

## **GLENWOOD UIP REPORT FOR THE BOARD**

**PERIOD: 2019/2020**

### **1. INTRODUCTION**

This report serves to inform the Board of the status of the UIP as of year-end 2019/2020 and, this in the light of the peculiar circumstances that have prevailed as a result of the Covid -19 Pandemic and associated restrictions. It is envisaged that this report will replace the Board Meeting that has not been convened because of the Disaster Management Provisions.

### **2. ITEMS FOR THE AGENDA**

#### **A. RESIGNATION OF THE CHAIRPERSON**

Neil Lamble resigned as Chairman in June 2020. It was agreed by the Board that Chris Beresford would take over as Chairman and that Neil Lamble would continue as Vice Chairman. We wish to place on record our sincere appreciation for the invaluable contribution Neil L. has made in this role.

#### **B. CONFIRMATION OF PREVIOUS MEETING MINUTES**

Board Meeting as of 30<sup>th</sup> October 2019 (Ann A)

AGM as 14<sup>th</sup> of December 2019 (Ann B)

#### **C. MATTERS ARISING FROM PREVIOUS MINUTES**

##### **i. Procurement Policy**

This Policy was approved and is in place (Ann C).

##### **ii. Insurance**

This matter was finalized. Marsh are our Insurers (Ann D).

##### **iii. BCIP**

The GUIP has no outstanding matters with the erstwhile BCIP.

##### **iv. eTM amounts not levied**

We have kept abreast of levy payments month to month (Ann E). There was a significant downturn in income due to the Covid – 19 Pandemic. We are currently in a recovery phase where it is evident that things are improving month to month.

##### **v. Tax Exemption certificate**

Awaiting final notification.

**vi. Appointment of Auditors**

Auditors are Stuart Edwards & Associates.

**vii. Financial Agreement**

Has been signed.

**viii. Ensure Security deliverables**

All in place and at this stage related to Uniforms and the designated vehicle.

**D. MANAGER'S REPORT**

**i. The year 2019/2020 in brief**

Although technically the GUIP was established in 1<sup>st</sup> July 2019, its started functioning on the 1<sup>st</sup> of September 2019. **During this 1<sup>st</sup> Quarter phase, September to December,** much time and effort was spent on establishing a firm foundation in formulating how business was to be conducted. This involved inter alia the following:

- Liaison with Urban Management to ensure that all Corporate Governance matters and agreements were in place. This also included the establishment of a Website and registration on Facebook. An internal Management tool, "Incident Desk" was also installed during this stage. Policies were also formulated.
- The appointment of ENSURE Security as the Security provider on our behalf in the precinct. This included the provision of a 24/7 marked Security Vehicle and staff.
- The appointment and deployment of Ambassadors and the determination of their scope of work. This also included the provision of uniforms, equipment, training and levels of accountability and administration.
- Establishing the GUIP footprint in the precinct through social media, signage, printed media and newsletters.
- Establishing 7 Zones within the Precinct.
- Establish relationships with the 4 Nodal Points.
- Appointing Accountants/Auditors/Insurers/IT Works.
- Appointment of ad hoc Service Providers.
- Securing Office space.
- Procurement of IT and Office equipment and rental of support infrastructure including WiFi.
- Procurement of our Accounting Package (Quickbooks) and associated training.
- Establishing relationships with the various departments in the Municipality.

- Completing registrations – UIF, CIPC, Paye, eThekweni Service Vendor, Vat, CDB and Tax Exemption.
- Providing input to the Precinct Management Association on a regular basis and attending meetings when required.
- The amendment and activation of the Strategic Plan for the year.
- The formulation of a concept Budget for the year.

