

**AGENDA of the  
Portfolio Committee : Protection Services  
7 November 2023  
(Also the agenda for the Mayoral Committee Meeting : 15 November 2023)**

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**5.  
OVERSTRAND MUNICIPALITY FIRE SEASON PLAN FOR FIRE & EMERGENCY  
SERVICES, DISASTER MANAGEMENT AND SECURITY SERVICES**

**NM Michaels**

**Director: Protection Services**

**13 September 2023**

**(028) 313 8054**

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**1. Executive Summary**

The purpose of this report is for Council to take note of the Fire Season Plan for the Overstrand Fire & Emergency Services, Disaster Management and Security Services department. The fire season annually commences on 1 November and runs until 31 May

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate: Protection Services  
Fire & Emergency Services, Disaster Management and Security Services

**3. Compliance with Strategic Priorities**

Provision of democratic, accountable and ethical governance  
Provision and maintenance of municipal services  
Creation and maintenance of a safe and healthy environment

**4. Delegated Authority**

Executive Mayor/

**5. Legal Requirements**

Constitution of the Republic of South Africa, 1996  
SANS 10090: Community Protection Against Fires  
Fire Brigade Services Act, Act 99 of 1987  
Community Fire Safety By-Law, P.N. 6454/2007  
By-laws of Overstrand Municipality  
Service Delivery Budget Implementation Plan (SDBIP)

**6. Background/Discussion/Evaluation/Conclusion**

**Background**

The fire season plan runs annually from 1 November until 31 May. The plan is annually implemented across the jurisdiction of Overstrand and highlights all the high-risk areas and operational readiness activities which took place in preparation for the fire season.

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**Discussion**

The plan highlights the operational readiness and response to incidents as and when the need arises.

**7. Financial Implications**

In accordance with approved budget

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

None

**10. Annexures**

Annexure A: Fire & Emergency Services, Disaster Management and Security Services Fire Season Plan

**RECOMMENDATION:**

that the Overstrand Fire & Emergency Services, Disaster Management and Security Services Fire Season Plan **be noted**.

**RESPONSIBLE OFFICIAL :**

**NJ MICHAELS  
L SMITH**

**TARGET DATE FOR IMPLEMENTATION :**

**1 NOVEMBER 2023**



Overstrand Municipality



# Fire & Emergency Services, Disaster Management and Security Services

## Fire Season Plan 2023 - 2024

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### List of abbreviations

CAD	: Computer Aided Dispatch
FMU	: Fire Management unit
GOFPA	: Greater Overberg Fire Protection Association
IAP	: Incident Action Plan
IC	: Incident Command
ICS	: Incident Command System
ICS	: Incident Command System
IMT	: Incident Command Team
JOC	: Joint Operations Centre
MM	: Municipal Manager
ODM	: Overberg District Municipality
PIO	: Public Information Officer
UC	: Unified Command

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## SECTION A

### 1. Definitions

- 1.1. **Branch:** means the organization level having functional, geographical, or jurisdictional responsibility for major parts of the incident operations. The branch level is organizationally between Section and Division / Group in the Operations Section. And between Section and Units in the Logistics Section. Branches are identified by the use of Roman Numerals, by function, or by jurisdictional name.
- 1.2. **Command staff:** means the Command Staff which consists of the Public Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander. They may have an Assistant or Assistants as needed.
- 1.3. **Disaster:** means a progressive or sudden, widespread or localized, natural or human-caused occurrence which
- a) **Causes or threatens to cause**
    - i. Death, injury or disease;
    - ii. Damage to property, infrastructure or the environment or;
    - iii. Disruption to the life of a community; and
  - b) **Is of a magnitude that exceeds the ability of those affected by the disaster to cope with its effects using only their own resources (refer to disaster management)**
- 1.4. **Disaster Management:** means a continuous and integrated multi-sectoral, multi-disciplinary process of planning and implementation of measures aimed at:
- a) Preventing or reducing the risk of disasters;
  - b) Mitigating the severity or consequences of disasters;
  - c) Emergency preparedness;
  - d) A rapid and effective response to disasters, and
  - e) Post-disaster recovery and rehabilitation.
- 1.5. **Division:** means the system which is used to divide an incident into geographical areas of operation. A division is located within the ICS organization between the Branch and the Task Force/Strike Team (see Group). Divisions are identified by alphabetic characters for horizontal applications and, often, by floor numbers when used in buildings.
- 1.6. **Emergency:** means situation that poses an immediate risk to life, health, property or the environment and normal procurement procedures cannot be followed.
- 1.7. **Group:** means groups established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function

not necessarily within a single geographic division (see Division). Groups are located between Branches (when activated) and Resources in the Operations Section

- 1.8. **Incident Command System:** means a standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.
- 1.9. **Incident Command Team (IMT):** means the Incident Commander and appropriate Command and General Staff personnel assigned to an incident.
- 1.10. **Major Incident:** means when an emergency requires additional or external resources to bring the situation (**emergency**) under control. Activation of these resources is done by the Chief Fire Officer or Incident Commander after approval is granted by the Director or MM (Municipal Manager)
- 1.11. **Section:** means the organizational level responsibility for a major functional area of incident management, eg Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established).
- 1.12. **Single Resource:** means an individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.
- 1.13. **Strike Team:** means a specified combination of the same kind and type of resource, with common communications and a leader.
- 1.14. **Task Force:** means a combination of single resources assembled for a particular tactical need with common communications and a Leader.
- 1.15. **Unit:** means the organizational element having functional responsibility for a specified incident panning, logistics, of finance/administration activity.
- 1.16. **Wildland Urban Interface:** means the location from where homes and structures are build amongst forest, shrubs or grassland (Radeoff et al. 2005)

## SECTION B

### 2. Purpose of the plan

To focus on the management of potential emergency threats.

### 3. Aim of the Fire Season Plan

To identify, reduce or prevent incidents from happening and soften the impact of those incidents that are inevitable.

### 4. Objectives during the Fire Season

To improve emergency preparedness in vulnerable communities and ensure appropriate response to emergencies and disaster within the Overstrand Municipality.

### 5. Functions during large incidents

The call-out procedure must be followed, and the Emergency Control Room will activate the additional (internal) resources at the request of the Incident Commander. The on-duty Senior Officer must inform the Chief Fire Officer, who will in turn inform the following:

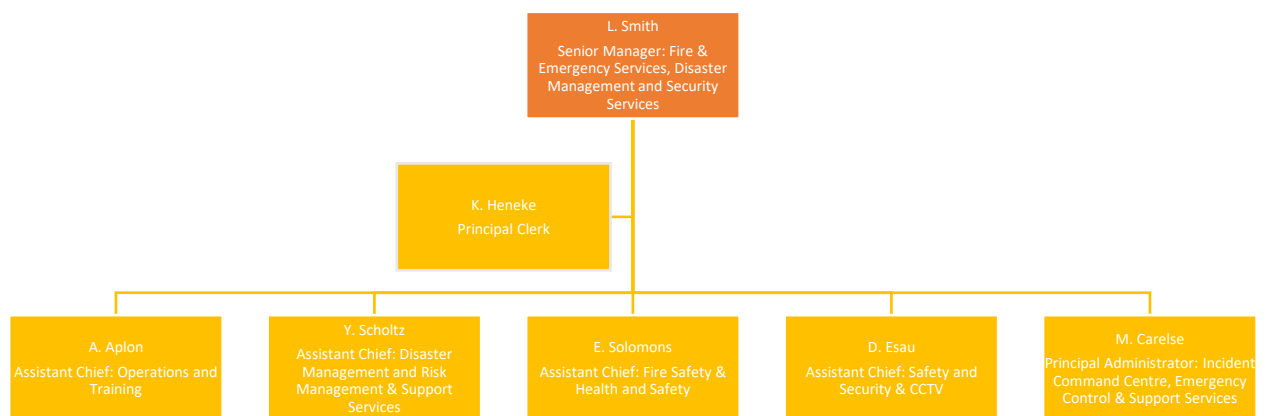
- Director: Protection Services
- Municipal Manager

The Chief Fire Officer will ascertain whether there is a need to establish a JOC (Joint Operations Centre). Should a JOC be established, decisions will be taken on where it will be established, and the necessary arrangements will be made by the Incident Commander. The Chief Fire Officer will instruction to the Principal Administrator: Incident Command Centre, Emergency Control & Support Services to open and activate all other role players and stakeholders

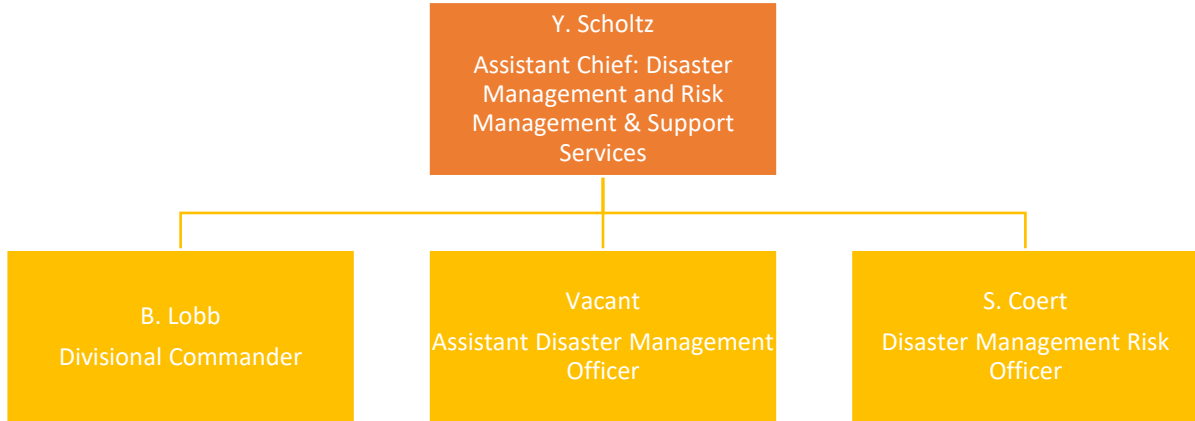
## SECTION C

**6. Command and Control / Incident Support Senior Officials**

Designation	Official name
Chief Fire Officer	<b>Mr Lester Smith</b>
Assistant Chief: Disaster Management and Risk Management & Support Services	<b>Mrs Yulanda Scholtz</b>
Assistant Chief: Operations & Training	<b>Mr Angelo Aplon</b>
Assistant Chief: Fire Safety & Health and Safety	<b>Mr Enrico Solomons</b>
Assistant Chief: Safety and Security & CCTV	<b>Mr Dawie Esau</b>
Principal Administrator: Incident Command Centre, Emergency Control & Support Services	<b>Ms Meagan Carelse</b>
Divisional Commander	<b>Mr Brian Lobb</b>
Assistant Risk Disaster Management Officer	<b>VACANT</b>
Disaster Risk Management Officer	<b>Ms Sarolyn Coert</b>
Station Commander: Fire Safety	<b>Mr Justin Brussel</b>
Senior Emergency Control Room Operator	<b>Ms Patricia Snyders</b>
Senior Emergency Control Room Operator	<b>Ms Lucia Swartz</b>
Principal Clerk	<b>Mrs Kim Heneke</b>

