



MINUTES

GUIP AGM 24th FEBRUARY 2021

1. WELCOME

The Chairman, Mr. Chris Beresford welcomed all attendees to the virtual meeting on Microsoft Teams.

2. ATTENDANCE & APOLOGIES

The attendance register is attached as per **Ann A**. No apologies were received.

3. CONFIRMATION OF PREVIOUS MINUTES – 12 February 2020

The Chairperson introduced the previous minutes which were confirmed as correct by all present. **(Ann B)**.

4. MATTERS ARISING

There were no matters arising from the previous minutes.

5. CHAIRPERSON'S REPORT

The Chairperson delivered his report covering the period in question. He explained the phases that the GUIP transitioned, from becoming operational on the 1st of September 2019, through the initial stages of the Pandemic, and the gaining of momentum, as the GUIP entered its 2nd year of operation. He paid homage to board member, Mr. Neil Lamble, who had resigned from the Board as Chairperson as he entered retirement and thanked the Board for appointing him to take over as Chairperson, **(Ann C)**. He also expressed his appreciation to the Management Team for all their efforts in ensuring the smooth running of the office and the various successes in the field of operations. His complete report is filed as per **Ann D**.

He then handed over to the Manager for his report.

6. MANAGERIAL REPORT

The Manager, Vernon Stokes, delivered this report which dealt with a statistical and operational overview of the GUIP's performance as measured against the Operational Plan. The full report is filed as per **Ann E**.

7. FINANCIALS – AUDIT

7.1

The Chairperson commented that the GUIP was audited in December 2020 and handed over to Mr. Fabian Naidoo from Stuart Edwards & Company. Fabian qualified that the audit of the GUIP was seen in the medium to high-risk category owing to this particular year being the year of start-up. He continued to say the Audit went very well and smoothly and thanked Vernon and Assistant Manager, Kerry Brissett for their cooperation. He mentioned that Stuart Edwards was able to issue an unqualified or clean Audit report. He qualified his statement and mentioned that Stuart Edwards currently audits 15 other management associations and so have experience with institutions such as the GUIP. He elected to go through the salient details of the financial statement, **(Ann F)**. He referred to page 7 of this report, “Financial Position” as of June 2020. He commented that a reserve of around R716 000 was reflected. This was because of payments from the Municipality coming through late in the calendar year.

7.2

Board member, Mr. Mike Kingston then asked if Fabian could explain what the amount reflected under “Trade and other Receivables”, was referring to. The Chairman qualified that some of the amount accrued here came from voluntary contributions and money paid in for the two guards at Woolworths. Mr. Neil Lamble went further to explain that of that amount around R 516 000 was what the Municipality still “owed” the GUIP after the financial year had closed. He explained that of the R 3 000 000 invoiced there was around R 580 000 outstanding at year end. Fabian confirmed that this how he understood it and was comfortable with the correctness of what was reflected.

7.3

Fabian then referred all to page 14, **(Ann F)**, “Supplementary” page. Mike raised the amount of R 158 000 paid on “Consultancy Fees” and asked for a breakdown in this regard. The Chairperson explained that this was amount paid to a company Urban Management who were originally on board to assist with the start-up phase of the GUIP in the first 6 months of existence. Mike was happy with the explanation. He added that expenses are under control and a great year was had. He commended those involved in the management of such. The chairman stated that these costs will not be a feature anymore as Vernon and Kerry has dedicated themselves to providing these functions in house and eliminating the dependence on Urban Management almost entirely. Mike and Fabian complemented the Team on this achievement.

7.4

Vernon commented that it must be remembered that the GUIP is an NPC and as such the surplus generated would normally be an issue. However, he added that the peculiar nature of the times we were in, resulted in these monies only being received from the Municipality in November 2020. Fabian concurred that this was the case, but it was not an issue in the light of the explanation on record. Fabian added that from a cash flow point of view that income was not received in the year in question.

7.5

Fabian raised the issues of the adoption of the Financial Report and the appointment of auditors going forward. Neil added that we should receive proposals from the floor in respect of both matters. The Chairperson agreed and Board Member, Mr. Patrice Masson thereafter made proposals that the Financial Statement be adopted, and that Stuart Edwards be re-appointed as auditors. Both proposals were accepted by all Board Members. There were no other proposals and the Board adopted both proposals, **(Ann G) & (Ann H)**.

,

8. BUDGET 2021/2022

8.1

The Chairperson then handed over to Kerry to present the proposed Budget 2021/2022. She explained how that the Budget, **(Ann I)**, must be viewed together with the Operational Plan, **(Ann J)**, as the two are interlinked and reminded everyone that we are required to send both monthly and quarterly returns relating to our utilization of the Budget, and our performance in respect of the Operational Plan. Both these must be approved by the Board for the next financial year.

8.2

Kerry explained that a 5% increase has been worked in and referred to the document in everyone's pack, **(Ann I)**. She explained how the reserve functions and that we recover 5% per month and the Municipality retain 15% before their payment to the UIP. This latter amount was adjusted from 5% to 15% during July 2020. Kerry adds that at reconciliation time, which takes place in October, surpluses are paid to us and this reflected in November as previously indicated by Neil and Vernon.

8.3

Mike the raised the point that that Budget in question appears to reflect a larger increase than 5%. After some discussion, Fabian commented that the new Budget is for a full 12-month period and the previous year was calculated over a 10-month period and this is where the variance lies. This was accepted. Mike then also requested that the headings be kept the same on the previous year's document as on the current proposed Budget for easier comparison and reference. It was agreed by all. Vernon comment and mentioned that the previous Budget was compiled by Neil during our start-up phase and was, to a large degree conceptual as we had no previous year to draw reference upon. As the year progressed, we were able to fine tune the items on the Budget and make it more representative.

