

BRIDGE CITY MANAGEMENT ASSOCIATION (RF) NON-PROFIT COMPANY

Registration No. 2007/027692/08



BRIDGE CITY
MANAGEMENT ASSOCIATION

Annual Report

For the year ended 28 February 2019



Bridge City Management Association (RF) NPC
Registration No. 2007/027692/08

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Bridge City Management Association (RF) NPC

Registration No. 2007/027692/08

Notice of Meeting

Notice is hereby given that the Annual General Meeting of the Members of the Bridge City Management Association (RF) NPC ("the Association") will be held at the offices of **Bridge City Management Association Offices, 1st Floor of Bridge City Medical Centre, 8 Nogwaja Road on 28 August 2019 at 14h00** for the following purposes:

1. To receive and adopt the audited annual financial statements for the year ended 28 February 2019 which incorporates the Chairman's report to members, and the report of the independent auditors.

2. To re-appointment Stuart Edwards & Co as the auditors of the Association.

3. To elect directors in terms of Article 5.3 of the Memorandum of Incorporation.

The Board shall comprise not less than **four nor more than ten directors during the Development period, 4 of whom shall be nominees of the Developer**. It would facilitate secretarial procedures if nominations for the appointment of Directors could be received no later than 26 August 2019:

- By Post to the Bridge City Management Association, c/o UrbanMGT, P.O. Box 867, uMhlanga Rocks
- By Hand to Bridge City Management Association, c/o 1st Floor Bridge City Medical Centre, 8 Nogwaja Road
- By email to nwabisa@urbanmgt.co.za

Nominations must be in writing with the name of the proposer and seconder, the acceptance of such nomination by the nominee, and should be accompanied by the curriculum vitae of such nominee.

4. To transact such other business as may be transacted at an annual general meeting.

NOTE:

Any member entitled to attend and vote is entitled to appoint a proxy to attend, vote and speak in his/her stead, and such proxy need not also be a member of the Company. A proxy form is enclosed for this purpose.

Items for discussion under any agenda item should be advised to the Chair Bridge City Management Association C/O BCMA Offices, 1st Floor Bridge City Medical Centre, 8 Nogwaja Road or emailed to nwabisa@urbanmgt.co.za by no later than the 26 August 2019. Please note that such notification must be in writing.

In terms of clause 14.12 of the Memorandum of Incorporation, any member who is 60 (sixty) days or more in arrears in the payment of any levies due to the Association in terms of the MOI, shall not be allowed to vote at the meeting, either in person or by proxy By order of the Board



Bridge City Management Association (RF) NPC
Registration No. 2007/027692/08

Directors Nomination Form for the Annual General Meeting of 28 August 2019

I, the undersigned:

duly authorised representative of:

being a fully paid up member of the Association and registered owner of Ptn:

in the area known as BRIDGE CITY, hereby nominate for appointment as Director of the Association:

.....

Proposer's signature

Nominee's signature

Directors Nomination Forms & Proxy forms should be delivered to Bridge City Management Association by 26 August 2019:

By Post: c/o UrbanMGT, P.O. Box 867, uMhlanga Rocks;

By Hand c/o BCMA Offices, 1st Floor Bridge City Medical Centre, 8 Nogwaja Road; or

By email to nwabisa@urbanmgt.co.za



Bridge City Management Association (RF) NPC

Registration No. 2007/027692/08

Form of Proxy

I, the undersigned.....

duly authorised as representative of.....

being a fully paid up member of the Association and registered owner of Ptn No:

in the area known as BRIDGE CITY, hereby appoint:

..... (Name of Proxy)

Or, failing him/her, the Chairman of the meeting, as my proxy to vote for me and on my behalf at the Annual General Meeting of the Association to be held on 28 August 2019.

I record that my proxy will vote as he/she thinks fit.

