

**AGENDA of the
Portfolio Committee : Protection Services
17 September 2019
(Also the agenda for the Mayoral Committee Meeting : 25 September 2019)**

**2.
REVIEW OF THE OVERSTRAND MUNICIPALITY: DISASTER MANAGEMENT PLAN**

2/B

**NJ Michaels
20 August 2019**

(028) 313 8054

Corporate Head Office

1. Executive Summary

The purpose of the report is to present to council a Disaster Management Plan aimed to identify, reduce or prevent disasters from happening and lessor or minimise the impacts of disasters that are inevitable.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Protection and Security Services
Protection 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

None

5. Legal Requirements

Constitution of the Republic of South Africa, 1996
Disaster Management Act No 57 of 2002
Fire Brigade Services Act No 99 of 1987
Local Government: Municipal Systems Act No 32 of 2000
Local Government: Municipal Structures Act No 117 of 1998
Community Fire Safety By-law, P.N. 6454/2007
Service Delivery and Budget Implementation Plan (SDBIP) 2019/20
By-laws of the Overstrand Municipality

6. Background

In accordance with the provision of the Constitution of the Republic of South Africa, 1996, the Overstrand Municipality is responsible to promote a safe and healthy environment for all communities, investors and visitors within its boundaries.

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Discussion

Disaster Management forms an integral part of Overstrand's integrated development planning, however Section 53 of the Disaster Management Act stipulates that each Municipality must prepare a disaster management plan for its area, based on the prevailing circumstances.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Overstrand Disaster Management Plan 2019/20

(The Provincial Disaster Management Assessment is available for scrutiny at the offices of the Fire Department.)

RECOMMENDATION TO THE COUNCIL:

that the Overstrand Municipality Disaster Management Plan **be adopted**.

RESPONSIBLE OFFICIAL :

L SMITH

TARGET DATE FOR IMPLEMENTATION :

OCTOBER 2019

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**2.
REVIEW OF THE OVERSTRAND MUNICIPALITY: DISASTER MANAGEMENT
PLAN**

**2/B
NJ Michaels (028) 313 8054 Corporate Head Office
20 August 2019**

**THIS MATTER SERVED BEFORE THE JOINT PORTFOLIO COMMITTEE ON
17 SEPTEMBER 2019, WHICH COMMITTEE RECOMMENDED AS FOLLOWS:**

RECOMMENDATION TO THE COUNCIL:

that the Overstrand Municipality Disaster Management Plan **be adopted**.

RESPONSIBLE OFFICIAL : L SMITH

TARGET DATE FOR IMPLEMENTATION : OCTOBER 2019

OVERSTRAND

DISASTER MANAGEMENT PLAN

Municipaliteit • U-Masipala • Municipality



2019/2020



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Addendum B : Flood Management Contingency Plan

Addendum C : Public Violence Contingency Plan

Addendum D : Strategic Risk Register

Addendum E : Disaster Management Preparedness Plan Gansbaai

Addendum F : Disaster Management Preparedness Plan Stanford

Addendum G : Disaster Management Preparedness Plan Hermanus

Addendum H : Disaster Management Preparedness Plan Kleinmond

Addendum I : Emergency Resource Telephone List : Hermanus

Addendum J : Emergency Resource Telephone List : Gansbaai / Stanford

Addendum K : Emergency Resource Telephone List : Kleinmond

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Addendum L : Public Participation Process

Addendum M : Fire Services Management Plan 2015-2020

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1. LEGAL FRAME WORK AND DISTRIBUTION

1.1. In terms of the Disaster Management Act, section 53 :

Each Municipality must prepare a Disaster Management Plan/Framework for its area according to the circumstances prevailing in the area, after consulting with the District Municipality and other Local Municipalities within the area of the District Municipality.

Sections 25; 38; 52, and 53 specify that those organs of state, must each prepare a disaster management plan setting out, amongst others, its roles and responsibilities regarding emergency response, post disaster recovery and rehabilitation, as well as an outline of the capacity to fulfill these roles and responsibilities and contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies.

1.2. The formulation and implementation of a Disaster Management Plan forms part of the IDP (integrated development plan) process for the Overstrand Municipality. The purpose of this Disaster Management Plan is to ensure that there is disaster management at all times, enhancing the Overstrand Municipality's ability to prevent and to deal with disasters and to avoid development that is considered high risk in terms of the potential for disasters.

1.3. Overstrand Disaster Management Plan :

- a. Forms an integral part of the Municipality's Integrated Development Plan;
- b. Anticipate the types of disasters and its possible affects that are likely to occur in the municipal area.

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- 1.4. The Plan places emphasis on measures that reduce the vulnerability of disaster-prone areas, communities and households.
- 1.5. The plan seeks to develop a system of incentives that will promote disaster management in the Overstrand :
 - a. Identify the areas, communities and households that are at risk;
 - b. Take into account indigenous knowledge relating to disaster management;
 - c. Promote disaster management research;
 - d. Identify and address weaknesses in the capacity to deal with possible disasters;
 - e. Provide for approximate prevention and mitigation strategies;
 - f. Facilitate maximum emergency preparedness; and
 - g. Contain contingency plans and emergency procedures in the event of disasters, providing for :
 - i. The allocation of responsibilities to the various roleplayers and co-ordination in the execution of those responsibilities;
 - ii. Prompt disaster response and relief;
 - iii. Procurement of essential goods, equipment and services;
 - iv. Establishment of strategic communication links; and
 - v. Dissemination of information.
- 1.6. The Overstrand Municipality must establish and implement a policy framework for Disaster Management in the municipality which is aimed at:
 - a. Risk identification
 - b. Risk assessment
 - c. Risk response
 - d. Risk response development

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- 1.7. The Overstrand Disaster Management Plan is consistent with –
 - a. the provisions of the Disaster Management Act 2002;
 - b. the Disaster Management Policy Framework of the Overberg District, Provincial Government and National Government.
- 1.8. Disaster management plans are compiled on the basis of a generic plan including standard operating procedures and best practice, and then expanded with risk-specific plans that address disaster management for special circumstances where the generic plan needs to be adapted.
- 1.9. The Risk-Specific Plan is produced by Overstrand Disaster Management as part of its responsibility in terms of the Disaster Management Act, 2002.

2. INTRODUCTION

- 2.1 The Disaster Management Act, 2002 is a legal instrument that provides coherent and transparent information with an aim of reducing, minimizing and preventing disaster through risk assessment and mitigation strategies. This can be achieved by excellent communication and expertise of different services, access of funds and access to sufficient resources.
- 2.2 Priority will be given to development measures that reduce the vulnerability of disaster prone areas; communities, agriculture and infrastructure within each line function.
- 2.3 Disaster Management is also responsible to promote disaster management training and community awareness to reduce vulnerability to communities most at risk.

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3. PURPOSE

- 3.1 To establish a disaster management strategy guiding the disaster management plans of the various departments and role players. It is critical that an efficient and effective disaster response can be mobilized. Response is a collective responsibility. In a major emergency or disaster, people need to know what to do, who will do it and how it will be done.
- 3.2 The ability to respond quickly and effectively will depend on good preparation.
- 3.3 An Emergency Preparedness Plan is designed to establish the framework for implementation of the provisions of the future.
- 3.4 The purpose of the Emergency Preparedness Plan is to outline procedures for both the pro-active disaster prevention and the reactive disaster response and mitigation phases of Disaster Management.
- 3.5 The intent of the Emergency Preparedness Plan is to facilitate multi-agency & multi-jurisdictional co-ordination in both pro-active and re-active programs.

4. ROLE OF DISASTER MANAGEMENT UNIT

- 4.1 To Compile and adopt a disaster management policy
- 4.2 Compile and maintain disaster management plans/ framework
- 4.3 Establish a disaster management committee
- 4.4 Establish community partnerships that combine the access and attributes of everyone with a stake in disaster resistance

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5. **DISASTER RISK REGISTER**

Please see Addendum "D"

6. **RISK REDUCTION**

Risk awareness programs

Risk prevention programs

Formal and informal training with regard to emergency services and disaster relief

Research in formal and informal settlements with regard to location, growth and development

Upgrading of vehicles, equipment and protective clothing

7. **GEOGRAPHICAL OVERVIEW PROFILE**

- 7.1 The Municipality covers a land area of approximately 1 708 km², with a population density of 53 people per square kilometer (based on a population of 90 000) and covers the areas of Hangklip/Kleinmond, Greater Hermanus, Stanford and Greater Gansbaai. The municipal area has a coastline of approximately 230 km, stretching from Rooi Els in the west to Quinn Point in the east.

8. **DEMOGRAPHIC PROFILE**

- 8.1 The municipality's estimated^a population for 2018/19 is **98 903 - 101 771**.
(^aOwn calculation based on the average annual growth rate from 2001 to 2011 census figures.)
- 8.2 During festivals and festive seasons the influx of visitors can increase the population of Overstrand with up to 50 percent.

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- 8.3 These growth rates are however faster than the Overberg District Municipality's average of 1, 8 per cent. Consequently, it is expected that the Overstrand will become the most densely populated municipality within the Overberg in due course.

The total number of households within the municipal area increased from 32294 in the 2015/2016 financial year to a total of 33240 the 2016/2017 financial year. This indicates an increase of 2.93% in the total number of households within the municipal area over the two financial years (2015/2016-2016/17).

HOUSEHOLDS	2012/13	2013/14	2014/15	2015/16	2016/17
Number of households in municipal area	31 739	31 829	32 251	32 294	33 240
Number of indigent households in municipal area	6 423	6 543	6 923	7 512	7 418
Source : Overstrand financial system					

As per the above table the total number of indigent households reduced from 7 512 households in 2015/2016 to 7 418 households in the 2016/2017 financial year. This indicates a reduction of 1.25% in the total number of indigent households within the municipal area over the two financial years (2015/16 – 2016/17).

9. OVERSTRAND POPULATION PROFILE

The Municipality's population increased by 56 721 people over a period of 20 years from 1996 to 2016.

Overstrand Municipality Population trends and projections 1996 – 2020							
1996	2001	2011	2016	2017	2018	2019	2020
36 686	55 012	80 432	93 407	96 116	98 903	101 771	104 723

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As per table above Overstrand's population has increased steadily from **36 686** in 1996 to **93 407** in 2016. Between 2011 and 2016 the population growth in Overstrand was **16.1 per cent**. (Sources : Stats SA Census, Community Survey & municipality own projections). From 2016 onwards projections are based on a 2.90% average annual growth rate.

The projected figures from 2017 onwards show an annual increase in population growth.

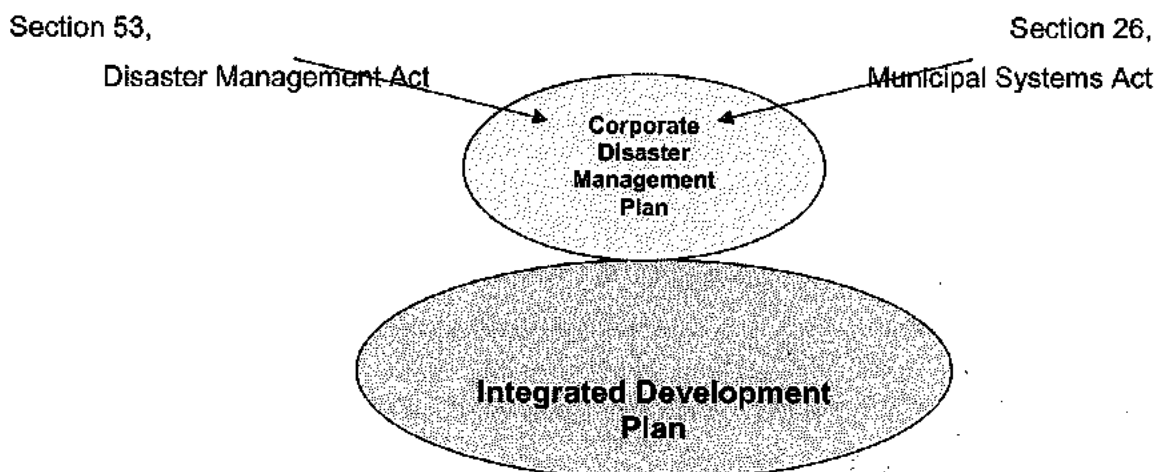
Overstrand is the fastest growing municipality in the Overberg District.

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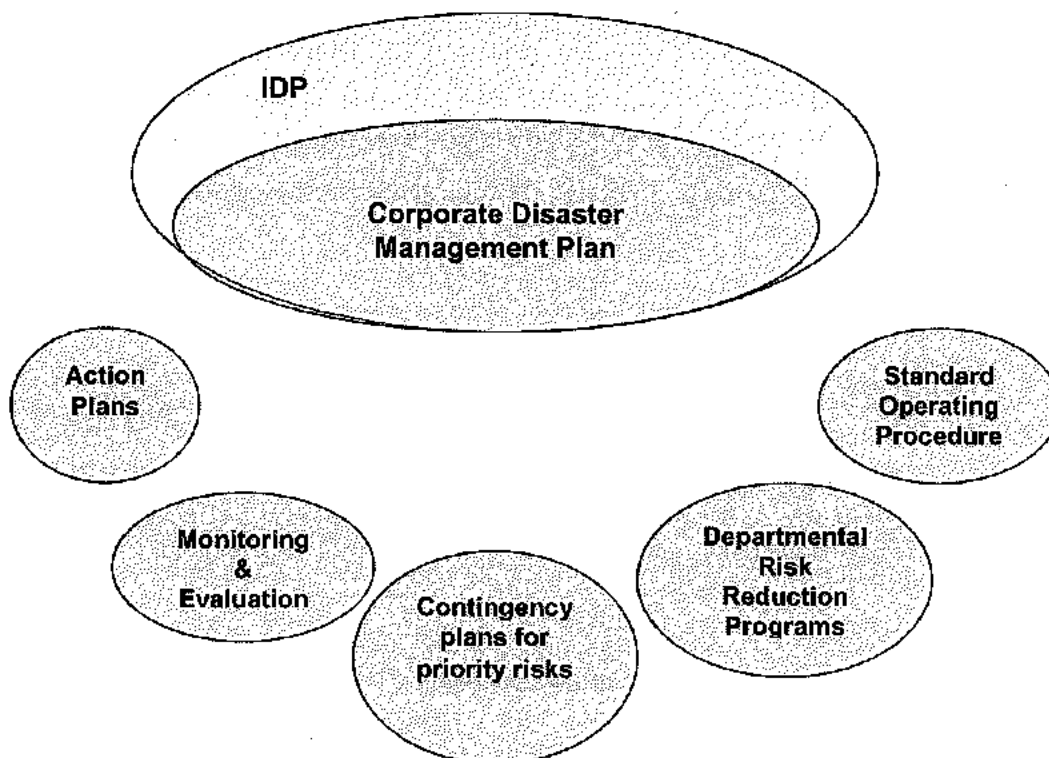
10. INTEGRATED DEVELOPMENT PLANNING

An active public participation process was followed during finalization of the disaster Management Plan.

