



WESTERN CAPE UMBRELLA FIRE PROTECTION ASSOCIATION NPC

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WCUFPA EXECUTIVE COMMITTEE MEETING MINUTES

Date: 20th Jun 2018
Time: 09h30 – 16h30
Venue: Lourensford Wine Estate, Somerset West.

Representing	Organisation	Name	Abr	Attend	Apol	Contact Details
Chairperson	CPFPA / SANParks	Philip Prins	PP	√		philip.prins@sanparks.org
Vice-Chairperson	WFPA	Dale Nortje	DN	√		managerwfpa1@gmail.com
Treasurer	CPFPA	Pierre Gallagher	PGa	√		CPFPA.manager@sanparks.org
Member	GOFPA	Louise Wessles	LW	√		manager@overbergfpa.co.za
Member	GCFPA	Bertus Senekal	BS	√		bsenekal@wcdm.co.za
Member	GCFPA	Engela Celliers	EC	√		engela@cederbergfpa.co.za
Member	SCFPA	Charl Wade	CW	√		scfpa.riversdale@gmail.com
Member	GOFPA	Reinard Geldenhuys	RG	√		rgeldenhuys@odm.org.za
Member	GOFPA	Pieter Steenkamp	PS	√		pieter@overbergfpa.cp.za
Member	WCUFPA	Sue Gallagher	SG	√		sue@wcufpa.co.za
Member	CapeNature	Tony Marshall	TM	√		tmarshall@capenature.co.za
Member co-opted	MTO	Geoff Taylor	GT	√		Geoff@mto.co.za
Member co-opted	WoF	Buyiselwa Ngqawani	BN	√		buyiselwa.ngqawani@wofire.co.za
Member	GCFPA	Charl du Plessis	CdP		√	charl@cederbergfpa.co.za
Member	SCFPA / DAFF	Paul Gerber	PGe		√	paulge@daff.gov.za
Member	SCFPA / SANParks	Len du Plessis	LdP		√	len.duplessis@sanparks.org
Member co-opted	DAFF	Mavila Manganyi	MM		√	mavilaM@daff.gov.za

Western Cape Umbrella Fire Protection Association NPC Executive Committee

P. Prins (Chairperson), D. Nortje (Vice-Chairperson), P. Gallagher (Treasurer), P. Gerber, C. du Plessis, L. Wessels
 T. Marshall, G. Taylor, F. Ngwasheng, L. Du Plessis, B. Senekal, A. Robinson, R. Geldenhuys, S. Gallagher (Manager)

Member co-opted	DAFF	Thandeka Gwala	TG		√	ThandekaG@daff.gov.za
Member co-opted	WoF	Felicia Ngwasheng	FN		√	felicia.ngwasheng@wofire.co.za
Member	WFPA	Adrian Robertson	AR		√	adrian@echosa.com

1. WCUFPA ANNUAL GENERAL MEETING	ACTION
<p>1.1 Opening, welcome and apologies</p> <ul style="list-style-type: none"> PP welcomed everybody and opened the meeting. Apologies as per the above. 	
<p>1.2 Additions to agenda</p> <ul style="list-style-type: none"> None. 	
<p>1.3 Confirmation of minutes of previous Executive Committee Meeting</p> <ul style="list-style-type: none"> Presented PP Proposed TM Seconded DN 	
2. MATTERS ARISING FROM PREVIOUS MINUTES	
<p>2.1 DAFF unmanaged properties</p> <ul style="list-style-type: none"> SG and PP reported that they had met with Mr Renny Madula and raised this concern. It was suggested to Mr Madula that the FPAs manage these areas on DAFF's behalf and Mr Madula thought this was a good idea. According to Mr Madula this item falls under Mr Cyril Ndou's responsibility. This concern was also included in a recent report to Ms Thandeka Gwala to raise at an internal DAFF meeting. We have been unable to get feedback regarding this meeting. PGe to report back at next meeting. DN reported that he had contacted MM highlighting the risk and saying that he would be doing prescribed burns to reduce the risk. Mr Cyril Ndou said that DAFF was not in a position to pay for this exercise and DN said that he would continue but at his own cost. PP asked DN to confirm that he would be going ahead without compensation to which DN replied that that this was indeed his intention. RG said that there would be reimbursement for wildfire suppression costs. PP agreed saying that he had heard that there was a new line item in the budget for firefighting. GT said that MTO usually contacted PGe if there was a fire and he usually dispatches the FPA. LW stated that she had unofficially heard that there was an intention by DAFF to replant some of the areas. PP confirmed this saying he had also heard the same and that the plan was to give these replanted areas to the communities. He did however raise the concern of whether the communities would be prepared to manage these areas knowing that they would need to wait 30 years to harvest. GT stated that the vision was to buy time but that there had been no progress on the community side. 	PGe

