

Helderberg Development Centre Annual Report 2021



Chairman's Report 2021

HELDERBERG DEVELOPMENT CENTRE CHAIRMAN'S REPORT ANNUAL GENERAL MEETING, JUNE 2022

The last two years have been a challenging environment for The Helderberg Development Centre but it also demonstrated the resilience and commitment of all involved.

Amidst this all, the Board is pleased to confirm that the Helderberg Development Centre continues to make a long-term impact on the poverty and unemployment in the Helderberg basin and adjacent townships. During 2021 the Elder Care Training Programme was also introduced with the help of Dr Hanli de Wet.

The dedicated management team under the leadership of Inge January with the support of a number of volunteers are the backbone of Helderberg Development Centre. I would like to acknowledge the part that Hanna and Gideon de Wet played in serving the Centre. They invested deeply in the Centre over a very long time and for that we are eternally grateful and wish them all the best with their retirement.

The audited financial statements for the year 2021 reflect total income of R520 534 against prior year of R743 006 and expenditure of R569 285 against a prior year of R594 424, leaving us with an operating loss before interest of about R48 761. After interest received of R35 985 we ended the year on a small net loss of R12 766. Fortunately we had some reserves from prior years that could carry us in these difficult times.

We express our sincere gratitude and appreciation to all our generous donors who enable us to continue our work.

We welcome Juanita Möller and Dr Hanli de Wet to the board but also said good bye to Kobus Möller and Gideon and Hanna de Wet. Inge January the Centre's manager was also elected a director of the Centre. We express a sincere word of gratitude to our Board of Directors for their generous contribution of time and expertise, as well as the dedicated staff of volunteer lecturers and 2 full time employees.

We are sad to announce that our chairman Mr Pieter van Niekerk resigned from his position during May this year. The Board would like to thank Pieter for the great guidance and input that he gave the Centre.

The Helderberg Development Centre is built on strong Biblical foundations. We cannot but give praise to our Heavenly Father for His sustained blessings on Helderberg Development

Centre.



PIERRE MALAN: CHAIRMAN

Manager's Report 2021

1. Introduction

The Helderberg Development Centre (HDC) started 2021 off with the firm goal set to return to skills development training of unemployed persons as soon as the Covid19 restrictive regulations allowed, albeit with much reduced student numbers. In the interim, alternative models of training that could be presented while the traditional 7 week long Home Management training was not possible, was researched.

The result was the development of a week long 'Home Management for the Elderly' workshop, aimed at students who had successfully completed the Home Management course in the past. The bulk of the research was done by Dr Hanli de Wet who over the course of a number of months scoped and developed the workshop. Dr de Wet focused on compiling a workshop that would enhance our students Home Management knowledge and skills set and set them apart in that they would be equipped to work in a very specific niche of the Domestic Work market. The workshop was successfully piloted in September 2021 with 10 participants attending and feedback from onset was been positive.

Additionally, the Chairperson at the time Mr Pieter van Niekerk enthusiastically supported the project and made a monetary contribution towards expenses relating to the workshop development. Their commitment to making the workshop a reality is much appreciated. It not only affords the students the opportunity to build their CV's and increase their employability but additionally equips the students with knowledge and skills to support their own elderly family, friends and community members.

It also became quickly apparent that the workshop holds value for domestic workers already employed in households where elderly persons live who could benefit from some form of support however, lives independently and does not need frailcare assistance. The Board suggested that the workshop be opened to the public, at cost but not for profit, to give back to the community and help improve the quality of living of elderly persons in the Helderberg basin.

The Centre was also able to return to the 7 week Home Management training, in the 2nd and 4th terms, when the Covid19 situation allowed. Students, volunteers and staff all thoroughly enjoyed being back in the classrooms and embraced the challenges of adjusting to being in a learning environment amidst strict Covid19 protocol.

This report highlights the year's core operational outputs, challenges and milestones during a year when training could finally be resumed, albeit in what was widely referred to as the 'new normal'.