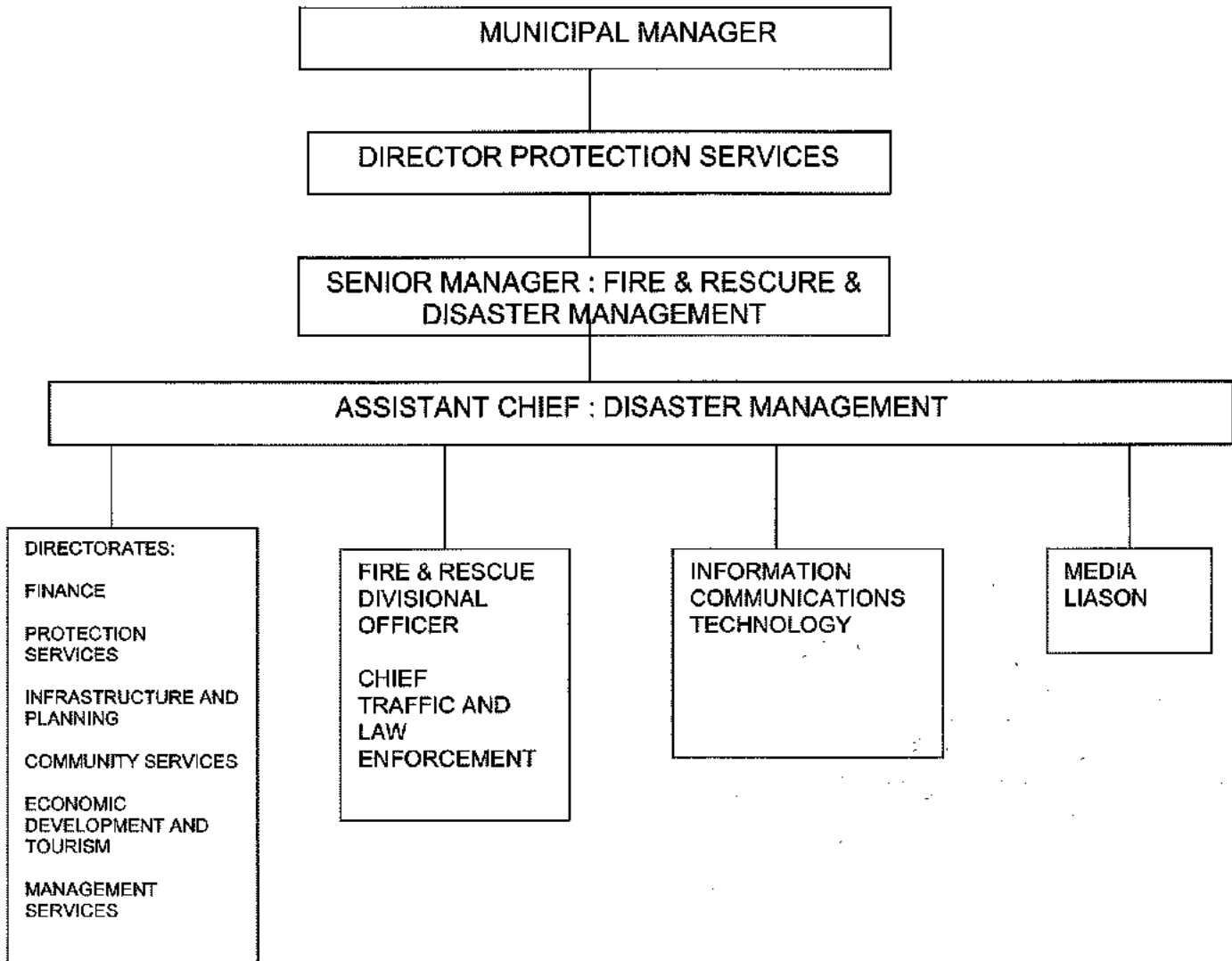
The two diagrams below illustrate how the Corporate Disaster Plan and the IDP interact.



Interaction of the IDP and the Corporate Disaster Management Plan



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11. MANAGEMENT STRUCTURE IN EVENT OF DISASTER

12. DIRECTORATE DIRECTIVES

12.1 Municipal Manager

Gives effect to the Disaster Management Act, 2002 and the regulation there under for the establishment and Disaster Management operations.

Integrates disaster risk management activities into the core mandate of the Overstrand Municipality in order to ensure that disaster risk reduction does takes place.

Ensures the effective integration of disaster management within the Overstrand IDP.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Responds to Disaster Incidents
- Reports to Incident Command

- **Procedures**

- Receives emergency notifications by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places departmental heads on standby

12.2 Director Protection Services

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or prioritise disaster risks for the directorate.

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

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Identifies directorate projects which will reduce risk in vulnerable communities.

Compiles both a contingency and business continuity plan for department/s. Ultimately they are additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act,2002.

Ensures that early warnings are linked to contingency plans.

Identifies specific target groups for awareness campaigns and coordinate such campaigns with Disaster Management.

Motivates allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident Command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Activates emergency control room/centre and staff
- Places departmental heads on standby

12.3 **Head of Fire & Disaster Management**

Gives effect to the Disaster Management Act,2002 and the regulation there under for the establishment and Disaster Management operations

Conducts a (scientific) disaster risk assessment annually

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Identifies specific hazards and vulnerability relating to the core function of the municipality

Integrates disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place

Ensures the effective integration of the disaster management within the Overstrand IDP

Identifies Municipal projects which will reduce risk in vulnerable communities.

Compiles a Disaster Management plan for the Overstrand Municipality.

Ensures that early warnings are linked to Disaster Management Plan

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Gives effect to the Disaster Management Act and the regulation there under for the establishment and Disaster Management operations
- Acts as chairperson of coordination committee
- Takes control of an organization during a disaster or emergency situation
- Any other duties as may assigned

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Activate emergency control room/centre and staff

12.4 **Senior Disaster Management Official**

Gives effect to the Disaster Management Act and the regulation there under for the establishment and Disaster Management operations

Conducts a (scientific) disaster risk assessment annually.

Identifies specific hazards and vulnerability relating to the core function of the municipality

Integrates disaster risk management activities into the core mandate of the Municipality in order to ensure disaster risk reduction takes place.

Ensures the effective integration of the disaster management within the Overstrand Municipality's IDP.

Identifies municipal projects which will reduce risk in vulnerable communities.

Compiles a Disaster Management plan for the Overstrand Municipality.

Ensures that early warnings are linked to Disaster Management Plan

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Perform the duties of the Head Fire and Disaster Management in his absence
- Any other duties that the Head of Fire and Disaster Management may request

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Activates emergency control room/centre and staff
- Place department heads on standby

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12.5 **Director Community Services**

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles a contingency and business continuity plan for the department/s.

Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002

Ensures that early warnings are linked to the contingency plan

Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management

Motivate the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

12.6 **Director Management Services**

Identifies specific vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate

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Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles a contingency and business continuity plan for the department/s. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

Ensures that early warnings are linked to contingency plan

Motivate the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

12.7 Director Finance

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities.

Compiles a contingency and business continuity plan for the department. Such plans are ultimately additions to the basic plan as developed by the

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Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Initiates and facilitates efforts to make funds available for disaster management in the municipal area
- Facilitates emergency procurement
- Documents information for potential municipal insurance claims.

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

12.8 **Director Infrastructure and Development**

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate.

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles a contingency and business continuity plan for the department/s. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal

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contingency plan for a disaster as defined by the Disaster Management Act 2002.

Ensures that early warnings are linked to contingency plan.

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects within the Directorate Infrastructure and Planning.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

12.9 **Director Local Economic Development**

Identifies specific socio-economic vulnerability or risks relating to the core function of the directorate.

Integrates disaster risk management activities (Social and Economic) into the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities.

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

12.10 **Senior Manager : Traffic and Law Enforcement**

Identifies specific hazards and vulnerability relating to the core function of the department and/or priority disaster risks for the department.

Integrates disaster risk management activities into the core mandate of the department in order to ensure disaster risk reduction takes place.

Identifies department projects which will reduce risk in vulnerable communities.

Compiles a contingency and business continuity plan for the department.

Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

Ensures that early warnings are linked to contingency plan.

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Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Arranges volunteers to be trained primary traffic control tasks to fulfill at point service
- Ensures that vehicles involved in managing the disaster is unrestricted to move to and from the disaster area

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents

12.11 **South African Police Services (SAPS)**

Co-ordinates integrated and disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.

Ensures all contingency and business continuity plans for the department are co-ordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic plan as developed by the District Municipality that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act.

Ensures that early warnings are linked to contingency plan.

Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management.

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- **Duties**
 - Responds to disaster incidents
 - Reports to Incident command
- **Procedures**
 - Receives emergency reports by radio/telephone or orally
 - Instructs the disaster officials to respond to incidents

12.12 **Western Cape Emergency Medical Services (WCEMS)**

Co-ordinates integrated and disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.

Ensures all contingency and business continuity plans for the Western Cape Emergency Medical Services are co-ordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the act.

Ensures that early warnings are linked to contingency plan.

Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management.

- **Duties**
 - Responds to disaster incidents
 - Reports to Incident command
 - Establishes staging area
 - Informs closed hospitals of additional patients
 - Treats patients

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- Keeps record of all patients treated
- Requests additions resources
- **Procedures**
- Receives emergency reports by radio/telephone or orally
- Instructs the METRO officials to respond to incidents

12.13 **Media Liaison**

- **Duties**
- Responds to disaster incidents
- Reports to Incident command
- Municipal spokesperson
- Interviews and statements
- Development of a plan on how to keep public (internal and external) up to date on current situation
- Decides on the appropriate methods to release information or statements (e-mail, fax, social media, news conference etc.)
- Verifying all facts with the Incident Information Officer
- Consults Incident Information Officer on any fatalities or injuries
- **Procedures**
- Receives emergency reports by radio/telephone or orally

13. **RISK MITIGATION**

- 13.1 JOINT OPERATIONS CENTRE (JOC) can be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phase or the pre-disaster risk reduction and preparedness phase.

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- 13.2 Disaster Management will ensure that the JOC is convened and maintained to address risk-specific disaster management plans, such as plans for aircraft emergencies, flooding, large fires, transport disasters, hazardous materials incidents or mass events. Policies, plans and procedures that address efficient incident-management and inter-disciplinary cooperation during incidents are included in this category of plans. The input of specialist advisers in the various fields must be obtained on an ongoing basis.
- 13.3 In the recovery and rehabilitation phase, the head of disaster management and disaster management coordinator will take over the responsibility once the JOC is demobilized and / or in cases where recovery and rehabilitation takes place over extended periods.
- 13.4 The disaster management coordinator under a line function can be convened to take responsibility for activities that address the causal factors of a disaster / incident.

14. DEFINITIONS, TERMINOLOGY AND ABBREVIATIONS

14.1 Abbreviations

JOC	Joint Operations Centre
IDP	Integrated Development Plan
NGO	Non-government Organization

- 14.2 **Disaster:** A progressive or sudden, widespread or localized, natural or human-caused occurrence which causes or threatens to cause death, injury or disease, damage to property, infrastructure or the environment; or disruption of a community; and is of a magnitude that exceeds the ability of those affected to cope using only their own resources.
- 14.3 **Disaster risk management:** The systematic process of using administrative decisions, organization, operational skill and capacities to implement

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policies, strategies and coping capacities of the society and communities to lessen the impacts of natural hazards and related environmental and technological disasters. This comprises of all forms of activities, including structural and nonstructural measures to avoid (prevention) or to limit (mitigation and preparedness) adverse effects of hazards.

- 14.4 **Hazard:** A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation. Hazards can include latent conditions that may represent future threats and can have different origins: natural (geological, hydro meteorological and biological) or induced by human processes (environmental degradation and technological hazards). Hazards can be single, sequential or combined in their origin and effects. Each hazard is characterised by its location, intensity, frequency and probability
- 14.5 **Risk:** The probability of harmful consequences, or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damaged) resulting from interactions between natural or human-induced hazards and vulnerable conditions
- 14.6 **Vulnerability:** The conditions determined by physical, social, economic, and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.

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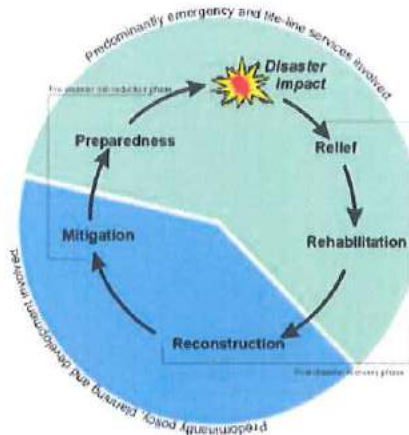


Figure 1: Disaster Management Continuum

15. AMENDMENTS / UPDATES

New amendments or updates will be added to the Amendments and Updates Listing below and it is the responsibility of the individual to regularly check the currency of their Disaster Management Plan.

Proposals for amendment or additions to the text of this Plan should be forwarded to :-

The Head: Fire and Disaster Management,
CFO L. Smith

Telephone: (028) 313 5041

Fax: (028) 313 1493

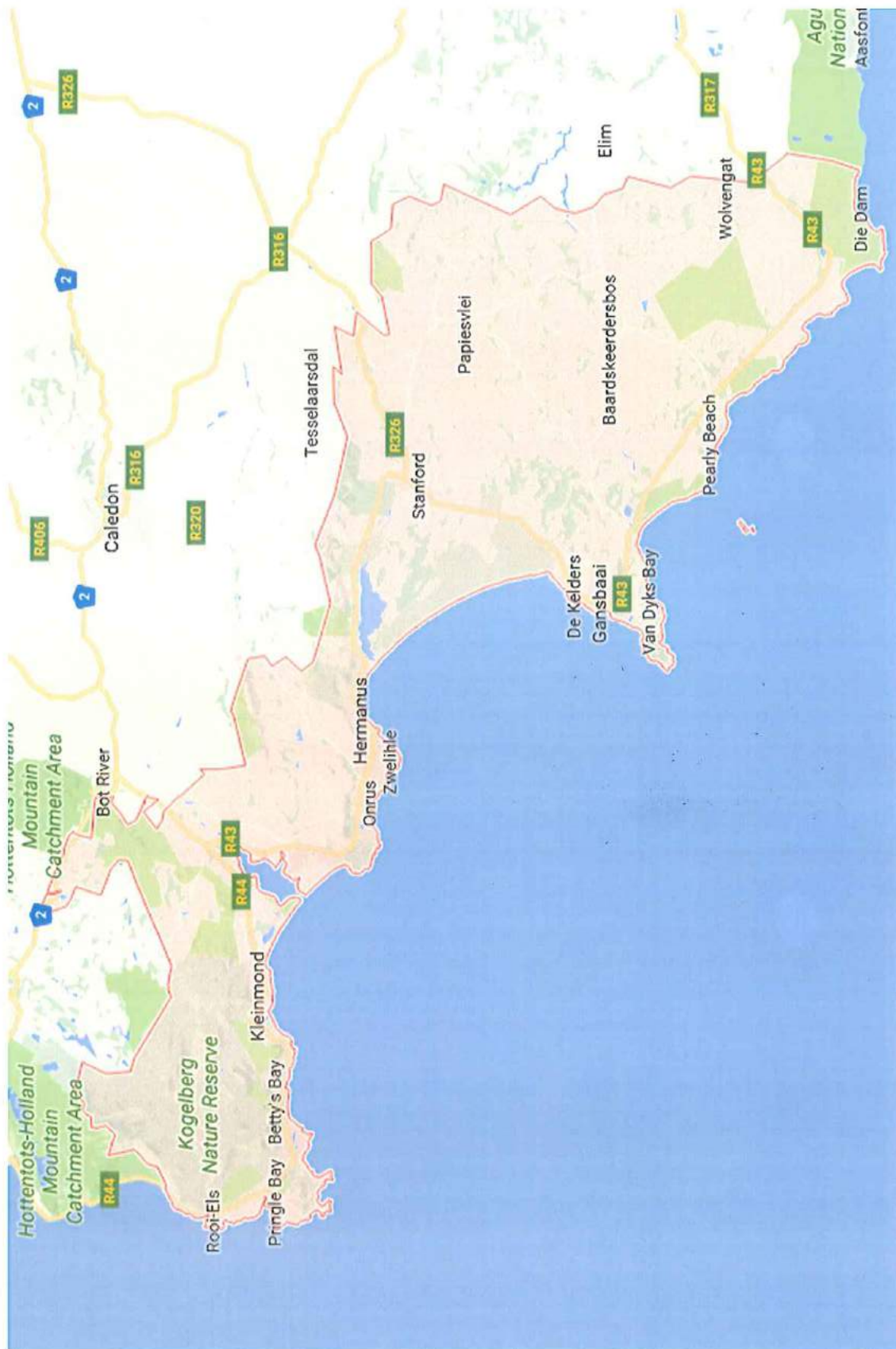
e-mail: lestersmith@overstrand.gov.za

DATE OF REVIEW	DETAILS OF PAGE(S) AMENDED OR REPLACED
22 March 2013	Par 5: Top 10 risks; Par 9: Population Profile Par 15: Post vacant

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7 April 2014	Appendix H, K and L was removed, Appendix I was replaced by strategic risk register
9 April 2015	Par 1.8 Taken out Par 1.9 Taken out Par 3.4 Amended Par 4.3 Amended Par 5 Amended
20 April 2016	Par 8.1 Amended Par 9 Amended Par 10 The Corporate Disaster Management Plan in Context taken out Par 12 Roles and responsibilities replaced with Directorate Directives
2017	Emergency Contact numbers amended
2018	Emergency Contact numbers amended
2019	Rename of Addendums Additional contact persons for Addendums I, J & K

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POLICY SECTION:	CHIEF FIRE AND DISASTER MANAGEMENT
CURRENT UPDATE:	N/A
PREVIOUS REVIEW:	29 August 2018
APPROVAL BY	

BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT

(Addendum A)
P12



ANNEXURE "A"

Veld Fire Management Plan

Read in conjunction with Overstrand Fire Management Plan

INTRODUCTION

The purpose of this plan is to minimize the fire risks for Overstrand Area.

