



Notice is hereby given of the Annual General Meeting of the **CAPE TOWN CENTRAL CITY IMPROVEMENT DISTRICT NPC (CCID)** that will take place on the **16th of November 2020** at **17H00** at **26<sup>th</sup> floor, The Box (formerly Atterbury House), 9 Lower Burg St, Cape Town** where the following items will be discussed.

Due to COVID-19 and the possibility of level changes, please refer to the website for further guidance on AGM meeting procedure.

## **AGENDA**

1. Registration
2. Welcome & Apologies
3. Membership
  - 3.1 Resignations
  - 3.2 New Members
4. Quorum to constitute a meeting
5. Previous AGM Minutes
  - 5.1 Approval
  - 5.2 Matters arising
6. Chairman's Report
7. CEO's Report - Feedback on operations 2019-20
8. Noting of Audited Financial Statements 2019-20
9. Budget
  - 9.1 Noting of additional surplus funds utilised in 2019-20 (approved by the Board)
  - 9.2 Approval of additional surplus funds utilisation for 2020-21
  - 9.3 Approval of surplus funds utilisation 2021-22
  - 9.4 Approval of the budget for 2021-22
10. Approval of the implementation plan for 2021-22
11. Appointment of a registered auditor
12. Confirmation of Company Secretary
13. Election of Board Members
14. General / Q & A
15. Adjournment



Please note the following:

The present Directors of the CCID are as follows:

Name	Company
Rob Kane	Boxwood Property Fund
Charles Keefer	Property Exponents
Henry Truter	Rennie Property
Julian Leibman	Investec
Nawal Ramasar (co-opted)	Active Blue Valuations
Tamra Capstick-Dale	Corporate Image
David Stoll	Growthpoint Properties
Riaan van Wyk	Woolworths
Grant Elliott	Redefine Properties
Laura Robinson	Cape Town Heritage Trust
John van Rooyen	Tsogo Sun

All property owners are invited to attend. However, only owners registered as members of the company may vote.

- Per clause 11.9.2 of the Memorandum of Incorporation, no member who is in arrears with payment of the additional rate for more than 60 (sixty) days, shall be entitled to vote at an AGM for so long as s/he is so in arrears except if the member can prove that s/he is in a dispute or has entered into an appropriate payment arrangement with the City or can provide proof of payment.
- Owners wishing to apply for membership should do so via the website or by email. New membership applications should be received by 9 November 2020 to be approved and accepted at a meeting of the Board of directors of the CCID prior to the AGM.
- Any member may appoint a Proxy to attend the meeting on his/her behalf. Forms of Proxy may be downloaded from the website or requested by email. The proxy form may be delivered at the offices of the Company on or before 12 November 2020, failing which it shall not be deemed to be valid.
- Enquiries should be addressed as far in advance as possible, by email as above or by letter to the registered office of the company. The Annual Financial Statements can be downloaded from the website.
- Clause 12.1.7 of the MOI states "As required by item 5(1)(b) of Schedule 1 to the Act, at least 1/3 (one third) of the directors shall resign every year at the AGM, but shall be eligible for re-election." Therefore, the following Directors: Nawal Ramasar, Julian Leibman, Henry Truter, and Charles Keefer will resign. Nawal Ramasar, Julian Leibman, and Henry Truter made themselves available for re-election as directors. Forms for nomination of directors may be downloaded from the website or be requested by email. These forms must be delivered to the



offices of the Company no less than 7 clear days prior to the advertised time of the start of the meeting, failing which it shall not be deemed to be valid.

The following documentation is available at the AGM and on the CAPE TOWN CENTRAL CITY IMPROVEMENT DISTRICT NPC website at [www.capetownccid.org](http://www.capetownccid.org):

- Membership list
- Advertisements, notice to members and CoR 36.2 form
- Draft Minutes of previous AGM
- Agenda
- Audited AFS (Full set)
- Implementation Plan 2021-2022
- Budget 2021-2022
- Membership Application Form
- Nomination as Director Form
- Proxy Form