Signed at: this..... day of.....2019

Signature:

FOR AND BEHALF OF:

Directors Nomination Forms & Proxy forms should be delivered to Bridge City Management Association by 26 August 2019:

By Post: c/o UrbanMGT, P.O. Box 867, uMhlanga Rocks;

By Hand c/o BCMA Offices, 1st Floor Bridge City Medical Centre, 8 Nogwaja Road; or

By email to nwabisa@urbanmgt.co.za



Bridge City Management Association (RF) NPC

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Agenda

- 1. Welcome**
- 2. Apologies**
- 3. Notice of meeting and quorum**

The quorum required for the Annual General Meeting is 15% of the voting rights entitled to vote, personally present, or by its duly authorized representative – subject to a minimum of 3 members, with 1 member from the Developer during the Development Period.
- 4. Update on Tongaat Hulett Developments**
- 5. To adopt the Minutes of the Annual General Meeting held on 18 September 2018.**
- 6. Matters arising from the previous Annual General Meeting minutes**
- 7. Chairman's Report to be presented**
- 8. Resolution 1: To receive and adopt the annual financial statements for the year ended 28 February 2019, which incorporates the Chairman's report to members, and the report of the independent auditors.**
- 9. Resolution 2: To re-appoint Stuart Edwards & Co as the auditors of the Company.**
- 10. Resolution 3: To elect Directors for the ensuing year. Current directors who will resign include: Sithembiso Mthembu. The following directors will be available for re-election: Desmond Pretorius, Simphiwe Marcus Maphumulo, Mbongiseni Godswill Gcaba, Yusuf Patel and Siyabonga Desmond Hlengwa.**
- 11. General**
- 12. Close of Meeting**

By order of the Board



Bridge City Management Association (RF) NPC

Registration No. 2007/027692/08

Chair's Annual Review

The period under review is for the financial year ending 28th February 2019.

The purpose of the Bridge City Management Association (BCMA) is, through the Board of Directors, to protect and advance the interests of Association members' immovable property in Bridge City, in the areas of public security, essential services, landscape maintenance, general maintenance, cleanliness, amenities, design review, general administration and to enhance the viability and successes of Bridge City as a whole.

UPDATE ON TONGAAT HULETT DEVELOPMENTS

As many of you will be aware Tongaat Hulett Developments (THD) is faced with significant financial challenges and as such have undertaken a drastic restructuring of their staffing and review of their historical business model. The BCMA Board together with UrbanMGT are working tirelessly to ensure a seamless service continues to be provided to the Precinct and as such, the Board of Directors is due to meet with Bongani Gumede, the newly appointed Managing Director of THD on 28 August 2019, ahead of the AGM, to further understand THD's future role within the Bridge City Development. An update from this meeting will be provided at the AGM.

BOARD OF DIRECTORS FOR THE REPORTING PERIOD

The Board of Directors for the period was as below:

Name	Representing
Brian Ive (Chair)	Tongaathulett Developments
Sithembiso Mthembu	Tongaathulett Developments
Bongani Gumede	Tongaathulett Developments
Simphiwe Marcus Maphumulo	Tongaathulett Developments (Garlicke & Bousfield)
Yusuf Patel	Dipco
Bongi Gcaba	KZN Department of Health
Desmond Pretorius	Capital Land
Siyabonga Hlengwa	Hlengwa/Zulu Investments

This year has seen a number of changes to the Board, one of which has been retirement of Brian Ive as a Director and Chair of the BCMA Board, on which he has served with distinction since its inception. A special thank you must go to Brian for all his efforts and contribution towards making Bridge City what it is today and wish him well on his

future endeavours. Due to the retirement of the Chair, the Board has appointed Desmond Pretorius as the new Chair and Bongzi Gcaba as the Vice Chair. Thank you Des for taking on these rather large shoes!

In addition, and due to the internal changes within THD, three of the four Developer Nominated Directors have resigned from the Board, namely: Sithembiso Mthembu, Bongani Gumede and Brian Ive. It must be noted that Article 5.3 of the Memorandum of Incorporation requires that the Board is comprised of not less than four nor more than ten directors during the Development period, four of whom shall be nominees of the Developer. This will be raised with THD at the meeting on 28 August 2019 and an update will be provided at this meeting.

FINANCE and AUDITOR

- Eris Property Group are the appointed accounts administrator for the Association.
- Stuart Edwards and Company has served as Auditors for this period and as such has produced the financial statements for the year ending 28 February 2019.

It must be noted that the Section 139(2) of the Companies Act, 2013 requires that all listed companies and certain categories of unlisted companies mandatorily rotate their auditors, in accordance with the following:

- an individual as auditor for no more than one term of five consecutive years; and
- an audit firm as auditor for no more than two terms of five consecutive years.

