

HPP NPC

Annual General Meeting

Period Under Review: 1 July 2023 – 30 June 2024

29 August 2024

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
 - i. Attendance register
 - ii. New members admitted in preceding year
 - iii. Proxies received
 - iv. Confirmation of quorum
5. Approval of Minutes of the 2023 AGM
6. Matters Arising
7. Chairperson's Report
8. Consideration of Audited Financial Statements for the year ending 30 June 2024
9. Approval of Business Plan for 2025 - 2030
10. Approval of Implementation Plan and Budget for 2025/ 2026
11. Appointment of Auditors
12. Approval of Auditor's Remuneration
13. Election of Directors
14. Any Other Business

Apologies

1. Mark Addelson
2. Mark Neal Barnard
3. Jane Beattie
4. Keith Blanchard
5. Marius Boshoff
6. Michael Bourne
7. Thomas Bramwell-Jones
8. Kari Brice
9. John & Marilyn Bristow
10. Jeanne Cilliers
11. Theo Cloete
12. Stephen Coetzee
13. Paula Combrink
14. Gary Combrink
15. Andre du Toit
16. Walter Esterhuizen
17. Neville Fish
18. Greg Garden
19. Stuart Gast
20. Stephen Grundlingh
21. Sabine & Volkert Klauke
22. Liza Kotze
23. Brenda Kotze-van Rensburg
24. Barbara Ann Lindop
25. David Louw
26. Rod MacLeod
27. Anna-Susan Marais
28. Richard Margetts
29. Dirk and Yvonne Marx
30. Carey Millerd
31. Hennie Niemand
32. Andries Otto
33. Kantha Pillay
34. Dr Kantha Pillay
35. Trudi Potgieter
36. David Ralph
37. Sheila Romburgh
38. Brigitte Sabbe
39. Geoffrey Smailes
40. Sarel Swanepoel
41. Lourens Theron
42. Gerhard van der Westhuizen
43. Errol van Staden
44. Kim van Velden
45. Magda Viljoen
46. Richard von Hoesslin
47. Ray & Norma Wheeler
48. Marinda Wilmans
49. Brian Wridgway

Confirmation of Agenda & Quorum

Membership Total	:	264
New members admitted (during period)	:	12
20% Required member attendance / proxies	:	53
Member attendance confirmation	:	23
Member proxies	:	46

Proxies – HPP NPC MOI – section 11.8 voting

11.8.1 Every member shall have 1 (one) vote for every R5 000 000 (five million) of municipal valuation or portion thereof, but subject to a maximum of 10 (ten) votes.

• GD van Niekerk (Chair)	-	32
• Votes: 70		
• F Koegelenberg	-	2
• Votes: 3		
• L Rauch	-	2
• Votes: 4		
• P Doble	-	2
• Votes: 3		
• PB Kotze	-	4
• Votes: 7		
• S Taylor	-	2
• Votes: 2		

Minutes & Matters Arising

Approval of Minutes

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
 - i. Attendance register
 - ii. New members admitted in preceding year
 - iii. Proxies received
 - iv. Confirmation of quorum
5. Approval of Minutes of the 2023 AGM
6. Matters Arising
7. Chairperson's Report
8. Consideration of Audited Financial Statements for the year ending 30 June 2024
9. Approval of Business Plan for 2025 - 2030
10. Approval of Implementation Plan and Budget for 2025/ 2026
11. Appointment of Auditors
12. Approval of Auditor's Remuneration
13. Election of Directors
14. Any Other Business

Comments Received – Mr A du Toit

- HPP / OM interactions
- AGM Points of Order - voting
- AGM Resolutions
 - Business Plan for 2025 -2030
 - Implementation Plan and Budget for 2025 – 2026
 - Appointment of Auditors and Remuneration
- HPP Annual Report - number of employees
- HPP Board – registered and additional Board Members
- Strategic Priorities
- Safety through camera surveillance, patrolling and education
- Homelessness and Vagrancy
- Governance of HPP – PAIA request, legal opinions

Legal Opinion

To ensure the continued proper governance of HPP and adherence to the Promotion of Access to Information Act of 2000, the Board sought legal opinion in addressing voluminous requests for information from a property owner.

