

**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 the Dolphin Room, Windsor Hotel, Hermanus  
at 10:00 on Monday, 5 May 2025

**1. Welcome & Apologies**

The Chairperson opened the meeting and welcomed all present. Special welcome was extended to Stefan Otto.

**In attendance:** Jerry van Niekerk, Leon Rauch, Stefan Otto, Ann Wright, Fransien Koegelenberg, Rod MacLeod, Stephen Grundlingh, Philip-Ben Kotze and Marcia Bown.

**Apologies:** Peter Doble and Ronald Nutt.

**2. Ratification of Minutes of Board Meeting held on 3 February 2025**

The minutes of the meeting held on 3 February 2025 were circulated and ratified via Round Robin by all members of the board.

**3. Matters Arising from Previous Minutes**

Updates on key actions were incorporated into the agenda items. Outstanding matters addressed as follows:

Matter	Update
Chairperson succession	It was noted that both Leon Rauch and Stephen Grundlingh have put themselves forward for the roles of Chairperson and Deputy Chairperson respectively. A vote by the Board to confirm appointments to these positions will take place at the Board Meeting following the AGM.
Industrial Portfolio	Jerry van Niekerk reported that Wiaan Bishop, a prominent property and business

**Directors**

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S Otto | LA Rauch | AE Wright

	owner has indicated his willingness to join the Board. Due process will be followed to make this possible.
Adjust budget projections	Completed.
Delivery of patrol vehicles	Three branded one year old vehicles delivered in March. Some minor damages being addressed.
Drone Pilot Appointment	Second pilot confirmed; certified training to proceed.
Cliff Path Signage Liability	Confirmed as OM's responsibility.
Public Toilets & Waste Bins	OM to retain current bin placement; no additional bins to be installed.
Insurance Review	Completed; no issues noted.
Proposed Community Safety Expo	Safety Expo scheduled for Tuesday, 20 <sup>th</sup> of May at Bosko Hall. Various expert speakers and demonstrations arranged.

#### 4. Co-option of Stefan Otto

The board ratified the decision to co-opt Stefan Otto onto the board via Round Robin Resolution. Stefan will represent Westcliff and take responsibility for the Education Portfolio.

#### 5. Portfolio Feedback

##### *a. Finance – Leon Rauch*

- March incurred a R131k loss; adjusted for depreciation, cash flow loss was ~R40k.
- YTD shows R36k loss vs R2.2m budgeted.
- ADT and CCTV costs lower than projected due to vehicle issues and favourable maintenance trends.
- Year-to-date capital expenditure: R348k, mostly on cameras.
- Noted need for circulation of monthly financial reports to Board and accountant notes for full transparency.

##### *b. Operations – Stephen Grundlingh*

- Emergency contact signage funded by the Business Chamber.
- Delays on new camera installations in Kwaaiwater; expected by end-May.
- Vehicles delivered; positive feedback from patrol staff.
- Thermal camera installed; effective in adverse weather.
- North Kwaaiwater confirmed fundraising for additional camera installations.

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- Vandalism in High Street significantly reduced.

*c. Cleansing – Ann Wright*

- Cliff Path in good condition; improvement credited to CPMG collaboration.
- Awaiting municipal confirmation on new horticultural lead and planting initiatives.
- Engagement with Minister of Social Development possible if needed.

*d. CBD – Fransien Koegelenberg*

- Kiosk possibly to be temporarily relocated to Gearings Point or Grotto Beach for greater visibility. Permission to be sought from OM MM.
- Swallow Park development plan by CBD cluster (Hermanus Business Chamber), discussed; planning subject to funding and permissions.
- Parking assessment agreed to be undertaken by CBD cluster (HBC).

*e. Social Development – Peter Doble*

- Jerry van Niekerk updated that the Hermanus Night Shelter operations are stable, and they are seeking donor support. He is hoping that the new Mayor will take a fresh look at the management of vagrancy and homelessness in Hermanus.
- No further report due to Peter Doble's absence.

*f. Stakeholders – Philip-Ben Kotze*

- Positive public participation response to HSRA extension.
- Engagement with legal professionals on improving prosecutorial process and standardised evidence submission form for HPP welcomed. Philip- Ben Kotze to arrange.

*g. Education – Marcia Bown*

- Safety Expo planning underway. Promotion of event across WhatsApp, social media and local newspapers.
- Sarah Taylor expressed interest in returning to support education initiatives. Ms Taylor engaged to assist with rebranding of monthly newsletter.

## **6. Application to Extend HSRA Term (2025–2030)**

Rod MacLeod and Marcia Bown reported that the second public participation process closed on 2 May 2025, with only one objection received. Majority support noted for the response to objector and submission to the OM (documents circulated to Board for review). Submission to be formally approved by Round Robin Resolution. Municipal decision expected 28 May 2025.

## **7. Service Provider Appointment Process**

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The Request for Proposal (RFP) process for the new HSRA term is currently being finalised and will be expedited upon receipt of approval from the Overstrand Municipality.

All existing service providers have been notified of the delay in the extension process and have agreed to continue delivering their current services on a month-to-month basis from 1 July, until new providers are formally appointed.

## **8. Strategic Issues Progress**

Majority of items completed or in progress. New Control Room has been included in strategic priorities. Premises has been secured. Awaiting approval from OM to initiate the fitment of the control room.

## **9. General**

### ***a. Admission of New Members – Marcia Bown***

Seven (7) new ratepayers applied to be a member of the HPP NPC. A total of 271 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 seven (7) new members, L de Swart, J Tetlow, B Steele, J McQueen, MC du Toit, J van Niekerk and D Folscher, as presented be approved”.

Proposed by Mrs Wright and seconded by Mr Rauch.

### ***b. AGM Date***

To be scheduled in the first week of September 2025.

## **10. Upcoming Board Meetings in 2025**

Confirmed dates:

- Monday, 18 August 2025
- Monday, 1 December 2025

## **11. Close**

The meeting was adjourned at 11:32.

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