This operational manual was set up using known best practices to help Overstrand Municipality and private property owners/managers and lessee's of property to best manage their property within the laws regulating fire on properties (non-structural fires), set norms and standards for the management of fires and fire prevention in the best interest of biodiversity management and public safety.

What we have tried to do is to simplify the subject so that persons that are not normally acquainted with the subject, or who do not perform this function as part of their normal work function, would be able to initiate and complete a Fire management program.

BACKGROUND

In order to ensure that both the fire-dependent vegetation and private property are managed correctly during a fire, it is imperative to have a Veld Fire Management Plan from which the property owner, manager or the lessee of the property can gain the required information to manage their property.

It is the objective of this guideline document to provide a brief, yet essential, user-friendly information for the site manager to put in place preventative measures in the event of a fire on their property.

FIRE DEPENDENT ECOSYSTEMS

A great deal has been written about the vegetation of the Western Cape and the extraordinarily rich variety of plant species that occur there, many of them being found nowhere else.

ANNEXURE "A2"

Ecological principles of fynbos management using fire

The application of fire is the major management practice in fynbos ecosystems.

- Fynbos requires fire to maintain its diversity, to maintain ecosystem processes and to maintain its plant and animal communities in a healthy condition.
- If fynbos is left unburnt for too long, typically 25 or more years, it will become moribund. There is a tendency to believe that there is an "ideal" time to burn, and that all fires should occur at this time, but this is not so.
- Fynbos ecosystems require variation between successive fires in order to maintain the diversity of species because different fires favour different species.
- These species has survived and coexisted because they are adapted to a particular fire regime.

Key components of a fire regime involve at least the following:

- Fire frequency – a probability distribution of the intervals between successive fires;
- Fire season – a probability distribution of fires in each month of the year; and
- Fire intensity – a range of fire intensities.

If the natural fire regime in an area is well understood, then management actions that mimic this regime are highly likely to result in the maintenance of the biodiversity of plant communities.

BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT

(Addendum B)
114



ANNEXURE "B"

Flood Contingency Plan

Read in conjunction with Overstrand Disaster Management Plan

1. EMERGENCY FLOOD PLAN

Flood plans can enable a flexible response to problems caused by flooding. Although barriers may protect potential flood areas from predictable tidal or storm surges, flooding can occur at any time due to:

- Prolonged or intensive rainfall
- Abnormally high river levels
- Major storms, tidal waves or tsunami

2. FLOOD WARNINGS

Overstrand Head of Fire- & Disaster Management is kept informed by District Municipality Head of Disaster Management as well as City Cape Town Head of Disaster Management. A typical flood warning time is around 30 to 60 minutes. Overstrand Head of Fire- & Disaster Management has the capability to issue flood warnings via sms, radio or public address systems.

Sample flood warning messages are:

- Flood Alert – Flooding is possible
- Flood Warning – Flooding of homes, businesses and main roads is expected
- Severe Flood Warning – Severe flooding may cause Imminent danger
- All Clear – No Flood Alerts or Warnings are in force

3. ROLES AND RESPONSIBILITIES

When a flood warning message is received, Overstrand Disaster Management will alert relevant agencies/ departments. Depending upon the scale of potential flooding, the main difficulties may include :

- Care of evacuated, hurt or homeless people
- Protection of utilities
- Availability of transport
- Flood alleviation e.g. clearing blocked culverts and drains
- Providing emergency health advice
- Providing road barriers and signs
- Coordinating emergency support

4. LOCAL AUTHORITIES (SAPS, LAW ENFORCEMENT AND TRAFFIC)

Primary responsibilities:

- Assist evacuation
- Provisionally identify deceased victims (SAPS)
- Restore normality

5. FIRE & RESCUE SERVICES

Primary fire service responsibilities:

- Rescue trapped casualties
- Control fires, released chemicals and other hazards
- Assess hazards concerning evacuation
- Ensure safety of rescue personnel
- Minimize environmental dangers
- Recover dead in conjunction with the SAPS
- Stand by during recovery Deploy sandbags for flood defense

6. AMBULANCE SERVICES

Primary ambulance service responsibilities:

- Save lives in conjunction with other emergency services
- Extricate, assist and stabilize injured people
- Provide ambulances, medical staff, equipment and resources
- Establish effective triage points and systems
- Provide a central point for medical resources
- Alert receiving hospitals
- Provide transport for medical teams and their equipment
- Arrange transport for injured people
- Maintain emergency cover

7. DISASTER MANAGEMENT

Primary Disaster Management responsibilities:

- Coordinate local resources and use of equipment
- Liaison with relevant emergency services
- Provide communication facilities
- Advise residents of flood prone areas to obtain sandbags
- Advise on weather, water flow, warnings and evacuation
- Issuing warning messages to local authorities
- A single point of contact for information
- Issue media statements and situation updates

8. ADVICE FOR PUBLIC

- FLOOD WARNING: 'GO IN, STAY IN, TUNE IN'
- Stay calm
- Ensure that neighbours know of the warning, and be prepared to help them
- Keep a list of useful telephone numbers
- Monitor local radio stations
- Make a flood kit: medications, warm clothing, sealed food, blankets, matches, candles, flashlights, portable radio, spare batteries, rubber gloves, water purification tablets, personal documents, etc.

9. PERSONAL FLOOD PLANS

- Discuss a plan with family members, friends and neighbours
- Know how to disconnect gas, electricity and water supplies
- Know where to move vehicles in an emergency.
- Store valuable property in a raised secure location
- Fill containers with clean water (Avoid using flood waters or local water)
- Care for the needs of pets and domestic animals

10. REMEMBER

If you live in a flood risk area, have:

- Sufficient sandbags or other devices to block doors, ventilators and openings
- Appropriate insurance cover
- Essential sealed foods, as food supplies may become limited

If evacuated, you may not be able to return to your property for some time

11. IF FLOODING IS IMMINENT

- Turn off electricity and gas
- Move family members, pets and supplies upstairs

12. SANDBAGS

- Fill sandbags not more than $\frac{3}{4}$ full
- Lay them in layers with each row tight to each other, end to end
- Stamp them down before laying another row on top
- If a wall is more than two sandbags high, place a double line of bottom sandbags, followed by a second double line, then a single line on top.
- Make sandbags with compost bags, carrier bags or pillowcases filled with sand or earth
- Put a plastic sheet down first to act as an extra seal
- Protect all water entry points including air bricks, air vents and utility openings
- If gas vents are sealed, disconnect any gas supply
- Seals around doors and windows should be made watertight
- It can take 60 sandbags to correctly seal an external door

13. GENERAL HEALTH AND SAFETY

- Do not walk, drive or swim through floods
- Be aware of hidden dips in a road
- Floods often contain sewage
- Avoid food that may have been contaminated by floodwater
- Avoid wet electrical equipment
- Ventilate your property as much as possible, while maintaining security
- If evacuation is necessary follow police advice

BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT

(Addendum C)
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ANNEXURE "C"

Public Violence Contingency Plan

Read in conjunction with Overstrand Disaster Management Plan

1. PURPOSE

The objective of the plan is as follows:

- To regulate the Disaster Response to the benefit of all Communities and Visitors
- To respond effectively to the requirements of individuals towards the protection of life and property.
- To establish those most vulnerable and at risk.
- To provide temporary shelter accommodation, clothing and feeding arrangements for persons evacuated or temporarily made homeless.
- To restore normality to the affected community within a reasonable timescale, dependent on the seriousness of the incident.

2. RESPONSE AND RELIEF ACTIVITIES

Action Steps

- Activate JOC
- Establish needs
- Monitor safety (establish are of impact)
- Ensure communication (Liaison Officer)
- Establish safe location pro-active identification
- Activate relevant role players
- Plan for feeding
- Admin System (Record keeping)
- Security (Mobilization of Law Enforcement)
- Storage facilities
- Request SAPS support
- Implement access Control – Support at site
- Activate responsible services

Take Note

- Ensure correct info
- Ensure health standards
- Ensure adequate ablution facilities
- Identify social problems
- Avoid over crowding
- Observe special population (religion) groups
- Control public donation

First Responders

- * SAPS - Illegal or violent action
- * Municipal Disaster management
- * Overberg District Municipality Disaster Management
- * Municipal Law Enforcement
- * National Intelligence Agency
- * Social Development
- * Dept Community Safety
- * Municipal Solid Waste
- * Media
- * Municipal Engineering
- * Municipal Water
- * Emergency Medical Services

Supporting Role Players

- Red Cross
- Municipal Fire Services
- SANDF
- Private Companies
- Provincial Social Security Agency
- Provincial Dept of Safety & Security
- World Food Bank

3. 'DISPLACED PERSONS' TEMPORARY PLACE OF SAFETY

1. Hermanus (Auditorium)
2. Hawston (Thusong Centre)
3. Zwelihle Community Hall
4. Mount Pleasant (Moffat Hall)
5. Sandaai Hall
6. Onrus (De Wet Hall)
7. Gansbaai (Buffeljachts Hall)
8. Gansbaai (Eluxolweni Hall)
9. Gansbaai (Masakhane Hall)
10. Gansbaai (Blompark Hall)

11. Gansbaai (Baardskeerdersbos Hall)
12. Stanford (Community Hall)
13. Kleinmond (Town Hall)
14. Kleinmond (Proteadorp Hall)
15. Kleinmond (Overhills Hall)
16. Betty's Bay (Mooiuitsig Hall)
17. Betty's Bay (Cassula Hall)
18. Pringle Bay (Community Hall)

Displaced Persons' Temporary Place of Safety : Inspection Guidelines

Important because

- Prevent disease
- Ensures a safe well run camp and reduces the risk of problems
- Identify problems
- Opportunity to chat and meet displaced people, answer questions and provide information

Who should do the inspection – Senior Personnel

- Municipality
- Red Cross
- Health Inspectors
- Church groups/other groups

What to inspect

- Water
- Toilets/drains/portaloos
- Rubbish
- Fires/cooking fires
- Security
- Too crowded
- Cold children, mothers
- First Aid kits available
- Kitchen condition, enough food
- Clinic services
- Sick people/children
- Personal security (guards)
- Special diet needs i.e. Halaal, etc

4. SAFETY MANAGEMENT PLAN : REQUIREMENTS

- Venue
- Structures
- Capacity, Duration
- Food
- Toilets
- Fire precautions
- Emergency Medical Care
- Access and exits

5. PUBLIC VIOLENCE SPECIFIC CONTACT NUMBERS:

Designation	Name	Telephone	Cell
Senior Manager: Fire & Rescue, Disaster Management and Security Services	L. Smith	028 313 5041	082 978 9493
Assistant Chief Fire Officer: Disaster Management & Risk Management & Support Services	YM. Scholtz	028 313 8109	082 675 7219
Disaster Management Co-ordinator	J. Pillay	028 313 8980	081 788 4337
Housing/Emergency Shelter	F. Frans	028 313 8111	073 227 8166
SAPS Hermanus	Brigadier Heilbron	0283135300	082 856 1687
SAPS Kleinmond	Lt Col May	028 271 8200	082 778 6793
SAPS Stanford	W.O. Booysen	028 341 0601	082 778 6842
SAPS Gansbaai	Lt Col Coetzee	0283840201	082 778 7085

DISASTER RISK REGISTER

HAZARD	HAZARD			Vulnerability					CAPACITY						Relative Risk Rating	Relative Risk Priority	
	Probability	Frequency	Severity	Political	Economic	Social	Technological	Environment	Physical Planning and Engineering	Societal Capacity	Economic Capacity	People Capacity and Competencies	Management Capacity	Institutional capacity			Capacity Rating
Drought	3	3	4	1	4	4	3	4	2	3	1	3	1	1	11	14,545	extremely high
Wildland fire	4	4	4	1	3	3	2	2	2	3	2	2	3	2	14	9,429	high
Social conflict	3	4	3	1	4	3	2	2	2	2	1	2	3	3	13	9,231	high
Tsunami	3	1	3	1	4	3	3	3	2	2	2	2	2	2	11	8,909	high
Structural fire	4	4	3	2	2	2	2	1	2	3	2	2	2	2	13	7,615	high
Coastal erosion	3	4	2	1	2	2	2	3	2	2	2	2	2	2	12	7,500	high
HAZMAT: ocean spill	2	2	4	1	2	2	1	4	2	2	2	2	2	1	11	7,273	high
Pest infestation	3	4	2	1	3	3	2	3	3	2	2	2	2	2	15	6,600	tolerable
Nuclear event	1	1	4	1	3	3	2	4	3	2	1	2	2	2	12	6,500	tolerable
Endemism	3	4	2	1	3	3	1	3	3	3	3	3	3	2	16	6,188	tolerable
Water supply disruption	3	4	2	1	3	3	2	1	2	3	2	3	2	2	15	6,000	tolerable
HAZMAT: road	3	2	2	1	2	2	2	3	2	2	2	2	2	2	12	5,833	tolerable
Disruption of electricity	4	4	2	1	2	2	2	1	2	3	2	3	2	2	15	5,333	tolerable
Floods	4	3	3	1	2	2	2	1	2	3	2	2	3	3	15	5,333	tolerable
Shipping incident	2	2	3	1	2	2	1	3	2	3	2	2	2	2	12	5,250	tolerable
Sea level rise	3	1	2	1	2	2	2	3	2	2	2	2	2	2	12	5,000	tolerable
Tsunami surge	3	3	2	1	2	2	2	2	2	2	2	3	3	3	15	4,800	tolerable
Human diseases	4	4	3	1	2	2	1	1	3	3	3	3	3	3	18	4,278	tolerable
Severe weather	3	4	1	1	2	2	2	1	2	2	3	3	3	3	15	4,267	tolerable
Aircraft incident	2	2	2	1	2	2	2	2	2	2	3	3	3	3	16	3,375	low
Load incident	4	4	1	1	2	2	1	1	3	3	2	3	3	3	17	3,176	low

Source by WCDM

A41/96

(Addendum D)

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**DISASTER MANAGEMENT PREPAREDNESS PLAN
GANSBAAI AREA**

General Description of the Area:	
Area: Approximately 4430Ha	
Topographical Characteristics:	Uilenskraalsrivier Duinefontein Mountains situated to the north-north-east. Wolfsuiskop north-east of Pearly Beach
Vegetation: Fynbos	
Connectivity Routes:	R43 (Connect Stanford with Pearly Beach) (Connect Stanford with Hermanus) R326 (Connect Stanford with Riviersonderend)
Infrastructures	
Formal Households:	1181 (Masakhane); 27 (Eluxoweni)
Informal Households:	none
Hospital:	Gansbaai Clinic; Eluxoweni Clinic
Clinics:	Gansbaai Primary School
Schools:	Blompark Primary School Masakhane Primary
Community Halls:	3
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

**DISASTER MANAGEMENT PREPAREDNESS
 PLAN GANSBAAI AREA**

Action		Disaster Management			
1. Establishment of a JOC (Joint Operations Centre)					
Resources					
Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director: Protection Services	N. Michaels	028 313 8054	071 584 9214	nmichaels@overstrand.gov.za	
Senior Manager	L. Smith	028 313 5041	082 987 9493	lestersmith@overstrand.gov.za	
Assistant Chief: Operations & Training	A. Aplon	028 313 8978	079 507 7297	aaplon@overstrand.gov.za	
Assistant Chief: Fire Safety & Health and Safety	E. Solomons	028 313 8979	076 011 5052	esolomons@overstrand.gov.za	
Assistant Chief: Disaster Management & Risk Management & Support Services	YM. Scholtz	028 313 8109	082 675 7219	yscholtz@overstrand.gov.za	
Coordinator: Disaster Management	J. Pillay	028 313 8970	081 788 4337	jpillay@overstrand.gov.za	
Administrator: Disaster Risk Management	M. Carelse	028 313 8941	0614 266 564	mcarelse@overstrand.gov.za	
Chief Clerk: Disaster Risk Management Logistical Support	S. Coert	028 313 5052	081 839 0154	scoert@overstrand.gov.za	
Area Manager: Gansbaai	F. Myburgh	028 384 8300	082 654 8336	fmyburgh@overstrand.gov.za	
Transport	K.Hobkirk	028 313 8096	083 879 5893	khobkirk@overstrand.gov.za	
Essential Services	T. Steenberg	082 384 8312	072 402 1019	tsteenbergh@overstrand.gov.za	
Housing	A.Gcotyelwa	028 381 8300	078 453 1625	agcotyelwa@overstrand.gov.za	
Western Cape Emergency Medical	K. Gounden	028 284 1900	083 309 1441	kiruben.gounden@westerncape.gov.za	

