



MINUTES

ANNUAL GENERAL MEETING: 2 DECEMBER 2020 – 15:00

VENUE: Virtual Meeting via ZOOM

PRESENT:

Members:	12
Directors:	4
Stakeholders and guests:	38
In attendance:	Kathy Petersen (Board Secretary)
Keynote Speaker:	Alderman Felicity Purchase

The following matters were on the Agenda:

1	Opening and Welcome	W Hewitt
2	Keynote Speaker:	Ald. Felicity Purchase
3	Minutes of the previous AGM held on 3 December 2019	J Coetzee
4	Chairman's Report	J Coetzee
5	Present Audited Financial Statements: 1 Jul 2019 - 30 Jun 2020	JP Bester
6	Update on the MOI of the Company	W Hewitt
7	Report back on appointment of Directors	JP Bester
8	Report back on appointment of Auditor for ensuing financial year	JP Bester
9	Report back on projects undertaken by the Partnership	W Hewitt
10	Matters requiring non-binding vote by members	J Coetzee
11	Matter raised by the Members	J Coetzee

Notice of the meeting had been given as per terms of paragraph 13.3 of the Memorandum of Incorporation, the meeting was therefore legally constituted to give feedback to its members and other stakeholders. A quorum was present as more than 10% of the GTP's members were present either by representation or by proxy. (Refer section 13.8.1.1 of the MOI). The meeting was being held electronically due to Covid restrictions, as allowed in the MOI. (Refer section 13.7 of the MOI).

1. Opening and Welcome

The CEO, Warren Hewitt formally opened the meeting that was held at the Radio Tygerberg Studios, Parow and welcomed everybody to the Annual General Meeting of the Members of the Greater Tygerberg Partnership NPC for 2020. A special word of welcome was extended to the Members, the City of Cape Town Councillors and Representatives as well as the Directors of the GTP who had joined the AGM online and a warm welcome was extended to the guest speaker, Ald. Felicity Purchase. Warren Hewitt also made mention of the other studio guests, the Chairman of the Board, Justin Coetzee as well as the Chairman of the Audit & Risk Committee, Johan Bester.

Warren Hewitt thanked Hardus Zevenster, the Bloudruk Media Team and Truth TV for allowing the GTP to use their studio.

Warren Hewitt gave a short introduction outlining the situation from March 2020 and the effect that the Covid lockdown had on the GTP's operations and the decision to hold the AGM online. The focus of the projects had gone from uplifting and regenerating the Bellville and Parow areas to one of supporting local communities during the Covid lockdown. Warren advised that the GTP team had fulfilled this aim successfully. A short video clip of highlights was aired to show what the GTP had achieved over the past 12 months ending June 2020, through their projects in the community.

Warren Hewitt then introduced Alderman Felicity Purchase, Mayoral Committee Member and Executive Director for Transport at the City of Cape Town.

2. Keynote Speaker - Ald. Felicity Purchase

Ald. Purchase presented a slideshow detailing what the City of Cape Town had planned for Bellville and the Greater Tygerberg area in conjunction with the Greater Tygerberg Partnership. Ald. Purchase highlighted the proposed redevelopment of the area and stated that the integrated Public Transport Interchange and mobility investment were at the heart of Bellville's regeneration as the catalyst for change. She stated that if these projects, to refresh and upgrade the Bellville area, were successful, it was predicted that they would work for the whole of Cape Town, as they were rolled out into different areas. The aim was to give back to Bellville, the status and the recognition that it deserved.

Bellville CBD and PTI Precinct Management.

The goal would be to improve cleanliness, safety and operational functionality, to build confidence amongst communities, commuters and businesses and to establish a platform in support of future development and upgrades. The approach would be to stabilise and improve the day-to-day management of the precinct, infrastructure and assets, to repair or upgrade infrastructure, to provide new public facilities or repurpose existing ones with pro-active maintenance and management of the urban space. Visual examples were given in the presentation of the proposed improvements to the aesthetics and street-scape around Bellville.

