



**HERMANUS PUBLIC PROTECTION (HPP)**  
Non-Profit Company (NPC) | Registration Number 1999/015007/08  
Website: <https://hpp.org.za> P.O. Box 1599, Hermanus, 7200

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Minutes of HPP NPC Board Meeting  
Held virtually via Zoom, at 15:30 on 10 February 2021

## AGENDA

### 1. Welcome

The Chairperson, Errol van Staden welcomed all attendees.

In attendance was Errol van Staden, Clinton Lerm, Tobie Louw, Ann Wright, Barry van Vuren, Anton Hartman, Hennie Niemand and Marcia Bown.

The Chairperson announced that Barry van Vuren will be resigning from role as Operations Director. The Chairperson thanked Mr van Vuren for his tremendous contribution to the HPP.

### 2. Apologies

Apologies were received from Kari Brice and Brigitte Sabbe.

### 3. Approval of Minutes of Previous Meeting (held on 9 December 2020)

Minutes of the previous meeting were approved. Board Meeting Minutes will be made available on the HPP website.

### 4. Matters Arising from Previous Minutes

No matters raised from previous minutes.

### 5. Items for Discussion

#### *a. Finance*

Tobie Louw stated that at the end of January 2021, HPP NPC is in good financial standing with a R3.3 million surplus, even considering the 10% retention on revenue.

Extensive investment into LPR and PTZ cameras will take place in the coming months, which will leave R2.8 million estimated surplus at end of the Financial Year (June 2021).

#### **Directors**

Errol van Staden | Barry van Vuren | Tobie Louw | Brigitte Sabbe | Ann Wright | Anton Hartman | Clinton Lerm

More lucrative interest-bearing investment options for the surplus are being explored. Authorisation will be sought from CFO with accompanying memo detailing investment proposal.

*b. Operations: Safety and Monitoring*

Barry van Vuren stated that the HPP Surveillance Strategy is currently being drafted. The Surveillance Strategy will be made available to all ratepayers.

The focus at present is the CCTV network expansion and improvement initiative. Good progress is being made, on schedule and within budget.

CCTV expansion will include two (2) high sight cameras for Voelklip, the installation of LPR cameras at the entrance and exit points of the area and the use of AI technology to identify unusual activity. Various permissions in collaboration with OM are being sought for installation.

Software, equipment, and data storage upgrades are ongoing. Ongoing efforts to identify hotspots, CCTV coverage will be increased as required.

*c. Operations: Cleansing*

Ann Wright raised the issue of dog excrement on the Cliff Path. Proposes that an initiative that includes additional bins, handing out dog poo bags, be undertaken to address the issue. Mrs Wright to collaborate with Cliff Path Management Group and OM.

It was suggested that the HPP take over cleaning the area from Marine to Swallow Park, currently cleaning is managed by the OM. HPP to approach OM to discuss further.

Planning of clean-up initiative along the Cliff Path underway, HPP coordinating with local schools and Birdlife Overberg.

The issue of vagrant sleeping areas was addressed. Clean-ups can only be conducted after Law Enforcement has enforced by-laws and cleared vagrant possessions. HPP to report incidents to OM and coordinate with OM / LE to action.

Hennie Niemand addressed the Cliff Path toilets issue raised by CPMG regarding colour and placement. Mr Niemand is addressing the issue with service provider and CPMG to resolve.

*d. Liaison with Overstrand Municipality*

HPP (Chairperson and Finance Director) to meet with OM (CFO and MM) quarterly to improve communication and coordination. First meeting to take place in March.

*e. External Relations*

Anton Hartman reported on the coordination with various NHW groups to improve communication with SAPS and LE. Mr van Staden to provide contacts for Eastcliff, Kwaiwater and Fernkloof to extend the NHW in those areas.

Mr Hartman is coordinating the establishment of an OM SRA forum to create links with Kleinmond and Onrus/ Vermont SRAs. In process.

**Directors**

*f. Communications*

Clinton Lerm raised the issue of the communication on the safety WhatsApp groups. Raised the issue that the service provider is distributing information to public groups prior to communicating to HPP. Anton Hartman to address issue with the service provider to clarify Terms of Reference and establish regular meetings.

*g. Admission of New Members*

Marcia Bown advised the procedure of admittance of new members. Board confirms procedure is approved. Members can be notified of membership, after confirmation of details and additional documentation is received. Members will receive notice following the Board Meeting (within 14 days) to confirm admittance.

Six (6) new ratepayers have applied to be members of the HPP NPC since 10 December 2020.

1. M. Viljoen, 2. D. Odendaal, 3. G. Moore, 4. P. Dietl, 5. R. Smith, 6. G. Edkins.

*Ordinary Resolution number one:*

**“IT WAS RESOLVED THAT** the admittance of six (6) new members as presented be approved”.

Proposed by Mr E. van Staden and seconded by Mr. T Louw.

**6. General**

*a. Sandbaai request for CCTV monitoring services*

HPP will offer technical advice and will collaborate where necessary but will not incur additional costs to HPP.

*b. HPP Coverage of Hermanus Heights*

Clinton Lerm raised two issues affecting the Hermanus Heights area; refuse pickers in the area and if cameras will be installed at the entrance and exit of Hermanus Heights.

Board will request that HPP SRUs and CCTV monitoring focus on areas on refuse collection days, dependent of resource need in cases of emergencies.

Mr van Vuren confirmed that the Safety Plan is to create smaller sub-zones covered by CCTV.

*c. Survey Monkey (HPP performance)*

A perception survey of ratepayers needs to be undertaken. This will be discussed offline to clarify scope. Ms Bown and Mr van Staden to progress.

*d. Hermanus Baboon Group – baboons and refuse pickers*

Mrs Pat Redford on behalf of HBAG raised a concern about refuse pickers creating mess and opportunity for the baboons to enter residential areas. The Board to request that HPP SRUs

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*e. Approve New Member Admittance SOP*

Approved. See note under 5.g.

*f. PAIA*

PAIA procedure will be placed on the website for applications for information.

*g. Mr du Toit – member submission*

Mr T Louw contacted Mr du Toit via telephone and discussed his submission in detail. HPP will not be sharing the service provider contracts as requested, however, the SOW for FADT will be provided. The Surveillance Strategy will be shared with all ratepayers.

Mr du Toit would like access to the Financial Agreement (FA). OM advised that PAIA to be used to access a copy of FA. See note under 6.f.

The Membership application and admittance procedure was raised by Mr du Toit. This process has been resolved.

*h. Cliff Path – Toilets*

Addressed under Operations: Cleansing 5.c.

**7. Immediate Priorities**

No immediate priorities at this time.

**8. Next Meeting**

Next meeting will be held in April. Date to be confirmed.

Meeting concluded at 17:16.

**Directors**

Errol van Staden | Barry van Vuren | Tobie Louw | Brigitte Sabbe | Ann Wright | Anton Hartman | Clinton Lerm