



8 May 2018 – Chairman's Report 2018

Dear Oakwood Owners,

Please find below the chairman's report for the estate, covering the period from 1 March 2017 to 28 February 2018.

Finance & Administration

Overall, the estate is in a healthy position financially. The income statement shows that we made a loss of R18,233 for the year, however our cash reserves are healthy with year end bank balances of R238,651.

We also incurred some major capital expenses (primarily improvements to the electric fence) and did long-term maintenance (the repainting of the boundary walls and internal walls), without materially impacting our financial position.

Based on our experience, we have adjusted down the amount required for the painting reserve and we have completely redone the estate budget to more accurately reflect the business of the HOA, and the actual expenses that have been incurred over the course of the past year.

Security

We have operated without a formal security trustee over the course of the year, however Heinrich Brumfield has stayed involved in a consultative capacity, and continues to add huge value to the estate. Thank you Heinrich.

Heinrich is no longer operationally involved, but helps with strategic planning, project management and integration with neighbourhood/valley-wide security initiatives.

I'm pleased to report that we have not had any security incidents in the period under review (besides the New Year's Eve party).

As Oakwood was not designed to be a security estate, there are a number of inherent issues in our "security design". We have been doing our best to improve allround security, primary by focusing on the estate boundary and our detection capability.



To those ends, we've made a significant investment into improving the electric fence, and the guards ability to monitor the status of the electric fence.

We also invested in a number of new cameras (both thermal imaging and low light), which are linked to both on-site and off-site monitoring, and purchased some Watchcon radios to improve the communication between our security team and the neighbourhood security teams.

We have also periodically reviewed the Standard Operating Procedure to ensure that it is effective. Adjustments have been made when/if necessary, and we are doing our best to ensure that SMA guards are monitored and are implementing the SOP.

Our priorities for the coming year are to continue with some key improvements required to the boundary, and to throw our support behind the establishment of neighbourhood monitoring and response service.

I'd also like to take this opportunity to reiterate that Oakwood is not a security estate, and encourage all property owners to ensure that their individual properties are secured, well lit and that they have their own response solution in place.

Gardens & Community

Painting Project

In October & November we painted all of the boundary walls facing onto public property, the internal "erf boundary" walls facing onto common property, as well as the guard house and the storage area on River Walk.

Gielie and his team did an excellent job and were able to do the job significantly cheaper than we were quoted. Going forward we are building a painting reserve and these walls will be repainted as required (probably every four or five years).

Fibre Project

In June 2017 we were approached by a company offering to put a fibre backbone into the estate. Garth Alistoun agreed to work on behalf of the estate to investigate the proposal.

In the end we decided to go ahead with the fibre installation. It will lead to much better internet provision within the estate, but beyond that forms part of a much larger security benefit, as it will allow us to link all of our cameras onto a fibre network and to



share this information throughout the Hout Bay security network (and potentially with the estate residents as well).

It should also enable us to improve our access control system, and make significant cost savings by moving away from the current Telkom based system.

Borehole Project

In response to the current water crisis, and with a view to making the estate more “self-sustaining” into the future, Marie McGregor has been investigating the viability of having a borehole sunk for the estate.

This project is well underway, and all of the initial indications are that the site is very suitable for a borehole, and that we can expect to get very good water yield and quality.

The HOA will need to sign off a special resolution to approve the project, and we expect this resolution to be circulated during May.

Compliance

Frank Holland took over from Robin Alistoun as the compliance trustee. His focus has been on clearing out some long-standing compliance issues, and on putting an improved process in place with respect to compliance sign-off required for the transfer of properties.

To that end, we have engaged with the original estate architects, Peter Frankenfeld from Frankenfeld & King, and agreed a set fee to scrutinise building plans, ensure compliance and to visit the site to ensure that what is on the plans reflects reality.

This should improve the time required to get compliance sign-off, and also ensure that all the properties in the estate stay compliant with the design manual. In the past these inspections were handled by Alan Dorman and whoever happened to be the compliance trustee at that time. We’re confident that having a professional attend to it will result in a better long-term outcome.

Closing

In closing I’d like to thank a few of the people that have really contributed to the estate over the past year:



Gielie Mulder; your attention to detail and hard work is invaluable to the estate. We really appreciate the work you do to ensure that Oakwood continues to operate smoothly.

Christina Giachetti; thanks for all the time and attention you give to Oakwood, and for attending the trustee meetings after hours. It makes a huge difference.

Heinrich Brumfield; thanks for keeping an eye on security and for continuing to devote a lot of your time to ensure that the estate stays safe, and that we continue to work with and communicate with everyone, both inside and outside the estate.

Garth Alistoun; thanks for volunteering to drive the fibre project. I believe it's going to add huge value to the estate in the future.

To my fellow **trustees**, thanks for all your hard work and dedication to improving the estate, slowly but surely.

To the **homeowners (and residents)**; thank you. I feel fortunate to live our community. We could definitely use an additional trustee, so I'd encourage you to make yourself available, so we can continue to improve the beautiful estate we live in.

Yours sincerely,

Richard Marshall
Chairman
Oakwood Estate