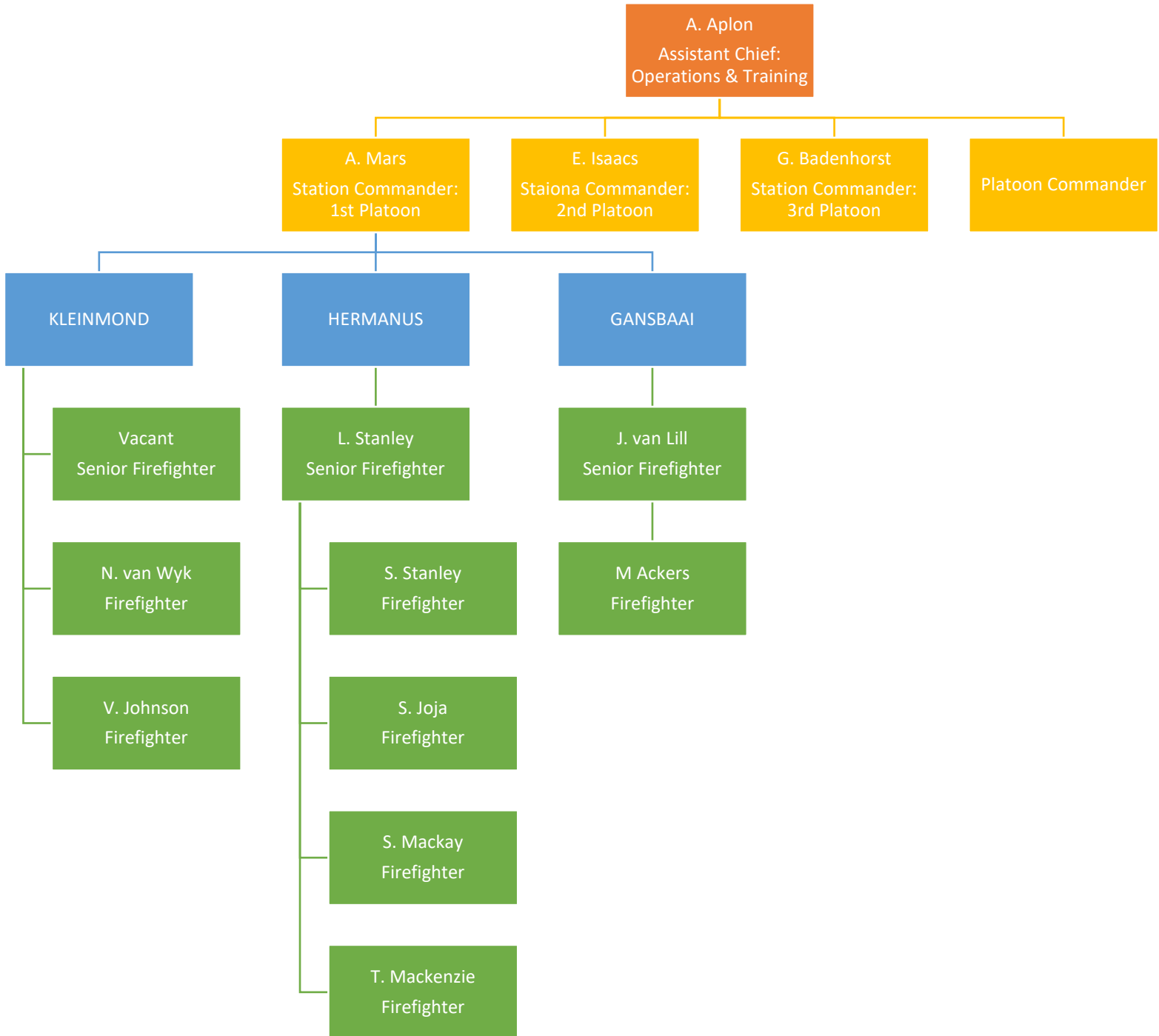
**7. Organogram: Top Management Team**

**8. Organogram: Disaster Management Team**

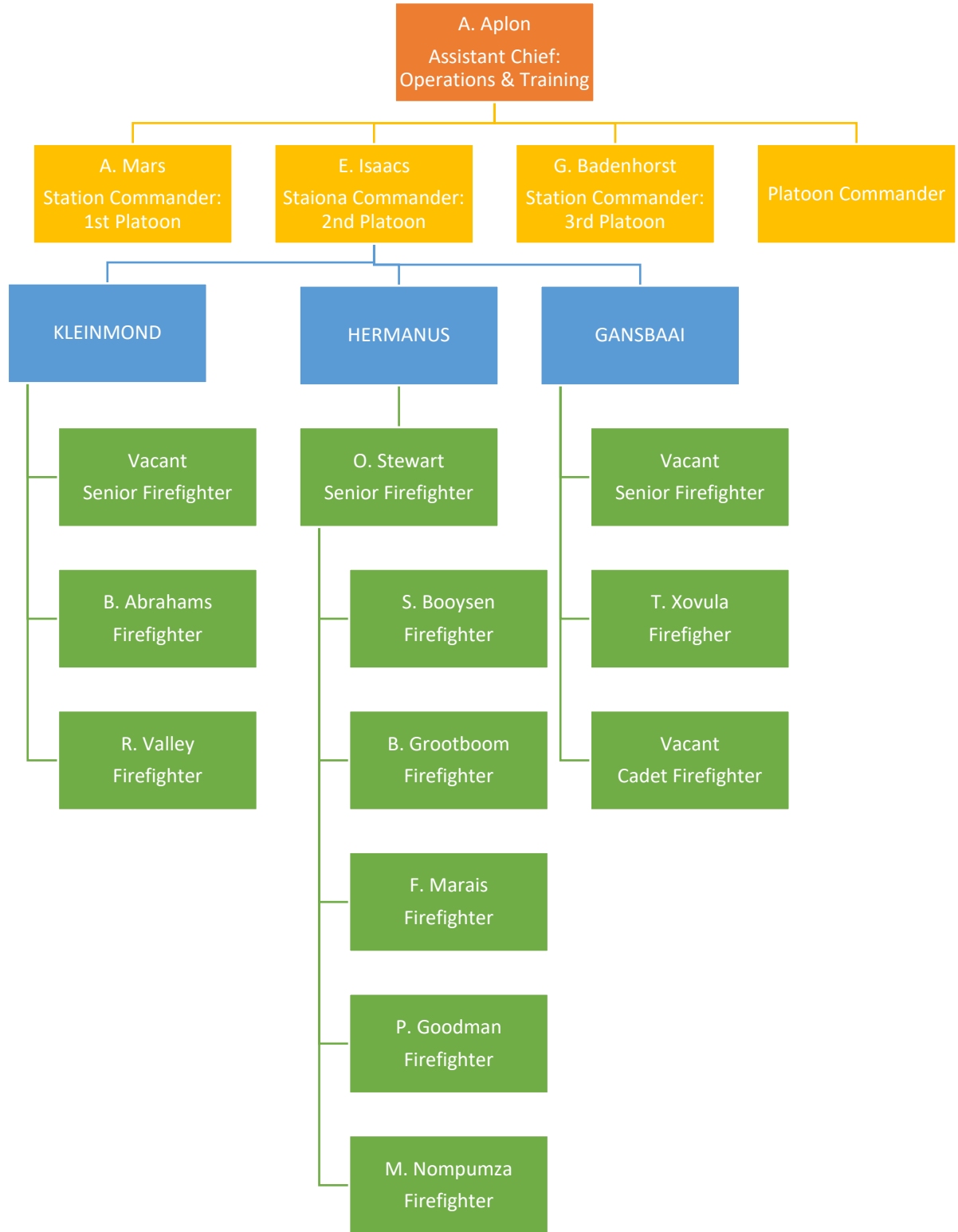


### 9. Organogram: Operations Team

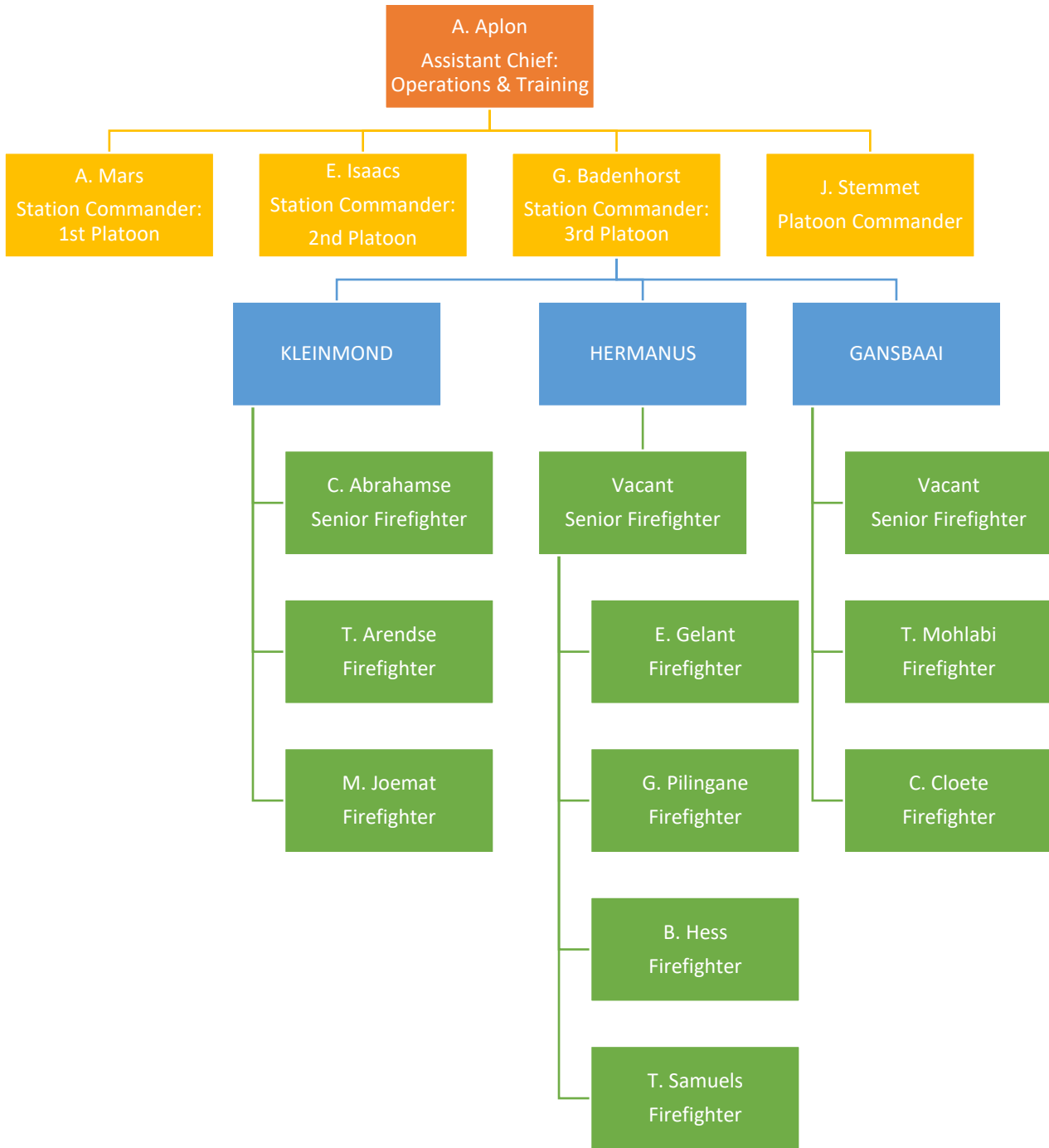
#### 9.1. First Platoon



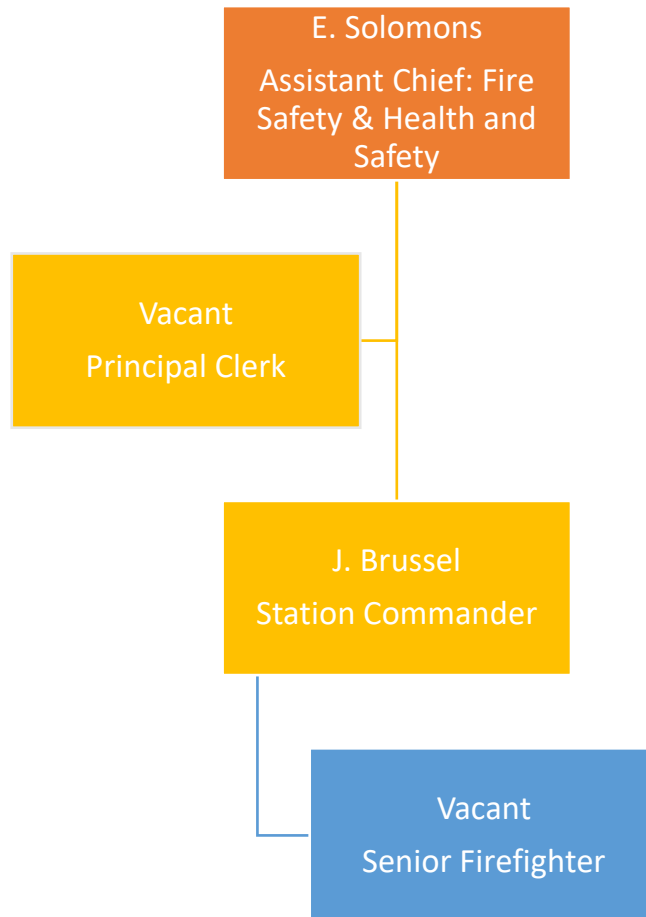
9.2. Second Platoon



9.3. Third Platoon



**10. Organogram: Fire Safety Team**



The Fire Safety division is supplemented by one temporary admin assistant

**11. Organogram: Safety and Security & CCTV Team**

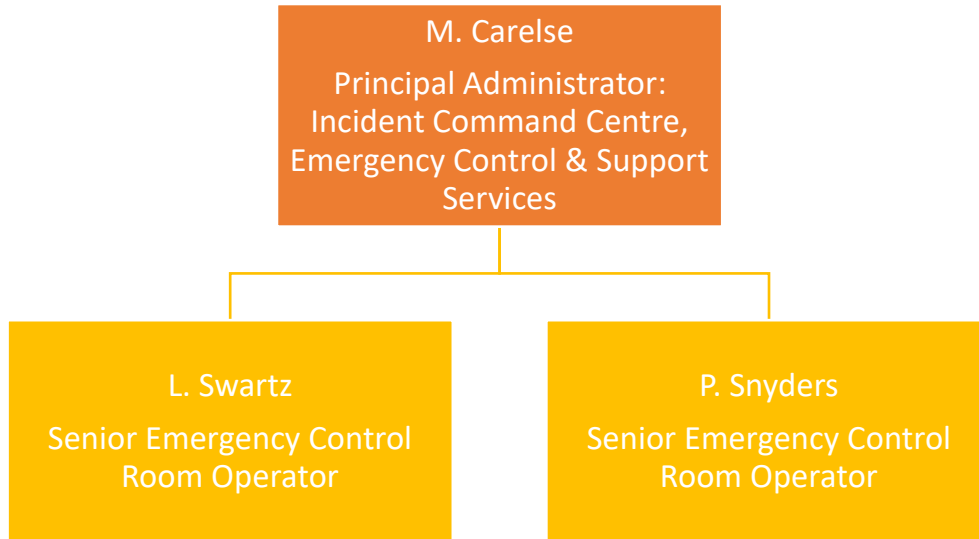


The Safety and Security division is supplemented by 21 temporary staff (EPWP)

Cognizance must be taken that only 5 of the 8 Public Safety Officer vacancies are filled and only 2 of the 8 CCTV Controller positions are filled in the Safety and Security & CCTV section which will have an impact on the overtime budget as and when incidents arise. During the fire and festive season an anticipated 50% increase in population can be expected (as per the 2022/2023 Disaster Management Plan).

