

Annual General Meeting

Period Under Review: 1 July 2021 – 30 June 2022

13 September 2022

Housekeeping Arrangements

Please

- Mute your microphone
- Turn off your camera
- Reserve questions until after Agenda Point 8 (Implementation Plan)
- 'Raise Hand' if you have a question
 - Click on the icon labeled 'Participants' at the bottom center of your computer or phone screen
 - At the bottom of the window, click the button labeled 'Raise Hand'
 - Once you are done, click the button 'Lower Hand'
- Keep your questions brief (and please don't 'hog the floor')
- Meeting will last maximum 2 hours

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
5. Approval of Minutes of the 2021 AGM
6. Chairperson Report
7. Consideration of the Financial Statements for the year ending 30 June 2022
8. Approval of Budget and Implementation Plan (2023 | 2024)
9. Approval of Auditor's Remuneration
10. Appointment of Auditors
11. Election of Directors
12. Any Other Business

Apologies

- Michael Bartens
- Thomas & Lorraine Bramwell Jones
- ME Bryant & LC Beukes
- Ivor Carlson
- Anne Fraser
- Helen Goldenbogen
- Kenneth Greene
- Steven and Julie Hellqvist
- Karin Jacobs
- HBO Jones
- Marie Kalil
- Elizabeth Kettering
- Brenda Kotze-van Rensburg
- Jan Kuhn
- Robert Ian Lockett
- Anna-Susan Marais
- Rosene Matthee
- Pauline McCartney
- Jean & Ken Morrison
- Philip Myerscough
- John Tunstall
- Dawid Jacobus van der Merwe
- Barry van Vuren
- Ruth Vary
- Susi & Aart Weijburg

Confirmation of Agenda & Quorum

Membership Total	:	195
New members admitted (during period)	:	33
Required member attendance (20%)	:	39
Member attendance confirmation	:	23
Member proxies	:	22

Chairperson Report

Chairperson Report

For detail, please refer to my annual report, which is available on the HPP-website.

Main Focus Areas

- Expansion of CCTV-footprint, Onboarding of Neighbourhood Camera Networks and Control Centre Upgrade
- Stakeholder communication
- Third-party collaboration
- Social upliftment
- Environmental awareness
- Review of systems, processes and protocols
- Performance measurement

Chairperson Report (cont)

Looking Back - What We Have Done

- Bi-monthly Board meetings
- Quarterly Review Meetings (with OM)
- Monthly Newsletters and Performance Reports
- Customer Satisfaction Survey
- Benchmarking
- Social Upliftment
- Overstrand SRA-forum
- Overstrand Joint Public Safety Forum (OM)
- Neighbourhood Camera Projects
- Control Centre Upgrade
- Litter Campaigns
- Agile Deployment of Resources

Chairperson Report (cont)

Performance Against Implementation Plan (2021 | 2022)

- All milestones met:
 - Management and Control
 - Safe Environment
 - Healthy and Clean Environment
 - Strategic Development

Overstrand Municipality expressed satisfaction with HPP's performance in respect of its mandate and obligations

Chairperson Report (cont)

Opportunities

- Exceeding ratepayer expectations
- Vagrancy | Homeless People | Car Guards | Parking Management
- Effective collaboration (all players in the crime prevention domain)
- Environmental awareness
- Regulatory compliance
- AI-migration (smart cameras)

Chairperson Report (cont)

Looking Ahead

- Political instability
- Economy | Influx into the Western Cape | Joblessness | Crime
- CBD – Public Safety
- Social upliftment
- New leadership
- Strategy
- HPP to be a pivotal influencer, facilitator and integrator

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Finance

Tobie Louw - Director Finance and Strategy

Annual Financial Statement

• Opening balance 01 July 2021	:	R3,762,864
• Closing balance 30 June 2022	:	R4,196,034
• Voluntary contributions / Insurance Payout	:	R 933,177

Notes

- In accordance with the Financial Agreement, HPP must maintain a reserve equalling two months' revenue. For 22/23 this amount equals R1,346,550.
- As a result of upgrades and new surveillance infrastructure installations, fixed asset value has increased from previous year R593,617 (2021) to R 1,494,535 (2022).

Finance (cont)

Finance Agreement

- HPP must achieve a quantum of reserves equalling two months' revenue (achieved)
- Monthly retention of 10% (bad debt provision – performance may improve). OM performs an annual reconciliation and refunds HPP accordingly.
- 4% annual rates increase (assumption – Council approves rates and tariff)

Looking Ahead to 23/24

Bulk of our revenue will be spent on supply contracts and infrastructure expansion

- Crime prevention and public safety
- Increased and more flexible cleansing operation
- CCTV expansion and renewal plan. Optimise Avigilon capabilities.