Chairperson Report

Chairperson Report

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

HPP Board

- Leon Rauch – Finance
- Ann Wright – Cleansing
- Fransien Koegelenberg – CBD
- Sarah Taylor – Education
- Philip-Ben Kotze – Stakeholders
- Peter Doble – Social Development

Co-Opted Directors:

- Rod MacLeod – HSRA Extension
- Stephen Grundlingh – Operations (co-opted following resignation of Nigel Thatcher)

Chairperson Report (Cont.)

Strategic Priorities

- Deliver safety and cleaning services which bring value for money to ratepayers.
- Build strong relationships with members, the Overstrand Municipality , the business community, the South African Police Services, the neighbourhood watch groups and neighbouring Special Rating Areas in Kleinmond and Onrus/Vermont.
- Contribute towards the revitalisation of the Central Business District.
- Communicate with our members, clearly and often.
- Educate members to manage threats to their personal safety, their property and the environment.
- Plan for the continuation of the HSRA beyond June 2025.
- For those issues (e.g. baboon management, unemployment, vagrancy, homelessness, destruction of the natural environment) which threaten the wellbeing of Hermanus but fall outside our current mandate:
 - Promote and facilitate change.
 - Support organisations which can best drive initiatives.

Chairperson Report (Cont.)

Main Focus Areas

Safety through camera surveillance, patrolling and education

- Safety to the HSRA through a multi-pronged approach.
- Surveillance via 147 cameras situated at 74 sites.
- Seven new cameras erected and five in the pipeline.
- Storm damage required extensive replacement to infrastructure totaling R123,000
- *The value of HPP's surveillance network was evident in its utilisation by the South African Police Services and OM Law Enforcement teams during numerous protest marches throughout the year.*
- Additional patrols (foot, bicycle, and vehicle) were allocated to areas where an increase in burglaries was reported and where counter measures were undertaken, in collaboration with SAPS and OM Law Enforcement.
- During October 2023, a branded Safety Kiosk was placed at Swallow Park.



Chairperson Report (Cont.)

Cleansing Operations

- Cover the Cliff Path, namely Roman Rock to the Marine Hotel; Gearings Point to the New Harbour; Grotto East to Kraal Rock, as well as Hoy's Koppie and Bekker's Park.
- In the past year litter collection and cleaning services were increased to 6 days a week, together with a dog waste picker on the Cliff Path, three days a week. Litter collection was done on Public Holidays.
- Frequently, "nests" where vagrants have slept and spread litter, were cleaned up.
- Unfortunately, several incidents of uncontrolled dogs on the Cliff Path were reported during the year. Note OM Law Enforcement Officers issued fines to some owners.

Annual Overview
PUBLIC SAFETY & CLEANSING
 July 2023 – June 2024


5,990
 Incidents Reported

15,6 tonnes 
 Waste collected


148,648 km
 Km's driven by
 HPP vehicle patrols

186,113 km 
 Km's walked by
 HPP foot patrols


95
 Number of citizen arrests


22,959 km
 Km's cycled by
 HPP bike patrols
 (on waste collection days)


**7 new camera
 sites installed**


Total 74 camera sites
147 cameras in operation

Annual Overview
PUBLIC SAFETY & CLEANSING
 July 2022 – June 2023


6,249
 Incidents Reported

16,2 tonnes 
 Waste collected


118,767 km
 Km's driven by
 HPP vehicle patrols

179,860 km 
 Km's walked by
 HPP foot patrols


87
 Number of citizen arrests


9,195 km
 Km's cycled by
 HPP bike patrols
 (since 1 November 22)


**16 new camera
 sites installed**


70 camera sites
130 cameras in operation

Chairperson Report (Cont.)

Review of activity

- Homelessness and Vagrancy in Hermanus
- HSRA Term Extension Project
- Growing Relationships and Communications
- Relationship with Overstrand SRA (OSRA) neighbours
- Oversight by the Overstrand Municipality
- Governance of HPP

Chairperson Report (Cont.)