Public Safety Officer	5
CCTV Controller	2
Access Controller	5
Admin Assistant	0

**12. Organogram: Incident Command Centre, Emergency Control & Support Services**



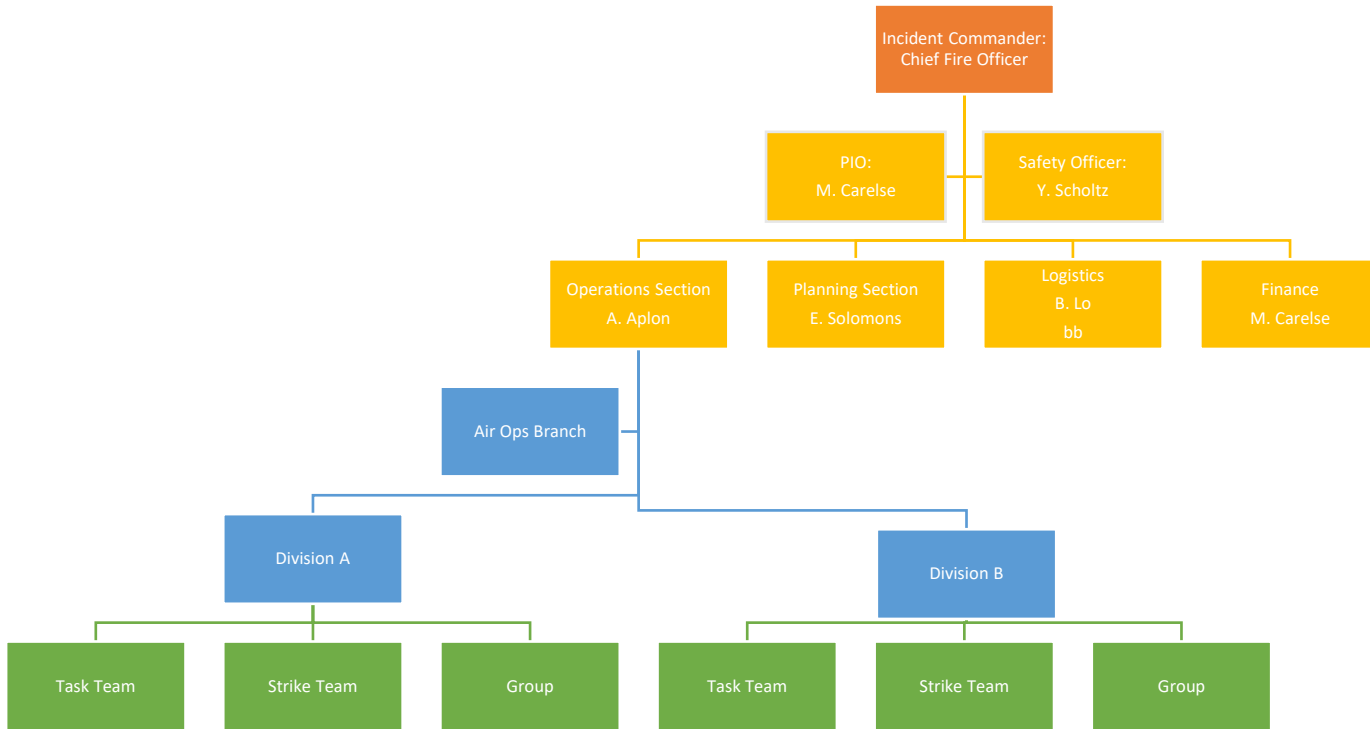
The Incident Command Centre and Emergency Control division is supplemented by 5 temporary emergency control room operators and an intern (Chrysalis Intern)

Cognizance must be taken that only 5 of the 8 positions in the Emergency Control Room are filled which will have an impact on the overtime budget. During fire and festive season the minimum operators to be on duty are 2 per shift (day and night) due to the influx of visitors (up to 50% as per the 2022/2023 Disaster Management Plan)

**The Emergency Control Room receives telephone calls for the Directorate: Public Safety which include Fire & Emergency Services, Disaster Management and Security Services, Traffic and Law Enforcement Services as well as activation of external role players such as WCEMS, SAPS, NSRI etc. There are already constraints with service delivery due to the limited staff to perform the function.**

Emergency Control Room Operator	5
General Assistant	1
Chrysalis Intern	1

**13. Proposed Incident Command Structure during emergencies**



This is the proposed Incident Command System when it may be activated. The system is used to manage the response to an emergency or non-emergency incident or event.

The ICS is built around five major management activities, which include the following:

**Command:** command staff set the objectives and priorities and has overall responsibility of the incident or event;

The Command Staff must include a Public Information Officer (PIO), a Safety Officer, a Liaison Officer amongst the Operations Section Chief, Planning Section Chief, Logistics Section Chief and Finance/Administration Section.

**Operations:** operations staff conduct tactical operations to carry out the plan and develops the tactical objectives, organization, and directs all resources;

**Planning:** planning staff develops the action plan to accomplish the objectives, collects and evaluates information and maintains resource status;

**Logistics:** logistics staff provide support to meet incident needs, as well as resources and other services needed to support the incident;

**Finance/Administration:** finance/administration staff monitors costs related to the incident and provides accounting, procurement, time recording, and cost analysis.

**The following forms will be completed by the IC Command Staff at extended wildfire attacks (or any other incident where the ICS can be implemented):**

1. CAD Report (aka Uniti report to be updated regularly by the IC / IC staff
2. Incident Organizer or 201 for the initial attack
3. Incident Action Plan for incidents exceeding 12-hours. The IAP must be completed for a 12 or 24-hour period.

Unified Command (UC) can be implemented when an incident spans over multiple jurisdictions, a single jurisdiction with multiagency involvement, or multiple jurisdictions with multi-agency involvement.

The UC allows for agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively without affecting individual agency authority, responsibility, or accountability.

Overstrand Municipality as the controlling authority will always take control of an incident within the jurisdiction; should the need arise, a UC can be implemented.

Two IMT are on standby on a rotational basis. Refer to the shift rosters for the rotational standby.

**SECTION D****14. Operational working hours****14.1. Hermanus, Gansbaai and Kleinmond Fire Station**

14.1.1. Hermanus, Kleinmond and Gansbaai Fire Stations are currently operating on a 24-hour basis, with shifts commencing at 09:00. The 24-hour shifts came into effect as from 1 July 2022. Each shift consists of at least the following staffing complement:

<b>KLEINMOND</b>	<b>HERMANUS</b>	<b>GANSBAAI</b>
	1 x Station Commander	
1 x Senior Firefighter	1 x Senior Firefighter	1 x Senior Firefighter
1 x Firefighter	3 x Firefighter	1 x Firefighter
1 x Fire assistant (contract worker)	1 x Fire assistant (contract worker)	1 x Fire assistant (contract worker)

14.1.2. Fire Operations will be augmented during office hours by a Platoon Commander, 1 x Fire assistant and 1 x admin support for technical and logistical incident support.

14.1.3. Off-duty staff will be on a rotational standby roster, at any given time with at least four additional firefighters on standby per day.

14.1.4. Three reservist Firefighters will also be on duty on a rotational roster.

14.1.5. Seventeen Community Volunteers will be available in Betty's Bay and Pringle Bay.

14.1.6. A Brigade Call out can be instructed for all off-duty firefighters.

14.1.7. All available fire engines will be placed at strategic points during the festive season and New Year's Eve celebrations from 4 December 2023 until 8 January 2024.

**14.2. Safety and Security and CCTV**

14.2.1. As the division only consists of 2 (two) permanent officials, the day-to-day operations are conducted by temporary staff (and Chrysalis Interns). All temporary staff report to the Senior Inspector: Law Enforcement and CCTV.

14.2.2. Safety and Security and CCTV consist of the Public Safety Officer, CCTV Controller and Access Controller. Public Safety Officers will rotate as per the strategic points

identified during the festive season and New year's Eve celebrations from 4 December 2023 until 8 January 2024.

14.2.3. The Public Safety Officers will assist the Fire division at incidents by assisting with crowd control and logistical arrangements. The Public Safety Officers will assist the Law Enforcement division with any operational grid plans as needed and conduct regular inspections at municipal sites, issue fines to transgressors enforcement of municipal by-laws.

14.2.4. A motivation will be submitted to the Director: Protection Services as and when the need arise to bring in additional temporary staff on overtime.

14.2.5. Public Safety Officers and CCTV Controllers are currently working 12-hours per day, with shifts commencing at 06:00 and ends at 18:00. Access Controllers operate as per the norm according to day workers (Monday – Friday 07:45 till 16:30, excluding public holidays)

14.2.6. The 12-hour roster for Safety and Security is rostered on the CAD (Computer Aided Dispatch)

14.2.7. Refer to the Senior Duty Roster for standby officials (permanent).

#### 14.3. **Disaster Management**

14.3.1. Disaster Management operates as per the norm according to day workers (Monday – Friday 07:45 till 16:30, excluding public holidays).

14.3.2. Disaster Management officers will be activated to assist at extended wildfire attacks, structural fires (specifically backyard and informal dwellings), severe weather warnings and social distress incidents, amongst other.

14.3.3. A motivation will be submitted to the Director: Protection Services as and when the need arise to bring in temporary staff on overtime.

14.3.4. Refer to the Senior Duty Roster for standby officials (permanent)

#### 14.4. **Fire Safety**

14.4.1. Fire Safety operates as per the norm according to day workers (Monday – Friday 07:45 till 16:30, excluding public holidays).

- 14.4.2. Fire Safety officers will be activated to assist at extended attacks, may be called to assist at structural fires (specifically backyard and informal dwellings), severe weather warnings and social distress, amongst other.
- 14.4.3. Fire Safety officers may particularly be activated after hours to assist Law Enforcement Agencies with compliance at liquor establishments such as bars and taverns (both legal and illegal), and any other establishment as deemed to have the need for fire safety compliance.
- 14.4.4. A motivation will be submitted to the Director: Protection Services as and when the need arise to bring in temporary staff on overtime.
- 14.4.5. Refer to the Senior Duty Roster for standby officials (permanent).
- 14.5. Incident Command and Emergency Control**
- 14.5.1. The division only consists of 3 (three) permanent officials, the day-to-day operations are conducted by temporary staff (and a Chrysalis Intern). All temporary staff report to the Senior Administrator: Incident Command Centre, Emergency Control & Support Services.
- 14.5.2. The Emergency Control Room receives all calls for the Directorate: Protection Services and transfers to the relevant department or dispatches the necessary crew or officers.
- 14.5.3. The Emergency Control Room operates on a 24-hour basis, with 12-hour shifts commencing at 06:00.
- 14.5.4. A motivation will be submitted to the Director: Protection Services as and when the need arise to bring in temporary staff on overtime (operators can be utilized for the emergency control room or when there is an extended wildfire occurring as part of the logistics team)
- 14.5.5. The 12-hur roster for Incident Command and Emergency Control is rostered on the CAD (Computer Aided Dispatch)
- 14.5.6. Refer to the Senior Duty Roster for standby officials (permanent)

**14.6. Senior Duty Officer**

Assistant Chief Fire Officer or his delegate will be available during office hours. A Senior Officer will be on standby after hours and on weekends. Refer to the shift roster from November 2023 – May 2024.

