

**Hebra Committee Monthly Meeting – Minutes as at meeting 04 February 2020
19H00 at Malagueta, Edenvale.**

Attendance:

1. Andrew Chester – AC
2. Rosie Lemos – RL
3. Caryn Myers – CM
4. Steven Pfeifer – SP
5. Hayley Pfeifer – HP
6. Leigh Gush – LG
7. Brett Blackler – BB
8. Linda Blackler – LB
9. Kyle Smith – KS
10. Germano Rodriques – GR

1. Meeting Opening

1.1 Welcome - AC

1.2 Apologies:

1. Lucia Altini
2. Marta Silva Nel

1.4 Matters, arising from Members, not on the Agenda:

1. None

2. Matters for Discussion

2.1 Finance

- 2.1.1 Update on Contributors:
 - a. AC & CM stated that HEBRA has had a few additional levy payers over the past 3 months, and current levy-payer rate is 40% of the community.
- 2.1.2 Current status update:
 - a. AC stated that Mamba is willing to assist more actively in levy payer sign-ups and are actively speaking to HEBRA residents when they approach them for security sales. AC to request Mamba to send all new contributor information to committee.
 - b. AC stated current debt (owing amount) with Mamba is down from R138 000.00 to roughly R42 000.00 after next payment cycle in February.
 - c. AC stated that Lucia Altini will be stepping down from the committee, therefore AC will be taking the committee treasurer role to stabilize finances, until a new treasurer is appointed out of the committee.
 - d. Treasury portfolio to consult with housing association financial planners and auditors, to provide financial budgeting, planning and auditing services for HEBRA community treasury.
- 2.1.3 Matters for Committee Approval:
 - a. None

2.2 Maintenance

- 2.2.1 Current Significant Issues
 - a. AC stated that a maintenance worksheet has been created by reviewing the enclosure entrances, lockable gates and the fences which surround the area.
 - b. The worksheet consists of maintenance which need to be completed. Quotes to maintain the area and complete the worksheet has been obtained. Community involvement, and local suppliers were requested, however none responded. Therefore, an external party was requested to provide the quote.
 - c. AC Stated the gates at St Andrew's road have already been repaired as they were used to obtain entrance to the area, which lead to a recent robbery.
 - d. AC stated the maintenance worksheet amounted to R12 500.00 to complete.
- 2.2.2 Nonsignificant Items:
 - a. None
- 2.2.3 Matters for Committee Approval:
 - a. AC lobbied committee to approve the R12 500.00 expense, to repair current list of items requiring maintenance. AC stated there is currently enough funds in the treasury to go-ahead without any additional fund raising.
 - b. Committee unanimously approved the expense. AC to give contractor the go-ahead.

2.3 Security & Legal

- 2.3.1 Current Significant Issues
 - a. AC stated that recent crime stats & burglaries indicate that crime rates are increasing in the area.
 - b. Committee members raised significant complaints and issues about Mamba's guarding & armed response services effectiveness. Effectiveness and visibility, especially around control centre response, and response officer timing effectiveness, were raised.
 - c. CM raised the fact that Mamba reaction vehicles use to be stationed in the park, however, are no longer being seen in the area & it seems that there is only one vehicle for the HEBRA area, being shared by another area.
 - d. AC stated that a meeting had been scheduled with Mamba MD for 6th February, all issues to be raised during the meeting and feedback will be provided in the next committee meeting.
 - e. AC introduced the committee to the HEBRA Guarding & Security projects:
 - a. CCTV Project – A community CCTV project being a modular, scalable CCTV project to provide security monitoring within the public areas and roads in the HEBRA area. Quotes and Ekurhuleni Council permissions are being requested, whilst project is in planning. Committee will be provided with

feedback once all info is gathered, including atleast 3 quotes for the system and installation.