Due to the BCMA being considered a public interest entity and the Board’s ongoing endeavour to be the custodian of good governance for the Association, the Board has committed to meeting the above requirements. Stuart Edwards and Company is currently on its 4th consecutive year of appointment, with Stuart Edwards being the audit partner. Rotation of, at least the audit partner, will need to be considered for the next audit cycle.

TOP STRUCTURE DEVELOPMENT

Status	Number	Total Bulk in M2
Complete	4	141 062
Under Construction	3 (not including BRT)	99 435
Awaiting Construction	3	42 016
Plans Passed	1	16 598
New sales (Finalised & Transferred)	1	16 598

- The Private Hospital (portions 30, 31 & 32) site was handed over for construction on 21 February 2019. Construction will be for a period of 21 Months. Construction is due to be completed by end November 2020.
- Construction of Dr Pixley Ka Isaka Seme Memorial Hospital is going well and is due for completion in November 2019. Landscaping plans for the development were presented to the Design Review Panel (DRP) for review and comment on 3 December 2018, the DRP are still awaiting final plans from the landscaping consultant for approval. <https://bridgecity.org.za/site/construction-update/>
- Portion 151, owned by Hlengwa & Zulu Investments, opened their petrol filling station on 3 July 2019, with much excitement from the local community. A job well done to Hlengwa & Zulu Investments for pulling together this project, a much-needed addition to Bridge City and the greater INK area. Hlengwa & Zulu are also attempting to get Provincial and Local Authority (eThekweni Municipality (eTM)) buy-in for a One-Stop-

Shop on the adjacent Ptn 150, where one could get all municipal services in one place.
<https://bridgecity.org.za/site/ready-to-pump/>

- Bellagio (Portion 123) – Construction has not yet commenced, however there may be opportunity for eTM to purchase back the site for public transport or economic development purposes.
- Calgro M3 (Portion 159) - Building plans were approved in February 2019, with the expected construction start date imminent. The BCMA is still waiting on Calgro M3 for a site handover date.
- There has been a significant increase in interest in the Town Centre by would-by investors and purchasers following this upsurge in activity.

DESIGN REVIEW / AESTHETICS

- Design Review meetings are being held in respect of the Instratin purchase of Ptns 50 – 54, final Site Development Plan (SDP) are to be approved by the DRP and Instratin is anticipated to be on-site sometime between mid to end of 2019.
- Conceptual design meetings were held for Ptn 143, Ptns 4 and 5 of Erf 5 and also for Ptn 121- Crowie residential are awaiting further DRP meetings subsequent to comments by the DRP committee for the sites.

PRECINCT UPDATE

- Bridge City Shopping Centre continues to attract an array of new tenants with new shops opening for trading during the reporting period. The Centre continues to trade successfully, with the ever-increasing number of customers and visitors to the area.
- There are currently 54 trains per day operating to and from the Bridge City Station (27 in and 27 out). Due to operational constraints, Metrorail is currently running a shuttle between Bridge City and Duffs road. Peak intervals are maintained at 30 minutes, with off peak at hourly intervals. Foot traffic through the station is recorded at an average of 400 people per day, constituting about 800 trips (boarding's and alighting's). This is way below the capacity provided for, it is expected that the numbers will increase when the IRPTN (Go! Durban) feeder routes come into operation, to feed the train station with passengers from surrounding areas.
- The IRPTN (Go! Durban): Construction by WHBO is progressing well. Work is now in progress within the Bus Rapid Transport (BRT) Terminus, which will result in changes to the current road networks. Traffic Signal Accessories, an eThekweni Transport Authority (ETA) appointed contractor, has installed 18 traffic lights at the intersection of Bridge City Boulevard and Nkunzana Road – along the BRT route. The traffic lights are multi-functional, directing normal traffic for all modes of transport as well as controlling the bus route / lane.
- During the reporting period, there were 2 major events hosted at the Bridge City Fan Park. The North Regional Business Fair 2018 took place from the 17th – 19th of August 2018, the Business Fair is a premier and comprehensive strategic programme initiated and managed by eThekweni Municipality under Business Support, Tourism & Markets Unit. The primary objective of the fair was to ensure that SMMEs remain an active part of the City's economy. The Inanda Maskandi Festival was held on Saturday the 6th of October 2018 and the area was filled with Maskandi music lovers who came in numbers to enjoy the festival. Inanda Maskandi Festival is a yearly Maskandi music festival which takes place along the Inanda heritage route. Its main focus is to uplift the people.
<https://bridgecity.org.za/site/the-inanda-maskandi-festival/>

