

<b>Observatory Civic Association ManCom Meeting</b>			
<b>Meeting Date</b>	2 July 2019	<b>Time</b>	18:00
<b>Minutes By</b>	Leslie London	<b>Chairperson</b>	Tauriq Jenkins
<b>Register present</b>	Sheila, Joy, Tracy, Henk, Edwin, Leslie, Marc, Tauriq		
<b>Apologies</b>	De Vos, Paul		
<b>No Apologies</b>	Eden		
<b>Guests</b>	none		
<b>ADMINISTRATION</b>			
Topic	Responsible	Timeframe	
<b>1. WELCOME AND APOLOGIES</b> It was noted that no-one other than the Man Comm arrived for the 5.30pm open discussion. We decided to discontinue this process.	N/A		
<b>2. ACCEPTANCE OF THE MINUTES</b> <ul style="list-style-type: none"> <li>Noted that the minutes of March, April and May 2019 were only partly available. There were gaps, sections that were duplicated (related to the circus) and also some inaccuracies.</li> <li>We do not have a secretary currently.</li> <li>We are unable to accept current minutes.</li> <li>Tracy will share her notes from last meeting with the Man Comm</li> <li>We will ask JP to listen to the recordings, correct and update them, Edwin will support him in identifying who said what in what context.</li> <li>Then the minutes will be circulated to Man Comm to correct and possible adoption next meeting.</li> </ul>	Tracy Edwin JP	JP to produce draft in one week; Then to Man Comm for comment within the next week	
<b>3. MATTERS ARISING</b> 3.1 Resolution Tracker: Edwin raised concern that most of the resolutions recorded had not been followed through by the Mancomm members.	All of us	End of Next week	
<b>4. FINANCIAL REPORT</b> Joy circulated financial statements up to May. There were no queries. She clarified that the reporting period is the financial year starting April, and each report will accumulate more months each meeting. Font size was legible this time.			
<b>5. Admin</b> Finalised contract for three months has been signed. R 140 per hour. Timesheets needed and signed off by relevant OCA Man Comm members. Invoice based on signed timesheets by 29 <sup>th</sup> of the month. Very positive comments received about the OCA newsletter; OCA has sent out 6 mailchimps since June.	Edwin to draw up advert.  Sheila, Edwin,	Advert draft in one week; Comment and finalise in one week;	

<p>Marc noted that it would be preferable to have volunteers involved but Man Comm recognises the urgent need and that it has been hard to find volunteers.</p> <p>Edwin to oversee the drawing up of the advert, circulate to us all, Edwin will coordinate feedback.</p> <p>Advert will go in mailchimp, facebook, LDG, Tatler, People’s Post, LDG list. It will be made clear that it is part-time.</p> <p>Sheila, Edwin, Tauriq to form s/comm to review applications</p>	<p>Tauriq to review applications</p>	<p>Advertise with a closing date in early August; Review in August, start in Sept</p>
<p><b>6. Liquor and Noise Task Group</b></p> <p>Henk was proposed as convening. He raised concerns about lack of involvement of others in the OCA. He will engage with individuals on the Man Comm to clarify what are the dynamics in the OCA so that he can give his position. If he feels it necessary, he will table questions to the OCA.</p> <p>Provisionally, Henk will keep a watching brief over liquor licences.</p>	<p>Henk</p>	<p>By next meeting</p>
<p><b>7. Arts, Sports &amp; Culture</b></p> <p>Tembaletu is not in Cape Town right now. Tauriq will ask him to send an updated CV. Any persons interested in this position would be asked for their idea about how to build a community group around arts and heritage.</p> <p>When the position is filled, we should ask the incumbent to arrange follow up of the talks on the Khoi history. We should not let this drop because it is very important. Hopefully, by next month we can see action on this matter.</p> <p>We also had a brief discussion about the process for filling the current vacant positions – people interested would be identified and asked to motivate at a Man Comm meeting where after Man Comm will decide.</p>	<p>Tauriq</p>	
<p><b>8. Circus and Tent</b></p> <p>The tent blew down. Mark Basson says the City’s refuse scoop machine is repaired and will be available to remove the last 20% of rubbish. No information about the eviction or the plans for the precinct.</p> <p><b>Eviction order</b> - Noted that nothing new to report (still no progress from CCT's side)</p> <p><b>Plans for circus land</b> - Noted that we must continue to keep a watch out for this.</p>		

