

**AGENDA of the
Portfolio Committee: Protection Services
18 October 2016
(Also the agenda for the Mayoral Committee Meeting: 26 October 2016)**

**2.
OVERSTRAND MUNICIPALITY FIRE MANAGEMENT POLICY**

17/8/B

N J Michaels

(028) 313 8054

Corporate Head Office

22 September 2016

1. Executive Summary

The purpose of the Overstrand Fire Management Policy is to guide the planned and coordinated implementation of measures designed to minimise the occurrence, and mitigate the effect of fire in the Overstrand Municipality, hence to establish a professional fire service that will overcome the modern day fire safety and fire fighting challenges.

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
Creation and maintenance of a safe and healthy environment
Provision and maintenance of municipal services

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) 2013/14
By-laws of the Overstrand Municipality

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6. Background/Discussion

Background

This policy provides structures, to help build on the existing spirit of co-operation and networks that already exist in the Overstrand Municipality and provide strategic direction to fire management. Overstrand Fire, Rescue and Disaster Management is responsible for providing a strategic and integrated approach to fire management within the municipal area in accordance with 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.

Discussion

As a key responsibility of Overstrand Municipality, this policy will allow for a strong base from where all relevant departments and organizations can work together to effectively anticipate, respond to and recover from fire events affecting Overstrand Municipality. With the establishment and approval of this policy, all role players will understand their role, and better co-ordination of all fire related activities will be of benefit.

7. Financial Implications

Still needs to be determined

8. Staff Implications

Still needs to be determined

9. Comments from other Departments, Divisions and Administrations

See annexure B

10. Annexures

Annexure A: Overstrand Fire Management Policy

Annexure B: Comments from CFO and Director D. Arrison

RECOMMENDATION TO THE COUNCIL:

that the Overstrand Municipality Fire Management Policy, **be approved.**

RESPONSIBLE OFFICIAL :

L SMITH

TARGET DATE FOR IMPLEMENTATION :

1 NOVEMBER 2016

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OVERSTRAND MUNICIPALITY FIRE MANAGEMENT POLICY**

17/8/B

N J Michaels

(028) 313 8054

Corporate Head Office

22 September 2016

**THIS MATTER SERVED BEFORE THE JOINT PORTFOLIO COMMITTEE ON
18 OCTOBER 2016, WHICH COMMITTEE RECOMMENDED AS FOLLOWS:**

RECOMMENDATION TO THE COUNCIL:

that the item **be referred back.**

RESPONSIBLE OFFICIAL :

L SMITH

TARGET DATE FOR IMPLEMENTATION :

1 NOVEMBER 2016



Overstrand Municipality

Fire Management Policy

November 2016

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1. DEFINITIONS

Aerial appliance

Turntable ladder or a hydraulic elevating platform

Appliance travel time

Interval from time mobile to time in attendance

Attendance time

Sum of call receipt/despatch and appliance travel time

Community

A group of people with a commonality of association and generally defined by location, shared experience or function.

Critical infrastructure

Critical infrastructure includes those services, physical facilities, supply chains, information technologies and communication networks that, if destroyed, degraded or rendered unavailable for an extended period, would significantly impact on the social or economic well-being of the community.

Includes:

- Telecommunications
- Electrical power systems
- Gas and oil storage and transportation
- Banking and finance
- Transportation
- Water supply systems (and sewerage).

Emergency

An event, actual, or imminent that endangers or threatens to endanger life, property or the environment, and that requires a significant and coordinated response.

Fire area

Town, village, or other defined area that is afforded protection against fire

Fire flow

Amount of water required by the fire service for the extinguishing of fires

Hazard

A Hazard can be 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.

Incident Command Post (ICP)

The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities.

Incident Commander (IC)

The Incident Commander is an individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site

Incident Command System (ICS)

A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Pumping appliance

Self-propelled vehicular appliance equipped to project one or more streams of water on to a fire.

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.