15. Shift roster November 2023

# November 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
30 Stewart, Solomons, Lobb, Pat, Heneke	31 Stewart, Solomons, Lobb, Pat, Heneke	1 Stewart, Solomons, Lobb, Pat, Heneke	2 Stewart, Solomons, Lobb, Pat, Heneke	3 Stewart, Solomons, Lobb, Pat, Heneke	4 Stewart, Solomons, Lobb, Pat, Heneke	5 Stewart, Solomons, Lobb, Pat, Heneke
6 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	7 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	8 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	9 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	10 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	11 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	12 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala
13 Stewart, Scholtz, Heneke, Pat,	14 Stewart, Scholtz, Heneke, Pat,	15 Stewart, Scholtz, Heneke, Pat,	16 Stewart, Scholtz, Heneke, Pat,	17 Stewart, Scholtz, Heneke, Pat,	18 Stewart, Scholtz, Heneke, Pat,	19 Stewart, Scholtz, Heneke, Pat,
20 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	21 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	22 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	23 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	24 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	25 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief	26 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Chief
27 Stewart, Solomons, Lobb, Pat	28 Stewart, Solomons, Lobb, Pat	29 Stewart, Solomons, Lobb, Pat	30 Stewart, Solomons, Lobb, Pat			

Events

16. Shift roster December 2023

# December 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1 Stewart, Solomons, Lobb, Pat	2 Stewart, Solomons, Lobb, Pat	3 Stewart, Solomons, Lobb, Pat
4 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	5 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	6 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	7 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	8 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	9 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	10 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala
11 Stewart, Scholtz, Lobb, Pat, Kim	12 Stewart, Scholtz, Lobb, Pat, Kim	13 Stewart, Scholtz, Lobb, Pat, Kim	14 Stewart, Scholtz, Lobb, Pat, Kim	15 Stewart, Scholtz, Lobb, Pat, Kim	16 Stewart, Scholtz, Lobb, Pat, Kim	17 Stewart, Scholtz, Lobb, Pat, Kim
18 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	19 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	20 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	21 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	22 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	23 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala	24 Esau, Aplon, Carelse, Brussel, Coert, Smith Stemmet, Lucia, Verdi, Kholakala
25 Stewart, Solomons, Lobb, Pat, Kim	26 Stewart, Solomons, Lobb, Pat, Kim	27 Stewart, Solomons, Lobb, Pat, Kim	28 Stewart, Solomons, Lobb, Pat, Kim	29 Stewart, Solomons, Lobb, Pat, Kim	30 Stewart, Solomons, Lobb, Pat, Kim	31 Stewart, Solomons, Lobb, Pat, Kim

Events

- 16th December – Day of Reconciliation
- 25<sup>th</sup> December – Christmas
- 26<sup>th</sup> December – Boxing day

**17. Shift roster January 2024**

# January 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala, Chief	2 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	3 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	4 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	5 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	6 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	7 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief
8 Stewart, Scholtz, Heneke, Pat, Turlo	9 Stewart, Scholtz, Heneke, Pat, Turlo	10 Stewart, Scholtz, Heneke, Pat, Turlo	11 Stewart, Scholtz, Heneke, Pat, Turlo	12 Stewart, Scholtz, Heneke, Pat, Turlo	13 Stewart, Scholtz, Heneke, Pat, Turlo	14 Stewart, Scholtz, Heneke, Pat, Turlo
15 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	16 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	17 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	18 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	19 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	20 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	21 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala
22 Stewart, Solomons, Lobb Heneke, Pat, Turlo	23 Stewart, Solomons, Lobb, Heneke, Pat, Turlo	24 Stewart, Solomons, Lobb, Heneke, Pat, Turlo	25 Stewart, Solomons, Lobb ,Heneke, Pat, Turlo	26 Stewart, Solomons, Lobb ,Heneke ,Pat, Turlo	27 Stewart, Solomons, Lobb, Heneke, Pat, Turlo	28 Stewart, Solomons, Lobb, Heneke Pat, Turlo
29 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala	30 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala	31 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala				

Events

1 Jan – New Year’s Day

**18. Shift roster February 2024**

# February 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	2 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala	3 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala	4 Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala
5 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	6 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	7 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	8 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	9 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	10 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>	11 Stewart, Scholtz, Heneke, , Pat, <b>Turlo</b>
12 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	13 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	14 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	15 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	16 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	17 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	18 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala
19 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	20 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	21 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	22 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	23 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	24 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>	25 Stewart, Solomons, Lobb Heneke, Pat, <b>Turlo</b>
26 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	27 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	28 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	29 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala			

Events

**19. Shift roster March 2024**

# March 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
				Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia, Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala
4	5	6	7	8	9	10
Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo	Stewart, Scholtz, Heneke, Pat, Turlo
11	12	13	14	15	16	17
Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala
18	19	20	21	22	23	24
Stewart, Solomons, Lobb Heneke, Pat, Turlo	Stewart, Solomons, Lobb, Heneke, Pat, Turlo	Stewart, Solomons, Lobb, Heneke Pat, Turlo	Stewart, Solomons, Lobb, Heneke, Pat, Turlo	Stewart, Solomons, Lobb, Heneke, Pat, Turlo	Stewart, Solomons, Lobb, Heneke, Pat, Turlo	Stewart, Solomons, Lobb, Heneke Pat, Turlo
25	26	27	28	29	30	31
Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief	Esau, Aplon, Carelse, Brussel, Coert, Stemmet, Lucia Verdi, Kholakala, Chief

Events

21 Mar – Human Rights Day

29 Mar – Good Friday

**20. Shift roster April 2024**

# April 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 Stewart, Scholtz, Heneke, Pat, Turlo	2 Stewart, Scholtz, Heneke, Pat, Turlo	3 Stewart, Scholtz, Heneke, Pat, Turlo	4 Stewart, Scholtz, Heneke, Pat, Turlo	5 Stewart, Scholtz, Heneke, Pat, Turlo	6 Stewart, Scholtz, Heneke, Pat, Turlo	7 Stewart, Scholtz, Heneke, Pat, Turlo
8 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	9 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	10 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	11 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	12 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	13 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala	14 Esau, Aplon, Carelse, Brussel, Coert, Lucia Verdi, Kholakala
15 Stewart, Solomons, Heneke, Pat, Turlo	16 Stewart, Solomons, Heneke, Pat, Turlo	17 Stewart, Solomons, Heneke, Pat, Turlo	18 Stewart, Solomons, Heneke, Pat, Turlo	19 Stewart, Solomons, Heneke, Pat, Turlo	20 Stewart, Solomons, Heneke, Pat, Turlo	21 Stewart, Solomons, Heneke, Pat, Turlo
22 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	23 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	24 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	25 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	26 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	27 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala	28 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia Verdi, Kholakala
29 Stewart, Scholtz, Heneke, Pat, Turlo	30 Stewart, Scholtz, Heneke, Pat, Turlo					

Events

- 1 April – Family Day
- 27 April – Freedom Day

**21. Shift roster May 2024**

# May 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Stewart, Scholtz, Heneke, Pat, Turlo	2 Stewart, Scholtz, Heneke, Pat, Turlo	3 Stewart, Scholtz, Heneke, Pat, Turlo	4 Stewart, Scholtz, Heneke, Pat, Turlo	5 Stewart, Scholtz, Heneke, Pat, Turlo
6 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	7 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	8 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	9 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	10 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	11 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala	12 Esau, Aplon, Carelse, Brussel, Coert, Lucia, Verdi, Kholakala
13 Stewart, Solomons, Heneke, Pat, Turlo	14 Stewart, Solomons, Heneke, Pat, Turlo	15 Stewart, Solomons, Heneke, Pat, Turlo	16 Stewart, Solomons, Heneke, Pat, Turlo	17 Stewart, Solomons, Heneke, Pat, Turlo	18 Stewart, Solomons, Heneke, Pat, Turlo	19 Stewart, Solomons, Heneke, Pat, Turlo
20 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	21 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	22 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	23 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	24 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	25 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala	26 Esau, Aplon, Carelse, Smith, Brussel, Coert, Lucia, Verdi, Kholakala
27 Stewart, Scholtz Heneke, Pat, Turlo	28 Stewart, Scholtz, Heneke, Pat, Turlo	29 Stewart, Scholtz, Heneke, Pat, Turlo	30 Stewart, Scholtz, Heneke, Pat, Turlo	31 Stewart, Scholtz, Heneke, Pat, Turlo		

Events

1 May – Workers Day

## SECTION E

## 22. Vehicles and appliances

CALL SIGN	REG NUMBER	STATUS	LOCATION	DESCRIPTION	CLASS	Model Year
<b>COMMAND VEHICLES</b>						
Delta 1	CEM 23400	On run	Hermanus	Nissan Navara 2.5 TD LWB 4X4	Mobile Command Vehicle – Disaster Management	2015
CV 1	CEM 44444	On run	Hermanus	Ford Ranger DC 4X4	Mobile Command Vehicle	2018
<b>MAJOR PUMPERS</b>						
Engine 1-1	CEM 37463	On run	Hermanus	Mercedes Benz Ateco 1328	Major Pumper type I	2014
Engine 2-1	CEM 7532	On run	Gansbaai	Iveco (4X4)	Major Pumper type III	2019
Engine 3-1	CEM 10226	On run	Kleinmond	Mercedes Benz Ateco 1328	Major Pumper type III	2009
<b>PUMPERS</b>						
Pump 1	CEM 30714	On run	Hermanus	Toyota Hino 4X4	All Terrain Appliance	2018
Pump 2	CEM 48495	On run	Gansbaai	Isuzu FTS 750	All Terrain Appliance	2019
Pump 3	CEM 2869	On run	Gansbaai	Tata 713C 4X4	All Terrain Appliance	2006
Pump 5	CEM 48493	On run	Hermanus	Isuzu FTS 750	All Terrain Appliance	2019
Pump 6	CEM 1626	On run	Pringle Bay	Mercedes Buffel	All Terrain Appliance	1982
Pump 7	CEM 21426	On run	Kleinmond	Isuzu FTS 750	All Terrain Appliance	2019
<b>SKID UNITS</b>						
Alpha 1	CEM 44284	On run	Hermanus	Toyota Landcruiser	Skid Unit	2018
Alpha 2	CEM 32828	On run	Stanford	Toyota Landcruiser	Skid Unit	2011
Alpha 3	CEM 28939	On run	Pringle Bay	Toyota Landcruiser	Skid Unit	2019
Alpha 4	CEM 12594	On-run	Gansbaai	Ford Ranger Subercab 2.2 4x4	Skid Unit	2020
Alpha 7	CEM 6556	On-run	Kleinmond	Ford Ranger Supercab 2.2 4x4	Skid unit	2020
<b>SUPPORT VEHICLES</b>						
SV01	CEM 38652	Off run	Hermanus	Volkswagen Polo ViVo 1.4	Support Vehicle	2015
SV02	CEM 47688	On run	Control Room	Volkswagen Polo Sedan	Support Vehicle	2019
SV03	CEM 42054	On run	Kleinmond	Nissan NP 300	Utility Vehicle	2017
SV04	CEM 30870	On Run	Hermanus	Ford Ranger Single Cab	Utility Vehicle	2019
SV05	CEM 8219	On run	Fire Safety	Ford Ranger XL 4x2 DC	Support Vehicle	2021
SV06	CAM 13012	On run	Betty's Bay	Nissan Hardbody 2.0 4x2 1-ton LDV	Bakkie Unit	2007
SV07	CEM 42270	On run	Control Room	VW POLO SEDSN	Support Vehicle	
SV08	CEM 11565	On run	Hermanus	Ford Ranger XL 4x2 DC	Utility Vehicle	2021
SV09	CEM 13116	On run	Safe & Security	Ford Ranger XL 4x2 DC	Utility Vehicle	2021
SV10	CEM 33893	On run	Safety & Security	VW POLO SEDAN	Utility Vehicle	

<b>SV11</b>	CEM 44285	On run	Safety & Security	Toyota Corolla	Support Vehicle	
	CEM 14938	OFF run		Toyota Hilux 2.7i 4x4	Utility Vehicle	2006
	CEM 23784	On run		Nissan Hardbody NP300 4X4	Utility Vehicle	2011
<b>TRAILERS</b>						
Tango 1	CAM 4600	On run	Stanford	Trailer – Rope Rescue		
Tango 2	CAM 4601	On run	Stanford	Trailer – Hazmat		
Tango 3	CAM 1266	OFF rum	Gansbaai	Trailer – Portable dam		
Tango 4	CEM 3366	On run	Betty's bay	Trailer- Skid unit		
Tango 5	CEM 25651	On run	Baardskeerdersbos	Trailer -Skid Unit		
Tango 6	CAM 30979	On run	Kleinmond	Trailer – SCBA compressor		
Tango 7	CEM 2740	On run	Stanford	Temp ICC ICP/JOC equipment		

NB: Senior Officers must utilize marked municipal vehicles with the necessary radio communication for Command and Control of incidents during major incidents, marked vehicles must also be utilized when communicating with ground resources and aerial support. Municipal or marked vehicles are easily identifiable to the general public. Due to the nature of our inherent fire risk and history of fire related incidents, incident commanders must use municipal vehicles to communicate with other agencies, e.g. WOF, ODM, SAPS, WCEMS etc.

## 23. Provincial Fire and Disaster Management Assistance (Depending on Provincial & District Requirements)

### 23.1. Available aerial resources from 1 December 2023 – 30 April 2024

- AT 802 (Aerial Tractor)
- Huey Helicopter
- Spotter
- Black Hawk Chopper

The Western Cape Provincial Government Fire Brigade Services will assist with aerial support for the initial fire attack with a combination of aerial resources via the ODM. After approval they will cover the costs for the first hour of initial attack aerial firefighting. Aerial resources will be available for extended fire attack operations.

