



OUDE WESTHOF MASTERS HOME OWNERS ASSOCIATION

CHAIRMAN'S REPORT

MAY 2021

1. REPORTING PERIOD

This chairman's report covers the period May 2020 to April 2021.

2. OFFICE BEARERS

Chairman: Werner Greeff

Trustees: Emile Terblanche (Communications)
Ignatius Hagglund (Financial)
Lara-Jane Pretorius (Legal)
Morne Viljoen (Security)
Heinrich Priem (Environment)

3. INTRODUCTION

The Trustees are tasked to oversee the management and control of the business affairs of the Oude Westhof Masters Home Owner's Association (OWMHOA), on behalf of all the members and in accordance with the Constitution and the Rules and Regulations that apply. Our Constitution as well as Rules & Regulations are registered with Community Schemes Ombud Service and certificated by them as compliant and enforceable.

We have a good working relationship with our appointed managing agents, who are contracted to manage the affairs of the Association for the benefit of the members. Regular Trustee meetings and frequent email and telephone communication between Trustees and Managing Agent encourage an environment where challenges are addressed, and projects are initiated and executed efficiently as well as service delivery is the number one priority.

The Trustee committee also regularly communicates with other interested parties and service providers to facilitate close co-operation in the interest of all residents. The Trustees serve as the oversight body between the members and the managing agent for the efficient management of the day to day administration of the business of the OWMHOA and monthly management reports are presented to the Trustees.

We encourage members to become actively involved by serving on the Trustees to "be the change you want to see" for the benefit of the residents and the greater suburban area of the VRH and Oude Westhof Valley. If you want to join our committed team please make contact with Anel at managing agents who will refer you to me and we can discuss what current roles can be complimented by your participation.

4. COMMUNICATION

The trustees keep the members informed through quarterly newsletters, bulk emails, our web page as well as Facebook page and this past year a WhatsApp Residents Group as well as Security Emergency Group for members was also started and is managed by the Chairman and other trustees. If you are not aware of these groups then please partake and join on WhatsApp through the group link.

Very little feedback is received following newsletters but we have had compliments from members regarding the quality and format. I am convinced however that the frequent newsletters have increased the awareness of the state of affairs and happenings in Oude Westhof which reduces the need of members to make enquiries.

We are also working on a subscription based MailChimp system for direct delivery to members and please subscribe on website to receive the quarterly newsletter via MailChimp. Our newsletter does not cost us anything currently and our communication Trustee compiles and edits the content. If you have contributions please feel free to email them to the Trustees via Anel at the managing agents.

Our website www.oudewesthof.co.za is also a source of good and relevant information and the platform was updated during March 2019 to facilitate ease of use and downloading documents. The website also has a functionality through which members can communicate with the Managing Agents and if an enquiry is received it is immediately channeled to the relevant trustee to handle.

5. SECURITY

Security remains the number one priority of the OWMHOA and the majority of our levy income (68%) is used for that purpose. The back fence is proving to be a successful deterrent and upgrades of adding more earth loops and flashing red lights were done to the entire fence. Further upgrades were installed in order to have 24/7 power supply in anticipation of longer periods of load shedding, that in all likelihood will happen during the years to come and we can confirm that our electric fence is now load shed free and not affected by power cuts as well as that it can be controlled remotely via Cellphone application.

An automatic spotlight activation system was also installed that will activate only when the back electrical fence alarm is triggered and which will be visible for the ADT patrol guards as well as trigger a signal to the patrol car that it has been activated and a reaction protocol has been put in place. The fence is also maintained monthly by service providers in order to be in optimum state of readiness as security barrier.

The Automatic Number Plate Recognition camera system is still fully operational and frequently tested and cameras are on a service agreement for monthly maintenance thereof.

Following on the success of the LPR system we decided to install further LPR's as well as oversight cameras in the suburb and to shift our expenditure on security into the suburb as the back fence drew a disproportionate amount of the security expenses. We have therefore installed another LPR camera on the Cheninblanc/Blanc de Noir crossing. The Wi-Fi communication systems are maintained and realigned every three months and remain connected to Welgemoed Safe for 24/7 monitoring.

For the 12 months reporting period, there were no housebreaking or robbery in our Estate. This in stark comparison to the other Northern Suburbs who some average 20 break-ins per month. We are confident that the Boundary Fence and LPR camera system, foot patrols and patrol car will remain a positive deterrent in future.

6. ENVIRONMENT

We all endured the lockdown period and could visually see afterwards what it looked like when no maintenance is done for an extended period of time. Immediately after lifting of the lockdown we embarked on a cleanup process for the greenbelts as well as the back fence security area which was overgrown with weeds and tripping the fence frequently. Trustees made inventory of all the trees that died during draught and in total 15 trees died which we had pruned away, ready to be removed in July 2021 when new replacement trees will be planted in conjunction with a council donation of replacement trees. We have received Municipal consent to start watering again and watering of the trees, gardens and circle was resumed.

The greenbelts are still looking neat and tidy and are a great asset for the neighborhood despite the Covid pandemic and resultant lack of service delivery. The Riesling greenbelt and Riesling dam is well maintained by the Valley NPC and the Eden garden worker designated to the park..