Turn-out time

Interval from the time a call comes into a control facility to the time appliances are mobile (includes time of transfer from call centres to brigade despatch facilities, etc.)

2. INTRODUCTION

The underlying basis of fire management is the protection and preservation of life, property and the environment. This policy outlines a system of determining the requirements for the operational and fire safety functions of emergency services rendered to communities. It also gives recommendations for water supplies for fire-fighting.

Overstrand Fire Services believes in the importance of community involvement so that the community has a valid influence in the fire management planning process with regard to establishing a fire service from the community for the community. This ensures that Overstrand fire services responds to community needs, values and risks.

In terms of physical firefighting, the legal responsibility of Overstrand Fire Services is the following:

2.1 Structure Fire (includes chemical fires)

Structure fire is a hazard directly relating to the built environment. Structure fire can lead to impacts on the following building types:

- Residential (formal, informal backyard dwellings)
- Industry
- Commercial
- Infrastructure
- Public assembly
- Public accommodation
- Healthcare and special accommodation
- Agriculture

2.2 Mountain, bush and veld fire

We live in a fire prone environment dictated by our climate of wet winters and hot dry summers. Fire management plans needs to be conducted with an understanding of both the role fire plays, with the threats it can pose to life and property, in biodiversity maintenance and the management of open spaces and nature reserves.

2.3 Rescue & medical

Operations using available personnel, equipment and facilities to locate or assist persons in distress as well as rendering a medical service to injured at incidents.

3. LEGAL REQUIREMENTS

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

3.1 Constitution of the Republic of South Africa, 1996:

3.1.1 Chapter 7, section 152 (1d), objects of local government; to promote a safe and healthy environment.

3.1.2 Section 156 (1a), Powers and functions of Municipalities as listed in Part B of Schedule 4 "Firefighting Services".

3.2 The Fire Brigade Services Act, No. 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:

3.2.1 Preventing the outbreak or spread of a fire;

3.2.2 Fighting or extinguishing a fire;

3.2.3 The protection of life or property against a fire or other threatening danger;

3.2.4 The rescue of life or property from a fire or other danger;

3.2.5 Subject to the provisions of the National Health Act, 2003 (Act 61 of 2003), the rendering of an ambulance service as an integral part of the fire brigade service;
or

3.2.6 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)

3.2.7 By-law relating to Community Fire Safety P.N. 6454/2007

The Council of Overstrand Municipality has approved the adoption by the Overstrand Municipality of the By-Law relating to Community Fire Safety, published under provincial notice 342 dated 27 October 2006 as a by-law for the municipality

3.2.8 The Local Government: Municipal Structures Act, Act 117 of 1998

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

3.2.9 The following functions are allocated to the District Municipality:

“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.”

3.2.9.1B municipalities were expected to exercise all other the fire- fighting functions excluding the above listed functions as adjusted by the Western Cape Minister 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.

3.2.10 The Overstrand Municipality is responsible for the following functions:

- 3.2.10.1 Fire-fighting of structural fires, veld and bush fires and any other fire
- 3.2.10.2 Fire Safety (the application of the National Building Regulations, Fire codes and municipal by-laws with regard to fire safety);
- 3.2.10.3 Rescue services;
- 3.2.10.4 Support services to municipal and other instances,
- 3.2.10.5 Fire pre-planning and related preparedness plans;
- 3.2.10.6 Testing and basic maintenance work on emergency vehicles and equipment;
- 3.2.10.7 Fire communications facilities for the particular service.

3.3 SANS 10090:2003 COMMUNITY PROTECTION AGAINST FIRE

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.

4. VISION

Overstrand Fire Service, the Fire Service for the Community.

