

MINUTES OF BBRA COMMITTEE MEETING ON 25012022.

**PRESENT:** WAYNE JACKSON(WJ); RICHARD GOULD(RG); ADRIAN DE KOCK(AdK); WENDY LUCAS(WL); LIZ BUNCKER(LB); RENEE BISH(RB); ROB BOYD(RBYD); JORIKA RABIE(JR); PIETER SWART(PS); DORRIENNE MAES(DM); GRAEME MCGILL(GMcG); CAROL CLARKE(CC); KARON SCHOLEFIELD(KS);

**APOLOGIES:** LAURA BROWN(LB)

AdK chaired and welcomed all, explained the reason for the meeting, ie. the election of a NEW CHAIRMAN, VICE-CHAIRMAN & SECRETARY

The following names were put forward for the above positions, namely,

**CHAIRMAN** - WAYNE JACKSON

**VICE-CHAIRMAN** - RICHARD GOULD

**SECRETARY** - DORRIENNE MAES

All were **APPROVED UNANIMOUSLY** to their positions.

**TREASURER** - ADRIAN DE KOCK, remains in this position.

The above 4 positions make up the EXECUTIVE, this circumvents issues regarding banking etc ....

Once the formalities were finalised, the NEW CHAIRMAN, WAYNE JACKSON, presented his views and way forward for 2022, as follows:-

The chair welcomed all the members to the team. Everyone had to see themselves as part of a team serving the community. The emphasis was on **TEAM**

BBRA VISION 2022 & Beyond

Observation Tails, this was not debated as the vision was designed to bring about change

- Ratepayers were unhappy with association

- Ratepayers wanted to be included

- Association image is down

- Association not effective enough

- Association membership is small

- Dictator leadership

- Resistant to change

Observation Heads, were positives that would be set as the platform for the future

- Recognized association

- Established association

- Finance system in place

- Membership system in place

Portfolio system in place  
Strong base to work from  
Diverse knowledge  
Members have a common goal

#### Leadership Style.

Debate, discuss with the community  
Establish an agreed balance between the community and our portfolios  
    We serve the community through our portfolios  
    What is best for the community ito water pipes  
    What is best for the community ito penguins  
    What is best for the community ito safety  
    What is best for the community ito by-laws  
    What is best for the community ito development

#### Inclusion strategy

Improve our membership  
Paid up members (active members)  
Non paid up members (passive members)  
Committee members

Committee meetings

Community meetings

#### **Image**

Make visible our insignia  
Build positive and meaningful relationships  
    Community  
    Ward committee  
    Municipality (by-law enforcement, traffic etc)  
    SAPS, Welfare, other interest groups etc

We need to have good cordial relationships with each other within the committee

#### **Way forward**

We spend 2022 implementing change wrt a best practice for the ratepayers of BB

Prepare our documentation for amendment at the next **AGM, 10122022**.

Alternate between community meetings and committee meetings

Understand the by-laws

Create new partnerships and strengthen old ones

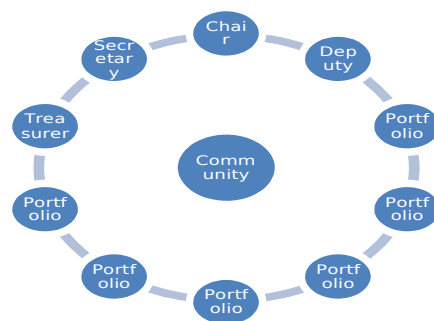
Work on all positive inputs and change negative perceptions and negative narratives

Improve on and use all media platforms

Create a measurement tool for key performance areas

Succession planning encouraged

New concept



Members and Portfolios

1	Wayne Jackson	1	Chairperson(Direction/oversight)
2	Richard Gould	2	Deputy Chairperson(Measurement)
3	Dorriene Maes	3	Secretary(Admin/meetings)
4	Adrian De Kock	4	Treasurer(Finance)
5	Andrew Stoy	5	Neighbourhood Watch (Services)
6	Jorika Rabie	6	Volunteer fire fighters (Services)
7	Elizabeth Cartwright	7	Emergency support services (Services)
8	Graeme Mc Gill	8	Water waist and sanitation (Engineering)
9	Robert Boyd	9	Roads and storm water (Engineering)
10	Wendy Lucas	10	IT/Comms systems (Key link) and to retain her current portfolio
11	Carol Clark	11	Conservation(flora)
12	Karon Scholefield	12	Property and development (Stats & Picture)
13	Pieter Swart	13	Arts and culture (Fungen)
14	Renee Bish	14	Conservation(Fauna)
15	The Fletchers	15	Crassula Hall (Fungen)
16	Laura Brown	16	Tourism/Business (Fungen)
17	CHERYL GLEESON (OVERSTRAND EDUCENTRE)	17	Social development (Complex)

Cheryl Gleeson is the Principal of the Overstrand Educentre, an online school which has been operating in Betty's Bay since December 2020 and has just expanded its doors as from 15122021, by moving into the Tierkloof Centre.

All portfolio principals were asked to develop KPA for their respective portfolios

Set up sub committees if required

List relevant by laws and legislation relevant to the portfolio

Establish a base line as at Jan 22

Establish achievement/vision for Nov 25/Nov 30/Nov 35

Establish key partnership/communication channels that would be used

Establish a succession plan

Establish a record keeping system

### ***Discussion and decision***

***Chlorine:*** There seems to be a shortage and could affect us, ie. water chlorination plants. It was decided that Rob would investigate and report on the situation.

***Date/time for this meeting:*** Could we have it later than 16:30. ***It was decided that we would meet every 2<sup>nd</sup> last Wednesday of the month at 17:00*** at Crassula Hall unless otherwise stipulated.

***Portfolios:*** Those with two caps: It was ***decided*** that ***each member*** would ***carry one portfolio*** and if required a temporary member would be brought into the fold to represent a portfolio.

***Committee/community meetings:*** It was decided that there would be ***committee meetings*** in ***January, February, April, June, August, October, November (function) and December (AGM)***. ***Community meetings*** would take place ***March, May, July, Sep of each year with short committee meet after each of these, if necessary.***

***Ward Committee Reps:*** It was ***decided*** that the ***Chairperson Wayne Jackson*** would ***represent the BBRA*** with ***Liz Buncker as the alternative rep.***

***Chair coms with Committee:*** Gen info/very short decisions or opinion/emergency items: It was ***decided*** that ***the existing WhatsApp group for committee members would be updated and used as communications between members.***

***Communication protocols with Municipality:*** It was ***decided*** that ***principals(portfolio holders) may communicate Directly to section heads within the municipality and CC the Municipal Manager as well as BCC the committee.***

***Extra members:*** Not committee members but members with portfolios in terms of organisational rep or volunteers for an area of importance or interest. ***It was agreed that the operations officer from BBNW would be opted into the committee for the neighbourhood watch and Mark Fletcher would manage the Crassula Hall and the 3 notice boards.***

***Admin:*** Hand over re secretary and scribe: It was ***decided*** that ***Adrian and Karon*** would hand over all their tasks to the ***new secretary, Dorrienne Maes.***

It was ***unclear*** about the ***IT/Communications portfolio*** and the portfolio that Wendy Lucas was overseeing. It was decided that nothing could be left out or ignored and Wendy was asked to relook at how the committee should decide on a way forward.

Richard gave a short talk on the way in which the new measurement systems would be implemented and the reason for the system.

*Meeting adjourned @ 17:55*

*Next meeting to be held on 16022022 @ 17:00, unless advised otherwise.*