Mobility

Ald. Purchase continued to explain that the growth seen in and around the Bellville area, revolved around Mobility and traffic. There was a problem of congestion and there would need to be a road network investment in order to support the CBD. The City was planning on creating links to improve mobility in and around the Bellville area. An important link would be in the Blue Downs Corridor which would link the South East Khayalitsha / Mitchells Plain area directly to Bellville without having to go West into the Cape Town / Claremont area and East again. Ald Purchase stated that the City was in talks with the National Dept. of Transport, PRASA and Transnet on a regular basis in order to assist them in getting the central line up and running, to then enable the Blue Downs Corridor. Ald. Purchase added that there had been a large amount of funds that had been set aside for investment into the Bellville CBD and extended area.

Vision

Ald. Purchase showed a slide of the area around the PTI, PRASA CRES (Corporate Real Estate Solutions) had been trying to acquire some of the space for major development which bodes well for the improvement of the area. The area around the taxi rank, the rail connection and station need to be prioritised in terms of investment. Ald. Purchase advised that the vision would not happen overnight but it was something that the City was working collectively towards, She stated that if industry and commerce realise the same vision and work towards it incrementally, it will be realised a lot sooner. She stressed that it was a joint vision, with the Greater Tygerberg Partnership, the Sub-Council and various other civic organisations.

The Presentation concluded and Members were advised that it would be available on request.

Warren Hewitt thanked Alderman Purchase for sharing the City's vision for Bellville and advised that there were a lot of people watching the presentation who would have been pleased to see what the City had been planning for the area.

Alderman Purchase then fielded some questions and left.

Warren Hewitt welcomed and introduced the Chairman of the Board, Justin Coetzee. He thanked the Chairman on behalf of the executive team for his guidance throughout the year.

3. Minutes of the previous AGM held on 3 December 2019

Justin Coetzee reviewed the minutes of the previous Annual General Meeting, held on 03 December 2019 giving a short summary. These minutes were considered and noted by the members and were available on the GTP website.

4. Chairman's Report

Justin Coetzee began by stating that 2020 had been a difficult year for everybody with a lot of uncertainty regarding the future. He pointed out that the year had started optimistically but had soon deteriorated due to the strict lockdowns imposed globally as a reaction to the Covid virus. All had been affected by this, economically and socially with no sector going untouched. The Chairman praised the GTP and the work put in by the CEO and his team, as well as the Board,

and with the support of the City, the Greater Tygerberg Partnership had survived and thrived in a very difficult year. The Chairman advised that the GTP team had worked hard and professionally, the Board had fully participated and the proactive support and direction-setting from the City of Cape Town, both at the Council level and at the official level, had been welcomed. The feedback received on the Business plan had made the GTP feel more engaged and aligned with the primary funder, and he thanked the City for all the energy and effort that they had put in.

The Chairman shared that going virtual had its challenges, but it had pointed the way for a future organisation that was as physical, as it was digital. The programmes and mandates of the GTP, could thrive with a digital agenda. Like every other organisation, the GTP has had to adopt a digital agenda very aggressively, growing our investments, our website and also the Bellville Connect application which couldn't be more well-timed to build a virtual, digital community that has never been more connected.

The Chairman continued that it had been disappointing not to have a conference in 2020 but planning was going ahead for a great conference in 2021. Lockdown had resulted in the GTP team having to be resourceful with regard to some of the projects in the Business Plan, but the GTP leadership is strong and the performance of the GTP's Business Plan for 2020/2021 was on track. The Chair advised that the organisation was highly appreciative of the City's engagement and support in the implementation of the next Business Plan and we looked forward to hearing about these in the upcoming CEO's report.

The Chairman shared that a big highlight this year had been the establishment of new, commercially-orientated structures that would allow the GTP to invest in the area and allow them to operate. He advised that the GTP looked forward to a new commercial structure being launched in 2021, which would allow the organisation to fulfil their mandate and to partner with the City and transition. During the Chairman's tenure so far, one of the key measures had been to ensure that the GTP would be self-sufficient, and able to grow into a sustainable organisation. This new structure would allow the GTP to continue with the NGO/NPO work as well as allow the organisation to pursue full-profit activities which would be able to fund and build a sustainable GTP.