5. PURPOSE

The purpose of the Overstrand fire management policy is to guide the planned and coordinated implementation of measures designed to minimise the occurrence, and mitigate the effect of fire in the Overstrand municipality

6. AIM

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

7. OBJECTIVES

The Objectives of this policy are to co-ordinate the following functions:

7.1 Developing of Staff Component

- 7.1.1 Incident Command System (ICS) Command structure
- 7.1.2 Training programs (formal and informal) / Succession programs/Mentor programs/Increase of staff compliment.
- 7.1.3 More Permanency

7.2 Enhance Community Safety

- 7.2.1 PIER Programs (Schools/ Business/ Retirement villages etc.)
- 7.2.2 Risks/Vulnerabilities/Hazards/Capacity
- 7.2.3 Fire Breaks Management
- 7.2.4 Management of Fire Protection Associations

7.3 Building Capacity of Resources

- 7.3.1 Vehicles
- 7.3.2 Equipment

8. FIRE PROTECTION

8.1 General

- 8.1.1 A survey of the fire hazards in the area should be made to determine the extent of the fire service needed to provide adequate protection for a fire area.
- 8.2 Such a survey should cover the height and the type of construction and occupancy of buildings, the means of approach to the buildings, the water supply available, and other features that might affect fire risks.
 - 8.2.1 Regular surveys of the area should be made at intervals of not more than three years to keep abreast of the expansion of the area.

8.3 Fire-risk categories

A fire area should be divided into sub-areas which fall into one of the following fire-risk categories:

Category A: Central business districts and extensive commercial and industrial areas normally found in cities and large towns (areas where the risk to life and property due to fire occurrence and spread is likely to be high).

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 areas of limited buildings and remote from urban areas.

Category E: Special risk areas. Individual areas requiring a pre-determined attendance over and above the predominant risk category in an area. Includes large shopping/entertainment centres, informal settlements, harbours, hospitals, prisons, large airport buildings and petrochemical plants.

8.4 Fire brigades

Classification

Brigades are classified according to the type and quantity of equipment they have and falls into one of the following categories:

Category 5(a): A brigade with adequate arrangements and provisions in place in relation to:

- 1) risk profile of area of jurisdiction;
- 2) weight and speed of response;
- 3) call receipt and processing requirements;
- 4) vehicle/equipment availability and maintenance;
- 5) incident management procedures;
- 6) pre-fire planning and risk visits;
- 7) training/personnel;
- 8) water supplies; and
- 9) fire safety functions;

Category 5(b): A brigade that is able to meet performance criteria for staff availability per appliance availability, pre-determined attendance (PDA), manning levels and attendance times, 35 % to 45 % of the time, measured annually.

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 performance criteria given for category 5(b) 46 % to 55 % of the time, measured annually.

Category 3: A brigade as given for category 5(a) as monitored by relevant performance indicators or statistics, or both, and which is able to meet performance criteria as given for category 5(b) 56 % to 65 % of the time, measured annually.

Category 2: A brigade as given for category 5(a) as monitored by relevant performance indicators or statistics, or both, able to meet performance criteria as given for category 5(b) 66 % to 75 % of the time, measured annually.

Category 1: A brigade as given for category 5(a) as monitored by relevant performance indicators or statistics, or both, and which is able to meet performance criteria as given for category 5(b) more than 75 % of the time, measured annually.

Overstrand fire brigade must endeavour to fall into a category 1 classification.

8.5 Weight and speed of response

8.5.1 General

The weight of response indicates what and who responds to fires in what time. Successful control and extinguishing of fires depend on sufficient appliances responding with adequate manpower and arriving within a reasonable time.

8.5.2 Weight of response

8.5.2.1 The appliances in service must, when staffed, be sufficient to provide adequate fire protection in the area protected by the brigade. Appliances shall comply with NFPA 1901.

8.5.2.2 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.

8.5.2.3 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.

Table 1 - Weight of response at fires per Station (as prescribed by SANS 10090:2003)

Risk Category	Minimum number of pumping units	Minimum staffing level per appliance (vehicle)	Minimum pumping capacity of each unit (L/min)
A	2	5	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.			

