Hermanus Public Protection (NPC)
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MINUTES of the 2025 ANNUAL GENERAL MEETING of the Hermanus Public Protection (HPP) NPC held at 16:00 on Thursday, 8 October 2026 at the Windsor Hotel, Hermanus.

1. **WELCOME:**
   The Chairperson, Mr Leon Rauch, welcomed members and attendees and thanked them for attending. Members were reminded that the Chairperson's Report, audited annual financial statements, budget and implementation plan were available on the HPP website.

2. **APOLOGIES**:
   Apologies were recorded from the members listed in the AGM presentation. The list is reproduced below for the meeting record.

   Mark Barnard, Jane Beattie, Wiaan Bishop, John Blaine, Rudi Boehme, Marius Boshoff, Tom Bramwell-Jones, Ken Briggs, Stefan Coetzee, Paula Combrink, Gary Combrink, Stuart Gast, Gail Hartman, Janie Immelman, Sam Jackson, Brian James, David King, Liza Kotze, Brenda Kotze-van Rensburg, Izak Krige, Clive Lake, Paul Langguth, Ian Lockett, Joseph Lotz, Rod MacLeod, Anna-Susan Marais, Carey Anthony Millerd, Kantha Pillay, David Ralph, Chris Raven, Brigitte Sabbe, Joachim Seelinger, Geoff Smailes, Jackie Tetlow, Owen Thorpe, John Tunstall, Rudi van Rensburg, Ewan Venter, Magda Viljoen, Louise Zaaimann.

3. **CONFIRMATION OF AGENDA**:
   The circulated agenda was accepted and confirmed.

4. **CONSTITUTING:**
   The required notice had been given, and the meeting was duly constituted in terms of the Financial Agreement and Company's MOI (20% of the Members to be in attendance or by proxy).

   The list of voting members was published on the HPP website prior to the AGM.

   Quorum
   - Membership total: 256
   - New Members Admitted (during period): 3
   - Required (20%): 52
   - Members in attendance: 33
   - Proxies received: 36

   A quorum was confirmed in accordance with the HPP's Memorandum of Incorporation and the meeting proceeded.

5. **APPROVAL OF MINUTES OF THE 2025 AGM**:
   The minutes were approved for the 2025 AGM held 4 September 2025. Proposed by Mr J van Niekerk and seconded by Mr E van Staden.

6. **MATTERS ARISING:**
   Mr Rauch noted that there were no matters arising from the previous meeting.

7. **CHAIRPERSON REPORT:**
   (The Chairperson Report is available on the HPP website https://hpp.org.za/agms/2026-annual-general-meeting/)

   The Chairperson, Mr Leon Rauch, presented the report for the period 1 July 2025 to 30 June 2026. The report and supporting information are available on the HPP website.

   The Chairperson outlined the following matters:
   - Governance and financial management: The 2025/2026 annual financial statements had been audited, with no audit findings reported. The Board continued to focus on the responsible use of HSRA property owner contributions. Overstrand Municipality representatives were appointed to the Board as observers in March 2026.
   - Service providers: Following a formal procurement process for the new HSRA term, five-year operational contracts were entered into with Fidelity-ADT for public safety services, WCC Technologies for the surveillance network and CCTV infrastructure, and Iphupha Cleansing Services for supplementary cleansing.
   - Control Centre: HPP relocated to new premises in Hermanus Industria. The new control centre was officially opened in November 2025 and provides an improved environment for CCTV monitoring, incident management and communication with field teams. The transition was completed while maintaining operational continuity.
   - HSRA term and community engagement: 2025/2026 was the first year of the second HSRA term, which runs until 30 June 2030. Continued investment in surveillance infrastructure and engagement with Overstrand Municipality, SAPS and other safety partners were noted. HPP also assisted with the opening and closing of Swallow Park.
   - Operational activities: The Executive Officer, Ms Marcia Bown, reported that HPP provides a 24-hour public safety presence through vehicle, foot and bicycle patrols, CCTV monitoring and incident response, in cooperation with SAPS, Overstrand Law Enforcement and other safety partners. HPP remains supplementary to statutory law-enforcement agencies.
   - Incidents and cleansing: A total of 5,069 incidents were reported: 2,406 crime prevention incidents (48%), 1,588 public assistance incidents (31%) and 1,075 crime related incidents (21%). HPP removed 18.3 tonnes of waste from the Cliff Path surrounds and undertook regular cleansing, with additional resources deployed when required.
   - CCTV and patrols: HPP reported 162 cameras across 84 sites. Four new sites were added during the year, including the control room, two sites in Westcliff and Kwaaiwater Road, with additional cameras at Swallow Park. Coverage includes residential areas, the CBD, entrances and exits, and identified crime and safety hotspots. Thermal surveillance supports night-time monitoring and infrastructure-theft interventions. The Mobile Safety Kiosk was used at appropriate locations.

