



Incorporated under section 21, Reg. No. 1998/019868/08  
Public Benefit Organisation Ref. No. 930008897  
For the residents of Randpark Ridge, Ext. 1, 3, 16, 41, 45

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## COVERING LETTER FOR SPECIAL GENERAL MEETING

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Dear members,

As always, we need to thank you for your ongoing support of your community resident association, during a particularly difficult year. It has been an incredibly busy time for us at the RRVA with our never ceasing community work, and we are now pleased to be able to invite you to our SGM (Special General Meeting). It will take place on Thursday, 27 August 2020 at 18h00.

Please note the attachments with this email. The proxy form for voting, as well as the Special Resolution.

Before we discuss the SGM in more detail, we feel it prudent to give you some historical background, allowing for some context as to where we are today, as your resident association. Many of you will be aware of this history, but many of you not. So please bear with us as we explain.

The need for the RRVA to explore more cost-effective security has been debated at length since the 2017 AGM, where a group of dissidents strongly condemned the anti-competitive arrangement between the RRVA and CSS. This was discussed at length, and agreed with, during the director induction workshops. And so, after ten years of uninterrupted service delivery by CSS, we owed it to our members to test the market. This is also part of any good governance, including King IV and as per our Mol (Memorandum of Incorporation).

We reached out to our members, and our February 2020 security survey feedback confirmed that our members wanted better security, and better value for money. The majority of responders indicated that they were not averse to us considering other service providers.

Over the last year our monthly costs have escalated, while income has significantly decreased. We also lost the "rental income" from the Vodacom cell phone mast in 2019. This year we have sadly lost many members (108 members from March to current) as a consequence of the COVID-19 pandemic, and economic downturn. Our cash flow situation quickly became dire and we had no option but to hastily prepare an enquiry document and notify CSS of our intentions to test the market.

Our Security Committee (all volunteers who reside in the area) have worked tirelessly (and as fast as possible) under very challenging conditions to find us the best deal possible. They identified and invited 17 local security companies to tender (including CSS), based on our enquiry document (RFQ). Eight of these companies submitted bids.

The Security Committee then sifted through each bid and made comparisons. Despite their very best intentions in carefully defining the scope of work, it was not easy to make comparisons. They had to go back to each bidder with clarifying questions and weigh up each bidder's unique offering (deals and benefits). This took many hours of work, countless online meetings, hundreds of emails, debates and discussions.

To say the Security Committee have taken this very seriously is an understatement. In hindsight, we are sure we might have done some things differently, but we doubt whether the outcome would have been much different.

Our new partnership has given us the opportunity to greatly reduce the RRVA monthly expenses allocated to our security service provider, whilst still allowing us to offer our members the same rate previously advertised by CSS to RRVA members for armed response, which was R265 per month. This will now allow us to invest more back into our community, which we are so excited about.

The Security Committee advised the board of their best recommendation on the afternoon of Friday 31 July, and the board agreed that we should recommend to our members that they accept this nomination (for EC Security) by resolution at an SGM at the earliest opportunity (which would be 27 August in accord with the minimum notice period prescribed by our MoI). They also elected to appoint EC Security to continue armed vehicle patrols on a temporary trial basis until the SGM.

To be frank, the alternative (to remain with CSS) would have bankrupted the RRVA within a couple of months more, as the cost of CSS security was rapidly approaching our entire monthly income, and we have many other costs to finance. As a consequence of our diminishing income, CSS simply became unsustainable for us. In this sense, the decision to move to a more affordable security service provider has been an obvious solution, adding to our need to give other security providers a fair chance to tender.

The EC Security offer, if accepted, will result in a significant monthly saving in fixed security costs, sufficient enough to enable the RRVA to continue to function in our community, provided we don't lose too many more paying members. Plus, for the first time in a long while, enable us to work toward other exciting community initiatives and projects. In addition, there will be further reductions in vehicle patrol costs if a certain number of members sign up for alarm monitoring.

