



VAN RIEBEECKSHOF MASTER HOMEOWNER`S ASSOCIATION

WELCOME PACK

Welcomes you to Van Riebeeckshof

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Visit the website for further detail: www.vanriebeeckshof.co.za

1. Introduction

Welcome to Van Riebeeckshof. This document will assist you with general information about the area and contact numbers in the case of queries.

2. What is the Van Riebeeckshof Master Homeowner's Association (VRMHOA)?

Van Riebeeckshof Master Homeowner's Association (VRMHOA) was established under the Land Reform Act, and a Homeowner's Association with a constitution was formed for the entire suburb of Van Riebeeckshof. The area was subdivided further into single residential plots and portions of land were zoned for smaller Homeowner's Associations within the Master Homeowner's Association.

Every person purchasing a property in the Van Riebeeckshof area automatically, without choice, becomes a member and is legally subject to the constitution of VRMHOA.

The main objective of the Master Homeowner's Association, with its rules and guidelines, is to create a safe and harmonious living environment, with a focus on:

1. Security;
2. Architectural integrity and adherence to standards; and
3. Environment greening and cleaning.

It may provide certain services where these services are not supplied by The City of Cape Town.

a. Trustees

The trustees act on behalf of the members (owners) and are bound by the Constitution of the Van Riebeeckshof Master Homeowner's Association – a copy is available on the website www.vanriebeeckshof.co.za. Every year an Annual General Meeting is held, and at this meeting the trustees, nominated by members in Van Riebeeckshof, are elected.

The trustees, in turn, appoint a Managing Agent and various service providers to manage the area effectively. They also work closely with the Ward Councillor, the Mayor of Cape Town and the SAPS representatives.

The current trustees are:

Trustee	Portfolio
Emil Scheepers	Chairman / Legal
Talana Crous	Environment
Thelouise van der Merwe	Architecture
Erina Veldsman	Communication
André van Blommenstein	Security
Nicolene van Niekerk	Finance

Consultants	Portfolio
Freddie van Rensburg	Architecture

b. Levies

The current monthly levy structure is **R242** for single erven, and **R121** for units in gated communities. The levies are used for general improvements and maintenance, environmental projects, and additional security.

A 5% discount is offered to members who pay annual levies upfront – for the period 1 March to 28 February. The budget for the financial year is annually presented at the Annual General Meeting with the Financial Statements being audited by an independent auditor.

3. Building

Before an owner embarks on building alterations of any nature, please refer to the Estate Design Standards of VRMHOA for full clarification. If still in doubt, contact the managing agent for details. This includes repainting of properties. This will prevent costly mistakes.

The VRMHOA requests owners to inform the trustees or the managing agent of illegal dumping of building rubble or rubbish on any public open space, pavement or open erf. Action can then be taken.

a. Vacant erven

Stands need to be cleared twice a year – April and October.

The HOA will offer the service to owners, if they cannot arrange it themselves. The current fee structure is a minimum of R950. Please note these rates are dependent on the size and condition of the vacant erf.

4. Communication

a. Owner's Contact Details

The trustees and managing agent need to communicate with residents regularly with relevant and important information. Please update all your contact details with the Managing Agent as soon as possible. We need the following:

- Name
- Address, and/or Postal address
- Erf number
- E-mail address (our primary method of contact)
- Telephone numbers

b. Website and Facebook

The website and the Facebook pages are the central points for information and communication. Please visit our website www.vanriebeeckshof.co.za and the [Facebook page](#).

5. Contact Numbers

Managing Agent:

Nolands Incorporated

Tel: 021 943 4340

Fidelity ADT:

Van Riebeeckshof Patrol Car

083 677 3699

Control Room (Emergency)

086 121 2301

Control Room (non-emergency)

086 121 2300

Patrick Hall (zero billing contracts, new clients)

083 676 5693 or patrickh@adt.co.za

SAPS:

Durbanville Police Station

(021) 970 3811/2

Sector Commander is Captain Wentzel

082 5636 769

Sector vehicle patrolling in our area

082 5222 639

This number can be used to report:

- Crime in progress
- Suspicious activity
- Other emergencies

Environmental maintenance:

Eden Landscaping www.edenlandscaping.co.za
Gerrit van Schalkwyk 082 9221817

General:

Informal squatters (Displaced people's unit) 0800 87201
Nuisance behaviour (Law enforcement) (021) 912 3580
Illegal dumping 086 0103089
Street lights power@capetown.gov.za
Water, sanitation services, roads 0860 103054
Bellville Night Shelter (021) 949 1939

Note: The City of Cape Town has developed an App that can be downloaded on Android instruments (My Capetown). This App may be used to register all complaints relating to the environment and services provided by the City of Cape Town.