Our walkways and sidewalks are regularly trimmed and weeds sprayed by private contractor and the greenbelts are cut every 6-9 weeks by Council Contractor as well as our own two gardeners when Council Contractor takes too long.

The Trustees are in constant communication with Council to ensure service delivery to the greenbelts and our service contractor, Eden Garden Services are doing a great job at maintaining the parks to a standard that ensures our enjoyment thereof.

7. VRH VALLEY NON-PROFIT COMPANY

OWMHOA has become a member of the newly formed VRH Valley Non-Profit Company in August 2019 as mandated by the members on the 2019 AGM. The shareholder members of the NPC are OWMHOA, VRHHOA, Kanonberg Estate, Welgedacht, De Uitkeijk HOA and PVRA and we are contributing monthly levies for the day to day running thereof.

As member of OWMHOA Trustees, I was nominated and was re-elected as the Chairman of the VRH Valley NPC by the Directors for a second consecutive year.

I can report that the community is being served and benefitting greatly by having a joint forum to engage Council and demand service delivery as well as by the various community projects that have been launched by the NPC such as:

- the middleman maintenance project where it was cleaned up and islands built,
- the monthly Riesling Park maintenance of permanent worker cleaning and cutting the park.
- the pruning of trees and bushes in area in order that vagrants can't hide in the shadows.
- the monitoring of the Magic Forest CCTV cameras.
- administrating the rangers in Magic forest.
- The monthly rubbish cleanups by contractors.
- The installation and monitoring of LPR and CCTV cameras at bottom of Van Riebeeckshof Road.

All these go unnoticed and expected by the public as the norm but I can confirm that without the Valley NPC the change in the standard of the Valley area will be immediately noticed as Council is challenged by budgetary constraints, staff issues and slow performance of service delivery requests.

8. BUILDING / ARCHITECTUAL

If members are ever in doubt about the processes to follow during building or alterations, the Managing Agents are available to provide guidance on the process to be followed. Guidelines are available on the revamped website for easy reference by members. We still find that members embark on alterations without the necessary building plans and approvals.

To prevent headaches afterwards members are encouraged to make sure about the rules and guidelines applicable before embarking on any project. If you sell and the plans are found not to be representative of the as built position then clearance certificate may not be issued until new plans have been lodged and approved by controlling Architects as well as Council which will delay your transfer process.

The Rules and Regulations as guide are registered with the CSOS Ombudsman and Council who both issued a registration certificate and which is available for viewing on our website.

Our environment is nearly built up and only a few empty erven remain in our suburb and as such the trustees have shifted their priority towards ensuring that alterations to current properties are done according to the prescribed guidelines to ensure the standard of design and I thank our inspectorate service for insuring that our design standards remain high and compliant to the rules, thus ensuring that our respective house values remain high to the benefit of all that reside here.

9. MANAGING AGENT

Nolands Incorporated, our Managing Agent handles all administrative matters of the OWMHOA. We are satisfied with the service level and the collaboration between the OWMHOA and Nolands and have re-contracted with them for another two-year period from February 2020 to end of January 2022.

10. FINANCES

The audited Annual Financial Statements is under scrutiny of our financial Trustee and I refer you to his report as part of the AGM pack. We operate within budget and the financial management is in accordance acceptable auditing and accounting practices and handled by the managing agents who are themselves Auditors and who monthly report to the trustees regarding the income and expenses and balances in accounts.

The financial policy adopted by the OWMHOA dictates that at least 3 months' worth of expenditure is kept in reserve. This amounts to ±R500,000 to be kept in reserve and we have managed to amass that amount as well as surplus for capital reserves and projects.

The breakdown of the % expenditure spend attributable to our four expense groups for the current 2021 financial year actual spend were as follows:

• Security	68%	R 1317 904
• Administration	15%	R305 597
• Environment	16%	R311 415
• Inspectorate	1%	R21 900
Total spend	100%	<u>R1 956 816.00</u>

Total Income generated form levy and interest amounted to	R2 054 790.00
Operating Surplus	R97 974.00

Cash equivalents:

Current Account	R162 199
Building Deposits	R172 332
ABSA Investment Acc	<u>R593 173</u>
Total	<u>R927 704</u>

11. ACKNOWLEDGEMENTS

Oude Westhof is often used as an example of a model neighborhood by our Ward Councilor Andrea Crous and is frequently a topic of discussion at Council meetings as to how citizens contribute towards their own area's standard and upkeep and interact with Council regarding building standards as well as management of public open spaces.

This can only be attributed to a well-functioning Homeowners Association and good relations between management, Trustees, members and Council. Therefore my acknowledgement and sincere appreciation goes to the trustees for their selfless service and commitment to the OWMHOA. A lot of precious private time is sacrificed and offered by the individuals to ensure the well management of the affairs of OWMHOA and to assist in making our neighbourhood a sought after, pleasing and safe one to live in.

Our managing agents diligently and efficiently perform the tasks of day to day management which also contributes greatly towards the stability of our association and the interaction between members and the managing agents have improved and they are also frequently complimented and I thank you for your services.

A handwritten signature in black ink, appearing to read 'Werner Greeff', with a large, stylized initial 'W' and a long, sweeping flourish extending to the right.

**WERNER GREEFF
CHAIRMAN 2021**