2. Courses

2.1 Home Management Course

During 2021, four Home Management courses were completed by 15 students. Two courses were offered in the 2nd Term and two courses in the 4th Term. In line with the Covid19 regulations and social distancing protocol, Home Management classes had to be limited to 4 – 6 students per course/group.

Home Management (HM) Groups 1 and 2 of 2021, started on 10 and 17 May respectively with 6 students being selected for each group. Due to personal circumstances however, HM 1 started with 4 students and HM 2 with 3 students. The Operational management team decided to continue with the training despite the lower-than-expected turnout, as the reports were that the Covid19 infection rate was escalating sharply in May and resulting in a Third Wave locally. It also afforded the Centre the opportunity to introduce the strict Covid19 training policy to students and volunteers in an controlled environment.

The new norm of strict safety protocol of wearing masks at all times both in and outside of the buildings, sanitising and/or washing hands regularly while maintaining a safe social distance was quite an adjustment however needless to say an necessary one. Despite the challenges we are happy to report that all 7 students persisted enthusiastically and successfully finished the 7 week long training. The students as well as facilitators provided only positive feedback.

Home Management (HM) Groups 3 & 4 of 2021, started their training on 18 and 25 October respectively. Of the 8 students who started the training, 7 completed the course successfully. Once again the facilitators and student feedback was positive.

Study materials printed by *Fussfree* printing just before the forced lockdown commenced could be used and spared the Centre from Printing Costs. The Centre is very grateful for the professional service they have provided over the last few years.

A highlight was when students, as an extension of their Money Management module, took part in the Market days. Students were taught how to calculate the cost of raw ingredients, calculate a reasonable profit margin and sell the food items they made themselves at a profit. This was an invaluable opportunity for students to learn how to generate an income during times when they might still be seeking a job.

During 2021 and with due regard to the Covid19 situation and regulations at the time, the Management team and Board decided against the traditional bi-annual Certificate Ceremonies. Students were instead invited to collect their certificates at the Centre and each received an apron with the Centre's logo as a gift, together with an Ina Paarman recipe book compiled especially for the Centre a number of years back.

2.2 Additional Courses

Additional courses are offered to individuals wanting to improve their skills set. These extra classes are offered once a week, over six weeks and presented on a needs based basis.

Sewing

We are happy to report that the Basic Sewing Skills training could be resumed in the 4th Term. Students were excited to learn a practical skill that they could use to make items for themselves and families, or to sell for a profit.

2.3 The 'Home Management for the Elderly' Workshop

End of July through August the operational focus was largely to finalise the roll out of the workshop. This entailed finalising the workshop material; a meeting with then prospective volunteers to introduce the workshop and content; defining the selection criteria for HM students; drafting a selection questionnaire and recruiting the interviewers; selection interviews.

The Pilot workshop took place from 6 – 10 September 2021 and 10 participants (previous HM students) successfully attended and received Certificates of Attendance thereafter. We would like to thank The Dutch Reformed Moedergemeente who generously let the Centre use the Padmos Hall allowing for a bigger student intake while still maintaining the Covid19 social distancing protocol.

A second workshop was successfully presented on 25 November – 03 December 2021. 5 Participants including 4 previous HM students and 1 private student (an employee of the Helderberg Society for the Aged) attended the workshop and received Certificates of Attendance on completion.



3. Staff & Volunteers

The Helderberg Development Centre is grateful for the loyal service and quality of the work provided by the volunteers who facilitate training and offer support services. Volunteers were able to return to the Centre to train in the second Term of 2021 after the Second Wave had passed and as Covid19 restrictions were incrementally eased.

Randall Kokaan who worked for a number of years as General Worker at the Centre, resigned in May 2021 and his absence has been felt since. Randall was a dedicated member of the team and always willing to assist where he could. We thank him for his years of service.