<p><b>9. Ward Forum</b></p> <p>Tauriq circulated his report. Man Comm members commented. Tracy asked about the manipulation of minutes. Tauriq will send minutes from the sub-Council and show where information has been suppressed or misrepresented in the minutes.</p> <p>Tauriq to raise problem of Events Office not notifying Civic or Ward Counsellor if there is fireworks.</p> <p>Councillor Chapple apparently posted information on a Whatsapp group misrepresenting the current changes to the constitution. OCA to write to Paddy, cc Kempthorne, to ask him to direct this in writing to OCA so OCA can respond.</p> <p>Sub-Council is not notifying OCA of liquor license applications (e.g. Springbok Pub bypassed any notifications). Tauriq should raise this as well.</p> <p><b>Post meeting request</b> - Reminder to Councillor Chapple that the local Building Inspector is not active in the area. There are many unauthorised works that have been reported to the CCT but we never receive feedback and it appears nothing is done about it.</p>	<p>Tauriq to raise these issues in Ward Forum; Tauriq to write to Paddy</p>	<p>Write to Paddy in 1 week</p>
<p><b>10. TRUP/TRUPA</b></p> <p>Coming meetings:</p> <ul style="list-style-type: none"> <li>• On 16 July to discuss current challenges</li> <li>• The TRUPA AGM 29<sup>th</sup> August.</li> </ul> <p>Both meetings are at the SAAO auditorium at 6.30pm</p> <p>We should advertise in our Mail Chimp and LDG list.</p> <p>Good relationship with other CBOs such as FoL</p> <p>Daily Maverick article by Edgar Pieterse signals that there is interest in developing the site.</p> <p>* Alistair Rendall appointed as <b>?????</b> person to oversee TRUPPA designs</p>		
<p><b>11. Membership</b></p> <p>Sheila is updating membership list to make sure we have a proper record of paid up members. Sheila will approach Sarah to get documentation for missing members.</p>	<p>Sheila</p>	<p>One week</p>

<p><b>12. Mediation</b></p> <p>Joy wrote to Lara and she has confirmed that she and Janet will be willing. Lara indicated she wanted a women. Tauriq indicated he wanted a black mediator. One name from Edwin, one name from Sheila. Leslie to ask Sarah Christie for suggestions of black female mediators. Leslie and Joy to follow up options and report back, discuss by email.</p>	<p>Joy and Leslie</p>	<p>One week</p>
<p><b>13. Sub-group</b></p> <p>13.1 Noted that Business Forum has no report. Pauli to be asked to table reports to Man Comm, even if no or little activity.</p>	<p>Tauriq to inform Pauli</p>	<p>By next week</p>
<p><b>13.2 A &amp; H</b> sent a monthly report</p>		
<p><b>13.3 LDG:</b></p> <p>a) LDG will invite Bridget O'Donoghue to next LDG meeting to explore her assisting OCA with Local SDF process</p> <p>b) Dahlia is UCT student sourced by CAPP to work on public participation case studies. She will concentrate on Obs, Woodstock and Bokaap civics. We agreed to invite her to future meetings. Suggested that OCA have a role in feedback on her thesis, able to comment.</p> <p>c) Henk confirmed that the plan for the Norwich Rd development is the same as the one previously submitted and is a less imposing building. Henk will organise a community meeting and involve OCA Man Comm. To be advertise through Mail Chimp and LDG list</p>	<p>Henk</p>	<p>Before July 15<sup>th</sup> which is deadline for comment</p>
<p><b>14. Constitution</b></p> <p>Meeting 9<sup>th</sup> July planned to finalise changes.</p>		
<p>The meeting closed at 19:35. The next meeting is scheduled for <b>Tuesday 30 July, 6.00pm.</b></p>		