



115 ST FRANCIS DRIVE,
ST FRANCIS BAY,
6312
Tel: 042 294 0594
Email: contact@sfbresidents.org
Website: www.stfrancispropertyowners.co.za

PO Box 18,
St Francis Bay,
6312

**ST FRANCIS PROPERTY OWNERS NPC DIRECTOR'S BOARD MEETING
Monday 3rd September 2018**

Present:– W Furphy (WF); G Vorster (GV); P Pezarro (PLP); G Miller (GM), Mick Scheckter (MS); L Aitken (LA); Craig Northwood (CN), Deon Pienaar (DP);

1 Welcome

WF welcomed all.

2 Apologies

P Mountford (PM); Chris Gray (CG);

3 Confirmation of the Previous Minutes

GV proposed seconded by CN.

4 Matters Arising from the Previous Meeting.

None

5 SRA Application to Kouga:

The Finance Agreement needs to be signed by both KM and SFPO NPC. WF has followed this up with the KM and is assured it will be ready soon.

The NPC needs to submit an invoice for payment of the SRA Levy funds collected to be made by 15 September. WF will call the MM to get the required reconciliation to enable us to produce the invoice. No monies will be held back in the event of possible litigation.

Past chairman of the SFRA Hilton Thorpe has approached the Concerned Residents Association (CRA) which is planning litigation against the Kouga Municipality to try and facilitate discussions between them and the SFPO. This was rejected by the CRA. The SFPO will always remain open to dialogue, and WF will continue to look for ways of opening informal discussion. The SFPO have been advised by the CRA that they will not meet without their legal advisors being present. The concerns raised by the CRA are unfounded and could be resolved easily if they were prepared to have such a discussion, but such a discussion could only be held "without prejudice".

6 Finance :

6.1 **Statutory** - Nothing to add.

6.2 **Fund Raising** – Nothing to add

6.3 **Financial Reports** – PLP presented the Management Accounts for August

- The actual figures of the levies collected by the KM in July are required by the SFPO NPC to enable it to invoice the KM for payment of monies collected on a monthly basis.
- Effective from 1st July all SFPO NPC overheads will be paid through the Levy fund.

7 Administration – Nothing to add.

7.1 **Banking** – Nothing to add

7.2 **Employees** – Nothing to add

7.3 **Plant, Equipment and Materials** – Nothing to add

8 **Infrastructure**

NPC Projects - GM's Progress Report for August was tabled.

8.1. **Beach – Phase 1**

Nothing to add

Spit – emergency buttress

8.2. 8.2.1. Status

The 30.A emergency authorisation was granted to the KM for the short term protection of the Spit, we have and continue to assist with the pumping of sand onto the beach and we assisted with the formulation and funding of the emergency sand bag buttress. DEDEAT have not extended the 30.A authorisation to cover the proposed works and instead requested the proposal be presented as an amendment to phase 1. This amendment as submitted by the KM ECO was incomplete and was rejected.

The onus is now on the KM to find a solution. They have appointed PRDW to assist with the design of an emergency solution, and it is our assumption the sand bags are not likely to be utilised as it is our understanding both the KM and PRDW plan to use the current authorisation (allowing rock revetments) to complete any emergency works.

To manage public perception we should publicise:

- KM has appointed PRDW to deal with the emergency solution
- We have been told KM has put money aside to deal with the problem
- SFBRHOA is continuing to pump sand onto the beach to assist KM
- SFPO NPC have assisted the KM with the formulation of an emergency plan. This plan remains “on hold” given the rejected amendment application.
- KM will intervene in the event of a breach
- The beach is being monitored on a continual basis
- The SFPO NPC will engage with KM to facilitate action when necessary

It is noted that we are in a partnership with KM and need to know what they are planning and doing in order to work together effectively.

8.2.2. We have our first SRA specific KM-SFPO technical meeting planned for the 19th of September. A log of our issues and events is to be kept and presented at these meetings. We will propose that the KM will chair these meetings and we will minute the meetings. We will prepare a draft agenda. We will propose that these meetings are held monthly. The Technical team will represent the NPC at these meetings.

8.2.3. Sand Bags

Given the current status the SFPO NPC will not raise an invoice to the KM. WF to discuss with the MM how best to deal with this expenditure

8.2.4. Communication with DEDEAT

As the SFPO NPC were simply assisting the KM with the facilitation of an Emergency project that was intended to fall under the 30.A authorisation we are not in a position to correspond directly with DEDEAT and try to resolve any issues. Any further correspondence on this issue should be initiated by KM.

Phase 2 – River, Spit and Beach

8.3.

8.3.1. Design and EIA- funding

As the EIA was never budgeted for in the SRA business plan, the suggested funding sources are:

- Original donations
- KM
- Riparian

8.3.2. EIA Proposals

We have received EIA proposals from all three invited consultants.

An evaluation report has been compiled and circulated to the board. The estimated time until an appointment can be made is 1 month (beginning of October). A preferred bidder has been identified and discussions will commence to address all concerns and identify any possible additional specialist reports which may be required.

Roads

8.4.

8.4.1. SFB Entrance- EAS have begun the design of the SFB entrance

intersection, this project is planned to be completed by 31 November 2018. The Links have been approached and have agreed in principal to contribute to the project.

8.4.2. CBD Upgrade- EAS have been requested to proceed with the design development of the CBD and to provide schematics that can be used in our AGM presentation. The drawings are expected this week and will be circulated to the Links Board.

Security Cameras

8.5.

8.5.1. Project funding – SRA Levy

- Budget R158 333/m
- Estimated cost on revised scope R115 437/m
- An estimated cost for the electricity to be contributed by the KM to be established

8.5.2. Status –

- Application has been lodged with the KM as of the 24th August. Approval could take until the end of September.
- Intersec is preparing the contract between themselves and the SFPO NPC. They have committed to get this to us by the 5th of September for scrutiny and amendments. We plan to have this ready to sign by Mid-September when we expect to have confirmation that the levy is operational.
- A letter of intent is to be prepared subject to Levy payments being

confirmed. The final contract to be signed thereafter.

- WF will meet with Intersec and the MM to discuss their contract which needs to cover all parties if for any reason the SRA is over-turned and the possibility of reverting to the KM for settlement.

8.6. **Sea Vista Pathway**

This R1.5m pathway project, linking the Sea Township to the CBD of St Francis Bay, has been approved by the Kouga Wind Farm Community Trust. We are now waiting on the contract documents between the KM, KWFCT and SFPO NPC. Although this is not an SRA project the SFPO NPC and its Technical team will have oversight of this project.

As this project is within an urban area and is on Municipal land, no EIA is required. The drawings of the project should be displayed at The Spar and on Facebook as soon as possible for public comment over a thirty day period. A printed notice to be prepared for distribution to all neighbouring properties followed up with a phone call.

A Special Resolution as required by the KWFCT, has been drawn up to be signed by Board members resolving that the company will be responsible for the administration, including financial administration of the project and appointing SFPO Committee member Nigel Aitken as project manager.

8.7. **NPC Projects**

- 8.7.1. Storm Water Drains: Nothing to Add
- 8.7.2. Sewerage: Nothing to add.
- 8.7.3. Internet infrastructure: Nothing to Add
- 8.7.4. Cell Phone Infrastructure: Nothing to Add

9. **General**

- 9.2. SFPO NPC Technical team meeting dates: 28th September, 2nd November, 30th November. These meetings will take place the week before the Board meetings in future.
- 9.1. PLP will be away from mid December to mid January 2019 and will not be available for the AGM.

Next Meeting Friday 5th October 2018 – 9am – SFPO office