Summary review of the past year

- HPP met the objectives which were set for the 2023/2024 year. A highlight has again been the level of co-creation which exists between property owners and HPP.

Looking ahead

- The priority for the year ahead is to complete the final year of the current term with distinction and to lay a sound foundation for the next term, which commences on 1 July 2025. The task of selecting service suppliers and embedding their work into our operations will be key.

Chairperson Report (Cont.)

Thank You

- OM
- Board
- Past Board Members
- Executive Officer
- Service Providers
- Various security and safety bodies

Property Owners and Members

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
 - i. Attendance register
 - ii. New members admitted in preceding year
 - iii. Proxies received
 - iv. Confirmation of quorum
5. Approval of Minutes of the 2023 AGM
6. Matters Arising
7. Chairperson's Report
8. Consideration of Audited Financial Statements for the year ending 30 June 2024
9. Approval of Business Plan for 2025 - 2030
10. Approval of Implementation Plan and Budget for 2025/ 2026
11. Appointment of Auditors
12. Approval of Auditor's Remuneration
13. Election of Directors
14. Any Other Business

Finance

Leon Rauch - Director Finance

Cash Position

• Opening balance 01 July 2023	:	R4,029,676
• Closing balance 30 June 2024	:	R4,260,651
• Voluntary contributions / Insurance Payout	:	R 256,844

Notes

- In accordance with the Financial Agreement, HPP must maintain a reserve equalling two months' revenue. For 23/24 this amount was R1,550,984. For 24/25 this amount equals R1,591,050.
- Fixed asset value has decreased from previous year R1,771,269 (22/23) to R1,187,882 (23/24).

Balance Sheet 2023 - 2024

Hermanus Public Protection NPC

(Registration Number 1999/015007/08)

Annual Financial Statements for the year ended 30 June 2024

Statement of Financial Position

Figures in R	Notes	2024	2023
Assets			
Non-current assets			
Property, plant and equipment	4	1,187,882	1,771,269
Current assets			
Trade and other receivables	5	9,334	30,967
Cash and cash equivalents	6	4,260,651	4,029,676
Total current assets		4,269,985	4,060,643
Total assets		5,457,867	5,831,912
Equity and liabilities			
Equity			
Accumulated surplus		4,507,515	4,982,979
Liabilities			
Current liabilities			
Trade and other payables	7	950,352	848,933
Total equity and liabilities		5,457,867	5,831,912

Cash Flow 2023 - 2024

Hermanus Public Protection NPC

(Registration Number 1999/015007/08)

Annual Financial Statements for the year ended 30 June 2024

Statement of Cash Flows

Figures in R	Note	2024	2023
Cash flows from operations			
(Deficit) / surplus for the year		(475,464)	83,823
Adjustments to reconcile (deficit) / surplus			
Adjustments for finance income		(427,548)	(106,297)
Adjustments for decrease / (increase) in trade accounts receivable		3,380	(3,380)
Adjustments for decrease in other operating receivables		18,253	9,077
Adjustments for increase in trade accounts payable		101,419	19,257
Adjustments for increase in other operating payables		-	1,600
Adjustments for depreciation and amortisation expense		1,104,914	447,924
Total adjustments to reconcile (deficit) / surplus		800,418	368,181
Net cash flows from operations		324,954	452,004
Interest received		427,548	106,297
Net cash flows from operating activities		752,502	558,301
Cash flows used in investing activities			
Purchase of property, plant and equipment		(521,527)	(724,659)
Cash flows used in investing activities		(521,527)	(724,659)
Net increase / (decrease) in cash and cash equivalents		230,975	(166,358)
Cash and cash equivalents at beginning of the year		4,029,676	4,196,034
Cash and cash equivalents at end of the year	6	4,260,651	4,029,676

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.