Operating Budget (1 July 2022 to 30 June 2023)

	Current Budget
SRA Management	R 480,000
General Administration	R 250,000
Toilet Facilities	R 50,000
Communications	R 50,000
FADT	R 6,425,363
CCTV New Infrastructure	R 400,000
CCTV IT Support	R 400,000
CCTV Maintenance	R 200,000
Public Safety / Social Upliftment	R 100,000
Iphupha (Cleansing)	R 495,000
Litter Control Initiatives	R 40,000
Total (VAT Exclusive)	R 8 890 363

Proposed Implementation Plan (2023 | 2024)

HSRA Vision and Purpose

Vision

Create and maintain an environment that is safe, clean, caring and sustainable for the benefit of all its residents and visitors

Purpose

- Improve the public environment for the benefit of all
- Deliver supplementary municipal services as determined by the community and in consultation with the OM
- Bring the vision to life

Implementation Plan – Actions 23 | 24

Milestone 1: Management and Control

- I. Monthly newsletter to all ratepayers. Communicated via WhatsApp, Email and HPP NPC website.
- II. Regular articles in local press.
- III. Submit AFS, Annual Report and AGM Minutes to OM and Members.
- IV. Implement new public safety initiatives as part of the CBD steering group, which include the business groupings of Hermanus, to assist with the growth of business.
- V. Provide input into the OM's urban management plan, especially in terms of parking management and social upliftment.
- VI. Facilitate collaboration with other Overstrand SRAs.

Implementation Plan – Actions 23 | 24 (continued)

Milestone 2: Safe Environment

- I. Optimise the value of AI-enabled cameras and appurtenant infrastructure
- II. Much more flexible approach to the deployment of service provider's resources
- III. Monthly safety reports and statistics. Communicated via WhatsApp, Email and HPP NPC website.
- IV. Participate in existing structure: OVERSTRAND JOINT PUBLIC SAFETY FORUM to ensure collaboration
- V. Maintain after hours presence of patrollers
- VI. Devise Social Upliftment Plan with the municipality's Social Development Department
- VII. Collaborate through the OM and selective NGOs to implement a Social Upliftment plan

Implementation Plan – Actions 23 | 24 (continued)

Milestone 3: Healthy and Clean Environment

- I. Organise community clean-up events to promote environmental awareness, e.g., during International Environmental Day.
- II. Encourage businesses to maintain properties and improve 'sense of place'
- III. Support Cliff Path Management Group in improving litter/ dog waste collection points and support litter campaigns along Cliff Path and within parking areas.
- IV. Introduce a more flexible approach. Provide ad hoc support to deal with localised litter problems.

Proposed Budget (2023 | 2024)

Budget – Notes

Budget Term: This budget is for the financial year 23/24, which runs from 1 July 2023

Annual Adjustments: Assume 4 % increase on rates and non-payment retention of 10%

Approach for 23/24 Budget :

- Updated work scope for new service contracts
- Continued modernisation of CCTV surveillance capability
- Public Safety related Social Upliftment Programme

Financial Outcome: HPP Financial Agreement requires a retained balance equal to 2 months' levies. Proposed 23/24 budget achieves that + surplus of R1,397 m

Implementation Plan: The 23/24 Budget must be read in conjunction with the Implementation Plan.

Budget 23 | 24

Financial - 1 July to 30 June		23/24 Budget	
	Base as on 1 July 2019	R	8,977,280
Income	Annual Rate increase		4.0% (1)
	Adjusted for year	R	9,336,371
	Less: Retention		10.0% (2)
	Levies paid to HSRA during year	R	8,402,472
	Donations received	R	100,000 (3)
	Interest received	R	184,739
	Subtotal Income	R	8,687,211
	Estimated Balance at 1 July 2023	R	3,694,773 (4)
Expenditure	Expenditure as per schedule D	R	9,584,655
Balance at YE	Bank Balance at YE	R	2,797,329
	Less : Required Retained balance	R	1,400,412 (5)
	Surplus at 30 June VAT Excl	R	1,396,917