8.5.3 Speed of response

The efficiency of a fire service is judged largely by the attendance time that the fire brigade is capable of achieving. The attendance times should not exceed those shown in table 2

Table 2 - Attendance times at fires (as prescribed by SANS 10090:2003)

1	2	3	4
Risk Category	Maximum call receipt and turn-out time Min	Maximum appliance travel time min	Maximum attendance time
A	3	5	8
B	3	7	10
C	3	10	13
D	3	20	23
E	As determined by individual risk assessment		

8.6 Replacement of vehicles

Overstrand Municipality must, pending on the availability of funding, replace emergency vehicles according to table 3 which will ensure that older and obsolete chassis (cab, pump, gearbox, and engine) are replaced systematically.

Table 3 - Replacement periods (as prescribed by SANS 10090:2003)

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

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

8.7 Procurement of additional vehicles

- 8.7.1.1 The Fire Department must 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.
- 8.7.1.2 Where necessary, and pending on the availability of funds, the emergency vehicle fleet must be increased by the procurement of suitable, additional vehicles in accordance with a specification compiled by competent persons.
- 8.7.1.3 The use of refurbished vehicles must not be used for first turnout appliances.
- 8.7.1.4 Refurbished vehicles used for support functions must be tested and certified annually.

8.8 Vehicle maintenance program

- 8.7.1 All emergency vehicles must be subject to regular, documented maintenance carried out by competent persons.
- 8.7.2 When developing a maintenance program the vehicle manufacturer's requirements and recommendations should be included.
- 8.7.3 Safety checks shall form an integral part of all maintenance programmes.
- 8.7.4 Defects affecting an emergency vehicle's operational ability should be referred to competent maintenance personnel.
- 8.7.5 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, must be carried out and documented.

8.9 Equipment

- Emergency vehicles must 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.

8.9.1 Replacement of equipment

- The fire department must 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, subject to the availability of funding, systematically.

8.9.2 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 must be procured where necessary, but subject to the availability of funding.

9. INCIDENT COMMAND SYSTEM

The efficiency of a fire service in dealing with an emergency incident is to a large extent dependent on the manner in which it successfully assesses the incident and applies and co-ordinates resources to control and normalize the situation. This process is generally referred to as Incident Command (ICS) and must be documented in such a way as prescribed by the incident command system.

10. TRAINING

Efficient training of fire-fighting personnel is essential to the effective performance of a fire brigade. Service delivery relies extensively on the abilities and competence of staff responding to the incident. Emergency services should, for the fire extinguishing function and in relation to the risk profile covered, have implemented the following as minimum recommendations:

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

10.1 Continuation of training

Continuation of 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.

10.2 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.

11. FIRE PREVENTION

11.1 Fire safety inspections

All fire safety inspections must be conducted in accordance with SANS 10400 and Community Safety Bylaw PN 6454 of 2007.

11.1.1 The Municipality must 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.

- 11.1.2 The inspection capacity can be supplemented by the use of suitably trained and experienced operational staff.
- 11.1.3 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.
- 11.1.4 All outstanding activities should be logged as current until abated as required.

11.2 Regulation of hazardous activities

- 11.2.1 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.
- 11.2.2 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.

11.3 Reviewing building plans

- 11.3.1 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.
- 11.3.2 A record of all plans or designs received, evaluated and recommendations must be maintained.
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- 11.3.4 Fire safety officials must ensure suitable inspections are carried out during construction and prior to occupation to ensure compliance.

12. 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.

13. 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.

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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

15.2.2 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:

- 15.2.2.1 Hydrant markings in accordance with NFPA 291;
- 15.2.2.2 Positions as indicated on water reticulation drawings;
- 15.2.2.3 Hydrant serviceability including condition, access and operation;
- 15.2.2.4 Individual flow and pressure tests; and
- 15.2.2.5 Availability of suitable accurate records

15.2.3 The location of hydrants should be adequately indicated.

Table 11 - Hydrant maintenance intervals

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

16. FIRE STATIONS LOCATION AND FACILITIES

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.

