

MUIZENBERG IMPROVEMENT DISTRICT NPC
Minutes of the Board Meeting held on 31 August 2017
at 17:00 at The Hive, Muizenberg
then 17:30 at Joon's Muizenberg

Present:

Name	Position	Abbrev
Marion Wagner	Chair	MW
Megan Cross	Director	MC
Heide Goodman	Director	HG
Karen Hultzer	Director	KH
Kevin Rack	Director	KR
Chevone Petersen	Manager	CP

MID and Community Members Present:

- John Cartwright (JC)
- Hendrik Daugbjerg (HD)
- Margaret Dugmore (MD)
- Peter Dugmore (PD)
- Johan Lotter (JL)

No	Agenda Item	Action (Who?)	When
1.	Welcome	MW welcomed everyone present at the meeting.	
2.	Matters for the Board's Consideration (Members)	<p>LPR Cameras – Peter & Margaret Dugmore:</p> <p>PD thanked the board for the opportunity to address the board around the possibility of MID funding LPR cameras. The following were noted by PD:</p> <ul style="list-style-type: none"> • Queried where the funds will come from, how it will be installed and how it will be maintained. • Also noted that to his understanding, based on the SRA By-Laws, any MID asset can only be donated to a 	

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		<p>constituted body/organization.</p> <ul style="list-style-type: none"> • Concerned that the MCSI may not be the best option to donate an LPR camera to due to it not being property constituted as a registered organization, even though this may be the most logical step. • As a MID member, would prefer that if MID funds an LPR camera, that it remains the asset of the MID even if it is part of a greater camera network. <p>MW & CP agreed that it is important that whatever decision is made around LPR camera funding, that it is in line with relevant compliance, and thanked PD for his advice and comments.</p> <p>HD also informed everyone that LPR cameras are linked up to a National Cloud based system, and only authorized institutions may monitor LPR cameras. Therefore if the MID do fund an LPR camera then MID will not monitor, but MID service provider will be added as an institution who may view footage and receive alerts on activity picked up on the LPR system.</p> <p>JC also informed the board that they may also want to make contact with Barry Schuller, the City contact person regarding camera monitoring and implementation.</p>		
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		<p>Liquor Licenses – John Cartwright:</p> <p>JC addressed his concerns regarding the approval of the extended trading hours for Liquor City at the Checkers Centre even though many organisations, including the MID, objected to this.</p> <p>He referred to a letter that he drafted to address the Checkers Centre Management to request that “junk/cheap” wine no longer be stocked at both Liquor City and Checkers as it has a direct impact on alcohol consumption within public spaces and on the streets of the MID, in particular during festive season when crowds are seen queuing outside these establishments to purchase alcohol.</p> <p>JC also noted that Blue Bottle Liquor stopped trading in “junk/cheap” some time ago.</p> <p>JC asked whether the MID would consider supporting this initiative by doing the following:</p> <ul style="list-style-type: none">• Submit a letter to Checkers Centre Management requesting that both Checkers and Liquor City stop stocking “junk/cheap” wines.• Both Safer Together and False Bay Business and Tourism Association are in support of JC's initiative.		
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		<ul style="list-style-type: none"> • Drive the process and feedback to the organisations. 		
3.	Apologies	Cllr. Aimee Kuhl		
4.	Minutes	The board meeting minutes of 27 July were approved. Proposed by MC and seconded by KR.		
5.	Finance Report	HG presented the finance report, approved by the board. Proposed by MW and seconded by KH.		
6.	Annual Financial Statements	<p>The board thanked CP for ensuring the timely completion of the Annual Financial Statements and were pleased with the outcome.</p> <p>The board approved the Annual Financial Statements. Proposed by MW and seconded by HG.</p> <p>Two signed copies to be delivered to CID Branch (ISL) on Friday 1 September.</p>	CP	1 Sept 2017
7.	Special Ratings Areas – National Discussions	The board confirmed their support of an SRA task team to represent the 39 City Improvement Districts on current national discussions around Special Ratings Areas.		
8.	Governance & Compliance Suggestions	<p>CP referred to the documents emailed to the board. The board agreed to also register the NPC with the Department of Social Development as an NPO and to also pursue Section 18A status and PBO status.</p> <p>Proposed by MW and seconded by KH.</p>	CP & MC	End 2017

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		The board also agreed to review the Independent Code and to give consideration to subscribing to it.	All	Next Board Meeting
9.	Communications Policy	<p>HG queried how communication is managed as not everyone is always informed of events. CP clarified that communications are portfolio specific, to avoid overloading the board with too many emails.</p> <p>An example used was the recent Pretty Pride event held in collaboration with another organization which was specific to social development outreach work.</p> <p>Going forward any public events hosted by MID will be shared with the board for information purposes. It will not necessarily require board support and attendance.</p>		
10.	Safety Liaison Contractor	<p>HG gave feedback on the Safety Liaison Service – Rory Petzer, noting that the role has had a positive impact in the management of her portfolio.</p> <p>CP to obtain feedback from GRIT on the value the Safety Liaison role has added over the last half year.</p> <p>Concerns were raised that the service could be seen as a duplication of the MID Public Safety role. The board agreed to extend the Safety Liaison contract for another 3 months but to make the contract more project focused with set objectives that need to be achieved before the end of 2017.</p> <p>HG will liaise with the contractor.</p>	<p>CP</p> <p>HG</p> <p>HG</p>	<p>ASAP</p>

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		MW, HG and CP will meet on 7 September to finalize the set objectives for the project based contract.	MW, HG & CP	7 Sept 2017
8.	Portfolio Reports & Comments	No comments.		
9.	General	<p>Managed Parking: MW and CP met with City Property Management and Safe2Park to discuss the way forward regarding the next steps for the City to give consideration to directly manage parking within the MID area.</p> <p>Trailer Update: CP confirmed that Kalk Bay St. James have accepted the donation of the trailer and will make the necessary arrangements to collect.</p> <p>Liquor License: The board shared the concerns expressed by JC during the membership participation and agreed that MW will forward his letter on behalf of the organisations mentioned, but the MID won't drive this process, but rather facilitate the engagement – each organization can follow up independently once the letter has been submitted.</p> <p>Vodacom Contract: The MID contract expired end July, and is currently on a month-to-month cost. The board agreed to cancel the contract and to rather manage airtime and data through top-up. Proposed by MC and seconded by KR.</p>	<p>CP</p> <p>MW</p> <p>CP</p>	<p>On-going</p> <p>End Sept 2017</p> <p>ASAP</p>

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Meeting Closed at: 19:00

The Next Board: 28 September at 17:00 – venue to be confirmed