Services						
Senior Firefighter	G. Badenhorst	028 384 8373	072 142 4488			gbadenhorst@overstrand.gov.za
Regional Inspector: Security Services	D. Esau	028 313 5017	072 575 3965			desau@overstrand.gov.za
Media Liaison	R. Steenekamp	028 313 8043	079 495 2876			rsteenekamp@overstrand.gov.za
Senior Superintendent Traffic	X. Titus	082 313 8178	072 982 7798			xtitus@overstrand.gov.za
Assistant Chief: Law Enforcement & Task Team	J. du Doit		076 970 5481			johandutoit@overstrand.gov.za
Communication Equipment	N Zweni	028 313 8911	083 552 5192			nzweni@overstrand.gov.za
Police	Lt Col Coetzee	028 341 0601	082 778 6842			
Red Cross	A. Heslop	028 312 1663	072 609 8655			aheslop@hermanus.co.za
Eskom	Control Room	08600 37566				
Cape Nature	Dion Geldenhuys		082 496 3395			dgoldenhuys@capenature.co.za
Fire & Rescue control room		028 312 2400				firecontrol@overstrand.gov.za
Municipal control room		028 313 8111				
Councillor Ward 1	X. Msweli		083 284 3144			xmsweli@overstrand.gov.za bennert@gmail.com
Councillor Ward 2	Riana de Coning	028 313 8191	083 597 2781			rdeconing@overstrand.gov.za rianadec122@gmail.com
Franskraal Buurtweg (Neighbourhood watch)	Willem van der Merwe	083 791 8497				franskraalbuurtweg@gmail.com
Fire Protection Association (FPA)	Louise Wessels	083 327 0477				manager@overbergfpa.co.za
ODM Councillor	Steven Fourie	072 346 3245				blomrug@gmail.com
SLV	Deon Joubert	082 581 1207				koksrivier@twk.co.za
SLV	Gerhard de Wet	082 658 6303				Gerhard@orcawireless.co.za

MANAGER: DISASTER MANAGEMENT

FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1.
 - a. The incident is reported to a responsible discipline or control room.
 - b. The responsible Discipline head informs the Manager: Disaster Management
 - c. The Manager: Disaster Management reports incident to:
 - i. Director Protection Services (reports incident to Municipal Manager)
 - ii. Disaster Management Coordinator
 - iii. Takes the decision if a JOC should be established
 - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
 - d. Disaster Management Coordinator reports incident to role players as per schedule.
 - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
 - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
 - ii. life and property threatening situations
 - iii. immediate mitigation operations
 - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
 - v. projected short and long term implications of the incident
 - vi. the impact the incident has on road and access for emergency transport and teams to incident
 - vii. any other aspect that needs immediate response for rapid service delivery continuation

viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Coordinates operations according to priorities for
 - i. early warning of potentially afflicted areas
 - ii. the saving of lives
 - iii. emergency housing
 - iv. emergency rations
 - v. other disaster management mitigation strategies
- b. Coordinate recovery:
 - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.

**DISASTER MANAGEMENT PREPAREDNESS PLAN
 STANFORD AREA**

General Description of the Area	
Area: Approximately 3960m ²	
Topographical Characteristics: Klein River flows through the area with the Klein River Mountain situated to the north.	
Vegetation: Fynbos	
Connectivity Routes: R43 (Connect Stanford with Hermanus) (Connect Stanford with Gansbaai) R326 (Connect Stanford with Riviersonderend)	
Infrastructures	
Formal Households:	109
Informal Households:	none
Hospital:	none
Clinics:	none
Schools:	Standford Okkie Smuts Primary School Withoogte St Pauls Primary School Sandhoogte Primary School
Community Halls:	1
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

**DISASTER MANAGEMENT PREPAREDNESS PLAN
 STANFORD AREA**

Action		Disaster Management			
1. Establishment of a JOC (Joint Operations Centre)					
Resources					
Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director: Protection Services	N. Michaels	028 313 8054	071 584 9214	nmichaels@overstrand.gov.za	
Senior Manager	L. Smith	028 313 5041	082 987 9493	lestersmith@overstrand.gov.za	
Assistant Chief: Operations & Training	A. Aplon	028 313 8978	079 507 7297	aaplon@overstrand.gov.za	
Assistant Chief: Fire Safety & Health and Safety	E. Solomons	028 313 8979	076 011 5052	esolomons@overstrand.gov.za	
Assistant Chief: Disaster Management & Risk Management & Support Services	YM. Scholtz	028 313 8109	082 675 7219	yscholtz@overstrand.gov.za	
Coordinator: Disaster Management	J. Pillay	028 313 8980	081 788 4337	jpillay@overstrand.gov.za	
Administrator: Disaster Risk Management	M. Carelse	028 313 8941	0614 266 564	mcarelse@overstrand.gov.za	
Chief Clerk: Disaster Risk Management Logistical Support	S. Coert	028 313 5052	081 839 0154	scoert@overstrand.gov.za	
Area Manager: Stanford	F. Myburgh	028 384 8300	082 654 8336	fmyburgh@overstrand.gov.za	
Transport	K. Hobkirk		083 879 5893	khobkirk@overstrand.gov.za	
Essential Services	T. Steenberg	082 384 8312	072 402 1019	tsteenberga@overstrand.gov.za	

Housing	A. Gcotyelwa	028 381 8300	078 453 1625	agcotyelwa@overstrand.gov.za
Western Cape Emergency Medical Services	K. Gounden	028 284 1900	083 309 1441	kiruben.gounden@westerncape.gov.za
Senior Firefighter	G. Badenhorst	028 384 8373	072 142 4488	gbadenhorst@overstrand.gov.za
Regional Inspector: Security Services	D. Esau	028 313 5017	072 575 3965	desau@overstrand.gov.za
Media Liaison	R. Steenekamp	028 313 8043	079 495 2876	rsteenekamp@overstrand.gov.za
Senior Superintendent Traffic	X. Titus	082 313 8178	072 982 7798	xtitus@overstrand.gov.za
Assistant Chief: Law Enforcement & Task Team	J. du Doit		076 970 5481	johandutoit@overstrand.gov.za
Communication Equipment	N Zweni	028 313 8911	083 552 5192	nzweni@overstrand.gov.za
Police	Lt Col. Coetzee	028 384 0201	082 778 7085	Gansbaaisaps@gov.za
Red Cross	Angela Heslop	028 312 1663	072 609 8655	aheslop@hermanus.co.za
Eskom	Control Room	08600 37566		
Cape Nature	Dion Geldenhuys	028 314 0062	082 496 3395	dgoldenhuys@capenature.co.za
Fire & Rescue control room		028 312 2400	081 455 1373	firecontrol@overstrand.gov.za
Municipal control room		028 313 8111		
Councillor Ward 11	Ald. Dudley Coetzee	028 313 8058	082 574 4404	mayor@overstrand.gov.za

MANAGER: DISASTER MANAGEMENT

FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL DISASTER:

1.
 - a. The incident is reported to a responsible discipline or control room.
 - b. The responsible Discipline head informs the Manager: Disaster Management
 - c. The Manager: Disaster Management reports incident to:
 - i. Director Protection Services (reports incident to Municipal Manager)
 - ii. Disaster Management Coordinator
 - iii. Takes the decision if a JOC should be establish
 - iv. if, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
 - d. Disaster Management Coordinator reports incident to role players as per schedule.
 - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
 - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
 - ii. life and property threatening situations
 - iii. immediate mitigation operations
 - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
 - v. projected short and long term implications of the incident
 - vi. the impact the incident has on road and access for emergency transport and teams to incident
 - vii. any other aspect that needs immediate response for rapid service delivery continuation
 - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Coordinates operations according to priorities for
 - i. early warning of potentially afflicted areas
 - ii. the saving of lives
 - iii. emergency housing
 - iv. emergency rations
 - v. other disaster management mitigation strategies
- b. Coordinate recovery:
 - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.

**DISASTER MANAGEMENT PREPAREDNESS PLAN
HERMANUS AREA**

General Description of the Area:	
Area: Approximately 5660 ha	
Topographical Characteristics: Mossel-, Onrus- and Bot Rivers flows through the area with the Klein River Mountain situated to the north.	
Vegetation: Fynbos	
Connectivity Routes: R43 (Connect Gansbaai, Onrus, Hawston, Fisherhaven & Kleinmond with Hermanus)	
Infrastructures	
Formal structures:	1117 (Dec 2018/19)
Informal Settlements:	Hermanus Provincial Hospital
Hospital:	Hermanus Mediclinic; Zweifhle; Onrus; Hawston
Clinics:	Hermanus Primary and Secondary School
Schools:	Zweifhle Primary and Secondary School Hawston Primary and Secondary School Mount Pleasant Primary School
Community Halls:	5 (Refer to Appendix E)
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

**DISASTER MANAGEMENT PREPAREDNESS
 PLAN HERMANUS AREA**

Action		Disaster Management			
1. Establishment of a JOC (Joint Operations Centre)					
Resources					
Role Players	Name	Telephone Office / Home	Cellular Telephone	E-mail	
Director: Protection Services	N. Michaels	028 313 8054	071 584 9214	nmichaels@overstrand.gov.za	
Senior Manager	L. Smith	028 313 5041	082 987 9493	lestersmith@overstrand.gov.za	
Assistant Chief: Operations & Training	A. Aplon	028 313 8978	079 507 7297	aaplon@overstrand.gov.za	
Assistant Chief: Fire Safety & Health and Safety	E. Solomons	028 313 8979	076 011 5052	esolomons@overstrand.gov.za	
Assistant Chief: Disaster Management & Risk Management & Support Services	YM. Scholtz	028 313 8109	082 675 7219	yscholtz@overstrand.gov.za	
Coordinator: Disaster Management	J. Pillay	028 313 8970	081 788 4337	jpillay@overstrand.gov.za	
Administrator: Disaster Risk Management	M. Carelse	028 313 8941	0614 266 564	mcarelse@overstrand.gov.za	
Chief Clerk: Disaster Risk Management Logistical Support	S. Coert	028 313 5052	081 839 0154	scoert@overstrand.gov.za	
Area Manager: Hermanus	A. Wyngaard (Acting)	028 313 8921	079 521 2983	awyngaard@overstrand.gov.za	
Transport	J. Hanekom	082 384 8906		jhanekom@overstrand.gov.za	
Essential Services	J. de Villiers	028 313 8092	073 77 4560	jdevilliers@overstrand.gov.za	

Western Cape Emergency Medical Services	K. Gounden	028 284 1900	083 309 1441	kiruben.gounden@westerncape.gov.za
Senior Firefighter	E. Isaacs	028 313 8980	079 139 3867	eisaacs@overstrand.gov.za
Regional Inspector: Security Services	D. Esau	028 313 5017	072 575 3965	desau@overstrand.gov.za
Media Liaison	R. Steenekamp	028 313 8043	079 495 2876	rsteenekamp@overstrand.gov.za
Senior Superintendent Traffic	X. Titus	082 313 8178	072 982 7798	xtitus@overstrand.gov.za
Assistant Chief: Law Enforcement & Task Team	J. du Doit		076 970 5481	johandutoit@overstrand.gov.za
Communication Equipment	E. Smit	082 313 8025	083 552 5192	esmith@overstrand.gov.za
Police	Supt Chityana	028 313 5300		
Red Cross	Angela Heslop	028 312 1663	072 609 8655	aheslop@hermanus.co.za
Eskom	Control Room	08600 37566		
Cape Nature	Dion Geldenhuys	082 314 0062		dgeldenhuys@capenature.co.za
Fire & Rescue control room		028 312 2400		firecontrol@overstrand.gov.za
Municipal control room		028 313 8111		
Councillor Ward 3	Kari Brice	028 312 1785 (H)	083 650 4206	kbrice@overstrand.gov.za kbrice@hermanus.co.za
Councillor Ward 4	Ald. Anton Coetsee	028 316 4454	083 283 5237	antoncoetsee@hermanus.co.za acoetsee@overstrand.gov.za
Councillor Ward 5	Valerie Pungupungu		073 093 7288 (call) 078 983 4200 (watsapp)	vpungupungu@overstrand.gov.za
Councillor Ward 6	Ald. Michelle Sapepa		072 580 5157 061 502 9349 (watsapp)	msapepa@overstrand.gov.za msapepa1971@gmail.com
Councillor Ward 7	David Botha		079 491 6218	dbotha@overstrand.gov.za david@route2.co.za
Councillor Ward 8	Elnora Gillion	028 313 8016	073 177 3299 060 652 0214	egillion@overstrand.gov.za elnora.gillion@gmail.com
Councillor Ward 12	Vuyani Macotha		081 887 8130	vmacotha@overstrand.gov.za

Councillor Ward 13	Jean Orban	072 955 2986	jorban@overstrand.gov.za
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MANAGER: DISASTER MANAGEMENT FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1. a. The incident is reported to a responsible discipline or control room.
- b. The responsible Discipline head informs the Manager: Disaster Management
- c. The Manager: Disaster Management reports incident to:
 - i. Director Protection Services (reports incident to Municipal Manager)
 - ii. Disaster Management Coordinator
 - iii. Takes the decision if a JOC should be established
 - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
- d. Disaster Management Coordinator reports incident to role players as per schedule.
- e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within its own line function.
 - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
 - ii. life and property threatening situations
 - iii. immediate mitigation operations
 - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
 - v. projected short and long term implications of the incident
 - vi. the impact the incident has on road and access for emergency transport and teams to incident
 - vii. any other aspect that needs immediate response for rapid service delivery continuation
 - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Co-ordinates operations according to priorities for
 - i. early warning of potentially afflicted areas
 - ii. the saving of lives
 - iii. emergency housing
 - iv. emergency rations
 - v. other disaster management mitigation strategies
- b. Co-ordinate recovery:
 - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.