SAFEGUARDING

- This remains a top priority for the BCMA. The CCTV project has been completed and all 13 cameras are operational and monitored 24/7 from the newly built control room situated at the Bridge City Shopping Mall. The cameras continue to be extremely beneficial in crime reduction and prevention as they allow for proactive guarding and a faster response time as the cameras provide an additional layer of safeguarding on top of the 24/7 manned patrol vehicle and foot mounted officers deployed in the precinct. Through the CCTV camera system, the camera operators pick-up illegal or antisocial activities and deploy reaction officers accordingly. The 24/7 contact number for the control room is **087 150 3928**.
- The quarterly safety / security forums have been reinstated. Attendance has improved with private businesses; Metro & SAPS being represented at these meetings.
- SAPS attend to call outs to the area as and when required.
- During the month of December 2018, SAPS were running a safety awareness campaign and doing their visual policing. The Minister of Police, Bheki Cele, also visited Bridge City.

LANDSCAPING and MAINTENANCE

- The greening and maintenance of Bridge City continues, with collective effort and constant attention.
- Assisting the BCMA to deliver on the required landscaping standards is Green Africa, whose service delivery includes the daily removal of litter; sweeping of roads and pavements; grass cutting and verge maintenance, as well as fixing damaged road signs. <https://bridgecity.org.za/site/street-name-plates-fixed-in-bridge-city/>
- Green Africa continues to maintain and clean the vacant sites in the area as appointed by the EDJV. <https://bridgecity.org.za/site/a-serious-grass-cutting-exercise/>
- Road maintenance is undertaken by eTM, with daily street sweeping being carried out by DSW and Green Africa supplementing the municipal service.
- eTM continues to maintain the streetlights as and when required, with the light fittings being supplied by the BCMA. Other services such as storm water, sewerage and electricity are maintained by eTM

See below landscaping and maintenance news stories:

<https://bridgecity.org.za/site/street-signage-repaired/>

<https://bridgecity.org.za/site/litter-picking-increases/>

<https://bridgecity.org.za/site/green-earth-at-work/>

<https://bridgecity.org.za/site/boulevard-signage-repaired/>

<https://bridgecity.org.za/site/landscaping-maintenance-work/>

<https://bridgecity.org.za/site/splash-of-colour-on-bc-boulevard/>

<https://bridgecity.org.za/site/verge-maintenance-in-the-area/>

<https://bridgecity.org.za/site/green-africa-works-wonders-in-bridge-city/>

MUNICIPAL MATTERS

Fault Reporting

- eTM continues with its commitment to collectively manage public space in Bridge City, by ensuring that all maintenance requests and faults reported by the Management Association are attended to. <https://bridgecity.org.za/site/small-things-matter/>

Streetlights Maintenance

- Streetlight maintenance continues to be a priority of both the Management Association and eTM, with both working hard to ensure that Bridge City remains well-lit to curb criminal activities in the node. As such, a number of streetlight repairs were attended to over the period.

<https://bridgecity.org.za/site/bridge-city-street-lights-maintained/>

<https://bridgecity.org.za/site/street-lights-repaired/>

<https://bridgecity.org.za/site/traffic-light-repair/>

Roads Maintenance

- The eTM Roads Department continues with repainting of faded road markings in the area as and when required.

<https://bridgecity.org.za/site/paving-and-bollards-reinstated/>

<https://bridgecity.org.za/site/maintaining-road-markings-continue-in-bridge-city/>

Illegal Parking / eThekweni Transport Authority

- Illegal parking continues to be a major problem around the Bridge City Shopping Centre - Metro Police do visit the area from time to time and issue tickets, however this methodology is not effective as fines issued to transgressors are largely ignored and Metro does not have the resources to enforce non-payment on the spot. Metro Police reported that they issue approximately 200 fines per day. They have applied for the tow truck to be available for the region as they currently do not have one.