- Public space mandate: Members discussed begging, informal trading, unregistered car guards, informal waste collection, temporary shelters, homelessness and vulnerability. Ms Bown explained that HPP operates within its mandate and legal framework, monitors and engages where appropriate, and reports or refers matters to the relevant authorities and organisations.
- Looking ahead to 2026/2027: Priorities include maintaining and improving public safety, CCTV operations and cleansing; continued cooperation with SAPS, Overstrand Law Enforcement and other safety partners; coordinated festive-season planning; support for responses to emergencies and major incidents; and maintaining sound governance, financial management and compliance.

8. **CONSIDERATION OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2026:**
The audited annual financial statements for the year ended 30 June 2026 were presented for consideration. The Chairperson reported that no audit findings had been raised.

The cash position was reported as follows:

- Opening balance at 1 July 2025: R4,422,808
- Closing balance at 30 June 2026: R2,970,041
- Expenditure on surveillance infrastructure and the new control centre: R1,235,281

Members were reminded that the Financial Agreement requires HPP to maintain a reserve equivalent to two months' revenue: R1,838,547 for 2025/2026 and R1,930,474 for 2026/2027. The monthly 10% retention is a bad-debt provision, with Overstrand Municipality undertaking an annual reconciliation and refunding HPP accordingly.

Proposer: Mrs A Wright *Seconder*: Mr H Niemand

Resolution:
"It was ***resolved*** that the audited financial statements for the year ending 30 June 2026 be approved."

Outcome:
The resolution was passed by a majority vote through a show of hands.

9. **APPROVAL OF IMPLEMENTATION PLAN AND BUDGET FOR 2027 | 2028:**
The 2027 /2028 Budget and Implementation Plan are available on the HPP website: https://hpp.org.za/agms/2026-annual-general-meeting/. Budget must be read in conjunction with the Implementation Plan.

The proposed Implementation Plan and Budget for 1 July 2027 to 30 June 2028 were presented by the Executive Officer and Chairperson. The HSRA vision is to create and maintain a safe, clean, caring and sustainable environment for residents and visitors. Its purpose is to improve the public environment, deliver supplementary municipal services as determined by the community in consultation with Overstrand Municipality, and give effect to that vision.

The implementation plan was presented under three milestones:

- Milestone 1 – Management and Control: monthly newsletters to ratepayers through WhatsApp, email and the HPP website; regular local press articles; and submission of the annual financial statements, annual report and AGM minutes to Overstrand Municipality and members.
- Milestone 2 – Safe Environment: optimise appropriate camera technology; involve ratepayers in developing local CCTV deployment plans; maintain flexibility in security-provider resources; and support collaboration between SAPS, municipal law enforcement, other SRAs, watch groups and private security companies.
- Milestone 3 – Healthy and Clean Environment: promote community clean-up events, encourage businesses to maintain properties and improve the sense of place, support agreed Cliff Path Management Group initiatives, and provide ad hoc support for localised litter problems.

The proposed budget estimates HSRA income of R12,111,308, a 10% bad-debt retention of R1,235,450 and HSRA rate income of R11,119,050. Total expenditure was presented as R12,121,554 excluding VAT, including public safety services, CCTV management, supplementary cleansing, administration and other projects.

The Executive Officer advised members that, following circulation of the AGM pack, an error had been identified in the *CCTV Management – Technical Support and Maintenance* cost, where the previous period's service provider rate had inadvertently been used instead of the current rate.

The corrected figure resulted in a change in the reported operating result from a surplus of R27,915 to an operating deficit of R10,245. Members were advised that the correction did not change the overall levy required from HSRA ratepayers.

The revised budget was made available to members and superseded the version previously circulated. The correction was noted, and the revised budget was presented for consideration and approval.

The Chairperson and Executive Officer answered questions from members on cash flow and reserves, integration with the Municipality's surveillance system, patrols outside the HSRA boundary, cleansing responsibilities, littering, dog-related concerns, waste collection practices and operational performance metrics.

Proposer: Ms S Taylor
Seconder: Mr J Bristow

Resolution:
"It was *resolved* that the Implementation Plan and Budget for 2027/2028 be approved."

Outcome:
The resolution was passed by a majority vote through a show of hands.