The Chair cautioned that 2021 would hold unprecedented challenges, with economic hardship, social hardship, racial conflict, and socio-economic conflict, therefore it was very important that the GTP acknowledge the reality and that as South Africans, we were probably more unequal as a society at the end of 2020 than we were at the beginning. As a society we needed to develop inclusivity and social partnering as a clear mandate and it was critical that the GTP rise to the occasion.

Bellville is well positioned to gain from the displacement, relocation and repurposing of business models. Every business in Cape Town is thinking how they could bring the work closer to their employees. The secondary CBD is going to play a key part in that and any investment that we want to see happen in and around the Bellville area. The Chairman added that the GTP want all roads to lead to Bellville. The GTP was supportive of PRASA's initiative for the Blue Downs Corridor, and were very supportive of the City's initiative of the Taxi Operating Company as per policy since 2015. We would be keen to see the success of the provincial blue dot initiative and would not want to be building more roads than necessary. As an organisation we really want

to see investment centred on the PTI's. The GTP will be making sure that our voices will be heard for any highway extension and in 2021/2022. The organisation will be focused on improving our built environment and making sure that any road investments lead to Bellville.

The Chairman ended optimistically by saying that South Africa were the best in the junk status group, and that will be a lower income country which made us able to qualify for development aid, international aid and partnerships which we would have been precluded from before, but would now be able to gain. The GTP were actively pursuing funding relationships with a number of international development aid organisations in order to bring their programmes and projects to the people of Bellville and the Greater Tygerberg area so that we could have social cohesion and social equality.

Warren Hewitt thanked the Chairman for his encouraging and optimistic outlook and for his support in actively taking advantage of the opportunities that exist. He added that it had been a privilege to serve under the guidance of the Chairman.

Warren Hewitt then introduced the Chairman of the Audit, Risk, Compliance and Governance Committee, Johan Bester to present statutory Agenda item numbers 5, 7 and 8 on the Agenda.

5. Presentation of Audited Financial Statements: 1 July 2019 – 30 June 2020

Johan Bester summarised the Audited Financial Statements of the company for the period ended 30 June 2020 for members' information. The financial statement had been audited and the GTP had received a clean report from the Auditors PricewaterhouseCoopers. At the end of June 2020 the cash on hand was R3.1 million, showing liquidity, reserves were R2.4 million, showing solvency. More than 70% of the GTP's income, which comes from the City grant, goes straight into the projects and the balance is spent mainly on Administration staff, building rental and the computer systems. The Financials were approved by the Board and presented to the City who also approved it. The Auditors had done a cash-flow projection for the next year and there were sufficient funds to complete the projects which had been approved by City of Cape Town. Johan Bester advised that questions were welcome to be submitted at the AGM on the Q&A section of the online meeting and would be answered in due course.

The financial statements were considered and noted by members.

Copies of the 2020 Annual Report containing the Annual Financial Statements were available on the GTP website.

7. Report back on the appointment of Directors

It was reported that one Director, CJ Kensley, has resigned during the past financial year and that the Board was stable and functioning well.

There were currently nine Directors: Justin Coetzee; Sanett Uys; Warren Hewitt; JP Bester; George Comititis; Larry Pokpas; Owen Mbundu; Abdul-Rashid Essop and Gerhard Hitge.

The feedback was considered and noted by members.

8. Report back on the appointment of Auditor for the ensuing financial year

JP Bester reported that PricewaterhouseCoopers had been appointed as the Auditors for the ensuing financial year. It was noted that they were the current Auditors.

The report was considered and noted by members.

Warren Hewitt asked Johan Bester to comment on feedback from the Board meetings as to the intention of the City of Cape Town to continue the funding beyond 30 June 2021. Johan Bester replied that, with the CEO's assistance, the GTP had submitted the necessary proposals to the department at City to whom we report and they had found that the projects align with their projects, therefore the required funding will be included in their budget going to City Council for approval. In Johan Bester's opinion it would be money well spent to continue with the GTP's projects as Ald. Purchase had advised in her earlier presentation, they were well aligned and definitely uplifting for the area.

