



OUDE WESTHOF MASTERS HOME OWNERS ASSOCIATION

CHAIRMAN'S REPORT

MAY 2024

1. REPORTING PERIOD

This chairman's report covers the period March 2023 to end Feb 2024.

2. OFFICE BEARERS

Chairman:	Werner Greeff (Architecture & Rules)
Trustees:	Christiaan Barnard (Financial) Stephanus Pretorius (Environmental) Des Geyle (Environment) Morne Viljoen (Security: ADT and Back Fence) L Badenhorst (Security: Cameras and Members concerns) Robyn Viljoen (Communications) T Le Roux (Compliance & Rules)

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 as well as with Council.

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, Facebook and WhatsApp Residents Group as well as Security Emergency Group for members 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.

Our newsletter is compiled by our communication Trustee and whom also edits the content. If you have contributions please feel free to email 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 is constantly updated 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 (52%) of our levy income is used for that purpose. The fence has 24/7 power supply and our electric fence is load shed free and not affected by power cuts as well as that it can be controlled remotely via Cellphone application.

The fence is 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.

ADT is our estate contracted security provider as Neighbourhood patrol and members are urged to use them as their primary armed response as there is a rebate negotiated with ADT for members.

The following projects were completed in the 2024 year of administration:

BACK FENCE:

1. Upgraded both Electrical cables to both Fence Energizer Field stations to latest Electrical standards.
2. Quarterly Maintenance checks & testing done on Back-up Inverter systems connected to Field stations.
3. Full Maintenance checks & testing done on Security Floodlights.
4. Monthly Maintenance checks & testing on-going on Electrical Fence.

CCTV Systems:

1. 4 x Overview cameras upgraded to new Human Detection cameras.
2. 3 x Overview camera's installed (Riesling, Chenin Blanc, Rose Close)
3. 1 x New Thermal CCTV camera installed at Riesling.
4. All camera's connected to Control room for 24/7 monitoring & recording.
5. 2 x CCTV positions will be identified and be installed in next upcoming 2/3 months.
6. Critical CCTV cameras connected to back-up power systems.

ADT:

1. Full upgrade of a new ADT HUT at Shiraz Park/Green belt.
2. 24/7 AR vehicle on-going
3. Night shift Foot patrol guards on-going from 6PM to 6AM
4. Previous day shift Foot patrol guards still omitted as CCTV technology been implemented instead.

6. ENVIRONMENT

We have Municipal consent to water the trees, gardens and circle and all beddings are in good state. The greenbelts are still looking neat and tidy and are a great asset for the neighborhood despite the lack of service delivery. The Riesling greenbelt and Riesling dam is well maintained by the Valley NPC.

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.

The following projects were successfully completed during the 2024 year:

- 1) The Owl Box installation project was completed by installing 4 owl boxes at various locations.
- 2) The Shiraz Park Fynbos area was cleaned and cordoned off.
- 3) The irrigation system was upgraded by installing a new line from station to circle and regular fixes to leaking pipes. This is an ongoing project as our system is past its shelf life and needs upgrade.
- 4) FULL clean-up project approved and executed at back electrical fence. Overgrown trees, branches cutting, removal of all that was cleared.
- 5) Storm damaged trees cut down and removed and new trees replanted.

7. VRH VALLEY NON-PROFIT COMPANY

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

As member of OWMHOA Trustees 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 as well as at top at Pontac as well as VRH Spar Robots.

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 2023 to end of January 2025.

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 stipulates that we keep surplus in reserve as contingency planning. We have managed to amass 5 months budgeted expenses for contingency reserve surplus funds as per the audited statements.

The breakdown of the % expenditure spend attributable to our four expense groups for the current 2024 financial year were as follows:

- Security 52 % R 1 033 462.00
- Administration 16,94 % R 333 940.00
- Environment 20,05 % R 395 109.00
- Inspectorate 1,56 % R 30 400.00
- VRH Valley NPC 9 % R 177 408.00

Total spend 100% **R1 970 319.00**

Total Income generated form levy and interest amounted to	R2 248 437.00
Total Expenses	R1 970 319.00
Operating surplus for the 2024 year upgrades)	R338 135.00 (For Camera installations &

Cash equivalents:

Current Account	R149 200.00
Building Deposits	R182 332.00
ABSA Investment Acc	<u>R881 316.00</u>
Total	<u>R1 213 886.00</u>

11. ACKNOWLEDGEMENTS

We have a well-functioning Home Owners Association and good relations between management, Trustees, members and Council. Therefore, my acknowledgement and sincere appreciation goes to the trustees for their service and commitment to the OWMHOA. A lot of precious private time is sacrificed and offered by the individuals to ensure the management of the affairs of OWMHOA and to assist in making our neighborhood 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 stylized flourish at the end.

**WERNER GREEFF
CHAIRMAN 2024**