**DISASTER MANAGEMENT PREPAREDNESS PLAN
 KLEINMOND AREA**

General Description of the Area:	
Area: Approximately 5560 ha	
Topographical Characteristics: Bot-, Palmiet- and Rooiels River flows through the area with the Kogel Mountain situated to the north.	
Vegetation: Fynbos & Alien Vegetation	
Connectivity Routes: R43 (Connect Stanford with Hermanus) R44 (Connect Betty's Bay, Pringle Bay, and Gordon's Bay)	
Infrastructures :	
Formal Households: 4550	
Informal Households: 379 informal & 150 land invasions	
Hospital: none	
Clinics: 1 in Proteadorp	
Schools:	Laerskool Kleinmond Kleinmond Primary School Heideland Siyabulela ; Over the Hills and Heidelberg Pre Primary Schools Sandhoogte Primary School 1000 Voetjies Krappies en Krefies Bambanani Kidz can Pikkewyntjies

Pringle House Eco School	
Community Halls:	5 (Ref to Appendix E)
Bridges:	Concrete construction (Palmiet; Herold Porter; Rooi Els)
Roads:	Tar and gravel roads.
Power Station:	1 x Substation 40 x Mini Substations
Power Lines:	1 x Medium Voltage 20 x Low Voltage
Sewage Pipelines:	Present in area
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

**MANAGEMENT PREPAREDNESS PLAN
 KLEINMOND AREA**

Action	Disaster Management					
1. Establishment of a JOC (Joint Operations Centre)	Resources					
	Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director: Protection Services	N. Michaelis	028 313 8054	071 584 9214	nmichaels@overstrand.gov.za		
Senior Manager	L. Smith	028 313 5041	082 987 9493	lestersmith@overstrand.gov.za		
Assistant Chief: Operations & Training	A. Aplon	028 313 8978	079 507 7297	aaplon@overstrand.gov.za		
Assistant Chief: Fire Safety & Health and Safety	E. Solomons	028 313 8979	076 011 5052	esolomons@overstrand.gov.za		
Assistant Chief: Disaster Management & Risk Management & Support Services	YM. Scholtz	028 313 8109	082 675 7219	yscholtz@overstrand.gov.za		
Coordinator: Disaster Management	J. Pillay	028 313 8970	081 788 4337	jpillay@overstrand.gov.za		
Administrator: Disaster Risk Management	M. Carelse	028 313 8941	0614 266 564	mcarelse@overstrand.gov.za		
Chief Clerk: Disaster Risk Management Logistical Support	S. Coert	028 313 5052	081 839 0154	scoert@overstrand.gov.za		
Area Manager: Kleinmond	D. Lakey	028 271 8413	082 456 8026	dlakey@overstrand.gov.za		
Essential Services	D. van Rhodie	028 271 8432	082 820 8005	dvvanrhodie@overstrand.gov.za		
Housing	J. Smith A Gcotyelwa	028 271 8424 028 381 8300	082 635 4095 078 453 1625	jsmith@overstrand.gov.za agcotyelwa@overstrand.gov.za		

Western Cape Emergency Medical Services	K. Gounden	028 284 1900	083 309 1441	kiruben.gounden@westerncape.gov.za
Senior Firefighter	A. Mars	028 271 8489	071 021 6217	amars@overstrand.gov.za
Regional Inspector: Security Services	D. Esau	028 313 5017	072 575 3965	desau@overstrand.gov.za
Senior Superintendent Traffic	X. Titus	082 313 8178	072 982 7798	xtitus@overstrand.gov.za
Assistant Chief: Law Enforcement & Task Team	J. du Doit		076 970 5481	johandutoit@overstrand.gov.za
Communication Equipment	N. Zweni	082 313 9211	083 552 5192	esmith@overstrand.gov.za
Police	Lt Col May	028 271 8200	082 778	kleinmondSAPS@saps.org.za
Red Cross	Angela Heslop	028 312 1663	072 609 8655	aheslop@hermanus.co.za
Eskom	Control Room	08600 37566		
Cape Nature	Dion Geldenhuys		082 496 3395	dgeldenhuys@capenature.co.za
Fire & Rescue control room		028 312 2400	081 455 1373	firecontrol@overstrand.gov.za
Municipal control room		028 313 8111		
Councillor Ward 9	Grant Cohen		072 436 9068	gcohen@overstrand.gov.za grantcohen25@gmail.com
Councillor Ward 10	Fanie Krige	028 042 9533	082 733 7749	fkriege@overstrand.gov.za sdkriege@gmail.com

MANAGER: DISASTER MANAGEMENT

FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1.
 - a. The incident is reported to a responsible discipline or control room.
 - b. The responsible Discipline head informs the Manager: Disaster Management
 - c. The Manager: Disaster Management reports incident to:
 - i. Director Protection Services (reports incident to Municipal Manager)
 - ii. Disaster Management Coordinator
 - iii. Takes the decision if a JOC should be established
 - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
 - d. Disaster Management Coordinator reports incident to role players as per schedule.
 - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within its own line function.
 - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
 - ii. life and property threatening situations
 - iii. immediate mitigation operations
 - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
 - v. projected short and long term implications of the incident
 - vi. the impact the incident has on road and access for emergency transport and teams to incident
 - vii. any other aspect that needs immediate response for rapid service delivery continuation

viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Coordinates operations according to priorities for
 - i. early warning of potentially afflicted areas
 - ii. the saving of lives
 - iii. emergency housing
 - iv. emergency rations
 - v. Other disaster management mitigation strategies.
- b. Coordinate recovery:
 - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
 - c. Debrief at JOC.

	<p align="center">OFFICE of THE CHIEF FIRE OFFICER</p> <p align="center">PO BOX 20 HERMANUS 7200</p> <p align="center">Tel: 028 313 5041/2 Fax: 028 313 1493</p> <p align="center">Email: lestersmith@overstrand.gov.za</p>	<p align="right">114</p> 
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**OVERSTRAND MUNICIPALITY
DISASTER MANAGEMENT PLAN
EMERGENCY RESOURCE TELEPHONE LIST**

Read in conjunction with Overstrand Disaster Management Plan

ANNEXURE "I"

HERMANUS

GENERAL MEDICAL PRACTITIONERS

DOCTOR	ADDRESS	TELEPHONE
Andre Coetzee	28 Main Road, Hermanus	028 312 1170 072 259 2181
S du Toit; D du Toit; M Barnard; A Barnard; Munnik; Wium	14 Paterson Street, Hermanus	028 312 1119 082 575 3968
G F Enslin; J C Boshoff (locum)	3 Molteno Street, Onrus	028 316 1414 082 448 7780
A Greeff	17 Arundel, Westcliff	028 312 2846

CLINICS

NAME	ADDRESS	TELEPHONE
Hermanus	Swartdam Road	028 313 5700
Hawston	25 George Viljoen Street	028 315 2063

HOSPITALS

NAME	ADDRESS	TELEPHONE
Medi-Clinic	Hospital Street	028 313 0168
Provincial	Hospital Street	028 312 1166

PRIVATE AMBULANCE SERVICES			
NAME	ADDRESS	MANAGER	TELEPHONE
EMR	Main Road, Sandbaai	Anna Brand	076 585 0899 info@emrambulance.co.za
CMC	4 Jimmy Street, Sandbaai	Christo Prinsloo	066 222 7219 info@cmcmmedical.co.za

ELDERLY CARE			
NAME	ADDRESS	MANAGER	TELEPHONE
Huis Lettie Theron	De Goede Street	Simon van Vuuren Julianne Bacon	082 410 7346 076 416 8183 028 312 3721 / 2 hlt@hermanus.co.za
Sofca	1 Hospital Road	Gail Smith	082 836 8975 028 312 3236 sofca@telkomsa.net
Kidbrooke			028 316 1142 (frail care)
Onrus Manor	Chanteclair Road, Onrus Manor	Karin Lourens	028 316 5001 028 316 5333
Golden Harvest	Cnr Main & Long Street, Sandbaai	Henk Oostenbrink	028 316 5200 goldenharvest4@gmail.com

MAJOR CONSTRUCTION COMPANIES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
W A Bishop Transport	10 Arum Street	Wiaan Bishop	028 312 2298 072 616 7338 bishoptransport@gmail.com
D J Transport & Excavating	2 Mimosa Street	William Jackson	028 312 3116 083 380 3943 djtransport@hermanus.co.za
Alan Bailey Civil Engineering & Construction	20 Argon Street	Frikkie Rabe	083 252 5908 028 313 2110 abc@imagnet.co.za
Overberg Consulting Engineers	7 Magnolia Street	Ion Williams	083 325 9930 028 313 2600 ion@oceng.co.za

HALLS		
NAME	MANAGER	TELEPHONE
Grobblers	Mario Cox	083 762 6426 mariocox58@gmail.com
Sandbaai	Lidia Schmidt	084 515 8205 lidia.steenkamp@gmail.com
Mount Pleasant	Bernard Fortuin	028 313 8146 074 027 0895 bfortuin@overstrand.gov.za bernardnippief@gmail.com
Thusong	Ronel Salies	028 315 2784 074 893 1573

GENERAL STORES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Checkers (Whale Coast Mall)	Whale Coast Mall	J P Terblanche	028 313 6400 083 412 6076 082797@shoprite.co.za
Checkers (Hermanus)	Cnr Royal & Lord Roberts Road	Stefan Pretorius	072 422 7058 028 313 7480 058689@shoprite.co.za
Pick n Pay	Main Road	Candice Martin	028 312 1137 060 942 4190 p61man@pnp.co.za
Spar	Eastcliff	Andre Vermaak	028 313 0062 078 155 7365 eastcliff5@retail.spar.co.za
Spar	Gateway	Bern van Niekerk (owner) Bernard (manager)	028 313 0085 eastcliff1@retail.spar.co.za
Food Lovers Market	Whale Coast Mall	Dino Pepim	028 312 4475 adminhermanus@fnv.co.za

TRANSPORT			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Taxi Association	Zwelihle; Hawston; Stanford; Gansbaai; Mt Pleasant	Sharon Telling Julia Alam	072 394 6697 sharon.talling@gmail.com

SCHOOLS			
NAME	ADDRESS	PRINCIPAL	TELEPHONE
Bosko Christian School	Fairways Avenue, Eastcliff	Maureen van Niekerk	028 312 2552 boskoschool@hermanus.co.za
Christian Academy	1823 Bergsig Road, Sandbaai	Dawn Pearmain	028 316 1910 hermacademy@whalemail.co.za
Hawston Primary	402 Church St, Hawston	J J Swartz	028 315 1631 hawstonps@gmail.com
Hawston Secondary	Church St, Hawston	N Philander	028 315 1992 hawstonsec@gmail.com
Hermanus High	Moffat St, Hermanus	G Hassenkamp	028 312 3760 principal@hhadmin.co.za
Hermanus Primary	Dirkie Uys St, Hermanus	Mr Cilliers	028 312 3670 barry@hermanusprimary.org.za
Lukhanyo Primary	1 Lusiba St, Zwelihle	Tshabalala	028 312 1552 lukhanyops@telkomsa.net
Mt Pleasant Primary	Dhalia St, Mt Pleasant	L. Wildschut	028 313 0816 mountpleasantps@gmail.com
Overstrand Training Institute	Cnr Swartdam Rd &, Angelier St	Debbie Peiser	028 313 0129 debbie.oti2012@gmail.com
Qhayiya Secondary	37 Hlobo St, Zwelihle		028 078 616 2197 ??? qhayiyass@hermanus.cc
Curro	1 Curro Road, Sandbaai	Vermeulen	028 316 1998 028 316 4911 hermanus.admin@curro.co.za
Northcliff House College	36 Berghof Dr, Onrus River, Onrus, 7201	G Coetzee	028 316 4437 083 310 2340 info@northcliffhouse.co.za
Generations	5 Fairways Ave, Hermanus, 7200	N Kuyler	021 205 5915 087 285 5837 hermanus@generationschools.co.za

	<p>OFFICE of THE CHIEF FIRE OFFICER</p> <p>PO BOX 20 HERMANUS 7200</p> <p>Tel: 028 313 5041/2 Fax: 028 313 1493</p> <p>Email: lestersmith@overstrand.gov.za</p>	<p>113</p> <p>Munisipaliteit • O-Munisipala • Municipality</p> 
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**OVERSTRAND MUNICIPALITY
DISASTER MANAGEMENT PLAN
EMERGENCY RESOURCE TELEPHONE LIST**

Read in conjunction with Overstrand Disaster Management Plan

GANSBAAI

GENERAL MEDICAL PRACTITIONERS

DOCTOR	ADDRESS	TELEPHONE
C Barnard; H. Hendriks	27 Barnard Street	028 384 0411 Hcbarnard@itec.co.za

CLINICS

NAME	ADDRESS	TELEPHONE
Gansbaai	Main Road (behind municipality)	028 384 1917

PRIVATE AMBULANCE SERVICES

NAME	ADDRESS	MANAGER	TELEPHONE
EMR	Main Road, Sandbaai	Anna Brand	076 585 0899 info@emrambulance.co.za
OMR	10 Kooperasie Street	C Carstens	078 699 6995 overstrandmedics@gmail.com

ELDERLY CARE			
NAME	ADDRESS	MANAGER	TELEPHONE
Fynbos Centre		Melanie Wiles	028 271 3602 wilesmelanie@gmail.com
		John Engelbrecht	078 370 5076 john.engelbrecht.za@gmail.com

GENERAL STORES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
OK	Main Road		028 384 0001
Spar	Main Road		028 384 0269

TRANSPORT			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
Taxi Association	Zwelihle; Hawston; Stanford; Gansbaai; Mt Pleasant	Sharon Telling	072 394 6697 sharon.talling@gmail.com
		Julia Alam	

HALLS			
NAME	ADDRESS	MANAGER	TELEPHONE
Blompark Masakhane Baardskeerdersbos Eluxolweni Buffeljachts		Madelein Swart	028 384 8331
Pearly Beach Hengelklub	Fishing Club	Isolde Smith	028 381 9231 084 320 8613
Uilenkraalsmond Karavaanpark & Kantore		Johan Botha	028 388 0969 082 499 0219
Tourism	Main Road	Glenda Kitley	028 384 1439
Franskraal Rolbaiklub		Archibald Chambers	082 468 8765
Gansbaai NG Kerk - Pretoriussaal			028 384 0510
Gansbaai Karavaanpark		Norman Stevens	028 384 0872 073 462 5001
Kleinbaai Gholfklub			084 406 2077

SCHOOLS			
NAME	ADDRESS	PRINCIPAL/SEC	TELEPHONE
Academia	Kampeerweg, Blompark	Mr Wilson	028 384 2370
Gansbaai Primary	Ridderspoor Str, Blompark	Mr T. Volkwyn	028 384 0061
Laerskool	Church Street	B van der Merwe	028 384 1188
Masakhane	Mandela Road	Ms Qweba	074 199 8024

	<p>OFFICE of THE CHIEF FIRE OFFICER</p> <p>PO BOX 20 HERMANUS 7200</p> <p>Tel: 028 313 5041/2 Fax: 028 313 1493</p> <p>Email: lestersmith@overstrand.gov.za</p>	
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**OVERSTRAND MUNICIPALITY
DISASTER MANAGEMENT PLAN
EMERGENCY RESOURCE TELEPHONE LIST**

Read in conjunction with Overstrand Disaster Management Plan

KLEINMOND

GENERAL MEDICAL PRACTITIONERS

DOCTOR	ADDRESS	TELEPHONE
F du Plessis; M van Niekerk; L Morkel	59 Main Road	028 271 4227 082 653 6355

CLINICS

NAME	ADDRESS	TELEPHONE
Kleinmond	1 Cnr Main & Protea Roads	028 271 5807 10177 / 028 312 1166

PRIVATE AMBULANCE SERVICES

NAME	ADDRESS	MANAGER	TELEPHONE
EMR	Main Road, Sandbaai	Anna Brand	076 585 0899 info@emrambulance.co.za
CMC	4 Jimmy Street, Sandbaai	Christo Prinsloo	066 222 7219 info@cmcmmedical.co.za

TAXI ASSOCIATION	
M K Kwinana	073 818 8400 064 697 6028

ELDERLY CARE			
NAME	ADDRESS	MANAGER	TELEPHONE
Gerimed Health	Cnr 15 th Ave & Botriver Road, Kleinmond	Carel Pieterse	082 079 4173 carel@gerimed.co.za
		Alet Llyod	028 271 3994 083 285 0812 alet@gerimed.co.za
Fynbos Centre		Melanie Wiles	028 271 3602 wilesmelanie@gmail.com
		John Engelbrecht	078 370 5076 john.engelbrecht.za@gmail.com

GENERAL STORES			
NAME	ADDRESS	OWNER / MANAGER	TELEPHONE
OK	Main Road	Riaan Smit	028 271 4747 082 333 6755 okmmkleinmond@gmail.com
Spar	Main Road	G J le Roux W Coetzer	082 452 1777 kleinmond2@retail.spar.co.za 072 605 9414 Kleinmond1@retail.spar.co.za

HALLS			
NAME	ADDRESS	MANAGER	TELEPHONE
Kleinmond Town	36 Main Road	Dencil Arendse	028 271 8418 060 921 6570 darendse@overstrand.gov.za
Mooiuitsig	5514 Mooiuitsig, Betty's Bay	Dencil Arendse	028 271 8418 060 921 6570 darendse@overstrand.gov.za
Overhills Community	Overhills Informal Settlement	Dencil Arendse	028 271 8418 060 921 6570 darendse@overstrand.gov.za
Proteadorp Community	Cnr Protea Road & Nemesia Ave	Dencil Arendse	028 271 8418 060 921 6570 darendse@overstrand.gov.za
Crassula	21 Crassula Ave Betty's Bay (erf 2416)	Adrian de Kock	028 272 9998 082 940 4619 adrian25@telkomsa.net
Pringle Bay	3 Buffels Road (erf 1772)	Elmarie Strydom	083 460 3694 hangklipstore@gmail.com

SCHOOLS			
NAME	ADDRESS	PRINCIPAL/SEC	TELEPHONE
Laerskool	Main Road	A de Jager	028 271 3440 073 255 3043
Primêr	School Street, Proteadorp	Brikkels	028 271 3149 083 736 0225 admn.kleinmondps@gmail.com
Siyabulela			028 271 4882 (dead line)
Duisende Voejies	9 th Avenue	Leticia Singleton	073 104 9880
Heideland Pre- Primary	Nemesia Street	M Malgas	028 271 4134 082 344 6152 heidelandpreprimaryschool@g mail.com
Pringle House Eco Primary			028 273 8853 (does not exist)
Krappies en Kreefies	Main Road	Handrie Miller	028 271 4312
Kidz Can	Cnr 10 th Ave & 11 th Street	Judy May	028 271 5399
Pikkewyntjies	Mooiuitsig	Zaan Cilliers	073 572 8120 083 308 6170
Mtimkulu Community Development	102 Main Road; 102 9 th Ave	Debra Ann Hull	028 271 5213

(Addendum L)
1/2

PUBLIC PARTICIPATION PROCESS FOR THE DISASTER MANAGEMENT PLAN 2019/2020

Overstrand Municipality hereby do notify and invite all community members to comment on the Draft Disaster Management Plan for the 2019/2020 financial year.