6. Update on the Memorandum of Incorporation of the Company

Warren Hewitt advised that some changes to the MOI had been presented to the Board for approval. According to the MOI, any changes required a two thirds majority of the Members to approve which had been given prior to the AGM via signed document. The changes to the MOI were;

- I. In order to take advantage of the SARS allowance for the GTP to issue Section 18A certificates for donations received by the GTP for current Projects, this necessitated some changes required by SARS which have been incorporated into the MOI;
- II. To adjust some operating procedures of the company, one of which was to disband the Advisory Council and to institute, together with the City of Cape Town, a CEO Forum in order to engage senior executives from the major corporates within the area;
- III. To allow a non-director to be appointed to the Audit, Risk, Compliance and Governance Committee, which was a necessity because financial expertise was restricted and the Directors were burdened;
- IV. Lastly, the stipulated two thirds majority of members voting was to be those present in quorate meetings.

Warren Hewitt thanked the two thirds of Members for their diligence in reading through the presented documentation and for signing the changes off, these changes would now be incorporated into the MOI.

9. CEO Report back on the projects undertaken by the Partnership

Warren Hewitt referred to the short video shown at the start of the AGM and highlighted the following items:

The GTP had accumulated almost R7 million worth of media exposure in the last financial year, which was testament to the work being done by the GTP and also to the exposure the

organisation had been getting from the media channels. The GTP had been pushing hard at exposing Bellville and Parow for what they represent, for the infrastructural assets that they sit on, and the GTP's involvement in the community. Warren Hewitt encouraged all stakeholders to pay attention to what was happening in the media, social, print and other and that the GTP would continue that drive into 2021.

The GTP had won two very significant international awards in the past year. The first was for the Nursing Clinic that the GTP erected in conjunction with Cipla at the PTI, a significant project valued at R3 million. It had created jobs for 5 people in the healthcare industry and it had brought affordable healthcare close to the community at a transport interchange, where they needed it most. The GTP's partnership with Cipla was recognised by the International Downtown Association (IDA) for which the GTP had received the Pinnacle Award for Urban impact. The IDA is an Association with thousands of members worldwide. The second project was the Zero Waste Project implemented at Schools for which the GTP had received recognition from the Mail & Guardian with an Environmental Award. Zero Waste was an educational programme aimed at reducing the amount of waste that went to landfill. D F Malan High School had signed up and other schools had also been interested. This project had been gaining momentum.

Warren Hewitt referenced the GTP's partnership with the City of Cape Town which had undergone a rejuvenation. The GTP were very pleased that the organisation's projects were aligning with what the City were doing. Other projects highlighted were Open Streets, CEO Forum, Tertiary Educational Forum, Public Wi-Fi in the CBD, Public Ablutions, Lighting in Public Spaces, Design of a Public Realm Strategy, The Clock Tower at the Bellville Civic Centre, Public Space Partnership with the City on Elizabeth Park, Tielman Marais Park as well as the Elsieskraal Green Belt. Warren Hewitt encouraged all stakeholders and members to keep track of ongoing projects on the GTP's social media and website.

Lastly, Bellville Connect was an opportunity for all members to connect to each other, as well as to all the stakeholders, including the City, on a platform. Bellville Connect's aim was join the community and supported obtaining local produce and services on an e-commerce market place platform.

The report was considered and noted by members.

10. Matters requiring non-binding vote by members

The Board was of the opinion there weren't any matters requiring a non-binding vote from the Members.

11. Matters / Questions raised by the Members

The Chairman then thanked all the Board Members by name for their input and their time given to the Board, as well as Warren Hewitt and the GTP team for their hard work in delivering the mandate and objectives. He also thanked the City Representatives who sat on the Board; Annelize van Zyl, Johan van der Merwe and Mercia Kleinsmith, for all contributions made. The Chairman invited members to ask questions regarding matters discussed and/or to raise any other matters of concern.

Questions were asked and the CEO and Chairman answered these. The Chairman then thanked the Members and all the Stakeholders for their attendance and participation in the GTP's first online AGM.

13. Closing

The Chairman closed the meeting at 16:15.



CHAIRMAN

8 March 2021

DATE