- b. Wireless Project – to be a second phase to the CCTV project, to begin providing community-based wireless internet connectivity to levy payers and subscribers. Financial and operational model to be determined, however will only be explored once CCTV project is finalized.
- c. Guarding Project – community-based patrol guards, with emergency communication/intercom points in public spaces. Project to be reviewed and quotes from private security companies to be obtained during 2020.
- f. Road Impact Assessment & Enclosure renewal:
 - a. LG finalized renewal requirements with Ekurhuleni City Council.
 - b. LG stated that next steps are:
 - i. Section 45 meeting to be scheduled with planning committee
 - ii. Once Section 45 go-ahead has been obtained, city planning meeting to be schedule whereby AC and CM need to represent the enclosure and requirements.
 - iii. Once above meeting approval takes place, enclosure is renewed.
 - c. AC and CM requested that LG obtain requirements for Section 45 and planning meeting and submit requests to schedule required meetings with council. Dates and requirements to be confirmed at next committee meeting.

2.3.2 Matters for Committee Approval:

- a. None

2.4 Communication

2.4.1 Current Significant Issues

- a. Newsletter & Website:

- a. Marketing team stated that Q1 HEBRA newsletter will be distributed electronically and in print, during February 2020.
- b. Website has been finalized, including content. Committee agree all communication will be posted on social media, as well as website – including HEBRA forms and data.

2.4.2 Matters for Committee Approval:

- a. Signage & Notice Board:

- a. Committee agreed to erect a new notice board in the park, to be used to display HEBRA notices as well as local business adverts.
- b. Cost for board will be R8 500.00 including installation, to display A2-sized adverts and notices. RL and team has determined that A2-sized business adverts will be costed at R500.00 per advert, per month, resulting in R5 000.00 revenue per month. Therefore board will be paid in 1.5 months, resulting in a greater return on investment once paid.
- c. CM to draw advertising and rights contract for the board to be erected and utilized.

2.5 Events

2.5.1 Current Significant Issues

- a. Committee reviewed Events Calendar for 2020 & approved it.
- b. Committee stated events calendar to be included in Q1 Newsletter.

2.5.2 Matters for Committee Approval

- a. None

2.5.3 Funding & Budget

- a. RL stated that events funding will be taken from current events float amount (currently valued at R1 500.00), and a percentage of all further event fundraising, however most events are paid and sponsored by committee members, and funds are raised appropriately. Therefore no specific budget is required.

2.6 Road Group Feedback

2.6.1 Current Significant Issues

- a. Committee has been requested to raise the issue of the street lights in St Andrew's road not working. AC to raise issue with ward councilor.

- b. Street groups have requested that a recycling initiative to be established in HEBRA. Committee will investigate and determine best way forward.
- c. St Joseph road residents have requested that their side of the Hurlyvale park be mowed and cleaned, as it has not been cleaned for several weeks and is leading to vagrants hiding in the long grass. Committee members to raise problem with city council and ward councilor.
- d. Street group captains to be reviewed and ensure they are active.

2.7 General

- 1. Committee Participation & member portfolio's
 - a. AC stated that all committee members must be part of a committee portfolio, such as finance, security etc. If a committee member does not actively take part in a portfolio, and attend at least 5 meetings in a year, they will be removed from the committee. Communication regarding this will be posted by AC and CM, and members will be given one calendar week to request portfolio participation.
- 2. Private mowing of the Hurlyvale park:
 - a. Committee members raised an issue that the private mowing of the Hurlyvale park is causing the city council to not clean and take care of the municipal, public park as the Ekurhuleni council workers protest the work taking place. However, the private mowing is only taking place around streets which “contribute” to the mowing team. Therefore, not the entire park is being cleaned and taken care of – this is leading to more vagrants moving into the park and using the long grass as hiding spots to stage robberies from.
 - b. Committee members acknowledged this problem, and requested that a discussion with the city council, ward councilor and the private mowing team take place. This will be done to ensure that the park is cleaned and taken care of as all residents already pay rates and taxes to the municipality, which includes the council taking care of the park. KS to talk to private mowing team, AC to talk to ward councilor to ensure council participation.
- 3. Preliminary AGM date was agreed to take place on 24 October 2020. Meeting location to be determined.
- 4. AC requested committee members to raise any additional issues or points of discussion. None were raised.

3. Meeting Finalization

- 3.1 Review actions to be taken:
 - a. As per minute points above.
- 3.3 Next meeting scheduled for Tuesday, 3 March 2020 at 19H00. Location to be confirmed closer to date.
- 3.4 AC closed the meeting 21H20, and thanks all attending members.