The purpose of the Disaster Management Plan is to enhance the Municipality's ability to prevent and to deal with disasters and to avoid development that is considered high risk in terms of the potential for disasters.

COPIES OF THIS DOCUMENT CAN BE VIEWED:

- At all public libraries within the municipality
- On our official website: www.overstrand.gov.za, click on the Documents and Strategic Documents tab and download the full Draft Disaster Management Plan.

The closing date for comments for the Draft Disaster Management Plan is 16 June 2019

Please forward any comments or inputs to

Senior Manager L. Smith 028 313 5041 or lestersmith@overstrand.gov.za

Administator: Disaster Risk Management 028 313 8941 mcarelse@overstrand.gov.za

MUNICIPAL MANAGER

Notice 76/2019

16 May 2019

**ISAZISO SENKQUBO YOTHATHONXAXHEBA LULUNTU KWISICWANGCISO SOLAWULO
LWEENTLEKELE 2019/2020**

UMasipala waseOverstrand wazisa kananjalo emema bonke abantu ukuba bavakalise izimvo zabo kwiSicwangciso soLawulo lweeNtlekele (DMP) sonyakamali 2019/2020

Injongo yesi Sicwangciso soLawulo lweeNtlekele kukuphucula ukuba nakho kukaMasipala ukuthintela nokujongana neentlekele nolwakhiwo olubonwa njengolo lunokudala iintlekele.

IIKOPI ZESI SICWANGCISO ZIFUMANEKA:

- Kuwo onke amathala eencwadi kamasipala
- Kwi-webhusayithi yethu ku: www.overstrand.gov.za, cofa iqhosha elikhokelela kumaXwebhu nakumaXwebhu ezicwangciso zethu utsho uvule iSicwangciso esiQulunqwayo soLawulo lweeNtlekele.

Umhla wokugqibela wokungeniswa kwezimvo ngowama-16 June 2019

Thumela izimvo zakho kwaba bafandelayo:

z/2

IGosa eliPhezulu kweZemililo L. Smith 028 313 5041 okanye lestersmith@overstrand.gov.za

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MPHATHI KAMASIPALA

Inombolo yesazisi 76/2019

16 May 2019

PUBLIEKE DEELNAME PROSES VIR DIE KONSEP RAMPBESTUUR PLAN 2019/2020

Overstrand Munisipaliteit stel in kennis en nooi alle lede van die gemeenskap om kommentaar te lewer op die Konsep Rampbestuur Plan vir die 2019/20 finansiële jaar.

Die doel van hierdie Rampbestuur Plan is om die munisipaliteit se vermoë te verbeter om rampe te voorkom en om ontwikkeling te voorkom wat beskou word as n' hoë risiko in terme van die potensiaal vir enige rampe.

KOPIEË VAN HIERDIE DOKUMENT KAN BESKOU WORD:

- By alle biblioteke binne die munisipaliteit
- Op die amptelike webwerf: www.overstrand.gov.za, klik op die Dokumente en Strategiese Dokumente-blad en laai die volledige Konsep Rampbestuur Plan af.

Die sluitings datum vir kommentaar op di Konsep Rampbestuur Plan is 16 Junie 2019

Stuur asseblief enige kommentaar of insette aan

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MUNISIPALE BESTUURDER

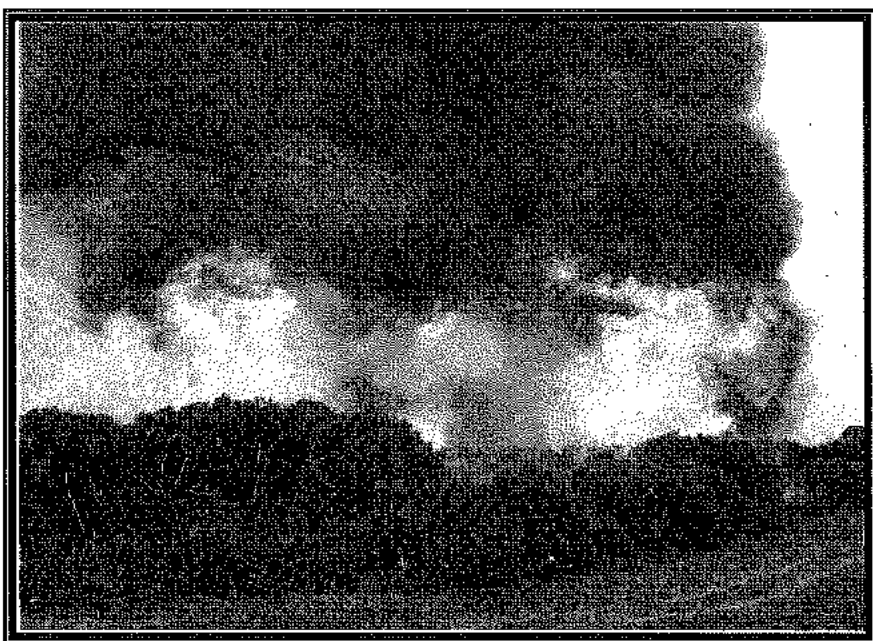
Kennisgewing 76/2019

16 Mei 2019



(Addendum M)
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FIRE SERVICES MANAGEMENT PLAN 2015-2020



Executive Summary

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FIRE SERVICES MANAGEMENT PLAN FOR THE OVERSTRAND MUNICIPALITY**1 PURPOSE OF REPORT**

- 1.1 To inform Council of the current status of the Fire Services Department regarding facilities, human resources, vehicles and equipment;
- 1.2 To obtain Council approval in principle with the budget allocation for the implementation of the Fire Services Management Plan, subject to recommendations of the Budget Steering Committee and Executive Mayor

2 SCOPE OF PLANNING

This plan is compiled of specific sections which are further split into three sub-sections, namely what is required, current realities and comments.

3 MISSION OVERSTRAND FIRE AND RESCUE SERVICE

To establish a professional fire service that will overcome the modern day fire safety and fire fighting challenges.

4 VISION OF OVERSTRAND FIRE AND RESCUE SERVICES

Overstrand Fire Service, the Fire Service for the Community

5 OBJECTIVES**5.1 Developing of Staff Component**

- 5.1.1 Incident Command System (ICS) Command structure
- 5.1.2 Training programs (formal and informal) / Succession programs/Mentor programs/Increase of staff compliment
- 5.1.3 More Permanency

5.2 Enhance Community Safety

- 5.2.1 PIER Programs (Schools/ Business/ Retirement villages etc.)
- 5.2.2 Risks/Vulnerabilities/Hazards/Capacity
- 5.2.3 Fire Breaks Management
- 5.2.4 Management of Fire Protection Associations

5.3 Building Capacity of Resources

- 5.3.1 Vehicles
- 5.3.2 Equipment

6 LEGISLATION

The following concise summary is to reiterate the legal standing concerning the delivery of fire services:

6.1 Constitution of the Republic of South Africa 1996:

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- 6.1.1 Chapter 7, section 152 (1d), objects of local government; to promote a safe and healthy environment.
- 6.1.2 Section 156 (1a), Powers and functions of Municipalities as listed in Part B of Schedule 4 "Firefighting Services".

6.2 The Fire Brigade Services Act, Act 99 of 1987

Definition for the purpose of fire service and specifies the mandate of the service in the definitions:

'service' means a fire brigade service intended to be employed for-

- 6.2.1 Preventing the outbreak or spread of a fire;
- 6.2.2 Fighting or extinguishing a fire;
- 6.2.3 The protection of life or property against a fire or other threatening danger;
- 6.2.4 The rescue of life or property from a fire or other danger;
- 6.2.5 Subject to the provisions of the Health Act, 1977 (Act 63 of 1977), the rendering of an ambulance service as an integral part of the fire brigade service; or
- 6.2.6 The performance of any other function connected with any of the matters referred to in paragraphs (a) to (e)." (The fire Brigade Services Act, Act 99 of 1987)

6.3 Standard By-law relating to Community Fire Safety P.N. 342/2006**6.4 The Local Government: Municipal Structures Act, Act 117 of 1998**

The definition of fire-fighting services contained in Section 84(1) (j) creates a shared district and local responsibility for rendering of the fire-fighting service.

6.4.1 The following functions are allocated to the District Municipality

- "(j) Fire fighting services serving the area of the district municipality as a whole, which includes—
 - (i) planning, co-ordination and regulation of fire services;
 - (ii) specialised fire fighting services such as mountain, veld and chemical fire services;
 - (iii) co-ordination of the standardisation of infrastructure, vehicles, equipment and procedures;
 - (iv) training of fire officers."

- 6.4.2 B municipalities were expected to exercise all other the fire-fighting functions excluding the above listed functions as adjusted by the MEC of Local Government. This dividing of functions is not practical for effective services and therefore a service level agreement (SLA) was entered into between the Overstrand Municipality and the Overberg District Municipality. This SLA states that each service will be responsible for the whole spectrum of physical fire-fighting services in predetermined areas in the Overstrand.

6.4.3 The Overstrand Municipality is responsible for the following functions:

- 6.4.3.1 Fire-fighting of structural fires, field and bush fires and any other fire
- 6.4.3.2 Fire Safety (the application of the National Building Regulations, Fire codes and municipal by-laws with regard to fire safety);
- 6.4.3.3 Rescue services;
- 6.4.3.4 Support services to municipal and other instances,
- 6.4.3.5 Fire pre-planning and related preparedness plans;
- 6.4.3.6 Testing and basic maintenance work on emergency vehicles and equipment;
- 6.4.3.7 Fire communications facilities for the particular service.

7 SANS 10090:2003 COMMUNITY PROTECTION AGAINST FIRE

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This standard outlines a system of determining the requirements for the operational and fire safety functions of emergency services rendered to communities. It also recommends certain criteria for water supplies for fire-fighting.

The prescribed standards are the only measurable tool for evaluating fire services in South Africa and many of the standards are not realistic for the majority of areas in South Africa. It must therefore be revised for our specific circumstances.

The most important implications of the Codes are:

7.1 Fire-risk categories (SANS 10090:2003)

The applicable fire risk categories to the Overstrand Municipality:

Category B:	Limited central business districts, smaller commercial or industrial areas normally associated with small towns and decentralized areas of cities and large towns (areas where the risk to life and property due to fire occurrence and spread is likely to be moderate).
Category C:	Residential areas of conventional construction.
Category D:	Rural risk areas of limited buildings and remote from urban areas.
Category E:	Special risk areas. Individual risk areas requiring a pre-determined attendance over and above the predominant risk category in an area. Including large informal housing areas and the extensive urban interface area with a high risk of veld- and mountain fires.

7.2 Fire Brigades Classification (SANS 10090:2003)

7.2.1 The codes specify Fire Brigades into categories based on the following:

Category	Performance Criteria
Category	<p>A brigade with adequate arrangements and provisions in place in relation to the risk dictated by certain parameters according to:</p> <ul style="list-style-type: none"> • Risk profile of area of jurisdiction; • Weight and speed of response; • Call receipt and processing requirements; • Vehicle/equipment availability and maintenance; • Incident management procedures; • Pre-fire planning and risk visits; • Training/personnel; <p>Water supplies and fire safety functions</p>

7.2.2 Fire Services are categorized from those which are able to meet performance criteria for staff availability per appliance availability, pre-determined attendance (PDA), staffing levels and attendance times, ranging from 35% to 45% of the time to more than 75% of the time measured annually. The categories range from a category 5 (the lowest) to a category 1 (which is the ideal).

The codes state that all brigades should endeavor to fall into a category 1 classification.

7.2.3 Current Realities

According to statistics and the above prescribed standards, the Fire Brigade Service of the Overstrand Municipality falls into category 4. (**Category 4:** A brigade as given in category 5 a) as monitored by relevant performance indicators or statistics, or both, and which is able to meet the performance criteria given for category 5 b) 46 % to 55 % of the time, measured annually).

The major factors that contribute to this classification are:

- 7.2.3.1 Weight of response
- 7.2.3.2 Vehicle and equipment standards
- 7.2.3.3 Staffing
- 7.2.3.4 Water supply

7.2.4 Comments

To improve on our current category classification and to deliver a more effective service to the community the following needs to be addressed:

- 7.2.4.1 The existing staffing system to be expanded to accommodate a 24 hours shift at fire station level.
- 7.2.4.2 Acquiring additional vehicles and adopt an effective vehicle replacement policy.
- 7.2.4.3 Acquiring additional equipment.
- 7.2.4.4 Establishment of a dedicated Fire Prevention/Safety section
- 7.2.4.5 Improve the water supply of existing water networks to ensure effective fire flow system.
- 7.2.4.6 Improve and establish an effective fire hydrant maintenance plan.

7.3 Weight of Response (SANS 10090:2003)

- 7.3.1 The Weight of response indicates what and who respond to fires in what time:
(The successful control and extinguishing of fires depend on sufficient appliances responding with adequate manpower and arriving within a reasonable time.)
- 7.3.2 The appliances in service should, when staffed, be sufficient to provide adequate fire protection in the area protected by the brigade.
- 7.3.3 In brigades which have only one station, the number (see table 1) of appliances shall be sufficient to meet the full demands of a first fire call to the most congested area and to provide at least one pump in reserve to respond to a second fire call.
- 7.3.4 In the case of brigades which have more than one station, the number (see table 1) of appliances allotted to any particular substation will depend on the fire-risk category in the area assigned to the station.

For the reaction time of the staffed appliances to an emergency situation (see table 2).

Table 1 – Weight of response at fires per Station (as prescribed by SANS)

Risk Category	Minimum number of pumping units	Minimum staffing level per appliance (vehicle)	Minimum pumping capacity of each unit (L/min)
A	n/a	n/a	3 850
B	2	4	3 850
C	1	4	2 250
D	1	4	2 250
E	As determined by individual risk assessment		
Note: Arrangements for vehicle fires, grass/bush and special services and the need for specialist vehicles such as aerial appliances and water carriers will be determined by local conditions.			

Table 2 Attendance times at fires

1	2	3	4
Risk Category	Maximum call receipt and turn-out time Min	Maximum appliance travel time min	Maximum attendance time Min
A	n/a	n/a	n/a
B	3	7	10
C	3	10	13
D	3	20	23
E	As determined by individual risk assessment		

7.3.5 Current Realities

Overstrand Fire Services' current major appliances fleet (see table 3).

Staffing levels are 60% of prescribed levels. Due to current staffing system consisting of mainly reservist our turn-out time can be 3 to 15 minutes depending on the day and time, currently the fire stations are manned during normal working hours and any other time on duty member's dispatch from home. More detailed reporting on appliances and staff matters follow later in this document. Due to the geographical layout of Overstrand the travel time can be more than prescribed.

Table 3: Major Appliances: Prescribe by SANS and own risk identification

1	2	3	4
Appliance type	Min No. required per day	Actual number on the run per day for Overstrand	Shortfall
1. Major pumps (3 000 L/m or more)	3	2	1
2. Medium pumps (1 800 L/min – 3 000 L/min)	3	3	0
3. Other appliances as given in PDA's for special risks:			
• Aerial appliances	1	0	1
• Bush Fire appliances (Heavy to Med.)	6	3 + 3 Med. pumps	
• Water tankers / pumpers	3	1	2
• B A Filling Units	1	1	
• Bush fire Light units 4x4	8	3 (4x4), 3 (2x4)	
• Command Vehicle Med	1	0	1
• Command Vehicle Light	1	3 (4x4)	
• Rescue unit WSAR /Rope Off road	1	1 (light trailer)	1
• Rescue unit Trench / USAR	1	1	
• HAZMAT Unit	1	0	1
• Utility Vehicles	3	2	1

7.4 Vehicle & Equipment standards as prescribed by SANS 10090

Fire departments should have sufficient rescue vehicles and special appliances to adequately protect the risks within each fire station's area of operation.