### 23.2. Municipal Boundary and Helicopter Fly Zone

Please see Service Level Agreement between Overstrand Fire & Emergency Services, Disaster Management and Security Services and Overberg Fire and Rescue Services.

### 23.3. Possible funding implications & deviation

- Additional shifts from 1 November 2023 – 31 May 2024 to man strategic points

- Additional overtime and standby for Senior Officers and Firefighters (extended incidents)
- Working on Fire Resources (Western Cape Province) Fire Suppressing Support (Ground / Aerial) and or Transport for Working on Fire Personnel
- Food rations (extended or on request of Chief Fire Officer / incident commander)
- Additional logistic support from Overstrand Municipal department and/or other external resources

#### 23.4. **Ground Team Firefighting Resources**

- Walker Bay Working on Fire Ground crew
- Bredasdorp Working on Fire Ground crew
- Kleinmond Working on Fire Ground crew
- Other Available Private Specialized Ground teams

#### 23.5. **Call out procedures.**

In an emergency, (a situation that poses an immediate risk to life, health, property or the environment) the normal procurement procedures cannot be followed. The following call out procedure for additional resources are:

Air or ground support request (on emergency) from Chief Fire Officer / Incident Commander to Director: Protection Services / Municipal Manager for approval or approval for overspending. On approval the Chief Fire Officer / Incident Commander will contact District or Provincial Fire Management to dispatch requested resources to location and manage these resources and keep Director / MM informed.

All air and ground support after the necessary approval, resources can be requested via Bredasdorp Dispatch:

**Bredasdorp Dispatch**

<b>Fire Line</b>	<b>082 312 9507</b>
<b>Admin Line</b>	<b>028 425 1690</b>
<b>E-Mail Address</b>	<a href="mailto:Dispatch.bredasdorp@wofire.co.za">Dispatch.bredasdorp@wofire.co.za</a>

**Stellenbosch Dispatch**

<b>Fire Line</b>	<b>060 961 8847</b>
<b>Admin Line</b>	<b>021 880 2639</b>
<b>E-mail Address</b>	<a href="mailto:dispatch.stb.wc@wofire.co.za">dispatch.stb.wc@wofire.co.za</a>

Please take note of Brigade Order 05/09/2016

It is the responsibility of the Incident Commander, at particularly large and/or extended incident(s) to inform the Office of the Fire Chief that additional resources were utilized to assist Overstrand Fire Services with fire suppression and/or other activities.

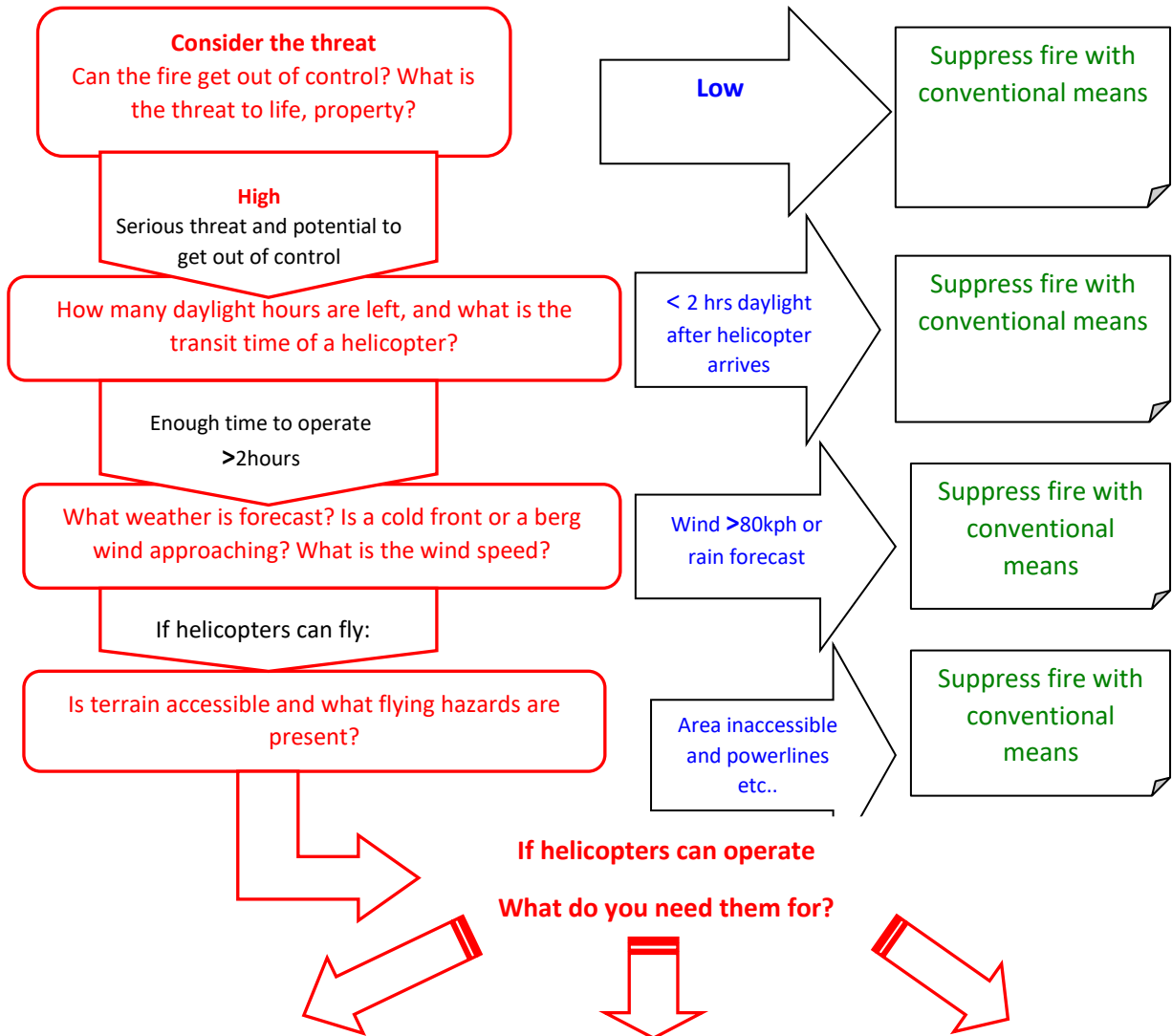
The Office of the Fire Chief must be informed of additional resources utilized one day after the resources has been utilized: for each day that the resources were utilized.

The accepted method to inform the Office of the Fire Chief is per email to [lestersmith@overstrand.gov.za](mailto:lestersmith@overstrand.gov.za)  
[firesec@overstrand.gov.za](mailto:firesec@overstrand.gov.za)  
[mcarelse@overstrand.gov.za](mailto:mcarelse@overstrand.gov.za)

The following information will form the base of the email informing the Chief Fire Officer of the resources utilized:

- I. The incident reference number (and fire “name”)
- II. The date the resource was utilized
- III. The reason why additional resources were requested
- IV. The type of resource utilized, eg ground teams, aerial, digger loader etc. Include the name of the company
- V. In the event that WOF was utilized, state which team and how the team arrived at the incident
- VI. All other information which is deemed relevant to the situation.

**24. Questions to ask before calling the helicopters**



Reconnaissance	Trooping	HAFFS
1) Prepare LZ for briefing 2) Prepare flight plan 3) Check air to ground comms 4) Check onboard comms 5) Take maps, pens, and camera.	1) Prepare LZ 2) Appoint emplaning and deplaning officers 3) Brief fire fighters 4) Brief air crew on drop LZ's	1) Is the potential damage sufficient to warrant extensive expenditure? 2) Are there sufficient firefighters on the fire line? 3) Are adequate water sources close by? 4) Is aviation fuel available? 5) Do you have ground to air comms and other necessary equipment? If answers to above are yes – proceed. <ul style="list-style-type: none"> <li>• Prepare LZ's</li> <li>• Undertake briefings</li> <li>• Appoint ground crew, AAB, check comms.</li> </ul>

## 25. SWOT analysis

### Strengths

- Dynamic Leadership
- In the process of addressing Infrastructure, Vehicles, Personnel, Training
- Strong Organizational Structure
- Command Structure (ICS Principles)
- Disciplined Fire Fighters
- 24/7 Available Fire, Rescue and Disaster Management Service
- Hermanus Fire Station Shift System
- All available Fire Engines will be place at strategic point during New Year's eve celebration and in Mid and Post season from 4 December 2023 until 8 January 2024
  - at Pringle Bay, Rooi Els, Betty's Bay, Kleinmond Main beaches,
  - Grotto Beach, Fisherhaven , Municipal Stores and the Pools at Hawston, as well as
  - Uilenkraalsmond, Stanfordsbaai, Franskraal and Pearly Beach with staff compliment.

### Opportunities

- Each veld fire incident provides an opportunity to reduce fuel (vegetation)
- Festive season period offers a unique opportunity to apply skills and gain experience in the fire, rescue and disaster management environment
- Opportunity to Create an Safe Environment for Communities, Visitors and Tourists

### Weakness

- Limited Infrastructure
- Limited Vehicles (vehicles taken out of service)
- Condition of Vehicles (mechanical failure)
- Limited Equipment
- Condition of Equipment (deteriorating equipment)
- Limited Personnel (Man Power)
- One turn out per shift
- Limited Trained Personnel
- Level of Training
- Gansbaai and Kleinmond limited firefighters per shift
- Limited Funding

### Threats

#### Fires

- Structural (Formal, Informal, Commercial, Industrial)
- Veld Fires

Motor vehicle/ pedestrian accidents

Boating accidents (Sea/ Lagoon)

Para-glider accidents

Hiking accidents

Drowning accidents (sea, lagoon, swimming pools, rivers)

#### Threat Drivers

Influx of visitors, tourists .

Weather (dry, windy, high temp), Topography (limited access) and Vegetation (age/density/type ect)

Extended Fire Season

Multiple incidents or Extended Fire Rescue and Disaster Incidents

Global warming

Climate Change

SECTION F

26. Pro-active activities

26.1. Burn permits issued

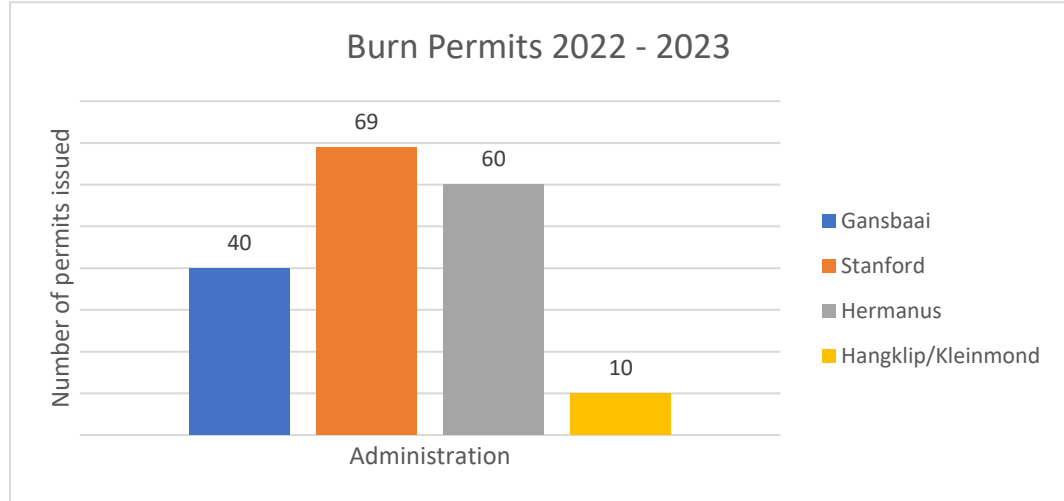


Chart 1: Burn permit inspections

For the financial year, 179 burn permits were issued, which include the burn permit extensions.