6. Environment

The trustees endeavour to keep our area as clean and tidy as possible throughout the year. Eden Landscaping Company has been appointed by the VRMHOA to take up the responsibility of maintaining the Van Riebeeckshof environment.

a. Vagrants

Vagrants are a major problem in the entire Valley, due to the large proportion of open public areas and parks. The VRMHOA has identified a few key reasons for vagrants in the area:

- **Refuse bins on pavements before collection:** Please leave refuse bins outside for the shortest period of time possible to discourage vagrants. Refuse collection happens on a Monday and recyclables on a Tuesday.
- **Feeding homeless people:** Please do NOT leave food on refuse bins, or feed vagrants in any way. This stance is endorsed by the City of Cape Town as it keeps the unfortunate in a cycle of dependence and promotes vagrancy. If residents want to help the less fortunate, contact your local church or the City of Cape Town for donation options.
- **Casual Labour:** Vagrants are encouraged to stay in the area if residents give them odd jobs. This is also a security concern. If you need casual labour, contact the Labour Exchange, behind the Durbanville taxi rank, tel: 082 7269 750.

b. Maintenance

Eden Landscaping Company is currently our landscaping and maintenance service provider, tasked to remove rubbish, weeds, and execute ad hoc requests from the VRMHOA.

c. Renosterveld

The Renosterveld above Chianti Villas, bordering the public open space, is on the critically endangered list. The VRMHOA has erected a board opposite the circle in Middelvlei Road to provide information about the uniqueness of this fast-disappearing piece of flora.

d. The Wetlands Project

The area, which is fenced in, and at the entrance to Van Riebeeckshof, is based on a Memorandum of Understanding between the **Van Riebeeckshof Wetlands Nature Conservation Association** and the City of Cape Town. The fence is electrified, and is powered by the electricity supply of the Oude Westhof Retirement Village. This serves to keep the area relatively immune from vagrants. The long-term plan is to remove all the alien vegetation that has invaded the area.

e. The Van Riebeeckshof Valley Non-profit Company (NPC)

The NPC was formed in 2019 and the Van Riebeeckshof MHOA forms part of an overarching body that focusses on broader cooperation on a local level to enhance the broader environment in which we live. The NPC serves as an overarching coordinating body to serve the communal interests of the following areas:

- Van Riebeeckshof;
- Oude Westhof;
- Welgedacht;
- Kanonberg; and
- Various smaller gated communities.

The function of the NPC is to improve areas where the City of Cape Town does not provide adequate services. It also intends to create awareness in our community through communication and interaction with all the community-based organisations, the adjacent farms, and the City Council. The financial benefit of forming part of the NPC is that necessary expenses that are incurred are spread across all the entities forming part of the NPC. The following provides practical examples:

- Clearing of litter;
- Maintaining the public open spaces; and
- Security cameras that are monitored.

The Van Riebeeckshof MHOA pays a monthly fee to form part of the NPC. The payment of such fees is funded from the monthly levies received from members.

7. The Management Agent

The VRMHOA has appointed a Managing Agent to do the day to day work on its behalf.

a. The Role and Function

- Keep and update owners' contact details;
- Invoice owners and collect levies;
- Occasional communication with invoices;
- Attends trustee meetings and Annual General meetings and keep minutes thereof;
- Making payment to service providers;
- Issue clearance certificates for property sales in the area;
- Execute instructions from trustees;
- Handling queries from owners on an ad hoc basis;
- Approval of building/alteration plans prior to submission to the City of Cape Town for approval: and
- Collection of building deposits.

b. Nolands Incorporated

The company Nolands Incorporated was appointed as Managing Agent in March 2011 – their website address is www.nolandstyg.co.za

Contact person: Anel van Wyk
Tel: (021) 943 4340
E-mail: anelvw@nolandstyg.co.za

8. Security

The levels of crime in van Riebeeckshof and adjoining areas remain low. However, security remains the responsibility of every resident in van Riebeeckshof.

We have a strong focus on security and believe this is enhanced by creating “layers of security”. A cornerstone of our security is the electrified security fence between van Riebeeckshof and the adjoining farms. To enhance the security even more, VRMHOA in cooperation with the NPC has installed traffic monitoring cameras along Van Riebeeckshof Road. This will enable the identification of vehicle`s number plates. Should a vehicle be listed as stolen or be involved in criminal activity, such a vehicle is flagged by a central monitoring office (in Welgemoed). ADT is alerted to provide the necessary local response.

a. Fidelity–ADT

Over and above individual security measures, Fidelity-ADT is contracted to patrol the entire Van Riebeeckshof area 24 hours a day. Their role is to provide visible security monitoring, give pro-active reports to the trustees, and offer all residents services, like ‘meet and greet’, and respond to suspicious behaviour or distress calls.

Fidelity-ADT can only enter home owner`s premises if a home owner has a contract with them. In the case of an emergency the homeowner might want Fidelity-ADT to enter and assist, even though the homeowner has a contract with another security company. To activate this service, contact Fidelity-ADT to create a zero-billing contract.

The trustees also negotiated with Fidelity-ADT for a reduced fee for new Fidelity-ADT clients in the area. New clients must contact Fidelity-ADT in this regard.

We would like to encourage each one of you to contribute to make Van Riebeeckshof safer and better for all of us!

Thank you
Van Riebeeckshof Trustees