

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

Minutes of HPP NPC Board Meeting
Held at Windsor Hotel, Hermanus, at 10:00 on Tuesday, 5 March 2024

AGENDA

1. Welcome & Apologies

The Chairperson, Jerry van Niekerk welcomed all attendees.

In attendance were Jerry van Niekerk, Stephen Grundlingh, Fransien Koegelenberg, Leon Rauch, Sarah Taylor, Peter Doble, Phillip-Ben Kotze, Rod MacLeod, Ronald Nutt, Clinton Lerm and Marcia Bown.

Apologies were received from Ann Wright.

2. Approval of Minutes of Previous Meeting (held on 12 December 2023)

Minutes of the previous meeting were approved. Proposed by Mrs Koegelenberg and seconded by Mr Rauch.

Board Meeting Minutes will be made available on the HPP website.

3. Matters Arising from Previous Minutes

Matter	Update
1.1 OM Incident Command Centre	The new ICC has not yet been completed. The OM are still to confirm the budget and expected date of completion.
1.2 Changes to improve daily reporting format	The daily reporting format has been amended to include a brief summary of the previous day's events.
1.3 Detailed list of Capex Costs	Capex Costs dealt with under Finance portfolio.

4. Appointment of New Director – Stephen Grundlingh

At the start of this discussion, Mr Stephen Grundlingh was asked to leave the room so that his co-option onto the HPP board could be freely discussed.

Directors

Mr Grundlingh was presented as a potential co-opted board member to fulfil the Operations portfolio.

Prior to the Board Meeting, the Directors had an opportunity to review the qualifications of Mr Grundlingh and to meet him in person. A vote was conducted among the board members present to accept the nominee as a co-opted board member. The Board voted unanimously to co-opt Mr Grundlingh.

Ordinary Resolution number one:

“IT WAS RESOLVED THAT the nominee, Mr. S. Grundlingh be co-opted as a director of the HPP Board”.

Unanimously accepted.

5. Ratification of Round Robin Resolution dated 6 February 2024

A resolution to authorise Mr van Niekerk to act on behalf of HPP to appoint legal counsel was circulated for approval by the board. The board unanimously support the resolution with an amendment to the wording to explicitly state “to engage legal counsel to advise on a ratepayers request for access to information”.

6. Portfolio Feedback

a. Finance

Mr Rauch provided a brief background on the accounting service provider. Ghias Accounting firm has been sold and the HPP account will be handed over to the new owner, an employee of the firm. A meeting will be scheduled with Mr Rauch, Ms Bown and the new owner to ascertain the suitability of this person to perform the required tasks. Mr Rauch to then make a recommendation to the board in due course.

HPP is in good financial standing. Mr Rauch noted that the annual budget figures will be updated on the financial statements.

A cumulated list of CAPEX expenditure incurred was shared with the board but was cumulative and not for the financial year, this will be amended and shared at the next meeting.

Directors

Mr Rauch also drew the boards attention to the Safety Kiosk which is recorded as a vehicle and will further request a monthly cashflow statement from the accounting firm.

b. CBD

Mrs Koegelenberg advised that a meeting was held with the CBD cluster where SAPS presented recent crime patterns. SAPS also will increase their visible patrols in the CBD.

c. Cleansing

Mrs Wright was not in attendance, however the monthly cleansing report from Iphupha was circulated to the board.

It was noted that micro plastics and cigarette ends around the Cliff Park benches were raised as a concern. Ms Bown will request the service provider to occasionally attend to the issue.

The issue of vagrants around the Voëlklip waste transfer station was briefly discussed. HPP are monitoring the area closely and a ratepayer request has been sent to the Overstrand Municipality to better secure the site or remove it.

d. Education

Mrs Taylor provided an update on activities related to the education portfolio. Mrs Taylor will propose a strategy to the board with assistance from Ms Bown.

The issue of HPP branding was raised. There appears to be some confusion between HSRA (Hermanus Special Rating Area), HPP (Hermanus Public Protection) and HRA (Hermanus Ratepayers Associations) various roles and responsibilities within the community. This will be addressed in the strategy. Also to be included will be good news stories on the patrollers, how contributions are spent and the HSRA renewal.

e. Extension of Term Campaign (ETC)

Mr MacLeod advised the board on the meeting held with the Overstrand CFO on 4 March re the HPP NPC members request to extend the HSRA term.

Directors

Mr MacLeod outlined the options for extension as well as the possible services that may be included. A ratepayer survey will be distributed to property owners to garner their input.

A meeting with the Mayor and Municipal Manager has been requested to seek their input on the HSRA extension.

A detailed report on activities was also provided by Mr MacLeod prior to the meeting.

f. Safety

A brief list of activities was circulated to the board prior to the meeting. It was highlighted that the Festive Season Safety Plan was successfully implemented with a low level of incidents recorded.

Ms Bown advised that the lightning storm on 2 February had caused damaged to several sites. Insurance claims were submitted to replace the damaged assets and repairs are underway.

Ms Bown briefed the board on the collaboration between HPP and SAPS District Command Centre (DOCC). The DOCC is now based in the Fire Station next door to the HPP Control room. Several successful outcomes have been recorded since the operation was moved in mid-December.

g. Social Development

A Think Tank workshop was held on 5 February 2024 to address vagrancy, homelessness, and unemployment in Hermanus. The session was attended by 23 prominent leaders from around Hermanus. The recommendations from the Think Tank workshop will be shared with the Mayor and Municipal Manager.

Mr Doble gave a summary of UTurn services and stated that a reduced offering may work well in Hermanus. A social worker (possibly part-time) and the establishment of a day drop-in centre with feeding scheme would be a priority. Mr Doble stated that engaging the Overstrand Municipality was fundamental.

h. Stakeholders

Directors

Mr Kotze gave a brief update on stakeholder engagement. Mr Kotze undertook to distribute his written update to the board.

Mr Kotze raised concerns about parking. He recommended signage be installed to notify users that parking is free. Mr Kotze also raised concerns about crime along the Sandbaai portion of the cliff path and suggested additional signage be erected.

Mr Kotze will lead the campaign for the HSRA extension with the various stakeholders to reach a wider audience.

7. Whistleblower Policy

The Whistleblower Policy was circulated to the board for review. The policy was unanimously adopted and supported by the board. The policy will be made available on the HPP website.

8. Progress on Strategic Issues

An updated progress tracker of the Strategic Priorities was circulated to the board prior to the meeting. No issues were raised. Ms Bown thanked the board for their assistance and support in addressing the priorities.

9. General

a. Admission of New HSRA Members

No new member applications were received in the period.

b. Hermanus Ratepayer Association

The HRA AGM is scheduled for March 7th, with HPP representatives expected to attend. Ms. Bown highlighted that HPP has been approached to join the HRA Ex-Co to provide guidance on public safety concerns. Additionally, Mr. Kotze informed the board of his potential nomination to the HRA Board and pledged to keep the board informed of any developments.

10. Next Meeting:

Tuesday, 4th June 2024 at 10:00

Meeting concluded at 11:54.

Directors