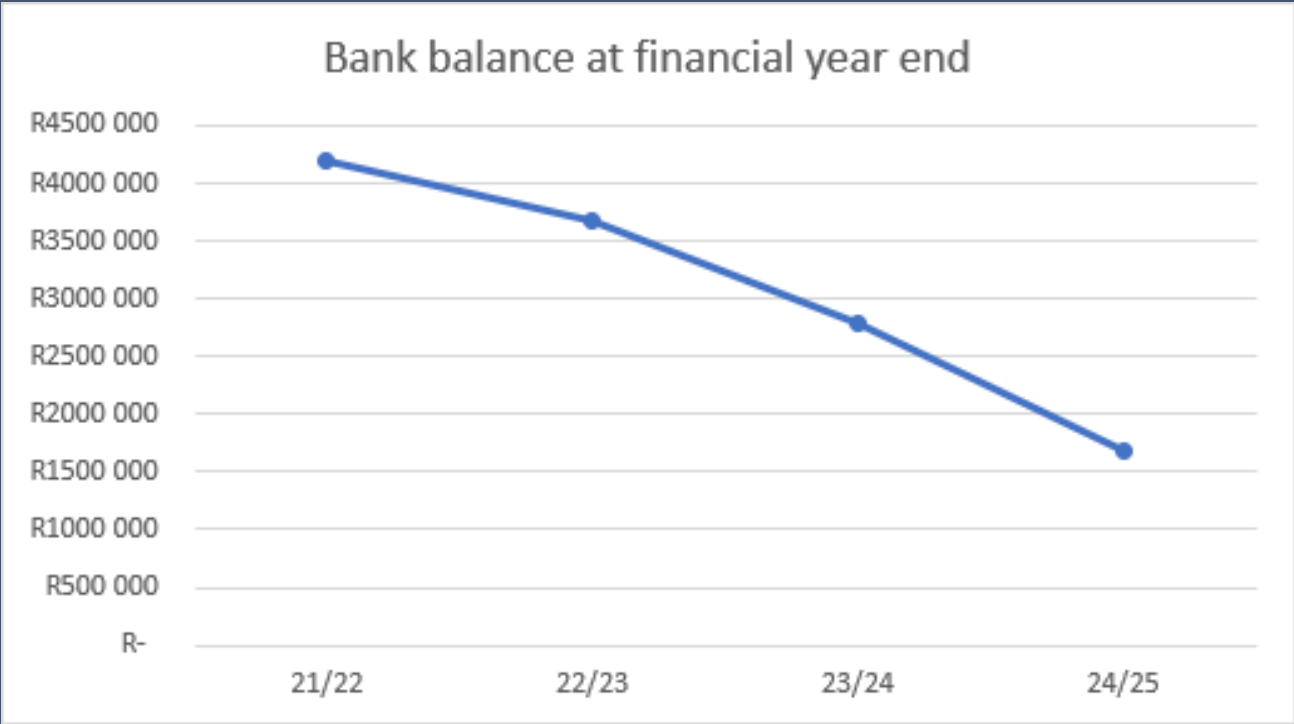
Notes
1 4% increase is an assumption - OM Budget Steering Committee (BSC) and Council ultimately to approve Rates and Tariffs
2 As Agreed with OM
3 Donations for neighbourhood funded projects appears to be an ongoing practice
4 Include an amount retained for maintenance of neighbourhood funded cameras
5 As per Finance Agreement requirement
6 The large number of new cameras will require an increased maintenance effort
7 Expanding the service to improve litter control

Budget Detail - Schedule D

Budget Detail: Schedule D		
Section A : General: Management and Control		
SRA Management	R	513,600
General Administration	R	262,500
Toilet Facilities	R	55,000
Communications	R	55,000
Subtotal A VAT Excl	R	886,100
Section B : Other		
Safe Environment: Public safety and Crime Prevention		
FADT	R	6,960,905
New CCTV Infrastructure	R	420,000
CCTV IT Support	R	428,000 (6)
CCTV Maintenance	R	220,000
Public Safety related Social Upliftment Programme	R	100,000
Healthy and Clean Environment		
Litter control initiative	R	40,000
Iphupha	R	529,650 (7)
Subtotal B VAT Excl	R	8,698,555
Total Budget VAT Excl	R	9,584,655

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Projected Surplus Reduction (inclusive of mandatory reserve)



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Auditors and Fees

Pragma Konsult (previously Hermanus Accounting Services)

- Professional fee – R10 950.00 (excl. VAT)

Election of Directors

Board of Directors

Resigning Members : Errol van Staden and Tobie Louw

Chairperson : Jerry van Niekerk (co-opted)

Finance : Leon Rauch (co-opted)

Cleansing : Ann Wright

Executive Officer : Marcia Bown

Other Business

Questions

Pat Redford

- Kwaaiwater Camera Network
- Cameras (and warning notices) at ATMs
- Incidents – Rotary Way and FNR (poaching and hunting)

Michael Bourne

- What are the crime trends in the Overstrand (Hermanus in particular), and what is being done to mitigate such crime?
- What considerations are being taken to plan the installation of more cameras? Where are the priority areas? When can the lower crime risk areas expect to get cameras (example: Hermanus Heights) ?

Jan Cilliers

Considering the change in OM-representation on the HPP-Board, could the following change be made to the OM's SRA-policy:

*9.2.5 The Executive Mayor will appoint **an elected councillor, or councillors, representing each Ward within the operating area of the SRA, as director(s) etc...***

Thanks

- Property owners
- Overstrand Municipality
- Board-members
- Executive officer
- Service providers
- HPP-members who attended this AGM