7.4.1 Management of the emergency vehicle fleet shall include:

- 7.4.1.1 Replacement policy;
- 7.4.1.2 Procurement of additional vehicles;
- 7.4.1.3 Reserve vehicles; and

7.4.1.4 A maintenance program.

7.4.2 Replacement of vehicles

7.4.2.1 Every fire department should have a documented emergency vehicle replacement programme which will ensure that older and obsolete chassis (cab, pump, gearbox and engine) are replaced systematically.

7.4.2.2 Frontline emergency vehicles should be replaced in accordance with the recommendations of table 4.

Table 4 — Replacement periods

1	2
Type of vehicle/equipment	Period
	Max. number of years service
Pumping appliances	15
Aerial appliances	20
Off-road vehicles	10
Special appliances	20
Light vehicles	8

7.4.2.3 A replacement program should ensure that newer and older vehicles are spread as evenly as possible throughout the fleet to avoid too many ageing emergency vehicles remaining in commission simultaneously.

7.4.2.4 Provision must also be made in the replacement program to replace problematic vehicles sooner than the maximum prescribed period. Such vehicles should include units which have high maintenance and repair costs and vehicles which do not serve the purpose for which they were intended.

7.4.3 Procurement of additional vehicles

7.4.3.1 The Fire Department should assess the suitability of its emergency vehicle fleet on a regular basis to ensure that the department has a fleet which has the capacity, capability and flexibility to meet the needs of the changing and expanding fire risks of the community.

7.4.3.2 Where necessary, the emergency vehicle fleet should be increased by the procurement of suitable, additional vehicles in accordance with a specification compiled by competent persons.

7.4.3.3 The use of refurbished vehicles should not be used for first turnout appliances.

7.4.3.4 Refurbished vehicles used for support functions should be tested and certified annually.

7.4.4 Reserve fleets

7.4.4.1 The Fire Department should maintain a reserve emergency vehicle fleet to ensure that the number of vehicles required to attend to an incident, in a particular fire risk area, can be maintained even when frontline emergency vehicles are undergoing maintenance or repair.

7.4.4.2 Reserve emergency vehicles may be utilized by overtime personnel who are called back on-duty when very large or numerous incidents are in progress.

7.4.4.3 The reserve emergency vehicle fleet should comply with the recommendations of table 5.

Table 5 — Number of reserve vehicles

1	2
Type of appliance	Required number
Emergency pumping appliances	One reserve unit in cases where the required fleet consists of five or less pumping appliances. Twenty percent of the required fleet plus one additional reserve unit if the required number of pumping appliances exceeds five
Aerial Appliances	Sufficient reserve units should be available to ensure that the aerial appliance portion of the fleet is not reduced by more than one aerial appliance at any time
Off road vehicles	As per pumping appliances
Special Appliances	Nil – provided that acceptable temporary arrangements can be made while a frontline special appliance is out of commission
Light vehicles	As per special appliances

7.4.4.4 Emergency vehicles which have been taken out of service may be used as reserve vehicles provided that such vehicles are certified to be suitable for reserve purposes by a competent automotive engineer and a competent fire officer (competent in appliances evaluation) annually.

7.4.4.5 No emergency vehicle which has been taken out of service should form part of a reserve fleet for more than five years beyond the maximum number of years of service for that particular category of vehicle.

7.4.5 Vehicle maintenance program

7.4.5.1 All emergency vehicles should be subject to regular, documented maintenance carried out by competent persons.

7.4.5.2 When developing a maintenance program the vehicle manufacturer's requirements and recommendations should be included.

7.4.5.3 Safety checks shall form an integral part of all maintenance programmes.

7.4.5.4 Defects affecting an emergency vehicle's operational ability should be referred to competent maintenance personnel.

7.4.5.5 Where fire pumps, aerial platforms or aerial ladders form part of an emergency vehicle or its equipment, the necessary maintenance, checks and tests, prescribed by the manufacturer, should be carried out and documented.

7.4.6 Current Realities: Vehicles

7.4.6.1 As per table 6 the Overstrand Municipality's vehicle fleet age is exceeding the prescribed replacement age and no replacement policy for the ageing vehicles exists. As seen in table 3 we do need additional vehicles to address our risks. Vehicles with more water capacity are urgently required due to non sufficient fire-flow supply of the water networks (See also report in water supply section).

7.4.6.2 There are no reserve vehicles. We do have a maintenance program for the vehicles with adequate funding.

Table 6 Appliance age and condition (all vehicles forming part of PDA including special risks)

Appliances	Total number	Number < 15 years old	Number > 15 years old	Average age in years	Overall fleet condition
Pumping appliance	7	3	4	21.71	Poor - Good
Aerial appliance	0	0	0	0	0
Special appliance	0	0	0	0	0
Bush fire Appliance	8	7	1	12.71	Fair
Tankers	1	0	1	29	Good

Table 7 Vehicles details

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Type	Reg. No	Model	Condition			Year	Age	Comment
			Poor	Good	V. Good			
Major Pumper	CEM 37463	Mercedes			Yes	2014	4	In service
Major pumper	CEM 10226 P1	Mercedes 1328		Yes		2009	9	In service
Medium pumper / Bush tender	CEM 14827 P4	Mercedes 1617/48		Yes		1997	21	In Service
Medium pumper / Bush tender	CEM 8390 P5	Mercedes 1517	Yes			1983	35	Off run – engine being rebuilt
Medium pumper / Bush tender	CEM 21662 P8	Mercedes 1213	Yes			1983	35	In Service – requires body repair
Bush Tender	CEM 2869 P3	Tata 713C			Yes	2006	12	In service
Tanker / pumper	CEM 2179 P7	Nissan CM10F		Yes		1989	29	In Service
Medium pumper	Cem 1626 P10	Unimog		Yes		1982	36	In service
Sedan	CEM 38652	Polo			Yes	2015	3	In Service
LDV Command	Cem 23400	Nissan 4x4			Yes	2015	3	In Service
LDV Command	CEM 20166 BB	Nissan 4x4	Yes			2007	11	Need body repair
LDV Command	CEM44444	Ford Ranger 4x4 dc			YES	2018	0	In service
LDV skid unit	CEM 26226 B3	Nissan 4x4	Yes			2004	14	Need body repair
LDV skid unit	CEM 26286 B4	Nissan 4x4	Yes			2004	14	In Service -Need body repair
LDV skid unit	CEM 14938 B5	Toyota 4x4		Yes		2006	12	In service- requires body repair
LDV skid unit	CEM 129 B2	Nissan	Yes			1994	24	Need replacement
LDV skid unit	CAM 13012 B6	Nissan		Yes		2007	11	In service
LDV skid unit	CEM 44284	Toyota Land Cruiser			YES	2018	0	In service
LDV utility	CAM 22989 B7	Nissan		Yes		2007	11	In service- requires body repair
LDV utility	CAM 22987 B8	Nissan		Yes		2007	11	In service – requires body repair
LDV skid unit	CEM 23784 B9	Nissan 4x4		Yes		2011	7	In Service
LDV skid unit	CEM 32828 B10	Toyota Land Cruiser		Yes		2011	7	In service
LDV utility	CEM 42054	Nissan				2017	1	In service
Trailer Rescue Trench	CAM 4601 T1	Light		Yes				To be replace with off road trailer
Trailer Rescue Rope / WSAR	T2	Light		Yes				To be replace with off road trailer
Trailer Portable Dam / pumps	CAM 1266 T3	Med		Yes				To be repaired

Type	Reg. No	Model	Condition			Year	Age	Comment
			Poor	Good	V. Good			
Trailer BA Compressor Unit	CEM 3366 T4	Light		Yes				Bettys Bay Community
Trailer Fire-fighting 1000lt	CEM 25651 T5	Med		Yes				Baardskeerdersbos Community
Trailer Fire-fighting 500lt	CAM 30979 T6	Med		Yes				Velcro side panels to be secured on base of surface

7.4.7 Comments

7.4.7.1 The Fire Service should have sufficient and reliable vehicles and special appliances to adequately protect the risks within each fire station's area of operation. The fleet's average age is far exceeding the prescribed replacement age. The effectiveness of some of the major appliances is limited due to its design and capabilities. There is currently an urgent need for large water capacity vehicles to address the shortage of water for fire-fighting.

7.4.7.2 The acquiring of additional vehicles will address our shortcomings and establish an effective vehicle replacement policy.

7.4.8 New Vehicles acquisitions

Vehicle type	2014 – 2015 Requested	2015 – 2016 Requested	2016 – 2017 Requested	2017 – 2018 Requested
10000lt. Tanker / Pumper Vehicles	R 2 300 000		R 4 000 000	R 3 200 000
Water tanker			R2 500 000	
Major pumper	R 3 000 000	R 4 000 000	R 4 500 000	
LDV skid units	R 900 000	R 1 350 000	R 2 000 000	
Command Vehicle Med	R 3 000 000			
Hazmat Trailer			R 3 500 000	
Sprinter				R 3 200 000
Quantum				R 700 000
Support vehicle – admin & Medical response vehicle			R 2 000 000	R 1 800 000
Rescue vehicle with equipment			R 600 000	
Incident Command Vehicle with Trailer			R3 500 000	

7.4.9 Upgrading and refurbishing of existing vehicles

Upgrading and refurbishing of existing vehicles can also improve its effectiveness and prolong its service life.

Upgrading	2014 - 2015	2015 - 2016	2016 - 2017	2017 – 2018 Requested
Major appliance and other vehicles	R 500 000		R 600 000	R 331 000

7.5 Equipment

Emergency vehicles should carry a complete range and quantity of equipment suitable for the specific type of vehicle and adequate for use at incidents within the fire risk categories protected.

All equipment should be subject to replacement and procurement policies and testing, examination, checking and maintenance procedures.

All fire department equipment should be subjected to regular, documented examination, testing and maintenance.

Occupational safety and the recommendations of the manufacturer must be included in all examination, testing and maintenance program.

7.5.1 Replacement of equipment

A fire department should regularly assess its equipment to determine whether or not such equipment is obsolete or unserviceable.

A documented annual equipment replacement program must be developed to ensure that obsolete and unserviceable equipment is replaced systematically.

7.5.2 Procurement of additional equipment

All fire department equipment must be assessed regularly to ensure that the equipment is suitable for the changing and expanding fire risks in the community and to keep abreast of developments. Additional equipment should be procured where necessary.

7.5.3 Current Realities: Equipment

Our needs for the necessary equipment for fire-fighting and rescue actions are 65% met. Some of the existing equipment needs to be replaced in the near future to comply with prescribed standards.

The Municipality has a maintenance program for the equipment with adequate funding.

7.5.4 Comments

To be effective in fire-fighting, rescues and fire safety suitable equipment are needed and maintained. Most of our equipment is system based and our strategy is to purchase these items in phases as to spread the cost over a few budgets, therefore it is essential that a yearly allocation be granted to complete these systems.

Funding is also needed to replace obsolete and unserviceable equipment systematically.

Equipment acquisitions

	2014 – 2015	2015 – 2016	2016 - 2017	2017 - 2018
Equipment	R 295 000	R 129 920	R 60 000	R 175 000

R 100 000 was requested at the adjustment budget for the acquisition of hoses and nozzles.

7.6 Staffing

As per applicable fire risk categories to the Overstrand Municipality, the minimum staffing levels for our service are:

Required per shift at Gansbaai, Hermanus and Kleinmond fire stations at all times

Risk Category	Number of appliances required to meet weight of response	X	Required manning lever per appliance	=	Total Riders Required	COMMENT
A	n/a	X		=		
B	6	X	4	=	24	
C	3	X	4	=	12	
D		X		=		

Risk Category	Number of appliances required to meet weight of response	X	Required manning lever per appliance	=	Total Riders Required	COMMENT
TOTAL		X		=	36	Excluding posts of Fire Chief and 3x Divisional Commanders
E	Evaluate individual as given in PDA requirements					

All members of the services must be competent and trained to perform duties as fire-fighters. There must be a command structure consisting of Chief Fire Officer, Divisional commanders and Station commanders to manage the fire services with an administrative section.

Although reservists are a recognized method of staffing, it must never be the core component of the service but rather a backup system to a core component of full time professional fire-fighters and officers. To train and issue personal protective equipment for a reservist cost the same for a fulltime official and is therefore only a short term solution to supplement full-time staff.

7.6.1 Current Realities: Staffing

Actual per shift

Risk Category	Number of appliances required to meet weight of response	X	Required manning lever per appliance	=	Total Riders Required	COMMENT
A	n/a	X		=		
B	6	X	3	=	18	
C	2	X	2	=	4	
D		X		=		
TOTAL		X		=	22	Excluding posts of Fire Chief and 3x Divisional Commanders
E	Evaluate individual as given in PDA requirements					

The existing staffing structure of our service consists of a small core of professional fire-fighters (6) and officers (4), with a large component of reservists.

Existing Full-time staff

Designation	Senior Manager	Support Personnel	Gansbaai Fire Station	Hermanus Fire Station	Kleinmond Fire Station
Senior Manager: Fire and Disaster Man. & Security Services	1				
Principle Clerk		1			
Assistant Chiefs				3	
Division Commander				1	
Regional Inspector				1	
Senior Firefighter			1	1	1
Law Enforcement Officer		1			
Assistant Disaster Man. Officer		1			
Administrator: DRM		1			

Designation	Senior Manager	Support Personnel	Gansbaai Fire Station	Hermanus Fire Station	Kleinmond Fire Station
Chief Clerk: DRM Logistic Support		1			
Fire Fighters					1
Learner Fire Fighters			5	22	4

7.6.3 Reservists System:

Our reservist staffing system comprise of the following types:

7.6.3.1 9 members made out of Municipal staff and civilians

7.6.3.2 16 members made out of young unemployed people

7.6.3.3 12 members out of the community for specific areas.

These reservists get paid an hourly rate when required for station duties, incident callouts and standby duties except for the volunteer community fire fighters. Community members do not get any form of compensation

7.6.4 Comments

Without suitable staffing levels consisting of competent staff adequately trained to perform functions as required, an effective fire service is not possible.