HERMANUS SRA BUDGET 2027 / 2028		
		Notes:
KEY ASSUMPTIONS USED	**2027/28**	
Annual levy increase	6.7%	1
Annual cost inflation (other than ADT)	6%	2
ADT annual increase	5%	3
Bad debt provision recovery (percentage of prior year's retention)	75%	4
Interest received on 2 months levies held in reserve	6%	5
OPERATING INCOME AND EXPENSES		
INCOME		
Levies received	12,354,500	
Less Retention for Bad Debt (10%)	(1,235,450)	
Rate - HSRA	11,119,050	
Retention Rebate Recovered	868,713	
Other income		
Donations, insurance claim, other		
Interest	123,545	
Total Income	**12,111,308**	
EXPENDITURE		
HSRA ADMINISTRATION		
HPP EO consulting fee	681,156	
Administrator / Consultancy / Legal Fees	8,784	
Insurance	72,592	
Accounting Fees	42,241	
Bank Charges	5,120	
Auditor / Secretarial Fees	16,317	
Control Room Property Rental	272,494	
Rates and electricity	106,000	
Incident Desk - Online Reporting	92,294	
Subsciptions (LPRs, email, website)	107,519	
Expenses (meetings, AGM, staff refreshments)	46,424	
Marketing and Communications	17,536	
Postage	11,345	
Stationery	7,786	
Security	4,634	
Staff welfare	3,093	
Repairs and other charges	39,326	
Telephone (Fixed lines & VOIP)	28,273	
Sub-Total	**1,562,934**	
PROJECTS		
Public Safety & Monitoring		
Public Safety & Crime Prevention Management (Public Safety Officers, Response Vehicles, CCTV Monitoring)	9,150,750	
CCTV Management (Technical Support and Maintenance)	674,160	
Public Safety related Social Upliftment Toilet Rental Management	54,775	
Clean Environment		
Cleansing Management	653,935	
Cleansing & Environmental Projects	25,000	
Sub-Total	**10,558,620**	
AGGREGATE OPERATIONAL EXPENDITURE	**12,121,554**	
Operational Surplus / (Deficit) for the year	(10,245)	
CAPITAL EXPENDITURE		
CCTV Replacement and Expansion	200,000	
Control Room IT Infrastructure & Equipment	20,000	
	220,000	
CASH POSITION		
Opening Cash Balance (estimate)	2,598,715	
Surplus/(Deficit) for the year	(10,245)	
Movement in net current assets/liabilities		
Capital expenditure	(220,000)	
Closing cash balance	2,368,470	
Required Retained Balance (2 months levies received)	2,059,083	
Operational cash surplus	**309,386**	

Notes on assumptions:

1 Guidance received from Overstrand Municipality
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 Conservative estimate based on past experience.
5 Interest on cash investments based on estimated average attained in past years

10. **APPOINTMENT OF AUDITORS**:

It was proposed that PragmaKonsult be reappointed for the audit of financial year 2026/2027.

The appointment of auditors was presented for approval.

Proposer: Mr P Doble
Seconder: Ms S Taylor

Resolution:
"It was *resolved* that PragmaKonsult be appointed as the auditors for the year."

Outcome:
The resolution was passed by a majority vote through a show of hands.

11. **APPROVAL OF AUDITOR'S RENUMERATION**:

The payment of R14,850 to PragmaKonsult was proposed.

The remuneration for the auditors was presented for approval.

Proposer: Mr S Otto
Seconder: Mrs F Koegelenberg

Resolution:
"It was *resolved* that the auditor's remuneration be approved."

Outcome:
The resolution was passed by a majority vote through a show of hands.

12. **ELECTION OF DIRECTORS**:

In line with the MOI 12.1.7 As required by item 5(1)(b) of Schedule 1 of the Act, at least 1/3 (one third) of directors shall resign every year at the AGM but shall be eligible for re-election.

The meeting was advised that the following directors were resigning:

- Ms Ann Wright – available for re-election.
- Mr Peter Doble – not available for re-election.
- Ms Fransien Koegelenberg – not available for re-election.

Ms Ann Wright was re-elected to the Board following a proposal by Mr R Stanway and seconder Mr P Marais.

Mr Peter Doble and Ms Fransien Koegelenberg were thanked for their service to HPP. The meeting recorded appreciation for outgoing directors.

13. **ANY OTHER BUSINESS**:
Members raised questions and comments on public space safety, cleansing, waste and litter management, the respective responsibilities of HPP and Overstrand Municipality, and the coordination of public safety services.

The Executive Officer explained that HPP provides supplementary services within its approved mandate and works with the Municipality, SAPS and other relevant partners. A member congratulated HPP and its team on their work.

14. **CLOSURE:**
There being no further business, the Chairperson thanked all present for their participation and declared the meeting closed at 16:54.

An audio recording of the AGM is available on request. Email info@hpp.org.za.

Prepared by:

Marcia Bown

Executive Officer – Hermanus Public Protection NPC

Date: 15 October 2026

HPP NPC AGM 2026 Minutes Approved by the Chairperson:

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Mr Leon Rauch
Chairperson of the HPP NPC Board
Date: 2 November 2026