8.4

Neil asked permission to leave the meeting as he had to attend another. He continued to say that in looking back, progress that has been made has been most pleasing and added that, in reality, Chris has been at the helm at the GUIP for the last six months and thanked him for taking up the mantle. He said that, although there remains plenty to do, we have made tremendous progress and paid tribute to Chris, Vernon and Kerry for their efforts. The Chairperson, on behalf of all, wished Neil all the best with whatever lay before him.

8.5

The Chairman then proposed that the Budget and Operational Plan be adopted. There were no objections and both items were adopted. **(Ann K)**.

9. ELECTIONS

9.1

The Chairperson initiated the conversation by placing on record that with Neil's resignation and that of board member Mr. Anthony Moodley, **(Ann L)**, who was moving out of the area, there are two vacant posts on the Board. His request to postpone the process of filling Anthony's position to after the meeting, was accepted by all. He then dealt with the position of Vice Chairperson by proposing that Patrice Masson be appointed, **(Ann M)**. Patrice accepted the proposal. There were no other proposals. Mike Kingston seconded this proposal which was supported by Henry Masinga. Patrice thanked the Board for the nomination and appointment, **(Ann N)** and stated that he was excited to become involved at this level.

10. GENERAL

10.1

The Chairperson opened the floor for any other matters.

Mike stated that he had purposefully drove through the entire Precinct yesterday and had noticed a major transformation taking place that was impacting positively on the members' appreciation on what the GUIP was trying to achieve. He thanked Vernon and the Team for all their efforts in driving the process. He stated that he has never seen the area look like this and went on to commend Neil, Chris, Vernon, Kerry, Ensure and all the Ambassadors. He then raised the following matters:

a) **The weeds on pavements.**

Mike suggested that we purchase a weed spray backpack and establish an ad hoc team to carry out this function.

The Chairperson responded and reported that we had purchased the same in December 2020 and have been systematically working through the Precinct removing weeds, overgrown grass, and the like. Vernon amplified this by mentioning that in the vicinity of our major contributors, this mission had been accomplished. He conceded that some residential areas were still being addressed and qualified this by saying that the Business Sectors remain the priority here as they were the primary contributors. He continued by saying that despite this, the worst hit residential areas like Ferguson and Cromwell Roads have been attended to. He undertook to ensure that the process continues.

b) **The possibility of extending our membership base into the residential sector and increasing funding.**

Mike proposed that in this regard that we put together a campaign going forward.

Patrice supported this idea and commented that the area is vastly improved and expressed his thanks to the Team. He stated that he felt that the residential sectors were benefitting indirectly from our initiatives, that are being funded at this time, by the business sectors and he thanked Mike for this proposal.

- c) **The upgrade and beautification of Helen Joseph Entertainment/Eatery Hub with lighting, painting schemes, tree lobbying, lighting etc.**

Mike continued and added that we must develop this area to attract locals and tourists alike. We can involve architects etc. in assisting in this process. He says we must aim to make this a desired destination in Durban.

The Chairperson concurred that this is a great idea and that we should get Tourism involved and that he has had some talks with Mr Porter from this department who intimated that he would like to get involved with GUIP going forward.

- d) **The installation of Fibre in Glenwood.**

Mike requested that once Fibre has been installed in the precinct, the GUIP place pressure on the Municipality to restore all sidewalks, pavements and buildings as quickly as possible.

10.2

Vernon brought the meeting up to date with the proactive and reactive measures put into place by GUIP as relating to:

- a) **Illegal Dumping**
- b) **Illegal Posters**

The Chairperson endorsed these initiatives.

10.3

Henry raised the following issue:

- a) **Businesses operating in the precinct that are not registered.**

He stated that he recalls previous conversations related to this issue and enquired as to the progress in this regard as this is an opportunity to increase our revenue.

The Chairperson asked Vernon to respond. Vernon provided an update by informing the meeting that 99 businesses had been identified by the Kerry in the precinct and that this list had been forwarded to the HOD of Economic Development, Mr. Gary Cullen. He stated that he was informed that the Municipality are in possession of their own list and Gary will be establishing a Task Team to compare notes with the GUIP. Thereafter this Team will be visiting these entities with a view to incorporation.

Henry was satisfied with this response.

10.4

Member, Mrs. Maria Brockett-Kawecka representing the entity, PIPEDES raised the following issue:

a) Illegal Student Residences.

She informs that she has raised the issue of an illegal Student Residence behind PIPEDES in Hunt Road, with the relevant department at the Municipality and mentioned that she has had no response. The Chairperson asked Vernon to respond.

Vernon commented that the issue of Student Residences has been tabled for further discussion with the Precinct Management Association who act on behalf of all UIPs as buffer between the Municipality and us. He requested that he be granted an opportunity after the meet to make further enquiries on this residence.

The Chairperson requested that that Maria send us an e mail in this regard. Mike suggested that the Ombudsman be contacted to mediate in this regard. Maria agreed.

The Chairman requested if member Mr. William Smith, representing entity PERCELDIC PROPERTIES (PTY) LTD, had anything further to add. William responded that he did not and was satisfied.

11. CLOSURE

The Chairperson thanked all present for their attendance and mentioned that he really appreciated the fact that Mike had flown up from Capetown to be here. He wished all the best for the rest of the year and closed the meeting.

12. DATE OF NEXT MEETING - TBD

(Minutes transcribed from Microsoft Teams and compiled by Vernon Stokes, GUIP Manager)