Burn permit holders must comply with the conditions as set out on the approved burn permit. Such conditions may include, but are not limited to:

- \* Adequate firebreaks must surround the area intended to burn
- \* Burning is subject to weather conditions
- \* Stack and fuel reduction burns are permitted between May and October, while Agricultural burns are permitted between February and September. Training burns are not limited to any month of the year
- \* Prescribed / ecological and biodiversity burns are limited to February, March, April, September, October and November
- \* No burning is allowed on Orange or Red days (Fire Danger Index)
- \* No burning is permitted on a Saturday, Sunday, Public Holiday or a day before a long weekend

26.2. **Plot clearing inspections**

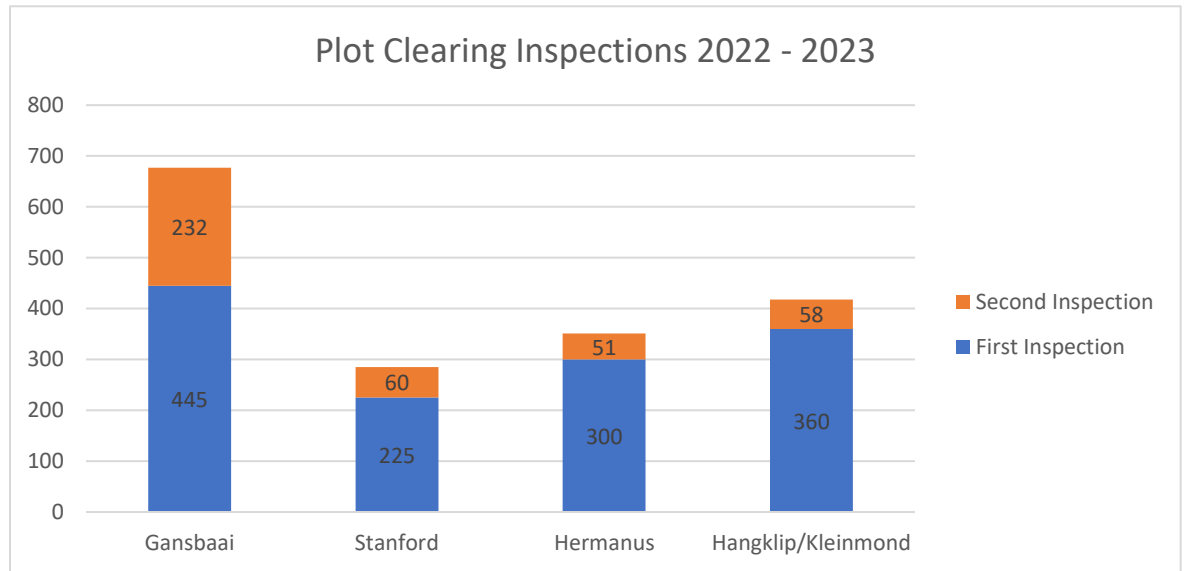


Chart 2: Plot clearing inspections

Of the 1898 first and second inspections conducted between 1 July 2022 and 1 July 2023, 343 notices were issued, 21 erven were cleared by the appointed contractor and 292 were cleared by the owner.

Plot clearing is an on-going and continuous project to identify potential fire hazards and fire hazards in an area. The Policy for Creating and Maintaining Fire Wise Vacant Erven In Urban and Suburban Areas of the Overstrand Municipality identifies the responsibilities and rights of the municipality and obligations of landowners. The prescribed standards for reducing vegetation is available in chapter 8 of the policy.

Challenges are experienced with the policy as approved by Council on 28 September 2022. The turnaround time for appointing a contractor has increased as per the standard procedures, the owner must be summonsed to appear in court due to non-compliance prior to a contractor being appointed to clear. This causes delays in the process.

**26.3. Fire Safety & awareness activities**

**26.3.1. Building inspections**

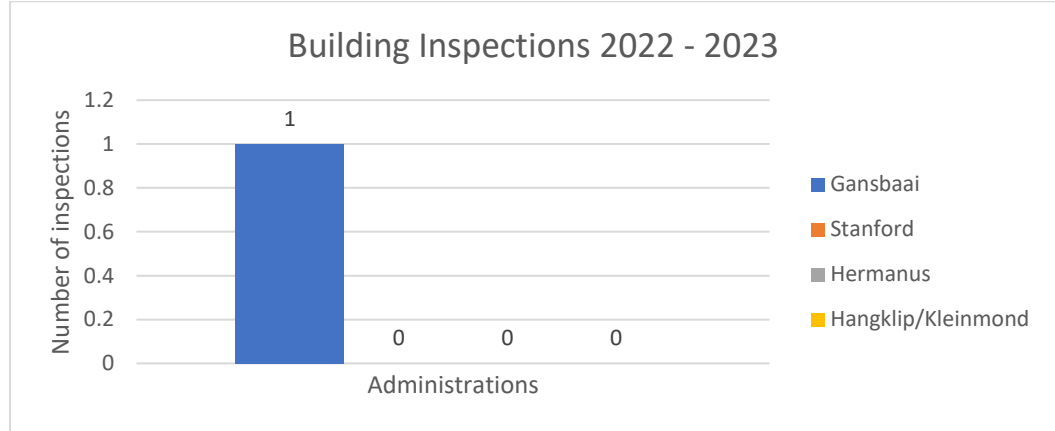


Chart 3: Building inspections

For the financial year, 1 Building Plan Inspections were conducted from 1 July 2022 – 30 June 2023. Municipal buildings, not included in the above statistics for the financial year amounts to 6, which brings the total to 7 (1 private and 6 municipal)

**26.3.2. Business licenses**

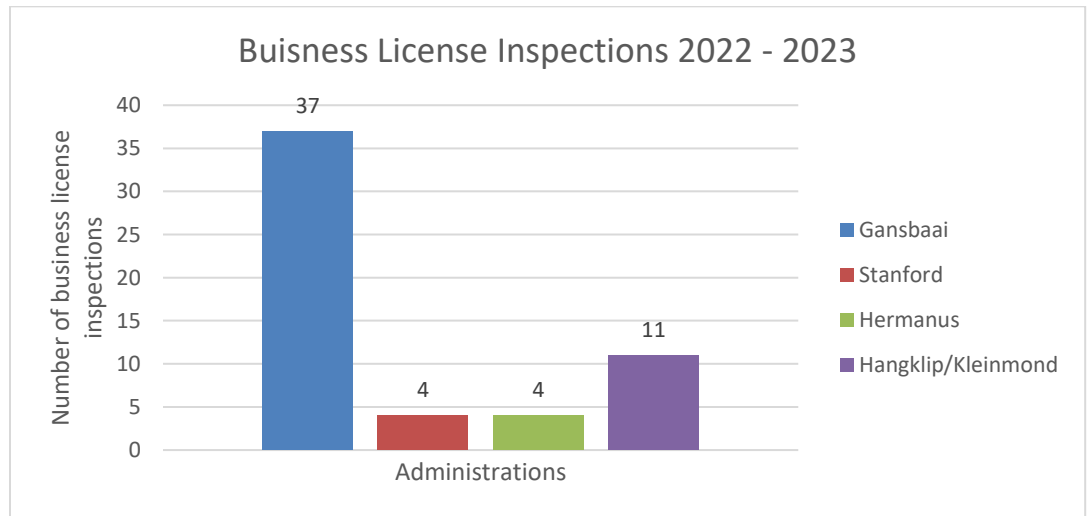


Chart 4: Business license inspections

For the financial year, 56 Business License Inspections were conducted from 1 July 2022 – 30 June 2023.

**26.3.3. Event inspections**

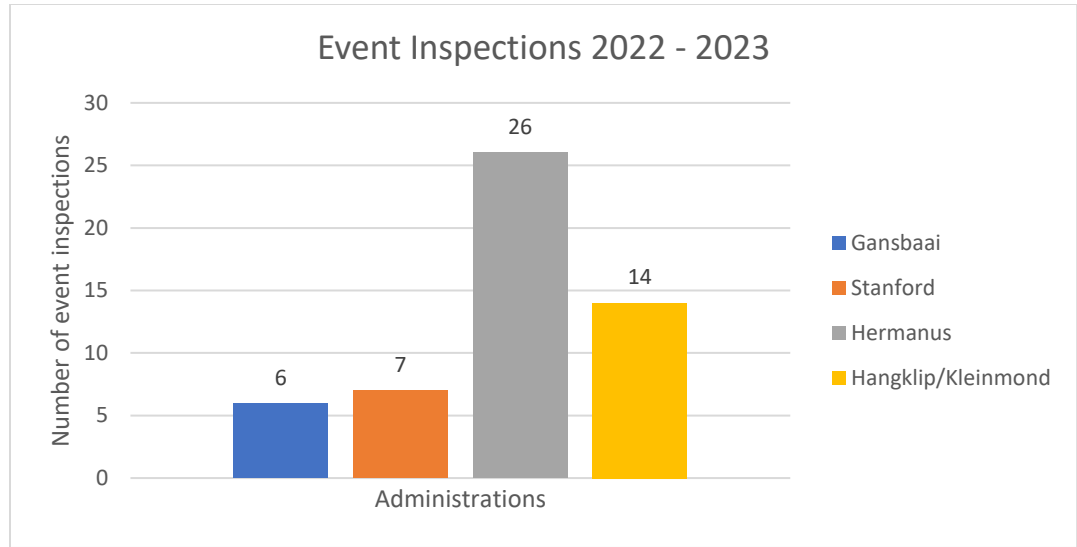


Chart 5: Event inspections

For the financial year, 53 Event Inspections were conducted from 1 July 2022 – 30 June 2023.

**26.3.4. Early Childhood Development Inspections**

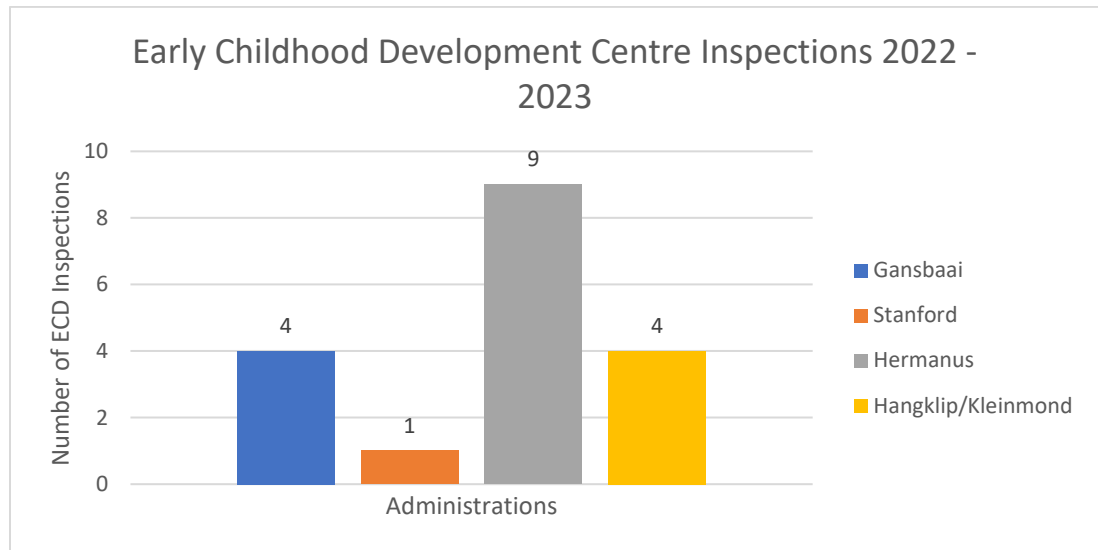


Chart 6: Early Childhood Development inspections

For the financial year, 18 Early Childhood Development Inspections were conducted from 1 July 2022 – 30 June 2023.

**26.3.5. Population Certificate**

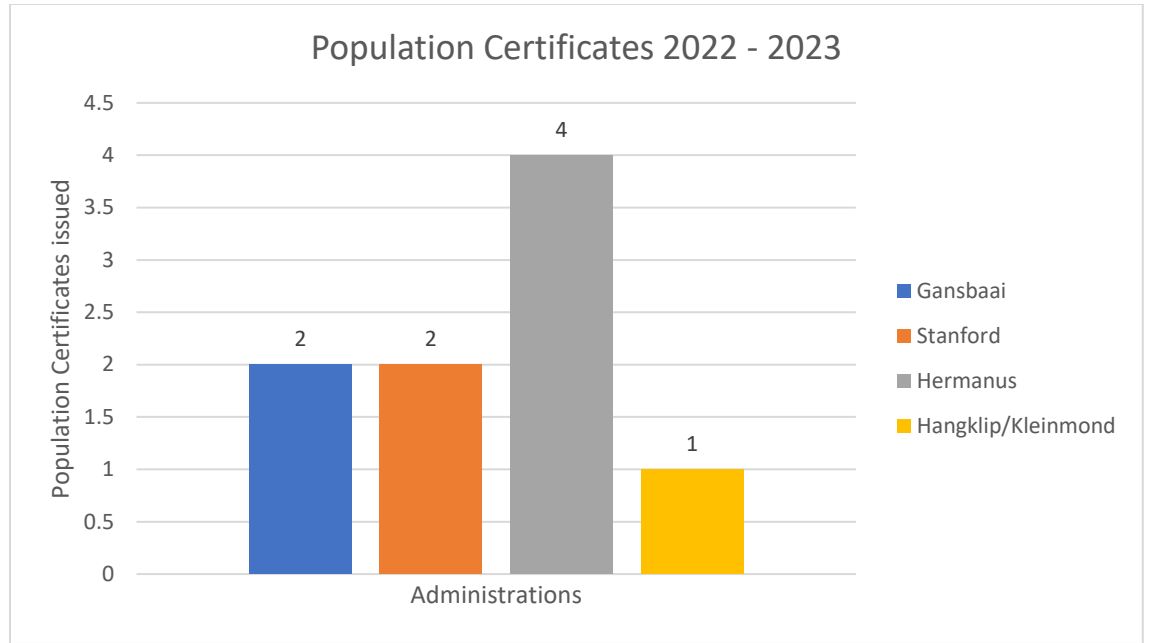


Chart 7: Population Certificates issued

For the financial year, 9 Population Certificates were issued from 1 July 2022 – 30 June 2023