**During the next phase, January to March, involved:**

- Working towards optimizing our output in respect of all Key Performance Areas related to our Services on the ground, Communications in the precinct and ensuring that all Administrative/financial aspects were being dealt with efficiently and effectively.
- Working toward reducing our dependence on Urban Management for administrative, governance and certain aspects of communications and in so doing reduce our monthly financial commitments substantially.
- Widening our focus which was tabled at a workshop involving relevant external roleplayers. The following matters were discussed:
  - a) Illegal Dumping
  - b) Homelessness
  - c) Adopt a Spot
  - d) Prostitution
  - e) Informal Trade
  - f) Road Markings and road works
  - g) Placemaking and Cleaning and Greening
  - h) Bad building
  - i) Improving liaison with SAPS/CPF/Metro Police
  - j) CCTV Camera Network
  - k) Parks & Tree
  - l) Improving Communications
  - m) Student accommodation
  - n) Project 99 (unregistered commercial businesses)
  - o) Streetlights

**COVID – 19 (27 March - 31 May)**

**Levels 4 & 5**

- All Ambassador activities were suspended. They received 50% of their weekly stipend during this period.
- The 24/7 Security Operation, including the vehicle, continued.
- 5 extra Grade C Security Guards were deployed in the place Ambassadors to provide extra support in and around our Nodal Points where daily Shopping for necessities/food was monitored and the activity of “Beggars” etc curtailed.
- All activities were monitored by a SITREP to the GUIP manager twice daily, 7 days a week.
- Frequent liaison between Management/Chairpersons and Service Providers related to Communications, Planning and Lockdown challenges.

- Adjustment to Budget due to diminished income from eTM which involved negotiation with all Service Providers to reduce their charges to the UIP. This included a reduction in salaries to the UIP Staff.
- The Incident Desk was kept up to date during this period and the Quarterly and Year End Report was compiled for the Municipality and forwarded.
- Attending Virtual Meetings with the Precinct Management Association and eTM. On the 11<sup>th</sup> of June 2020, all Precinct Managers and the Chairperson of the Precinct Management association attended an urgent meeting with eTM Treasury. The purpose of this meeting was to acknowledge and understand the detrimental effects of Lockdown in SRA income and explore the way forward. Treasury proposed that to render UIPs sustainable the billing system would have change as follows:
  - a) On the 1<sup>st</sup> month of the Financial Year, July, UIPs will receive their approved Budgeted amount irrespective of what was collected in June. It was agreed by all that 15% would be held in reserve by eTM for each UIP.
  - b) In August UIPs will invoice Treasury the exact amount received in July. By the 7<sup>th</sup> of the month Treasury will make this amount known, after which an Invoice will be generated and forwarded. Payment will take place 14 days after submission.
  - c) The same procedure as per para b) will apply for months September through to June.
  - d) Reconciliation will still take place for the 2019/2020 year and will be finalized by November 2020. It was agreed that any surpluses would be due to UIPs. Shortfalls will be addressed with the 5% reserve held in place by eTM.
  - e) That members are not exempt from any shortfalls in their payments and that all outstanding rates are deferred. A Payment Plan has been introduced for those members in arrears. Mr. Andrew Layman, Chairperson of the Precinct Management Association, is to follow up on the the question raised by the GUIP in respect of what portion of the rates recouped by eTM from members, will find its way back to our account.