<https://bridgecity.org.za/site/metro-police-continue-fining/>

- Through the Management Association, a meeting and site visit was held with eThekweni Transport Authority (ETA) and Metro police on 12 February 2019. ETA, under Rajen Govender, is in the process of drafting a concept plan for the reconfiguration of parking bays in Nogwaja Street which is still under review by Traffic Engineers for approval.
- Engagements between the Management Association and ETA for the development of a Traffic Management Plan for the area continue. A request for the installation of traffic lights at the intersection of Bhejane and Bridge City Boulevard was sent to ETA in April 2018, in response to which traffic counts were conducted by ETA. The feedback on traffic counts was received in July 2018, with ETA advising that the traffic volume did not need their minimum requirement for the installation of traffic lights at the intersection. Further interventions are currently being explored i.e. having the intersection policed and requesting that Metro also provide a motivation for traffic lights. Further traffic counts will be requested once the hospital is in operation.

Public Transport

- Go! Durban / BRT is constructing a temporary bus stop in Bridge City at the intersection of Nkuzana Road and BC Boulevard outside the Calgro M3 site (Ptn 159) while waiting for completion and formal commencement of Go! Durban.

<https://bridgecity.org.za/site/go-durban-operating-by-september-2019/>

Street & Small Medium Micro Enterprise Trading

- Engagements to interrogate and plan for short and long-term solutions to street trading within Bridge City are ongoing. The engagements with Thulani Nzama, eTM Head of Business Support Unit and Tourism, have resulted in the need to further investigation into SMME trading solutions for the area. The eTM Economic Development Unit has applied for grant funding from National Treasury's Neighbourhood Development

Partnership for technical assistance to the value of R300 000, split between fiscal years 2019/2020 & 2020/2021.

- While waiting for funding approval, the BCMA Board has agreed to kickstart the process and consider funding structures for street trading outside the Magistrate Court and Hospital under construction, to meet the excessive demand of the service around the area. Meetings have been held with Business Support Unit to discuss structures and processes, Andre Duvenage is currently working on typologies, detailed designs and costings that will be presented to the Board for comments and approval.

PRECINCT COMMUNICATIONS

- The Management Association's on-ground service delivery (security, cleaning, greening, maintenance, and reporting) is the focus of the levy-based communication, showing the tangible result of investment and collective commitment. During the reporting period, the following precinct communication statistics were recorded:
 - Posts to the website: 83 posts
 - News bulletins sent out: 20
 - Database for new bulletin at the end of period: 319
- As a way of improving communication and information sharing to the greater INK community, the BCMA Board has approved the implementation of the Bridge City INK App. The App is currently available on Google playstore and android waiting for approval for iTunes. There are currently 127 businesses listed on the App. Please use the following link to download the App:
<https://play.google.com/store/apps/details?id=com.app.bridgecityink&hl=en>

In conclusion, I would like to thank the Bridge City Management Association Board of Directors for contributing their time, efforts and careful consideration in acting in the best interest of the Members of the Association.

A big thank you is extended to the Management Association's service providers, Eris Property Group (accounts administration), Enforce Security Services / Kucace Security Services and Green Africa (landscaping / cleaning) for their commitment and service levels.

I also take this opportunity to thank UrbanMGT, our management team, for their hard work and dedication to the success of Bridge City.

Finally, a special thanks to all Bridge City Management Association Members who have supported the endeavours of the Association and we look forward to reporting on an equally productive 2019/2020 financial year.

Desmond Pretorius

Chair

Bridge City Management Association



Bridge City Management Association (RF) NPC (“BCMA”)

Registration No. 2007/027692/08

Minutes of the Bridge City AGM held at Bridge City Management Association Offices, 1st Floor of Bridge City Medical Centre, 8 Nogwaja Road on 18 September 2018 at 2pm

Directors:

Name	Initial	Representing	Present	Apologies
Brian Ive (Chair)	BI	Tongaat Hulett Developments (THD)		Apologies
Bongani Gumede	BG	Tongaat Hulett Developments (THD)		Apologies
Sithembiso Mthembu	SM	Tongaat Hulett Developments (THD)		Apologies
Simphiwe Marcus Maphumulo	SMM	Garlicke & Bousfield	In attendance	
Yusuf Patel	YP	Dipco	In attendance	
Bongi Gcaba	BG	KZN Department of Health	In attendance	
Anton Raubenheimer	AR	Capital Land	In attendance	
Siyabonga Hlengwa	SH	Hlengwa/Zulu Investments		Apologies