**26.3.6. Flammable Storage inspection**

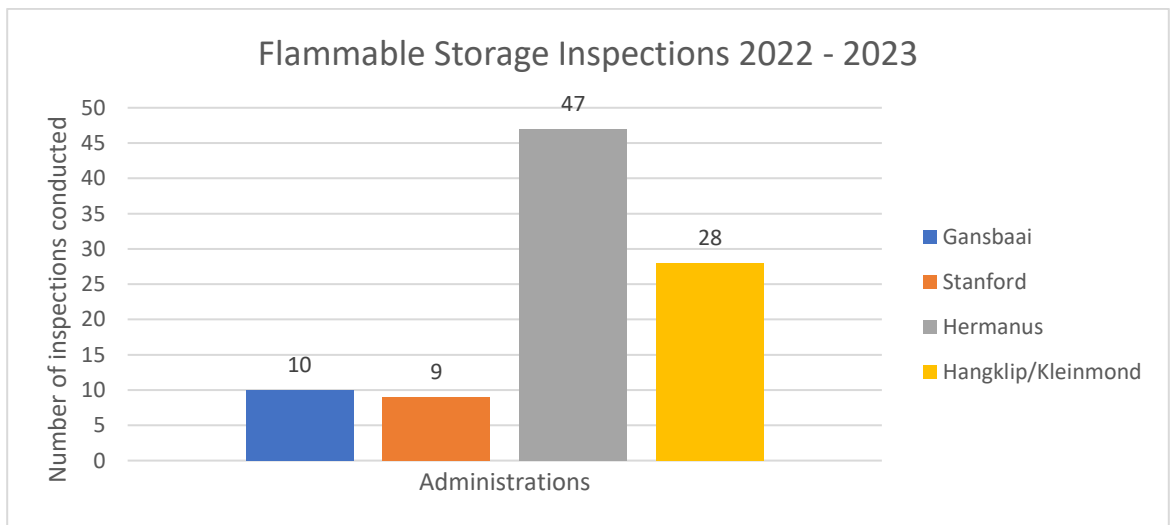


Chart 8: Flammable Storage inspections

For the financial year, 94 Flammable Storage Inspections were conducted from 1 July 2022 – 30 June 2023.

**26.3.7. Building Plan Screenings**

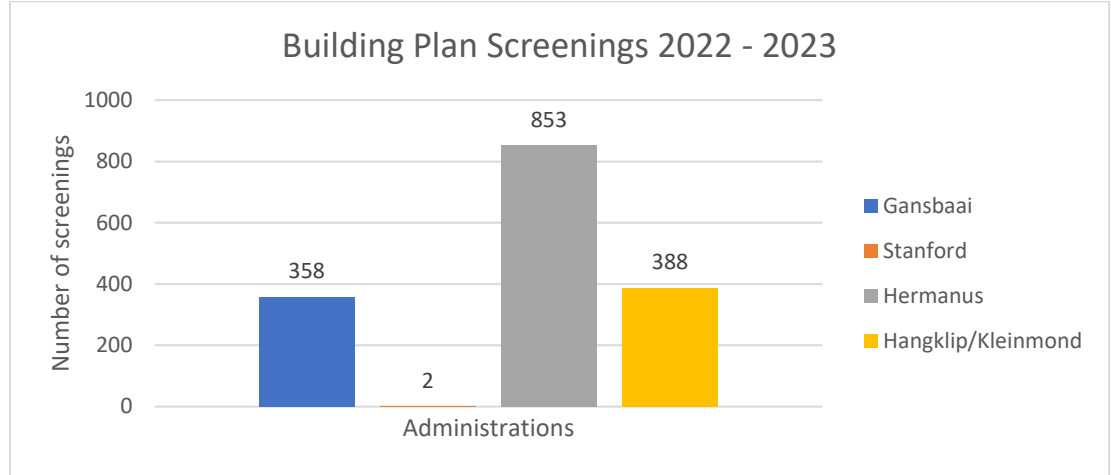


Chart 9: Building Plan Screenings

For the financial year, 1601 Building Plan Screenings were conducted from 1 July 2022 – 30 June 2023.

**26.3.8. Town Planning Application Screening**

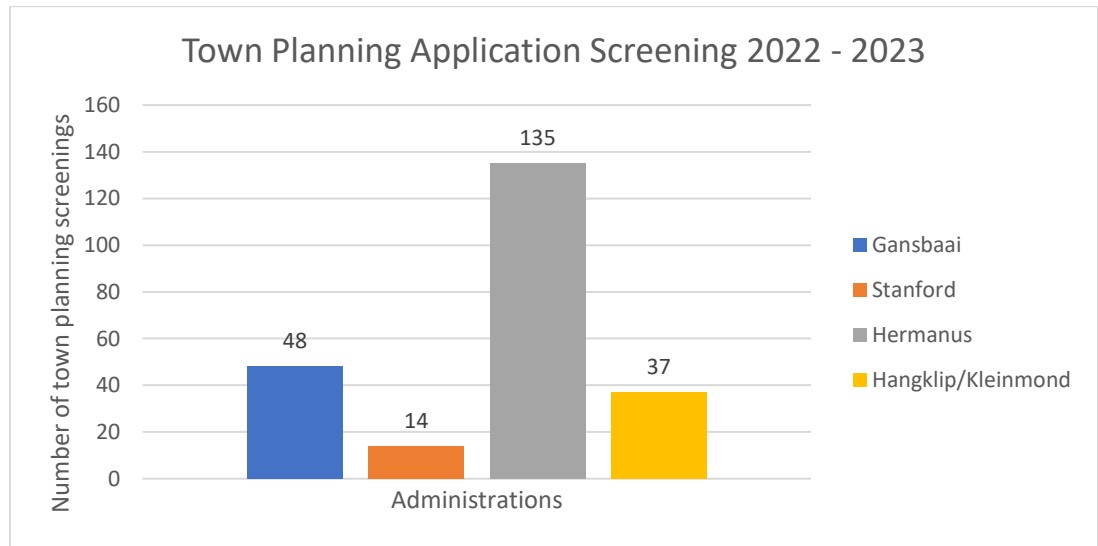


Chart 10: Town Planning Application screening

For the financial year, 234 Town Planning Application Screenings were conducted from 1 July 2022 – 30 June 2023.

**26.3.9. Compliance Certificate**

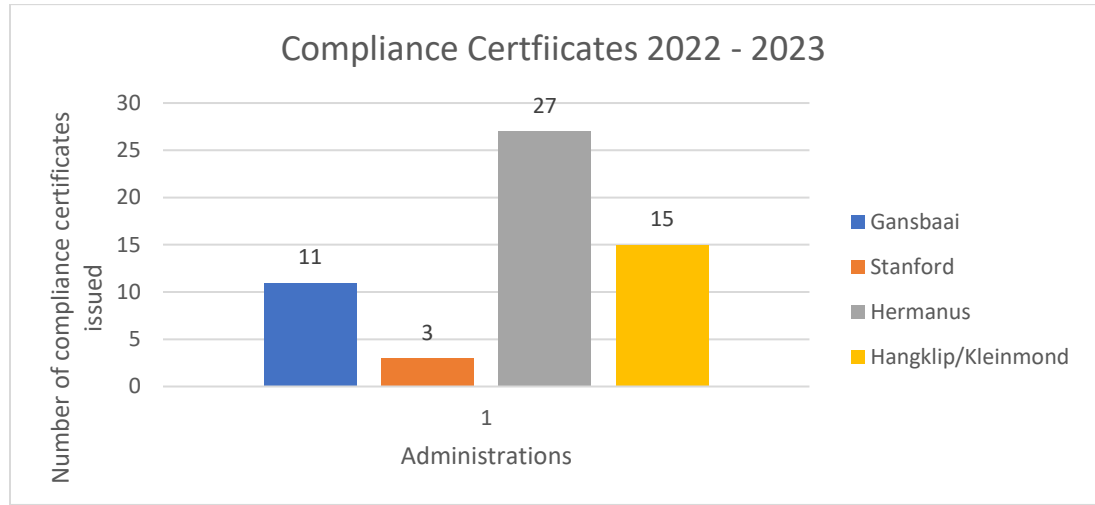


Chart 11: Compliance certificates

For the financial year, 56 Compliance Certificates were issued from 1 July 2022 – 30 June 2023

**26.4. Consultation inspections**

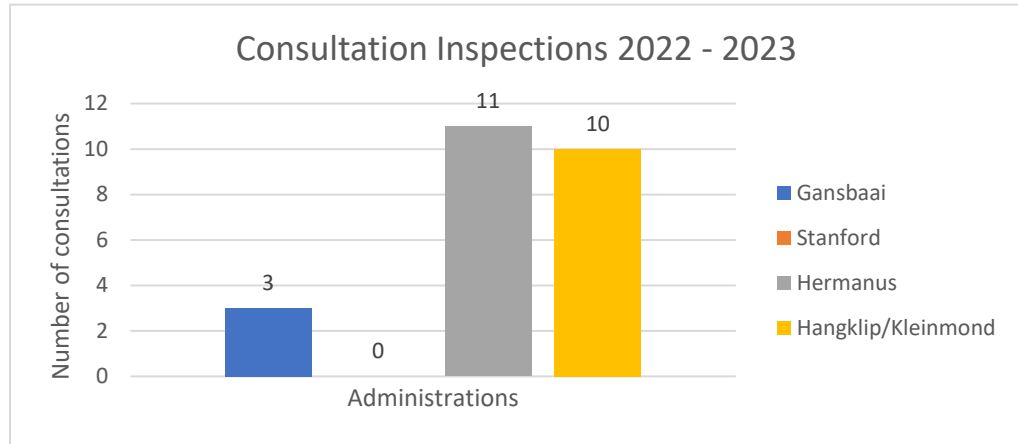


Chart 12: Consultation inspections

For the financial year, 24 Consultation inspections were conducted from 1 July 2022 – 30 June 2023

26.5. **Dangerous goods**

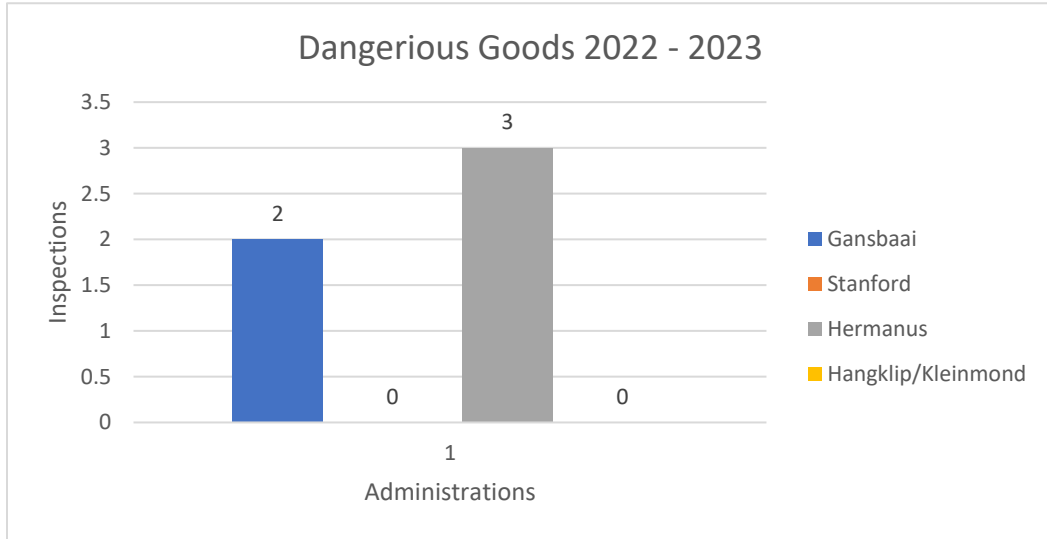


Chart 13: Dangerous goods

For the financial year, 5 Dangerous Goods inspections were conducted from 1 July 20223 – 30 June 2023.