2 Permanent Staff Members:

- Inge January Manager
- Thandi Ntsangane Administrative Assistant

Volunteers :

Alberts Lida; Baadjies Angeliek; De Beer Neeltje;
De Wet Hanna; Dr Engelbrecht Gerrie; Fourie Ellen;
Jessica Fourie; Henkeman Tenissee; Lord Tootsi;
Lubbe Bets; Moses Elmarie; Oosthuizen Varinia;
Perlotto Gerridene; Raphoto Johannes; Siljeur Rachel;
Slabbert Riana; Snyman Adri; Truter Irna; Van Niekerk Ina; Van Solms Ansie.



Volunteers who joined to serve on the Home Management for the Elderly Workshop:

Gericke Gerda; Finlayson Cova; Kloppers Christelle; Van Coller Anien. *They were joined by volunteers also serving on the general facilitation team already listed above. Alberts Lida; Henkeman Tenissee; Lubbe Bets; Oosthuizen Varinia; Siljeur Rachel; Snyman Adri; Van Niekerk Ina.*

Volunteers in the 'At Risk' group who could not return in 2021 but asked to stay on the volunteer list to return as soon as circumstances improved, were:

Dr Engelbrecht Gerrie; De Leeu Pieter ; Laubscher Francine; Mullineux Nicky; Van Rooyen Sarie; Van Solms Ansie.

In 2021 we also sadly bid farewell to:

Estelle Lamberts informed us at the start of the year that she had to step back from volunteering due to health reasons. She had served for a number of years as Kitchen Skills facilitator and we thank her for her commitment throughout the years.

Then, towards the end of the year, a number of volunteers who had initially intended to return to the Centre as soon as the Covid19 situation allowed and asked to stay on the volunteer list, informed the Centre that they would not be able to return after all. Pieter den Leeu den Bouter (Building & Maintenance), Francine Laubscher (Bible Study/English) and Nicky Mullineux (Sewing) however remain firm supporters and friends of the Helderberg Development Centre and we thank them for their dedication and support throughout the years.

Hanna de Wet, who served as volunteer in many capacities including as Training Manager, Executive team and Board Member, also resigned at the end of the year. Hanna served the Helderberg Development Centre with an unfound dedication and commitment and wore many hats, always graciously. Her wit and fantastic sense of humour and radiant and calm presence will be missed in the office and in all the areas she so willingly served.

We also had to bid farewell to Neeltje De Beer (pictured on the left with Francine Laubscher, colleague and friend) who, although had returned as volunteer earlier the year, was diagnosed with cancer and had to step back to focus on the treatment she required and her loved ones. Neeltje fought bravely and graciously against The illness. The volunteers and staff formed a support group to provide weekly meals to Neeltje and her family and after each delivery and brief visit when allowed, the support group testified of being encouraged by Neeltje's calm positive outlook and faith in trusting the Lord's Will. Our condolences to Andre and her extended family and a heartfelt thank you for sharing her with the Centre for so many years.



4. Finances

The Centre was financially sustainable during 2021 due to a sound reserve that was the result of a culmination of the pandemics impact resulting in reduced operations, continued support from donors and strict financial management under the wise oversight of the Board who strives towards the NGO best practice goal to build a reserve that would carry the Centre in any unforeseen crisis.

Donations received in the first quarter of 2020 prior to onset of the Covid19 pandemic - when the operational plan for the remainder of the year was normal operations – was managed with strict financial control and limited operational spending. This management of the resources, combined with the limited operational output in the remainder of 2020 due to the strict Covid19 regulations and mandatory risk assessments guiding decisions on whether / not training could commence at the Centre, resulted in a sound reserve build-up that was carried on into 2021.

In 2021 risk assessments for the 1st and 3rd Terms – periods when South Africa was hit with the second and third waves/spikes of the pandemic - resulted in no training being possible at the Centre. During these times Centre staff and management focused on researching and scoping the 'Home Management for the Elderly' Workshop that was introduced later the year. The Home Management training could resume in the 2nd and 4th Terms when there were declines in the Covid19 infection rate and with the incremental easing of Covid19 restrictions as a result of the introduction of vaccinations and herd immunity build-up.