Looking Ahead to 24/25

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 and backhaul expansion
- Commencement of new HSRA term

Operating Budget (1 July 2024 to 30 June 2025 – Approved at previous AGM)

Estimated HSRA income	R	10,607,000
Less Retention for Bad Debt (10%)	R	(1,060,700)
Rate - HSRA	R	10,427,260
		Current Budget
SRA Management	R	593,239
General Administration	R	809,467
FADT (Public Safety)	R	8,280,000
WCC (CCTV Management, technical support and maintenance)	R	522,512
Iphupha (Cleansing)	R	627,336
Other projects – tactical equipment, toilet rental, cleansing projects	R	220,228
Total (VAT Exclusive)	R	11,052,782

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
 - i. Attendance register
 - ii. New members admitted in preceding year
 - iii. Proxies received
 - iv. Confirmation of quorum
5. Approval of Minutes of the 2023 AGM
6. Matters Arising
7. Chairperson's Report
8. Consideration of Audited Financial Statements for the year ending 30 June 2024
9. Approval of Business Plan for 2025 - 2030
10. Approval of Implementation Plan and Budget for 2025/ 2026
11. Appointment of Auditors
12. Approval of Auditor's Remuneration
13. Election of Directors
14. Any Other Business

HSRA Business Plan for 2025 - 2030

HSRA Renewal Process – no amendments to Geographic Area, Budget and Goals



Survey Outcomes

- The majority of respondents, 81% were overall satisfied with the performance of the HSRA and HPP across the board.
- Most respondents believe that the HSRA plays an important role in crime prevention, with 90.26% acknowledging its significant impact.
- Confidence in the governance and management of the HSRA and its management company, HPP, is high. Around 84.77% of respondents reported being either extremely or very confident in the governance and management capabilities of the HPP.
- Respondents generally perceive the services provided by the HSRA as valuable.
- About 85.15% rated the value for money of these services as very to extremely valuable.
- Respondents ranked the following areas as being most important to devote resources to:
 - Public safety in open public spaces
 - Cleanliness and attractiveness of the Hermanus Environment
 - Vagrancy and homelessness
- A significant majority of respondents expressed strong support for extending the HSRA. Specifically, 90.57% of respondents indicated support (either strongly or somewhat) for extending the HSRA for another five years.

Vision, Mission and Goals

Vision

- The vision of the Hermanus Special Rating Area (HSRA) is to create and maintain an environment, that is safe, clean, caring and sustainable, for the benefit of all its residents and visitors.

Mission

- It is the mission of the Hermanus Special Rating Area (HSRA) to improve the public environment to the benefit of all. To deliver supplementary municipal services as determined by the community, to ensure, in a sustainable manner, a safe, healthy and clean environment for residents and visitors. The services shall be supplementary to those services already provided and rendered by Overstrand Municipality (OM).

Goals

Goals

1. Management and Control

2. Safe Environment

- Crime Prevention and Public Safety in Public Areas
- Crime Prevention Monitoring (CCTV surveillance)
- Social Upliftment and Development to ensure a Safe and Clean Environment

3. Clean and Healthy Environment

Approval of HSRA Business Plan 2025 – 2030

Proposed Implementation Plan (2025 | 2026)

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 25 | 26

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. Propose and finalise all tender processes to ensure continuation of service from 1 July 2025 on a best price to service ratio.

Implementation Plan – Actions 25 | 26 (continued)

Milestone 2: Safe Environment

- I. Optimise the value of appropriately selected camera technology infrastructure.
- II. Ensure the participation of ratepayers in suburbs to develop local CCTV deployment plans. Ensure the participation of ratepayers in suburbs to develop local CCTV deployment plans.
- III. Continue the flexible approach of security providers' resources.
- IV. Create a platform that supports collaboration between SAPS, Municipal Law Enforcement, other SRA's in the region, Watch Groups and private security companies.
- V. Assist the OM and various stakeholders with devising a Social Upliftment Plan.
- VI. Collaborate with the OM and selective NGOs to implement a Social Upliftment plan.
- VII. Assist OM Social Development to identify and document needs of homeless in the HSRA.

Implementation Plan – Actions 25 | 26 (continued)

Milestone 3: Healthy and Clean Environment

- I. Promote community clean-up events where required to engender environmental awareness.
- II. Encourage businesses to maintain properties and improve 'sense of place'.
- III. Support Cliff Path Management Group in agreed initiatives.
- IV. Provide ad hoc support to deal with localised litter problems.

