

**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 and via Google Meet,  
at 10:00 on Tuesday, 4 June 2024

**AGENDA**

**1. Welcome & Apologies**

The Chairperson, Jerry van Niekerk welcomed all attendees.

In attendance were Jerry van Niekerk, Stephen Grundlingh (virtual), Leon Rauch, Sarah Taylor, Peter Doble, Phillip-Ben Kotze, Rod MacLeod (virtual), Ann Wright and Marcia Bown.

Apologies were received from Fransien Koegelenberg and Clinton Lerm.

**2. Approval of Minutes of Previous Meeting (held on 5 March 2024)**

Minutes of the previous meeting were approved. Proposed by Ms Sarah Taylor and seconded by Mr Peter Doble.

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

**3. Matters Arising from Previous Minutes**

<b>Matter</b>	<b>Update</b>
1.1 OM Incident Command Centre	Matter addressed under Safety portfolio feedback.
1.2 Recommendations on service provider for financial reporting	Matter addressed under Finance portfolio feedback.
1.3 Engagement with legal counsel to advise on a ratepayer's request for access to information	Ms Bown provided a brief on the opinion received from FWB. It was agreed that a sub-committee be formed to take this matter forward.
1.4 Provision of a year-to-date position on CAPEX as well as cash flow	Matter addressed under Finance portfolio feedback.

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GD van Niekerk (Chair) | P Doble | F Koegelenberg | S Grundlingh | PB Kotze | R MacLeod |  
| LA Rauch | S Taylor | AE Wright

1.5 Revised communication and branding strategy	Matter addressed under item 6 – proposed communication strategy.
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#### 4. Interactions with the Hermanus Baboon Management Group (HBAG)

Mr. van Niekerk provided an update on the meeting with HBAG and HPP representatives held on March 27, 2024. The HBAG proposal for HPP to assist with baboon management does not fall within HPP’s mandate and therefor is not viable.

#### 5. Portfolio Feedback

##### a. Finance

Mr Rauch provided a brief background on the accounting service provider. Ghias Accounting will continue to provide accounting services to HPP.

A year-to-date position on income, CAPEX and cashflow was circulated to the board for review prior to the meeting.

Mr Rauch informed the board about the recent wage increase for the guarding component resulting from an industry agreement. While this increase is slightly over budget, the overall annual expenditure budget remains on target.

Mr Rauch provided further detail regarding cashflow, including that R1.5 million is held in reserve aligned with the Overstrand Financial Agreement.

##### b. Extension of Term Campaign (ETC)

Prior to the meeting an update on the opinion survey progress was shared with the board by Mr MacLeod.

The survey closed on Friday, 24<sup>th</sup> May, an analysis of responses is in progress.

Mr van Niekerk thanked all for their efforts in assisting with circulating the survey to property owners.

A timetable for the term continuation will be circulated in due course to ensure that the deadlines for submission to the municipality are met timeously.

#### Directors

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*c. Safety*

A brief list of activities was circulated to the board prior to the meeting.

Ms Bown advised the board that no further formal communication had been received from the Overstrand regarding the Incident Command Centre (ICC) and the lease agreement. It is likely that the ICC is no longer an option to accommodate HSRA operations.

Ms Bown suggested that the HPP find separate accommodation for HSRA operations. The board approved this in principle, and a proposal detailing potential locations and costs will be presented to the board for consideration.

Ms Bown then presented a proposal to upgrade the current PTZ camera to a thermal camera on the 'Lookout' site. This camera will extend the capability of covering the greenbelts and Fernkloof contour path, as well as Northcliff mountain side area. The proposal was approved in principle, a detailed cost and technology proposal will be provided to the board for consideration.

Ms. Bown then addressed the issue of the leased patrol vehicles, whose lease terms with Fidelity-ADT ended in October 2023. Given their intensive use, the vehicles are showing wear and now require ongoing repairs. Various options were discussed. Further consideration will be given, and a firm proposal will be circulated.

*d. Cleansing*

The monthly cleansing reports from Iphupha have been circulated to the board.

It was noted that microplastics and cigarette ends around the Cliff Park benches remain an ongoing concern. It was suggested that an approach be made to the Overstrand municipality to erect signage to prevent cigarette littering.

*e. CBD*

Mrs Koegelenberg was unable to attend the meeting and submitted her apologies. Ms Bown provided an update on the distribution of HPP stickers featuring emergency contact details. These stickers were given to various retail outlets to display in their windows. The

**Directors**

stickers were well received, and a further distribution of stickers will take place in coming weeks.

*f. Education*

Mrs Taylor provided an update on activities related to the education portfolio. Various articles were published with local media outlets outlining the HSRA's continuation campaign during the period.

Additional articles, addressing the services of HPP and the HSRA, will be ongoing.

*g. Social Development*

In April, Mr Doble provided an email update to the board on the changes at the Hermanus Night Shelter. Mr Doble gave a further update on the Hermanus Night Shelter and its expansion plans. Financing remains a challenge. HPP will continue to co-ordinate with the shelter to address issues related to homeless people.

*h. Stakeholders*

Mr Kotze gave a brief update on stakeholder engagement. The issue regarding permissions for private security companies' access to the service provider, NAVIC, which uses vehicle recognition software, was raised. Following several meetings, the issue is ongoing. NAVIC is fully responsible for vetting and granting access. HPP cannot be held liable for users on an external system.

**6. Proposed Communication Strategy**

The communication strategy is in process. Further proposals will be brought to the board in due course.

**7. Progress on Strategic Issues**

An updated progress tracker of the Strategic Priorities was circulated to the board prior to the meeting. It was proposed that branding and prominence should be included.

**8. General**

*a. Admission of New Members*

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Two (2) new ratepayers applied to be members of the HPP NPC. A total of 263 voting members are registered. The full list of registered voting HPP NPC members is available on the HPP website.

*Ordinary Resolution number one:*

**“IT WAS RESOLVED THAT** the admittance of two (2) new members, Mr Garden and Mr Little, as presented be approved”.

Proposed by Mrs Wright and seconded by Mr Rauch.

**9. Next Meeting:**

To be confirmed. Proposed 16, 17, 18 or 19 September.

***Meeting concluded at 12:15.***

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