Student numbers/intake was however guided by the mandatory social distancing protocol relevant at those times and classes were much smaller than before the pandemics onset. This resulted in another year with lower than 'normal, pre-Covid' operational expenses.

All honour and glory to God who has shown HDC huge favour and grace during another challenging year.

The Helderberg Development Centre also thanks Anna Durand and her team at FinHub who has continued with the bookkeeping function, compiles the quarterly Finance Reports and assists with Secretarial Compliance, all on a voluntary basis.

The 2021 Audit occurred in May of 2021. Financial statements to be presented at the 23 June 2021 AGM for consideration by the Board.

4.1 Fundraising

In 2021 the Helderberg Development Centre received donations from a number of historical donors who have supported the Centre for a number of years and whose support has made it possible for the Centre to brave the Covid19 storm. The owner of the property the HDC leases also generously reduced the cost and allowed for an incremental return on rental payments as the Centre steadily increased operations. We thank these donors and supporters who have made it possible stay afloat and whose support meant that by end of 2021 the Centre had a steady outlook to return to increased training striving towards pre-Covid student numbers and a positive outlook for the year ahead.

Ellen Fourie managed the second-hand market sales efforts in 2021 following strict Covid19 protocol and only when the Covid19 situation eased and allowed for this. A special word of thanks to Ellen who, while the Fundraiser volunteer portfolio is vacant, has come onboard and has driven the second-hand, in-house fundraising initiatives that has contributed to fundraising income. We thank her for her commitment and dedication.

We are also grateful to a number of generous donors who donated second-hand clothes and bric-and-brac to be sold for fundraising. As well as to Hertex Somerset West, who donated end-of-range/season swabs of material and small sample rugs to be used in Sewing classes or for fundraising efforts.

In 2021 while the Fundraiser portfolio was vacant, the manager Inge January continued with fundraising applications, report writing, communication with donors, as well as issuing Art 18 A Certificates.

4.2 Donors & Partnerships

We would like to thank every person and organisation who donated financially or in kind, towards the Centre.

- D Schoeman
- Frans Dreyer Liefdadigheidsfonds
- Gideons
- Helderberg Uitreik
- Hertex, Somerset West
- J Kleyn
- K Moller
- Lamb Echo Trust
- Malan Investments
- P Malan
- P v Niekerk
- Virtual Consulting



5. General

The year 2021 was a good year for the Helderberg Development Centre as we could finally resume skills development training and launched an exciting new workshop that will benefit both students and the community alike. We were challenged to think outside the box and embrace change and doing things in new ways and differently, while still staying true to the commitment to do our bit to alleviate poverty, through skills development training and by assisting students seeking employment.

It was also a sad year in which we bid farewell to dedicated volunteers who could not return because of the pandemic however we are grateful for their continued support. The sad loss of Neeltje de Beer touched everyone and left a void however comfort is drawn from the fact that she trusted and found peace in the Arms of the Lord to the end.

We also bid farewell to Kobus Moller a long standing Board Member, as well as to Dr Gideon de Wet and Hanna de Wet who resigned at the end of the year after having served on the Board dedicatedly for many years. We are exceptionally grateful for their years of service at the Centre, as leaders and for their dedicated support to the Centre's mission and vision.

I would like to thank the Chairman and Board for the wisdom and guidance during another unprecedented, challenging year. Also thank you to the Executive team and volunteers who in 2021 got stuck into the new way of doing things and embraced the changes that came with training during the pandemic. Personally I'd like to thank Hanna de Wet who served as Board Member, Executive team member and who was a constant encouragement and mentor to me since I joined the organisation in April 2019.

At the Centre we continue to be humbled and grateful for the multiple blessings the Lord bestowed upon us. All honor and glory to GOD.

Numbers 6: 24 – 26
Inge January
Centre Manager



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