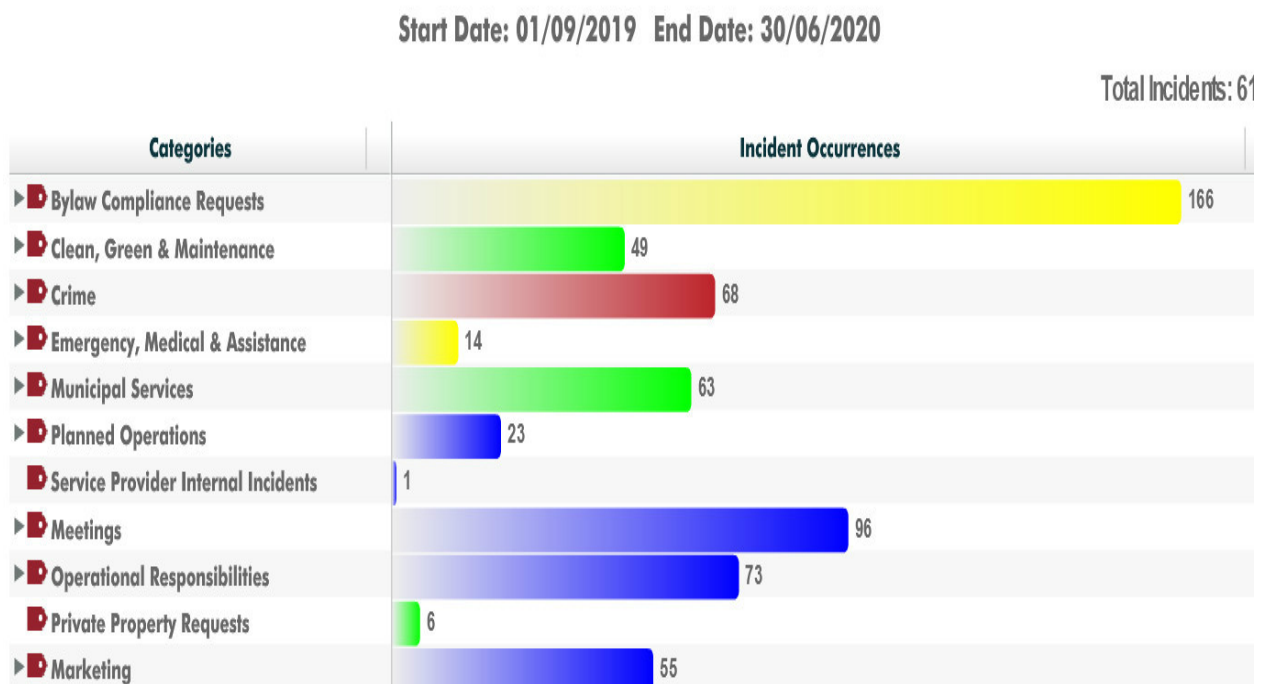
### **Level 3 (1<sup>st</sup> June 2020)**

- From the 1<sup>st</sup> June the duties of the extra Security Guards were terminated and 15 Ambassadors were redeployed as the regulations now allowed for such. The 24/7 Vehicle remained in place.
- Income from eTM showed signs of recovery in July and we ended up with 22 Ambassadors on the ground.
- Proposals were made and several meetings held in respect of the installation of a CCTV Camera Network. It was agreed that the blend of Ambassadors on the ground, the 24/7 vehicle and a monitored CCTV Network would be the model for implementation during this

year. We are well advanced in our investigation into the Network and costing.

- The reduced amounts set aside for Service providers will remain in place as we feel that we can perform the majority of functions that were provided to us by these providers, in house
- The issue of Parks, Placemaking and Illegal Dumping has, in July, gained momentum.
- Ambassadors are performing at Optimal levels.
- The July Payment as per the new procedure has been received and we expect our August payment by the 21<sup>st</sup> August. Our balance at present is R 400 000 with R 160 000 in reserve. Our proposed budget for August is R 175 000 with R 20 000 to be added to the Reserve. We are in recovery phase. The CCTV Network is also being costed at this stage.

## ii. Outputs 2019/2020 as registered on Incident Desk



### Media

**Facebook: Posts – 146, Reach – 32458, Engagements - 3612**

**Website: Newsletter and Communication – x 4 per month**

**Weekly Glenwood Gazette – x1 per month**

**Berea Mail – x1 per month**

## E. GALLERY

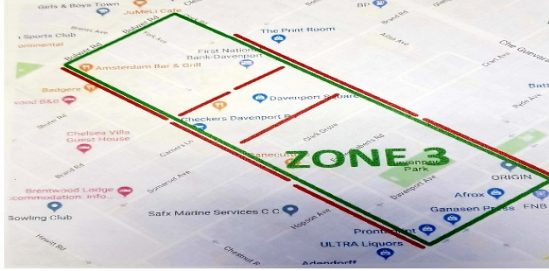
# GLENWOOD

URBAN IMPROVEMENT PRECINCT

CREATING A BETTER GLENWOOD

The logo for Glenwood Urban Improvement Precinct (UIP) features a stylized green graphic to the right of the text. The graphic consists of a vertical line with a curved top and a horizontal base, forming a shape reminiscent of a stylized 'P' or a leaf.



