



Silver Lakes Homeowners Association NPC
Reg No 1992/004661/08

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Terms of Reference

STRATEGIC SECURITY COMMITTEE (SSC)

The SSC is a standing committee and is chaired by the Security Director. Being a standing committee, it is of a permanent nature and shall meet on a regular basis.

Purpose

The purpose of the SSC is to discuss and assess the security protocols and risks to the estate, with a view to provide ongoing security to our residents in terms of the main object and business of the association as more fully described in the memorandum and articles of association as well as the Rules.

Including but not limited to:

- Access control procedures
- Visitors to the estate
- Contractors
- Rule Enforcement
- External developments having an impact on our lifestyle
- Employees of residents
- Traffic Management
- Perimeter fence security
- Risk assessment for the estate
- Strategic Protocols

This committee is to provide recommendations to the Board of Trustees with regards to estate security, which recommendations need to be ratified and approved at board level.

Composition and Procedure

The committee is comprised of :

1. Security Director (Chairperson)
2. Chief Operating Officer
3. Security Manager
4. A group of expert volunteers from amongst SLHOA members

The committee shall hold such number of meetings as required to meet its responsibilities.

The Chairman and any two committee members shall represent a quorum. A quorum is required to conduct any meeting.

No notice of meetings shall be required.

Minutes of all meetings shall be promptly circulated to all board members.

The committee may invite any person deemed appropriate in order to assist in the consideration and decision of any matter.

Any member of the committee may be removed / replaced at any time by a majority decision of the committee and shall cease to be a member upon ceasing to be a member of the association.

Any matter voted on shall be carried by a simple majority. Should there be an equal vote on a matter, the motion will have failed.

With the prior approval of the Board, the committee may obtain expert opinion on additional costs through the COO and Financial Director on matters within its mandate when acting in the best interests of the HOA.

Duties and Responsibilities

Subject to the duties and powers of the Board, the Board hereby delegates to the committee the following powers and duties:

The committee shall:

- Assess ongoing risks posed to the estate both internally and externally and may make recommendations to counter these.
- Continually assess the operational requirements of the estate to ensure the smooth running of all security related functions.
- Continually strive to improve the effectiveness and efficiency of our security operation.

Review of the Terms of Reference

The Committee will annually review the terms of reference to ensure that it remains relevant with the Committee’s authority, objectives and responsibilities.

Acknowledgement of the Terms of Reference

The STRATEGIC SECURITY COMMITTEE’S Terms of Reference is acknowledged and endorsed by the Chairperson of the Committee and the Board of Directors.

Name:
Strategic Security Committee Chairperson

Name:
Chairperson of the Board of Directors

Date: _____

Date: _____