Proposed Budget (2025 | 2026)

Operating Budget (1 July 2025 to 30 June 2026 – Detailed Budget available on website)

Estimated HSRA income R 11,137,350

Less Retention for Bad Debt (10%) R (1,113,735)

Rate - HSRA R 10,023,615

Current Budget

SRA Management R 628,833

General Administration R 726,595

FADT (Public Safety) R 8,362,800

WCC (CCTV Management, technical support and maintenance) R 553,863

Iphupha (Cleansing) R 664,976

Other projects – tactical equipment, toilet rental, cleansing projects R 231,941

Total (VAT Exclusive) R 11,169,008

Budget – Notes

Budget Term: This budget is for the financial year 25/26, which runs from 1 July 2025.

Annual Adjustments: Assume 5% increase on rates and non-payment retention of 10%

Approach for 25/26 Budget :

1. Guidance received from Overstrand Municipality (same assumption used for previous 5-year term)
2. Slightly above current CPI of 5.2%. Future inflation rate difficult to accurately predict.
3. The annual increase in ADT's cost will consist of two variables namely an inflationary cost increase and a decrease in scope of services as available cash flow become constrained
4. Estimate based on past experience and SRA policy
5. Interest on cash investments based on estimated average attained in past years

Questions

Approval of Implementation Plan and Budget 2025 / 2026

Agenda

1. Welcome
2. Apologies
3. Confirmation of Agenda
4. Constituting
 - i. Attendance register
 - ii. New members admitted in preceding year
 - iii. Proxies received
 - iv. Confirmation of quorum
5. Approval of Minutes of the 2023 AGM
6. Matters Arising
7. Chairperson's Report
8. Consideration of Audited Financial Statements for the year ending 30 June 2024
9. Approval of Business Plan for 2025 - 2030
10. Approval of Implementation Plan and Budget for 2025/ 2026
11. Appointment of Auditors
12. Approval of Auditor's Remuneration
13. Election of Directors
14. Any Other Business

Auditors and Fees

PragmaKonsult

- Auditor – Juan Pieterse (Partner)
- Professional fee – R12,690 (excl. VAT)

Election of Directors

Board of Directors Slate

Resigning Members : Leon Rauch (available for reelection)

Operations : Stephen Grundlingh (co-opted 05/03/2024)

Governance : Rod MacLeod (co-opted 30/10/23)

Voting Rules

1. Nominees will be presented
2. Any Objections
3. Voting by show of hands by registered members – 1 member, 1 vote
4. Vote for / against

Leon Rauch - Finance

Responsibility: Oversight of financial activities and reporting, as well as the improvement of financial processes.

- Chartered Accountant with extensive experience in merchant banking and financial management.
- Leon aspires to leverage his financial expertise to ensure the continued financial and administrative health of the HPP.
- Leon resides in Fernkloof.

Stephen Grundlingh - Operations

Responsibility: Oversight of all safety activities in the HSRA, as well as for HPP's relationships with the OM, the South African Police, the neighbourhood watch (NHW) groups and the service provider.

- Stephen's 35-year career included 10 years as a diplomat, serving in London and New York, followed by 25 years with Franklin Templeton Investments in senior executive roles across South Africa, Singapore, and the United States.
- Stephen graduated with a B.A. in law and politics from the University of Stellenbosch.
- Stephen resides in Fernkloof Village.

Rod MacLeod - Governance

Responsibility: To lead the process for the continuation of the HSRA beyond June 2025 by co-creating a bold vision and executing a suitable plan.

- Rod's career in banking and merchant banking included senior roles at Barclays South Africa and FirstCorp, as well as service on various corporate boards.
- He holds a BComm (Legal) and LLB from the University of the Witwatersrand.
- He led the Voëlklip neighbourhood watch, successfully transforming it into an observer entity aligned with the HPP/SRA initiative.
- Rod resides in Voëlklip.

Other Business

Thanks

- Property owners
- HPP-members who attended this AGM
- Overstrand Municipality
- Board Members
- Executive Officer
- Service providers – Fidelity-ADT, WCC Technologies & Iphupha Cleansing Services
- Windsor Hotel