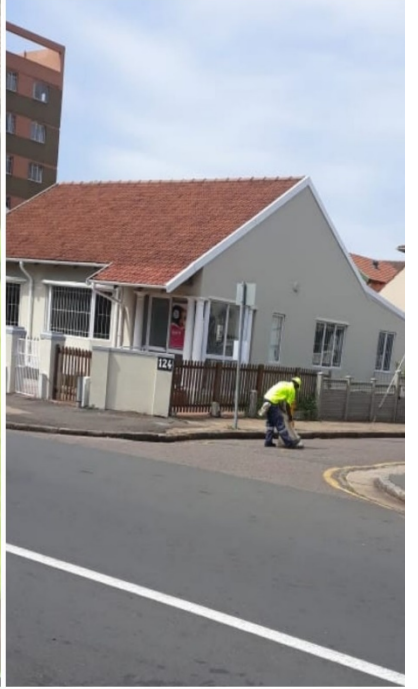














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July 2020

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**Renewal of public spaces**

van Rensburg, Andrea Walters and Ronica Chigwaja worked hard to breathe new life into the streets of Brent's Avenue, Glenwood, this month, as part of an art project initiated by Umcebo Design in February. The project, which was started by Robin Opperman, gained momentum once again as lockdown restrictions were eased. The women created a striking, colourful mural which can be seen in the area. Robin has encouraged others to get involved, whether it be by painting or by creating beautiful spaces. PHOTO: Robin Opperman

**Read more about this or**



FOLLOW UP



By the mural in Brents Avenue are Unisa student Ronica Chigwaja, Chris Beresford from the Glenwood UIP, Andrea Walters, student Chantal van Rensburg and Vernon Stokes from the Glenwood UIP.

## Mural project gains momentum

AN art project to create murals in back alleys, initiated by a local design organisation in February, has sparked interest in the community.

The project was highlighted in *Berea Mail* in February, when Umcebo Design's Robin Opperman decided to brighten up the alley behind his home with a striking mural. Commenting on the project at the time, Robin said he and his colleague, Ujala Sewpersad came up with the project, which started off as them just having some fun and being creative.

He decided to paint the wall in the back alley behind his home, and the project grew out of this.

The project initially aimed at creating murals in back alleys in Glenwood, and to integrate this with learning for students. The article on the project caught the eye of Vernon Stokes, precinct

manager of the Glenwood Urban Improvement Precinct (UIP), who decided to partner in the project. The UIP pitched in with paint.

"This is about buying back not only these back alley spaces, which are hidden gems, but also to take back public spaces. We have contacted businesses and proposed murals on walls, and there is an approved plan in the pipeline to paint a mural on the wall of a business at the corner of Cleaver Road," he said.

Not only has the UIP got on board, but Andrea Walters, Unisa's undergraduate coordinator for art in KZN, has also jumped on the bandwagon.

"I met up with Robin earlier this year and he told me about the project. I was sure my students would love to get involved, and 10 showed interest. Unfortunately with lockdown this was put on hold,

but we got started on a mural this month and after the first day in the sun, spending time doing what we love, it felt great," she said.

Andrea and her multi media students Ronica Chigwaja and Chantal van Rensburg, worked on the mural at the end of Brents Avenue, completing the job on Friday, 24 July.

"It was so much fun getting to know Andrea and her students and seeing the amazing piece they have produced. I cannot thank them enough for helping us make this happen. I have a passion for beautifying these spaces and I want to send out the message that this project is for anyone who wants to come and get involved. It is about taking back spaces by painting them. There are many new walls waiting, and lots of exciting new work still to come," said Robin.

Find the original story under the headline '**Glenwood's back alleys provide creative canvas for art project**' by visiting [www.beremail.co.za](http://www.beremail.co.za)



