

**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 ADT Boardroom, Mussel Centre, Hermanus  
 at 10:00 on Monday, 3 February 2025

**1. Welcome & Apologies**

The Chairperson opened the meeting by commending the Board members for their extraordinary support over the festive season.

In attendance were Jerry van Niekerk, Stephen Grundlingh, Leon Rauch, Peter Doble, Fransien Koegelenberg, Ann Wright, Rod MacLeod, and Marcia Bown.

Apologies were received from Phillip-Ben Kotze.

**2. Approval of Minutes of Board Meeting held on 2 December 2024**

The minutes of the meetings held on 2 December 2024 were circulated and approved by Round Robin Resolution by all members of the board. All actions and decisions taken by the board at the meeting on 2 December 2024 were ratified and confirmed as true and correct and are adopted as decisions of the board.

**3. Matters Arising from Previous Minutes**

Updates on key actions were incorporated into the agenda items.

Matter	Update
Recruitment of Chairman and Board Members	Mr van Niekerk, Mr Rauch and Miss Bown met with an interested candidate for the board. Mr van Niekerk is continuing discussions with Mr de Kock from Westcliff Resident's Association to assist with identifying a candidate to represent the Westcliff suburb. The board were encouraged to continue to make recommendations.

**Directors**

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



	Industrial Area Liaison Appointment: The board agreed that increased engagement with business owners in industrial areas is necessary to mitigate safety concerns.
Recruitment for the Education Portfolio	No suitable candidate has been identified. Further outreach needed to fill the Education Portfolio role.
Extension of Term Application	Awaiting approval from Council. Anticipated end February or March.
Delivery of patrol vehicles	Matter addressed under 6b.
Adjust budget projections to reflect refurbishment costs	Matter addressed under 6a.
Installation of the thermal camera	Matter addressed under 6b.
Proposal re the drone	Matter addressed under 6b.
Liability concerns re signage on the Cliff Path	Awaiting direction from OM Contracts department as the Cliff Path is under a management agreement with the Cliff Path Management Group (CPMG).
Need for additional public toilets and waste bins on the Cliff Path	Ongoing discussions with the OM. It was noted that there was a proposal by the OM to remove all waste bins on the path, this is being contested by the community.
Review of insurance policy	Mr Rauch agreed to attend to a review of the policy and make recommendations before the HSRA new term commences.

#### 4. Portfolio Feedback

##### *a. Finance - Leon Rauch*

Budget variance identified due to non-inclusion of levy refund, correction requested.

ADT costs reflected a positive variance, attributed to industrial wage increases only taking effect in September and March. The budget also accounted for new vehicles, which are still awaiting delivery.

CCTV maintenance reflected a positive variance, with new installations scheduled to commence in February.

Cleaning expenses remained below budget due to pro-bono services provided.

The current cash balance stands at R4.8 million.

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**Action:** Ms Bown to request accountant to adjust budget for levy inclusion and to reflect agreed refurbishment costs.

*b. Operations - Stephen Grundlingh*

Updates on operations were circulated to the board. Main items:

Emergency contact signage approved for the CBD. Hermanus Business Chamber funding production of the signage.

Two new cameras installed in Kwaiwater funded by residents in the area and the thermal camera has been installed on Lookout high site.

Delay in new vehicle deliveries; expected in February.

High Street vandalism remains a concern; continued collaboration with property owners. High Street cameras will be upgraded in the coming week per the scheduled plan.

**Drone Assessment:**

A drone assessment report was circulated to the board with recommendations. After deliberation, the board approved the recommendations to retain the drone, appoint a second drone pilot, fund certified training, and store the drone at the new premises.

**Action:** Ms Bown will confirm to the second drone pilot that certified training may be undertaken. Standard Operating Procedure (SOP) to be formalised by Ms Bown and shared with pilots.

*c. Cleansing - Ann Wright*

Issues with municipal cleaning services on weekends noted, particularly Sundays. Waste accumulation and fire hazard on Cliff Path concerns raised.

**Action:** Mrs Wright and Ms Bown to approach OM re cleansing schedule and possibly extend HPP cleansing services to include Sundays in the new HSRA term.

*d. CBD - Fransien Koegelenberg*

Concerns about vandalism and public disorder incidents in the CBD were raised. High Street camera upgrade in process. HPP monitoring situation and will escalate to Law Enforcement or SAPS as required.

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*e. Social Development - Peter Doble*

Increased homelessness and vagrancy remain a major issue. A growing concern, particularly in and around St Peter's Church and the old Fire Station. Further engagement with SAPS and municipal authorities needed. Mr van Niekerk undertook to establish the latest status on the funding of the Hermanus Night Shelter and feed back to Mr Doble.

Discussion on potential solutions for long-term social development projects in process.

*f. Stakeholders - Philip-Ben Kotze*

No updates.

*g. Education – Marcia Bown*

Initial discussions held regarding the community Safety Expo. The event aims to educate residents on safety best practices, emergency preparedness, and crime prevention strategies. The event will be publicised in local papers, on social media and shared on various community WhatsApp groups.

**5. Process to appoint service providers for the HSRA's new term: Rod MacLeod & Marcia Bown**

The sub-committee will refine the RFP process to ensure alignment with operational needs and budget constraints.

A meeting was scheduled for 20 February 2025 to finalise service provider requirements and evaluation criteria.

Transparency and competitive selection remain key principles for the process.

**6. Suspension of baboon monitoring service: Jerry van Niekerk**

The Overstrand Municipality has terminated the contract with the existing baboon monitoring service provider and is currently managing the service internally.

The board reiterated that HPP will not take on wildlife management responsibilities, as it remains outside its operational mandate.

**7. Progress on Strategic Issues: Marcia Bown**

The progress tracker was shared prior to the meeting. All items are either in progress or completed.

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**Action:** Mr van Niekerk undertook to enquire when feedback could be expected from the OM on HPP's understanding of follow-up actions on the meeting held with the Mayor on 5 December 2024.

**8. General**

*a. Admission of New Members: Marcia Bown*

No new applications received in this period.

**9. Upcoming Board Meetings in 2025: Monday 5 May, Monday 18 August, Monday 1 December.**

Dates confirmed.

**10. Close**

The meeting was adjourned at **11:17**.

**Directors**

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