17. 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 Policy 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
E-mail: lestersmith@overstrand.gov.za

POLICY SECTION:	CHIEF: FIRE & DISASTER
CURRENT UPDATE:	
APPROVAL BY COUNCIL:	26 October 2016

From: Desiree Arrison
To: Neville Michaels
Date: 2016/08/22 12:24 PM
Subject: Re: Fwd: INPUTS - Fwd: Fire Management Policy & Fire Services Vehicle Maintenance and Replacement Policy

Dear Director

I am comfortable with the content and acknowledge that this is joint exercise

D

Desireé Arrison
Director: Management Services / Direkteur: Bestuursdienste
Overstrand Municipality/Munisipaliteit

M: +27 (0) 82 497 9211 | T: +27 (0) 28 313 8001 | F: +27 (0) 86 400 6638
 E: desiree@overstrand.gov.za

Overstrand Municipality

A: 1 Magnolia Street, Hermanus, 7200 | P: P.O Box 20, Hermanus, 7200
 T: +27 (0) 313 8000 | F: +27 (0) 312 1894
 E: enquiries@overstrand.gov.za | W: www.overstrand.gov.za

Vision Statement: "To be a centre of excellence for the community"

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P Please consider the environment before printing this correspondence.

>>> Neville Michaels 2016/08/22 12:21 PM >>>
 Dear Directors

Can I please have your comments on the attached plan & policies by no later than Thursday 25/08/2016 at 12:00, the attachments are as follows:

- Disaster Management Plan
- Disaster Management Policy
- Clearing and Maintenance of Vegetation Creating Fire Hazzard Policy
- Fire Management Policy
- Overstrand Maintenance and Replacement Policy

Colleagues, thank you to all those who have submitted their inputs/comments.

Thanking you in anticipation.

Kind Regards

From: CFO
To: Neville Michaels; Lester Smith; Coenie Groenewald; Desiree Arrison; ...
CC: Fire Sec; Marlu Rust; Bernard King; Hannes Vorster
Date: 2016/08/18 06:19 PM
Subject: INPUTS - Fwd: Fire Management Policy & Fire Services Vehicle Maintenance and Replacement Policy
Attachments: REPORT FOR COUNCIL Fire Managemnt Policy 2016- check chief.doc; REPORT FOR COUNCIL vehicle and Equipment Managemnt Policy 2016- check chief.doc; Overstrand FS vehicle rmaint and replace policym3.doc; Overstrand Fire Management policym.doc

Dear All,

My comments in terms of both the draft policies, the proviso that all stipulations as contained in the policy with reference to any financial implications, will be dependent on the availability of funding for this purpose.

Vriendelike groete / Kind regards,

Santie Reyneke-Naude
 Direkteur: Finansies / Director: Finance
 Overstrand Munisipaliteit / Municipality
 Tel : 028 313 8040
 Faks / Fax : 028 313 8128
 Sel / Mobile : 082 551 4499
 E-pos/E-mail: cfo@overstrand.gov.za

>>> Lester Smith 7/7/2016 9:39 AM >>>
 Dear Directors

Please find attached the Draft Report to be submitted for the next Portfolio meeting (20 September 2016).

Due to the urgency, the report will be available for comments for 14 days only. The closing date is therefore 27 July 2016

The following documents are attached.

- Report for Council (Fire Management Policy & Fire Services Vehicle Maintenance and Replacement Policy)
- Draft Fire Management Policy
- Draft Fire Services Vehicle Maintenance and Replacement Policy.

Kindly distribute amongst employees for their comments.

Please be reminded that the closing date for the Disaster Management Plan, Disaster Management Policy, Fire Management Plan and Policy for the Clearing and Maintenance of Vegetation on Open Land is 11 July 2016.

Kind regards

Lester Smith
 Chief Fire&Rescue and Disaster Management
 Overstrand Municipality
 Tel: 028 3135041
 Cel: 082 9789493
 e-mail:lestersmith@overstrand.gov.za