Members, at the end of the day we only want what is best for our community. For our families. We are parents, residents and neighbours, just like you. We hold down busy jobs, do the school run, and get out and about in our community, just like you. Had we not taken these necessary and responsible actions, the likelihood of us losing our resident association was becoming more real. Our goal is a common one... to uplift our neighbourhood for the betterment of all.

And for this, the RRVA needs to flourish, with growing membership numbers, alongside more team members. This shouldn't be left to only a few, and we take this opportunity to encourage you to become involved in the RRVA, as a Director, or as a Committee member. We have an array of valued expertise amongst our board and committees, for which we are so grateful. We are in need of more willing community hands and hearts.

Should members wish to nominate committee members or directors as a proxy, herewith their details to input onto Proxy Forms:

Roderick Rankine  
Heather Mannion  
Quinton Robbertze  
Stephen Sudi  
Kasturi Paruth  
Robyn Bergman  
Jon Cauldwell  
Jennifer McQuillan  
Barret Stewart

If you have any questions about this letter, or the attached documents, please do not hesitate to get in touch with one of our admin.

With thanks,  
The RRVA team.

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## AGENDA

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1. Introduction and welcome (RRVA Chair)
2. Background and circumstances behind this proposal (RRVA Chair – 10 minutes)
3. Overview of the tendering and selection process (Security Committee – 20 minutes)
4. Q&A session (All – 20 minutes max)
5. Voting in favour of resolution (please note that in order to be eligible to vote, your household must be fully paid-up, you must be at least 21 years old and nobody else in your household may have voted – i.e. strictly one vote per paid-up household. Proxies are acceptable provided all the above terms and conditions have been fulfilled – see attached proxy form.)

Yours faithfully



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Rod Rankine  
RRVA Chairperson

3 August 2020

Date



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## ANNEXURE A: PROXY FORM

I, .....  
 of House Number .....and  
 Street Name .....  
 or failing him .....  
 as my/our proxy to attend and speak and vote on a poll for me/us and on my/our behalf at  
 the Special General Meeting of The Randpark Ridge Village Association to be held on 27  
 August 2020 and at any adjournment thereof.

### PROXY FORM TO ADOPT A SPECIAL RESOLUTION TO APPOINT A NEW SECURITY SERVICE PROVIDER WITHIN THE RRVA OPERATING AREA

Date of SGM: 27 August 2020

Time: 18h00

Venue: Video Conference due to COVID-19 – login details will be confirmed by 26 August.

First name of paid-up RRVA member	
Surname	
Street number	
Street name	
Preferred contact telephone number	
Email address	
Do we have your permission to give your contact details to EC Security to contact you to market their security product/s?	
Signature of Member	

***(Note: A member entitled to attend and vote is entitled to appoint a proxy to attend, speak and on a poll vote in his stead.)***

***The Proxy form needs to be hand delivered and/or emailed to [info@rrva.net](mailto:info@rrva.net) by no later than 12h00 on Thursday, 27 August 2020.***



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## ANNEXURE B: SPECIAL RESOLUTION

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To appoint EC Security as our new security service provider (to replace CSS) for a period of at least one calendar year starting on 1 September 2020.

I am in favour of the resolution (please tick)

I am not in favour of the resolution

Abstain

### RULES FOR VOTING

Please note that in order to be eligible to vote, your household must be fully paid-up, you must be at least 21 years old and nobody else in your household may have voted – i.e. strictly one vote per paid-up household. Proxies may be delivered by hand to our office by prior arrangement (Spar shopping Centre between Angelo’s and the Curry Place) by no later than 16h00 on 27 August 2020 or by email ([info@rrva.net](mailto:info@rrva.net)) to the RRVA before the close of the meeting on 27 August 2020.

***This Special Resolution form needs to either be hand delivered or emailed to above address by no later than 12h00 on 28 August 2020.***

Voting is by way of ballot.

SIGNED this ..... day of ..... 20.....

Name and Surname: .....

Address: .....

.....  
Signature of Member