26.6. **Fire Hydrant Inspections**

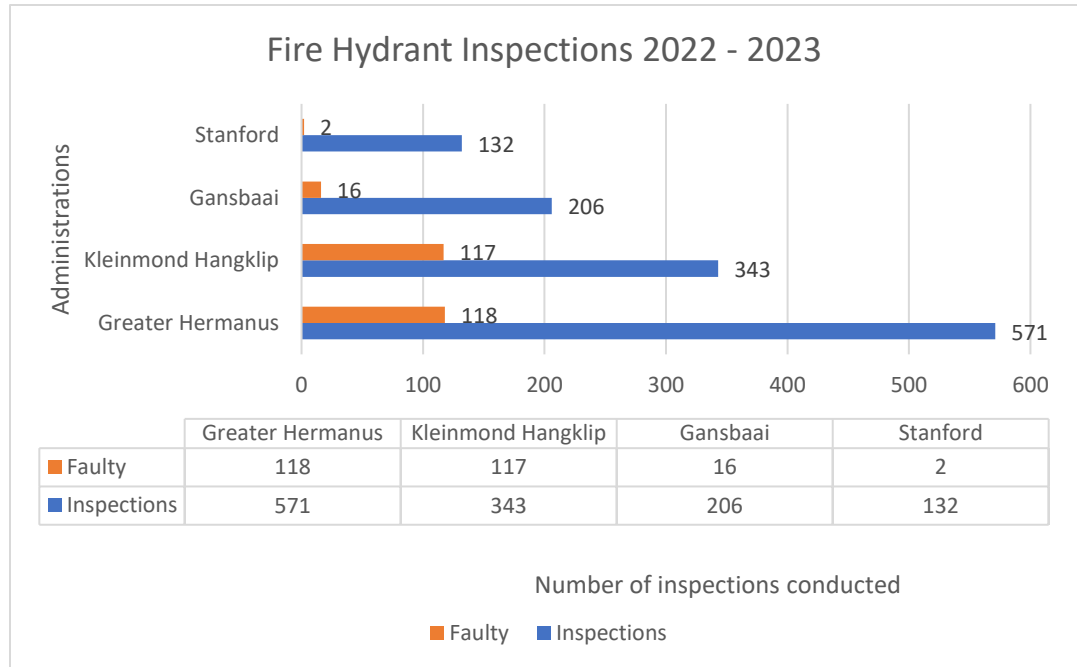


Chart 14: Fire hydrant inspections

Fire hydrants within the Overstrand Municipality involves three directorates. Infrastructure and Planning are responsible for installation of new hydrants and the  
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replacement of old fire hydrants. Community Services on the other hand is responsible for the repair and maintenance of such hydrants while Protection Services (Fire Department) are responsible for conducting inspections to determine whether they are in working order.

The statistics provided above are based on actual inspections conducted and does not take into account the total number of fire hydrants which have been installed.

The Fire Department has started working hand in hand with the Infrastructure and Planning directorate to improve the accuracy of data. Future statistics will look at reporting per suburb and will include the following:

- Expected total number of fire hydrants
- Actual number of fire hydrants found
- Faulty fire hydrants

All faulty fire hydrants will be reported to the directorate Community Services for repair work. Fire hydrant inspections are conducted in terms of SANS 10090 Community Protection Against Fire and consist of the following:

- check the position of the fire hydrant against existing data;
- flushing the fire hydrant (opening);
- check for the yellow FH mark;
- clean around the box;
- check for the manhole frame and cover; (Cast iron manhole frames and covers are stolen for scrap)

Most of the yellow Fire Hydrant marks must be repainted in the next financial year. Mapping and verification of our data will also be done for the following suburbs: Pringle Bay, Betty's Bay, and Stanford. This is to ensure that our mapping and the actual fire hydrants correspond.

The following are the challenges with our fire hydrants old infrastructure result in poor pressure and flow, high water table during winter result in waterlog fire hydrant manholes, different data sets, theft for scrap metal, delay in the repairing of the reported faults and the fire department do not have a flow meter to measure flow. The number of fire hydrants inspection done is not the total number of fire hydrants per area, some of the fire hydrants are not found due to the following reasons landowner plant grass, flowers over it, the fire hydrant is covered with paving or tar, or it's removed or moved. From 1 July 2022 – 30 June 2023, 1252, inspection was done and 253 fire hydrant we found to be faulty and will be reported.

## 27. Strategic Policy

The policy, Creating and Maintaining Fire-Wise Vacant Erven in Urban and Suburban Areas of the Overstrand Municipality was under review and approved by Council on 28 September 2022. The Community Fire Safety By-law P.N. 6454/2007 is still currently under review.

Due to the delay in processes to appoint a contractor to clear erven which pose a fire hazard the policy will be reviewed again during the 2023/2024 financial year.

The objective of the policies above is to reduce the fire hazards on overgrown properties and promote a fire safe environment for the benefit of all persons within the area of jurisdiction of the Overstrand Municipality.

## 28. Integrated Prescribed Burns

The following prescribed burns were conducted between 1 July 2022 – 30 June 2023:

Incident Reference	Date & Time of Incident	Address	Private or Municipal	Size
WF-OFD-230516-01	16-05-2023	Wortelgat Outreach Trust, Stanford, South Africa	Private	11 ha
WF-OFD-230509-01	09-05-2023	Lomond Wine Estate - Gansbaai, Lomond Wine Estate, Gansbaai, South Africa	Private	51 ha
WF-OFD-230417-01	17-04-2023	Grootbos Private Nature Reserve, R43, Gansbaai, South Africa	Private	27 ha
WF-OFD-230404-01	04-04-2023	Bettys Bay	Municipal	66.4
WF-OFD-221122-01	22-11-2022	Grootbos Private Nature Reserve, R43, Gansbaai, South Africa	Private	N/A
WF-OFD-221027-01	27-10-2022	LEO Farm, Camphill Road, Hermanus, South Africa	Municipal	heaps
WF-OFD-221019-01	19-10-2022	Grootbos Private Nature Reserve, R43, Gansbaai, South Africa	Private	N/A
WF-OFD-221013-02	13-10-2022	Hemel en Aarde, Hermanus, South Africa	Municipal	heaps
WF-OFD-221013-01	13-10-2022	Grootbos Private Nature Reserve, R43, Gansbaai, South Africa	Private	10 ha
WF-OFD-220928-01	28-09-2022	Hemel en Aarde, Hermanus, South Africa	Municipal	heaps
WF-OFD-220920-01	20-09-2022	Paardeberg Veilingskrale, South Africa	Private	heaps
WF-OFD-220822-01	22-08-2022	Hemel en Aarde, Hermanus, South Africa	Municipal	heaps
WF-OFD-220802-01	02-08-2022	Stanford, South Africa	Private	heaps
WF-OFD-220726-01	26-07-2022	Hemel en Aarde, Hermanus, South Africa	Municipal	heaps

## 29. Greater Overberg Fire Protection Association

Overstrand Fire & Emergency Services has a permanently appointed representative of goFPA for the municipal jurisdiction, the representative is responsible for liaison between Overstrand Municipality and their members. A Fire Protection Association is established in terms of chapter 2 of the National Veld and Forest Fire Act 101 of 1998.

The goFPA assisted us develop short term and long plans to prevent the destruction of property, agricultural land, fynbos biome etc. These actions assist to reduce the financial losses and all related secondary losses.

The entire Overstrand is divided into Fire Management Units (FMU) these FMU's bring likeminded people together to assist each other in a specific geographical area. Preventative planning also takes place between Overstrand Fire & Emergency Services, goFPA members and FMU leaders to reduce the risk of the outbreak and spread of wildfires in their area.

### **30. Overberg District Municipality and Disaster Management**

The current Service level Agreement (SLA) which was implemented in November 2015 is being reviewed and new changes are proposed. Overberg District Municipality must ensure that they render the entire function across their jurisdiction in-terms of the Municipal Structure Act, 117 of 1998 section 84 (1) (j) ii Specialized firefighting service such as mountain, veld, and chemical fire services. Overstrand Fire & Emergency Services will remain first responders in the areas outside the urban edge, and will call on Overberg District Municipality if needed to send the necessary support which can include aerial resources, specialized ground teams etc.

When assistance is requested from Overberg District Municipality for a mountain or veld fire outside the urban edge transfer of command will take place between Overstrand and Overberg District Municipality. Overberg District Municipality will take full accountability of the incident in terms of their legal mandate as stipulated in the applicable legislation.

## SECTION G

### 31. Overstrand municipal area fire risks

Overstrand Municipal jurisdiction is geographically located within the fire-dependent fynbos biome. Alien infestation (such as Rooikrans, Port Jackson, Black wattle, etc). Increases fire intensity together with limited firefighting capacity makes Overstrand Municipality highly vulnerable to veld fires. The following areas are regarded as our red zone areas:

#### Betty's Bay

- Dawidskraal area, Wset towards Waterfalls (Blesberg)
- Blesberg (Brodie's Link / Sea Farm / Hangklip area)
- Wildland Urban Interface – Structures, green belts, Nature Reserves and vacant plots

#### Pringle Bay

- Wildland Urban interface (vacant plots and open spaces)

#### Kleinmond

- Entrance to Koggelberg Nature Reserve

#### Hermanus

- Mountain area Chanteclair (Leopard Rock via Glen Fruin towards along the Onrus Mountain towards Camphill (Peat Fire)
- Fernkloof Nature Reserve (Drie damme towards Kleinrivier Mountain along R43 and R326)

#### Gansbaai

- Walkerbay Nature Reserve
- Grootbos / Platbos Flower Valley, Avuka and adjacent farms in the area
- Area between Stanford and Gansbaai (both sides of the R43)
- Dangerpoint / Kleinbaai area
- De Damme towards Pearly Beach both sides of the R43

### 32. Top fire risks

#### 32.1. Hangklip / Kleinmond area

Kleinmond is considered a medium fire risk due to its sudden urban interface and limited firefighting capacity (limited vehicles and personnel)



Figure 1 Hangklip - Blesberg

### **Rooiels**

Rooiels is still considered a medium risk because of the moderate fuel loads between residential structures and limited firefighting capacity as well as distance of Kleinmond Fire Station. Firefighting operations can quickly change from a house fire to a veld fire and vice versa and this under severe windy conditions could be devastating.

### **Pringle Bay**

A large part of Pringle Bay is considered a high risk this is due to limited firefighting capacity, high fuel loads between residential structures and distance of Kleinmond Fire Station. Blesberg itself is considered as a major fire risk due to its high fuel load and density. Once again, firefighting operations can quickly change from a house fire to a veld fire and vice versa.

### **Betty's Bay**

Betty's Bay as a town is extremely vulnerable to veld fires, due to high fuel loads between residential structures and little firefighting capacity, limited access to residential and distance from Kleinmond Fire Station. Again, a house fire can escalate to a veld fire and vice versa and under severe windy conditions with disastrous consequences.



Figure 2 Davidskraal - Betty's Bay

A strategic prescribed burn is planned for Blesberg during November 2022.

### 32.2. Fisherhaven – Hermanus area

The following areas are considered as high fire risk:

- Area around the Meerenbosch (Fisherhaven)
- Area between Hawston and Vermont
- Area from Mountain Rose Farm towards Spookfontein
- Area around the Habonim and Curro School



Figure 3 Berghoff - Camphill

**32.3. Stanford – Gansbaai area**

The following areas are considered as high fire risk:

- Platbos area
- Salmonsdam Nature Reserve
- Flower Valley area
- Grootbos area



Figure 4 Grootbos

- County Fair Chicken Farm area
- Wortelgat/Walkerbay area
- Kleinrivier Mountain area
- Die Damme Reserve



Figure 5 Wortelgat - Sopies Klip

Stanford / Gansbaai area is experiencing rapid alien infestation, causing increases in fuel load which forms a conduit for fires and sustained / rapid fire spread.



Figure 6 Stanford - Gansbaai

## SECTION H

## 33. Emergency contact numbers

<b>FIRE, RESCUE AND DISASTER MANAGEMENT</b>		
<b>Protection Services Emergency Control Room</b>		<b>028 312 2400</b>
<b><u>Name /Surname</u></b>	<b><u>Short number</u></b>	<b><u>Cell number</u></b>
<b>FIRE SERVICES</b>		
Lester Smith	6805	082 978 9493
Brian Lobb	6380	082 338 0983
Enrico Solomon	6035	076 011 5052
Yulanda Scholtz	6344	082 675 7219
Angelo Aplon	6048	079 507 7297
Dawie Esau	6234	072 575 3965
Ryan Stewart	6594	072 452 1105
Ebriam Isaacs	6319	079 139 3867
Gallie Badenhorst	6358	072 142 4488
Adam Mars	6527	071 021 6217
Cecil Brussel		061 313 5566
Sarolyn Coert	6518	081 839 0154
Joan Pillay	6516	071 683 6415
Meagan Carelse	6517	061 4266 564
<b>DISTRICT FIRE SERVICES</b>		
CFO R. Geldenhuys		083 273 8234
<b>PROVINCIAL FIRE AND DISASTER MANAGEMENT</b>		
Ettienne du Toit		021 937 6357 / 073 995 1609
Marlu Rust		021 937 6334 / 071 481 9437
<b>GREATER OVERBERG FPA</b>		
Louise Wessels		083 327 0477
<b>TRAFFIC AND LEO</b>		
Rudi Frazer	6278	082 449 6751
Xen Titus	6169	082 596 6270
Johan du Toit	6349	076 970 5481
<b>OVERSTRAND ENVIRONMENTAL SERVICES</b>		
Liezl de Villiers	6485	082 735 8910
<b>SAPS</b>		
Hermanus		028 313 5300
Kleinmond		028 271 8200
Stanford		028 341 0601
Gansbaai		028 384 0201
<b>BETTY'S BAY</b>		
Jorika Rabie		072 616 8418
Liz Cartwright		074 141 7600
Betty's Bay Rate Payers Association		082 808 1564 (Bill Steyn)
Betty's Bay Neighbourhood Watch		072 015 5729
<b>PRINGLE BAY</b>		
Clayton Francis		072 128 9788