By Invitation:

Name	Initial	Representing	Present	Apologies
Desmond Pretorius	DP	Capital Land		Apologies
Brian Wright	BW	Bridge City MA	In attendance	
Maxine Schilz	MS	Bridge City MA	In attendance	
Joanne Barnard	JB	Bridge City MA	In attendance	
Nwabisa Mkhize	NM	Bridge City MA	In attendance	
Hloniphani Mpanza	HM	Bridge City MA	In attendance	
Bruce Macaulay	BM	Bridge City MA	In attendance	
Mandy Mlotshwa	MM	Bridge City MA	In attendance	
Gray Braatvedt	GB	Bridge City MA	In attendance	
Fabian Naidoo	FN	Stuart Edwards & Company	In attendance	

Summary of actions coming out of the meeting:

	Action:	Tasked:
AGM 9/18	Appointment of directors: <ul style="list-style-type: none"> JB to update CIPC. 	JB

1.	Welcome and Introductions	Action
a.)	The Chair had been unable to attend the meeting and Simphiwe Maphumulo (MP) agreed to chair the meeting in his stead. SM welcomed all to the Annual General Meeting of Members of the Bridge City Management Association (RF) NPC (BCMA).	

7.	<p>Resolution 1 - To receive and adopt the annual financial statements for the year ended <u>28 February 2018</u>, which incorporates the Chairman's report to members, and the report of the independent auditors.</p>	
	<p>Fabian Naidoo from Stuart Edwards & Co took the meeting through a high-level summary of the Annual Financial Statements for the year ended 28 February 2018. SM invited comments on the AFS of which there were none, therefore SM called for a proposal for the AFS to be approved and adopted. <u>As proposed by Yusuf Patel and seconded by SM, the motion was put to the meeting and unanimously carried.</u></p> <p>FN was thanked for his attendance and he left the meeting at 14h20.</p>	
8.	<p>Resolution 2: To re-appoint Stuart Edwards & Co as the auditors of the Company.</p>	
	<p>The Chair proposed the re-appointment of Stuart Edwards & Co as the auditors of the Company, motion was out to the meeting and <u>was unanimously carried.</u></p> <p>It was noted that a letter had been sent to the Auditor requesting that going forward they complete with annual audit within 3 months of the year-end.</p>	
9.	<p>Resolution 3: To elect directors for the ensuing year 2017/2018</p>	
	<p>The Chair explained that the Directors would retire at this Annual General Meeting. It was noted that the Tongaat Hulett Developments (THD) appointed Directors are automatically re-elected: Brian Ive, Sithembiso Mthembu, Bongani Gumede and Simphiwe Maphumulo directors were re-appointed by virtue of their role.</p> <p>In addition, the following non-THD directors were available for re-election:</p> <ul style="list-style-type: none"> • Mgongiseni Godswill Gcaba • Siyabonga Desmond Hlengwa • Yusuf Patel. <p>Anton Raubenheimer would not be available for re-election but had nominated Desmond Pretorius as a director of the Board.</p> <p>The meeting noted the Companies Act of 2008 required that Directors be individually elected, and as such he called for nominations of directors:</p> <ul style="list-style-type: none"> • Desmond Pretorius - nominated by Anton Raubenheimer and seconded by Yusuf Patel. • Yusuf Patel - nominated by Simphiwe Maphumulo and seconded by Anton Raubenheimer. • Siyabonga Hlengwa - nominated by Simphiwe Maphumulo and seconded by Anton Raubenheimer. • Bongi Gcaba - nominated by Anton Raubenheimer and seconded by Simphiwe Maphumulo. <p>There were no objections to the nominations, so the Chair moved that the nominees be elected to the Board until the next Annual General Meeting. <u>The motion was unanimously</u></p>	

	<u>carried.</u>	
	JB undertook to arrange for the appointment documentation to be prepared and submitted to CIPC.	JB
10.	General	
	The Chair asked whether there was any other business to be dealt with under general.	
11.	Meeting Closure	
	There being no further business the Chair thanked the meeting for their attendance and declared the meeting closed at 14h30.	
	Read and confirmed this _____ day of _____ 2018. _____ Chair	