:00 at the All Saints Church Hall, Muizenberg**

**Present:**

<b>Name</b>	<b>Position</b>	<b>Abbrev</b>
Tony Smith	Director (Chair)	TS
George Hill	Director	GH
Elizabeth Milne	Director	EM
Mike Romyn	Director	MR
Marion Wagner	Director	MW
Chevone Petersen	Admin Manager	CP
Dave D'Alton	Ward Councilor	DD

<b>No</b>	<b>Agenda Item</b>		<b>Action (Who?)</b>	<b>When</b>
1.	Welcome	TS opened the meeting.		
2.	Community Issues/Matters for the Board's consideration	There were no community issues or matters for the board's consideration and no community members were present.		
3.	Apologies	Lesley Schroeder McLean (LSM), Steven Frankal (SF) and Peter Wright (PW)		
4.	Minutes of Previous Meeting & Matters Arising	The minutes of 18 September 2014 were approved by the board. Proposed by GH and seconded by MR.		
5.	Financial Report and Signatories.	The board approved the financial report for September 2014. Proposed by MW and seconded by EM.  CP & TS will set aside time in the last week of October to make the necessary changes to online banking signatories.	CP & TS	End Oct 2014

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6.	AGM	<p>The AGM takes place on 18 November at 18:00 at the All Saints Church. All statutory requirements have been met and the Agenda has been set and approved as per ISL's guidelines and feedback.</p> <p>TS referred to point 12.1.7 &amp; 12.1.7 of the MOI that refers to Director appointments at the AGM. The board passed the resolution that the board be re-elected on block.</p> <p>TS requested that all Directors please review all AGM information as per the MID website in preparation for the AGM.</p> <p>TS reminded the board to ensure proxies are obtained for any members who may not be available to attend the AGM.</p> <p>MR confirmed that MID could use his projector for the AGM and any future MID related presentations.</p> <p>LSM preparing a visual presentation for the AGM. MR available to assist if required.</p>	<p>All</p> <p>All</p> <p>MR</p> <p>LSM</p>	<p>ASAP</p> <p>Before AGM</p> <p>Before AGM</p> <p>Before AGM</p>
7.	MID Communications	<p>TS asked the board to please review the website since significant changes have been made, all round great improvement.</p>		
8.	Traffic Circle Upgrade	<p>The board reviewed the traffic circle upgrade project timeline prepared by MR.</p> <p>MR also referred to the email distributed by Peter Feasey, City of Cape Town Roads Department, confirming the allocation made by Councilor D'Alton of R170 000 towards this project.</p>		

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		<p>The R170 000 allocation from the City will cover the cost of paving the 2 meter wide ring of paving around the perimeter of the traffic circle as well as the inside paving. He also confirmed that MID risked losing out on the City's funding allocation if MID could not finance the inner walls for the circle gardens as per plans presented to and approved by the City's Roads Department.</p> <p>MR presented the 3 quotations obtained from contractors. After careful consideration and the assurance from MR that the selected contractor will do a professional job. The board provisionally accepted the quotation presented by Greg's Handyman Services for the work to be completed by end November 2014. This will enable the Roads Department to pave before the end of the year. The board also agreed on the project timeline. Proposed by MR and seconded by GH.</p> <p>Everyone present thanked Councillor D'Alton and Peter Feasey for their support, an excellent example of a City of Cape Town/Improvement District partnership.</p> <p>EM commended the team for ensuring due process was followed with regard to the implementation and follow through on the traffic circle upgrade.</p>	<p>MR, PW, DD, Contractor</p>	<p>End Nov 2014</p>
<p>9.</p>	<p>Public Safety &amp; Security Plan</p>	<p>TS updated the board regarding the meeting held with Wynberg Improvement Districts and discussions with other SRA's regarding their public safety and security strategy and management thereof.</p> <p>The board is committed to reviewing MID's safety and security strategy with a view to optimising effectiveness of</p>		

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		<p>MID's spend. Emphasis is placed on the need to drive an integrated approach with all law enforcement agencies. Proposed by EM and seconded by GH.</p> <p>TS, EM and CP to work on the process document and strategy.</p>	TS, EM & CP	Nov 2014
10.	Strategic Planning & Review	<p><u>Chair:</u></p> <ul style="list-style-type: none"> <li>• Refer to point 9.</li> </ul> <p><u>Beachfront :</u></p> <ul style="list-style-type: none"> <li>• DD gave feedback on the meeting SF had with JP Smith. The City is supportive of MID's efforts.</li> <li>• CP mentioned the meeting she and SF had with Elmarene Barnhardt from Cape Town Tourism regarding Muizenberg and greater visibility and awareness that is required.</li> </ul> <p><u>Environment (EM):</u></p> <ul style="list-style-type: none"> <li>• EM cultivating relationships with various key role players in the City of Cape Town with regard to greening initiatives for the Vlei side of MID boundary.</li> <li>• EM to find out if the Muizenberg Park river flow can be diverted to the traffic circle at Surfers' Corner.</li> </ul> <p><u>Infrastructure &amp; Maintenance (PW):</u></p> <ul style="list-style-type: none"> <li>• Refer point 8.</li> </ul>	EM	ASAP

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		<p><u>Park &amp; Cleansing (GH):</u></p> <ul style="list-style-type: none"> <li>• Friends of Muizenberg Park (FoMP) have arranged a park clean-up for 25<sup>th</sup> October, and a public meeting for 5<sup>th</sup> November.</li> <li>• GH concerned about waste piling up in the park. He has referred the matter to City Officials, including DD.</li> </ul> <p><u>Social Development (MW):</u></p> <ul style="list-style-type: none"> <li>• MW thanked CP for assisting with coordinating the cleaning team to assist with beachfront maintenance.</li> <li>• MID to invoice the Kite Festival organizers for the assistance that the cleaning team will provide on 1<sup>st</sup> and 2<sup>nd</sup> November.</li> <li>• MID to also invoice Safer Together regarding the donation towards the cleaning team.</li> </ul> <p><u>Manager (CP):</u></p> <ul style="list-style-type: none"> <li>• CP gave feedback on her meeting with Greg Player from the NPO, Clean C (Cape Town Beach Clean-Up) regarding their recycling initiatives and beach clean-up. Discussed collaborating with the SRA's in the Far South (MID, Fish Hoek and Kalk Bay/St.James) to drive recycling at schools and then also to facilitate regular beach clean-ups in the South from Muizenberg to Sunnycove.</li> </ul>	<p>MW</p> <p>CP</p> <p>CP</p>	<p>1<sup>st</sup> week Nov 2014</p> <p>Nov 2014</p> <p>On-going</p>
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		The board happy for CP to continue with driving this initiative.		
11.	General	TS will drive the security strategy development and planning to ensure completion and follow through.	TS & CP	On-going

**Meeting Closed at: 18:15.**