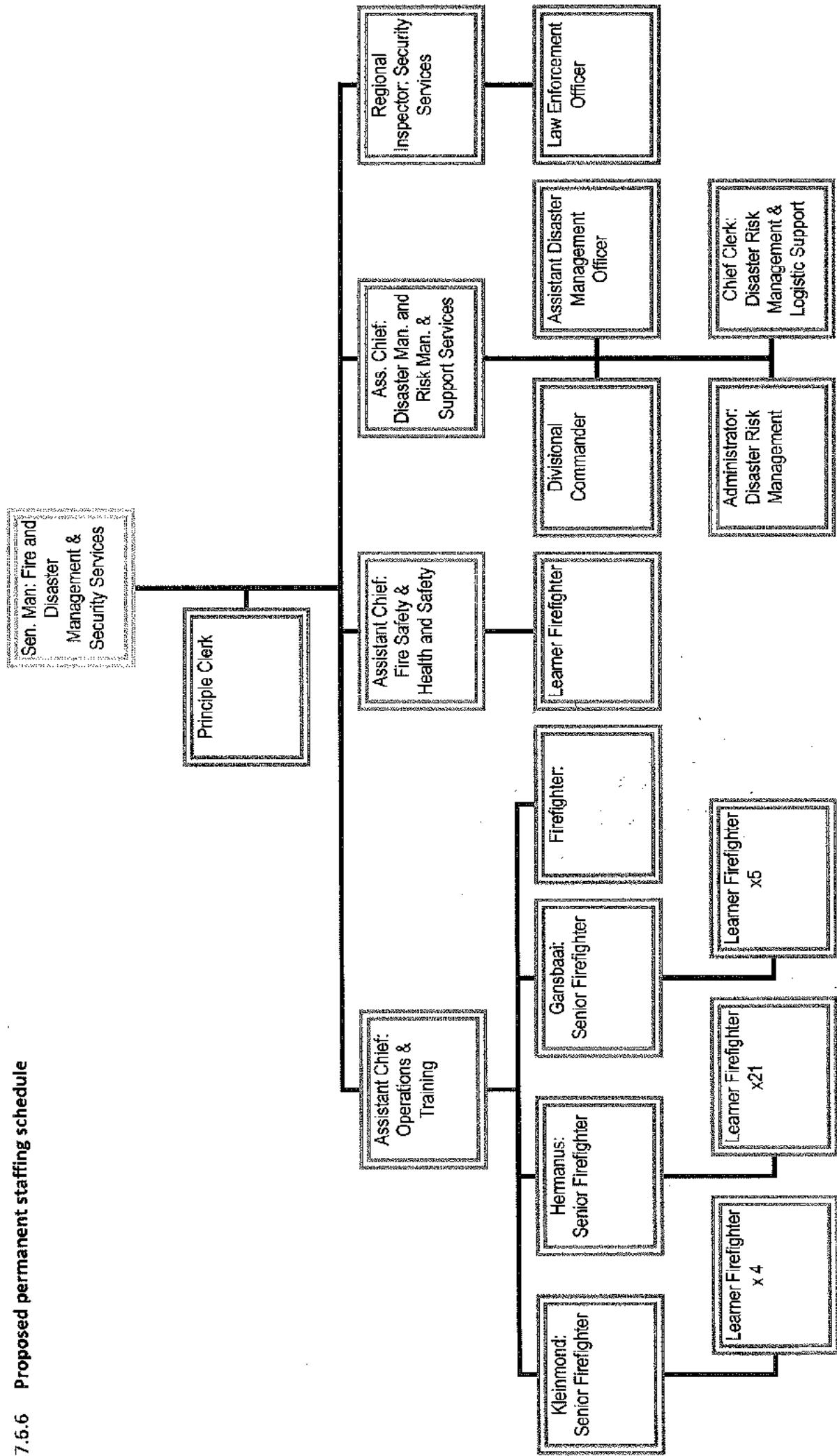
The existing staffing structure needs to be revised as are a growing service from a totally reservist system a couple of years ago to a professional fire service in the next few years. The current expansion of the fulltime staff has started this movement and with an annual staff growth we can establish a core of fully professional fire-fighters with a backup system of reservist.

7.6.5 Personnel Acquisition Schedule

The principle adopted is, due to the fact that Fire Services is a growing service, personnel will be appointed (from the Overstrand Municipal area) at ground level, i.e. Learner Fighter. This will implicate the development of fire services personnel and structure as they acquire the requisite qualifications and experience.

As the department develops and more posts are approved by Council (after annual consideration via the normal budgetary process) the posts will be submitted for the following (more senior) level and after acquiring the requisite qualification an experience requirements, incumbents already in the service will apply for these positions in terms of the relevant Municipal policies. This will create development potential in the department.

7.5.6 Proposed permanent staffing schedule



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7.6.7 Reservists

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The existing reservist system supplies the Municipality with the manpower numbers but it is not an alternative for full-time staff. It is rather a supplement to our staff due to the fact that they are appointed on a need to basis.

A more formal reservist system with definite outcomes to both parties should be established. Such system will provide more effective training and better skilled members. It will also ensure better results for cost of training and issuing of protection clothing and gear to these members.

7.7 Training

Efficient training of fire-fighting personnel is essential to the effective performance of a fire brigade. NFPA 1201 shall be applied for training requirements. The ability of a brigade to meet the attendance times laid down in table 2 should be tested during exercises. A standard system of training should be adopted throughout the fire service. This would ensure a greater measure of efficiency when neighbouring brigades collaborate in attacking large fires and also when personnel are transferred from one brigade to another.

7.7.1 Training components

Service delivery relies extensively on the abilities and competence of staff responding to an incident.

Emergency services should, for the fire extinguishing function and in relation to the risk profile covered, have implemented the following as a minimum recommendation:

- 7.7.1.1 personnel selection, appointment and advancement criteria detailing qualifications and experience requirements for all posts;
- 7.7.1.2 suitable provisions, planning and record keeping for initial, continuation, conversion and specialist training for fire-fighters and officers; and
- 7.7.1.3 Accurate records for all training attended and conducted by subject and staff members.

7.7.2 Fire-fighter and officer training phases**7.7.2.1 Initial training**

Based on above, it shall include basic training and specialist courses.

7.7.2.2 Continuation training

Continuation training shall be conducted regularly on the station to consolidate and practice knowledge and skills during initial training and help ensure that proficiency is maintained.

7.7.2.3 Conversion training

To update skills and knowledge as a result of the acquisition of new equipment or changes in policies and procedures, conversion training shall be conducted.

7.7.3 Minimum training requirements

Recommendations as given in table 8 should be considered as the minimum training requirements.

Table 8 — Minimum training requirements

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1 Training	2 Class of personnel		3
	Full or part time	Volunteer or reservist	
	Duration of training h per month		
Initial (basic) fire-fighter ^a (1)	As given in an approved and accredited curriculum in accordance with NQF requirements*		
Continuation ^a	20 hours	4 hours	
Conversion ^a	As and when required		
^a Fire-fighters and officers			

7.7.4 Current Realities

7.7.4.1 A training program for the specific groups was identified in conjunction with the Human Resources department and some of the components of this program are already taken place. However we do experience some problems to obtain accredited institutions to train our learner fire-fighters.

7.7.4.2 We are in process of establishing our own practical training grounds and good progress is made with our own day to day training and skills development

7.7.5 Comments

7.7.1.1 To be a competent fire-fighter it is necessary to be trained formally with accredited training courses and also to be involved in in-house skills development training.

7.7.1.2 We have to develop a training program whereby we can do the majority of basic training in-house. To do this we have to train our staff as accredited trainers and develop the training facilities to such an accredited level.

7.7.1.3 It is envisaged that all fire fighters are trained to the levels of Fire-fighter I, Fire Fighter II and at least Basic Ambulance Assistant level to equip them with the necessary skills in compliance with health and safety legislation.

7.7.1.4 The plan will be adapted/ updated at least annually to remain abreast with any developments which may affect the service.

7.8 Communications

7.8.1 Each brigade should be equipped with suitable facilities to enable rapid communication between headquarters and units operating at a fire. These shall include the following:

7.8.1.1 A suitable number of telephone lines;

7.8.1.2 Alarm or callout facilities to dispatch crews; and

7.8.1.3 Voice logging on emergency lines and radios with date and time imprint, queuing facilities and, if necessary, trouble signal facilities.

7.8.2 Control centre operators and or supervisors

There should be sufficient operators so that calls are answered within 15 s and appropriate response dispatched within 30 s of the call being completed.

It should not take longer than 60 s to take the call once the phone is answered.

7.8.3 Supervisors

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For up to two operators, access to a supervisor is required. For three or more operators, a supervisor shall be on duty in the control centre.

7.8.4 Current Realities

We are in the process of developing a central watch room for the fire services where dispatching, incident logging and communications are managed. The existing radio communication system is not up to standard due to complicated network and there are areas with poor or even no reception making incident control difficult.

7.8.5 Comments

7.8.5.1 Without an effective communication system, fire services can't operate efficiently and control and command became a nightmare.

7.8.5.2 The existing radio network is not suitable for emergency services due to:

7.8.5.2.1 To many different users on one single frequency

7.8.5.2.2 Many frequencies for a single user to cover the whole area.

7.8.5.2.3 Vast rural areas with poor reception or even no reception

7.8.5.3 By implementing a single watch room system for call taking, dispatch and control we can render a much improved service.

7.8.5.4 By expanding the existing digital radio system will lead to much improved coverage.

7.9 Fire Prevention

Fire prevention is an important feature of the fire service and it has been proven that in brigades where this division of the service is efficiently organized, fire losses have been reduced by more than 20%. The purpose of fire prevention measures is to prevent, eliminate, or reduce hazards that contribute to the occurrence and spread of fire.

7.9.1 Fire safety inspections

7.9.1.1 Authorities should conduct fire safety inspections in response to complaints or requests or both to assist owners, occupiers, and developers and to satisfy local requirements for scheduled routine inspection of all occupancies other than dwellings as given in by-laws or other applicable legislation.

7.9.1.2 The inspection capacity can be supplemented by the use of suitably trained and experienced operational staff.

7.9.1.3 Effective records of all inspection activities should be maintained. Records should include the name of the inspecting official, the date of inspection, the findings and recommendations and should indicate whether the activity warrants a follow-up.

7.9.1.4 All outstanding activities should be logged as current until abated as required.

7.9.2 Regulation of hazardous activities

7.9.2.1 Departments should regulate the storage, transportation, processing sale and handling of flammable liquids and gases and other substances that could lead to the existence of dangerous conditions that could affect life safety or property loss, or both.

7.9.2.2 Distinction between vehicles and premises should be made in respect of certificates of registration. Certificates shall have a limited period of validity not exceeding 12 months. Suitable records regarding registration should be maintained and be available.

7.9.3 Reviewing building plans

7.9.3.1 A suitable system should be in place for the evaluation of building proposals and plans to ensure compliance with sections T1 and T2 of SANS 10400 or rational designs.

7.9.3.2 A record of all plans or designs received, evaluated and recommendations must be maintained.

7.9.3.3 Fire safety officials must ensure suitable inspections are carried out during construction and prior to occupation to ensure compliance.

7.9.4 Pre-fire planning

A formal pre-fire plan should be available for key special risks and other premises as deemed necessary by brigade management. Accurate records should be kept of the latest revisions and details of emergency exercises involving the brigade.

7.9.5 Risk visits

Risk visits to all special risks and other specific industrial or commercial risks scheduled by brigades should be conducted by operational staff for familiarization purposes with regard to the layout of the premises, processes or contents and fire protection features. Risk visits should be a planned function with accurate records of visits conducted and staff involved.

7.9.6 Current Realities

Fire prevention strategies and actions are just as important as fire-fighting to promote a safe environment. Currently these tasks are performed on an ad hoc basis due to existing staff structure and duties.

7.9.7 Comments

A dedicated Fire Safety / Public Education section in the Fire Service must be establish. This function is just as important as fire-fighting. An effective fire safety and public education program can reduce fire losses and promote a fire safe community.

7.10 Occupational Health and Safety (OHS)

7.10.1 Every fire brigade should implement a suitable occupational health and safety program in accordance with NFPA 1500.

7.10.2 The program should include a written policy to provide a safe and healthy work environment for all its members including:

7.10.2.1 Vehicle / appliance design / maintenance;

7.10.2.2 Health and safety education program;

7.10.2.3 Protective clothing/equipment requirements;

7.10.2.4 Emergency operations; and

7.10.2.5 Fire station facilities.

7.10.3 Every brigade shall fully meet the needs of the Occupational Health and Safety Act (Act 85 of 1993) and NFPA 1500.

7.10.4 Current Realities

OHS forms part of our daily operations and are addressed by means of standard operational procedures, issuing of personal protective clothing and training.

7.10.5 Comments

Fire-fighting is a dangerous profession and therefore members must be issued with effective protection clothing and gear. This gear must comply with the standard prescribed by relevant standard codes.

7.11 Water Supply

7.11.1 Fire flow

The fire flow must be at least equal to that given in table 9 for the appropriate category of risk area.

Table 9 — Minimum fire flow

1	2	3
Risk category	Possible fire sizes	Flow L/min
A	Non-residential buildings with divisions not greater than 5000 m ² .	13 000
B	Non-residential buildings having divisions not greater than 2 500 m ² .	9 000
C	Non-residential premises not greater than 1 250 m ² .	6 000
D1	Houses > 30 m apart.	1 900
D2	Houses 10,1 to 30 m apart.	2 850
D3	Houses 3 – 10 m apart	3 800
D4	Houses < 3 m apart	5 700
E	As determined by risk assessment.	

Fire flows must include mobile/alternative supplies available within the required attendance time.

The required fire flow must be available to the fire-fighting team on arrival at the fire.

7.11.2 Current Realities

In the majority of area in Overstrand the fire flow does not meet the minimum standards. A report from consultants confirmed this. The estimate cost to upgrade the reticulation system is approx. 90 million rand. This shortage of water supply impacts severely on effective fire-fighting. The existing fire appliances water capacity is not enough and therefore need alternative supply of water.

7.11.3 Comments

The shortage of water supply that should be available on arrival for the fire teams at an incident must be addressed. On the long term the networks must be upgraded to comply to the prescribe standards. An alternative for the short to medium term is the acquisition of two 10000 lt. fire – fighting vehicles as mentioned under new vehicle acquisitions above. This will also address the shortcomings of our vehicle fleet.

7.12 Hydrants

- 7.12.1 The minimum flow required from each hydrant and the maximum spacing of hydrants should be as given in table 10 for the different risk zones.

Table 10 —Flow and spacing of hydrants

1	2	3
Risk category	Minimum hydrant flow L/min	Max. distance between Hydrants m
A	2 000	85
B	2 000	120
C	2 000	200
D1 (Houses > 30m apart)	1 200	300
D2 (Houses 10,1 – 30 m apart)	1 200	200
D3 (Houses 3-10 m apart)	1 400	200
D4 (Houses < 3 m apart)	2 000	200

- 7.12.2 The Operational Department are responsible the maintenance and new installations of fire hydrants, whilst the fire department only conducts regular inspections (testing). The authority having jurisdiction must ensure that hydrants are serviced (and the flow measured for conformity with table 8) at intervals as given in table 10 and shall include the following:

- 7.12.2.1 Hydrant markings in accordance with NFPA 291;
- 7.12.2.2 Positions as indicated on water reticulation drawings;
- 7.12.2.3 Hydrant serviceability including condition, access and operation;
- 7.12.2.4 Individual flow and pressure tests; and
- 7.12.2.5 Availability of suitable accurate records

- 7.12.3 The location of hydrants should be adequately indicated.

Table 10 — Hydrant maintenance intervals

1	2
Risk category	Interval
A & E	Annual
B	Biennial
C & D	Triennially

7.12.4 Current Realities

According to a survey done by the fire department in certain areas of Overstrand there are critical shortages of hydrants. In some areas hydrants are connected to small diameter supply pipes, making it unsuitable for effective use. Hydrant maintenance needs urgent attention.

7.12.5 Comments

An effective hydrant system for fire-fighting is crucial. The following shortcomings need to be addressed:

- 7.12.5.1 Hydrant maintenance program as prescribed.
- 7.12.5.2 Additional hydrants for high risk areas, high priority.
- 7.12.5.3 Additional hydrants where shortage occur.
- 7.12.5.4 Hydrant marking.

7.13 Fire stations location and facilities:

7.13.1 Fire stations must be designed and housed in a secure and safe environment with adequate space for vehicles and equipment, staff and fulfill the training needs for the service.

7.13.2 Current Realities

Our existing fire stations do not conform to the norm for fire stations. The reasons are:

- 7.13.2.1 Not enough or suitable vehicle and equipment storage space
- 7.13.2.2 Staff work or office space are inadequate
- 7.13.2.3 There are no suitable training rooms with suitable equipment

7.13.3 Comments

The following infrastructure / additions to infrastructure is urgently needed:

- 7.13.3.1 Proper / New facilities in Greater Hermanus
- 7.13.3.2 Additions and alterations for storage of fire-fighting vehicle and equipment at Stanford.
- 7.13.3.3 Training room with equipment at our training station at Gansbaai.
- 7.13.3.4 Shift facilities for staff on duty at all stations
- 7.13.3.5 Completion of Kleinmond fire station

8. AMENDMENTS / UPDATES

New amendments or updates will be added to the Amendments and Updates Listing below and it is the responsibility of the individual to regularly check the currency of their Plan copy.

Proposals for amendment or additions to the text of this Plan should be forwarded to:-

The Chief: Fire and Disaster Management,

CFO L. Smith

Telephone: (028) 313 5041

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DATE OF REVIEW	DETAILS OF PAGE(S) AMENDED OR REPLACED
25 April 2018	

9. CONCLUSION

9.1 The plan is a dynamic document that will need to be adapted in accordance with realities, including further legislative developments and dependence on other role-players in the planning and operational spheres of this function.

9.2 The plan needs to be updated at least annually in order to remain abreast with any developments which may affect the service.

9.3. The availability of funding is a huge factor in executing the plan. MIG funding for expansion of the service and to increase our rating as to comply with SANS 10090 might possibly be an alternative to investigate. Failing this, it is difficult to envisage the establishment of a service that is paramount in the saving of lives and property and which is a right of citizens in terms of the Constitution.