<p>2.2 Peace Officer training course</p> <ul style="list-style-type: none"> • SG reminded all the FPAs to send a direct request to DAFF to increase chances of this being offered in the future. 	ALL
<p>2.3 WoF ICS training</p> <ul style="list-style-type: none"> • FN previously committed to letting the WCUFPA know if and when this would take place. BN did not know of any planned dates. 	
<p>2.4 Directorship change & Phil Cox resignation</p> <ul style="list-style-type: none"> • SG reported that she had finally managed to get Philip Cox to sign the resignation letter and the relevant documents had been sent to AJM Financial Services so that directorship information can be updated accordingly. SG noted that the current and only directors of the Western Cape Umbrella Fire Protection Association NPC (WCUFPA) were: <ul style="list-style-type: none"> ○ Philip Jacobus Prins ○ Antony Hugh Marshall ○ Paul Johannes Gerber 	
<p>2.5 WoF aging equipment</p> <ul style="list-style-type: none"> • FN had committed to give an update on this. BN had no update in this regard. 	FN
<p>2.6 Letter to WoF regarding local training</p> <ul style="list-style-type: none"> • As discussed at the last meeting it was requested that a letter from the WCUFPA be drafted requesting that all WoF training be moved to a local venue to save costs, time and to make the training more area specific. This letter was drafted by SG and sent to FM accordingly. 	
<p>2.7 Dept. of Land Reform and Rural Development</p> <ul style="list-style-type: none"> • See agenda below. 	
<p>2.8 Transnet Update</p> <ul style="list-style-type: none"> • SG reported that due to the fact that negotiations were only finalised at the end of the previous subscription period it was decided to only invoice Transnet a few months later. An invoice for the current year will be generated soon and hopefully the process will be easier this time around. 	
<p>2.9 Department of Transport and Public Works</p> <ul style="list-style-type: none"> • See agenda below. 	
<p>2.10 18a PBO Application</p> <ul style="list-style-type: none"> • SG mentioned that the WCUFPA 18a PBO status application was unsuccessful due to the fact that SARS have recently amended the application requirements. The amended documents that must be submitted for the 18a PBO status have been signed by the WCUFPA directors but there is currently a discrepancy with the name of the FNB bank account. The account was originally opened as the Western Cape Fire Protection Association whereby the word Umbrella had been omitted. Once this has been successfully amended with FNB, the documents will be re-submitted to SARS. SG reminded the committee that the WCUFPA bank account would be amended as follows: 	SG

<p>been handed back and stated that this was the end of an era for MTO.</p>	
<p>3.4 GOFPA welcome & WCUFPA update</p> <ul style="list-style-type: none"> • PP welcomed the GOFPA back to the WCUFPA. • SG briefly presented the annual report to bring GOFPA up to speed. 	
<p>3.5 Dept. of Land Reform and Rural Development</p> <ul style="list-style-type: none"> • SG informed the committee that the WCUFPA are in the final stages of vendorship approval and will hopefully be in a position to invoice soon. • Once DRDLR were full members of the respective FPAs, a stakeholders meeting / workshop will be arranged where Mrs Juanita van Sitters would like to ensure all of the relevant managers get to meet all FPA managers and discuss the best way forward regarding compliancy and how to go about this. 	SG
<p>3.6 Department of Transport and Public Works</p> <ul style="list-style-type: none"> • SG informed the committee that despite originally being led to believe that the department were keen on becoming compliant there had since been a complete turnaround in attitude when meeting with Ms Hofmyer who was combative, uncooperative and confusing to say the least. The meeting achieved little, apart from confirming that we cannot rely on cooperation from Ms Hofmeyr moving forward. • SG explained that the WCUFPA will attempt to set up a meeting involving other key decision makers in the hopes that the Department could attend an introduction presentation combined with a Q&A session. • SG went on to say that as soon the payment from DRDLR had been tied up, efforts would be concentrated more on this account. 	SG
<p>3.7 SANRAL</p> <ul style="list-style-type: none"> • SG reported that SANRAL have been invoiced and although Mr Derick Wilson – who was our original contact – has left, a new contact has been made. Once payment has been received each of the FPAs will be sent the relevant details so that they can invoice the UFPA accordingly. 	SG
<p>3.8 ESKOM</p> <ul style="list-style-type: none"> • SG read out the conditions regarding ESKOM as arranged through the forum. Among a number of other conditions it was clearly stated that ESKOM will only deal with legally constituted Provincial UFPAs. • Eskom will only be signing membership for Eskom Enterprise, Primary Energy, Generation, Transmission (substations only) and Distribution (substations only). • Negotiations have not been concluded and are still in progress. • PP said that at a recent meeting he had heard that there is a lack of maintenance and that the claims against Eskom are stacking up. • PGa stressed the importance of getting an investigator asap if it was felt that a fire was caused by Eskom. • BS said that it was currently cheaper for Eskom to pay for firefighting costs than for maintenance. • RG stated that if sub-stations are members of an FPA then there is a responsibility for their protection. • BS said that a service is not offered unless it is paid for. • PP said that we would need to wait for the final response which was being determined by national and asked the question as to whether the income generated would be worth it. 	

- BS suggested it be handled the same way as a district, there is no land but a standard rate must be paid.
- PG stated that this was not in the act.
- BS argued that as a state institution they must pay.
- PGa felt that certain areas, such as Koeberg, that fall under a FPA boundary should be determined by that FPA.
- PP reiterated that we would need to wait for the final decision from National before discussing this further.

3.9 State Rate – Western Cape

- As requested by DN this item was put back on the agenda.
- SG explained that this item had been discussed at length at the last meeting and had also been dealt with on a National level by the NVFFPA Forum.
- SG went on to say that there are many factors to take into consideration and although some suggested a standardised rate there were many arguments against this. Some members felt that a number of factors needed to be taken into account, such as assessment of risk, current resources available, level of compliancy etc. and felt that a one size fits all approach cannot work.
- DN was of the opinion that there should be a guide especially for larger parcels of land. He felt that this would reduce the need for lengthy negotiations and would prevent questions relating to different rates. He suggested a minimum and maximum rate be determined so that we could at least have a starting point.
- PP stated concern at the possibility of being locked into a state rate which was determined nationally.
- PGa said that each FPA can charge as per their agreed constitutions and that many of the CPFPA committee members are already wanting increased rates for state organisations. For this reason he did not feel that he would get approval for lower rates.
- PGa also said that there has already been so much groundwork and successful negotiations and it would be unfair to lose out due to national becoming involved in setting rates.
- TM expressed concern over the fact that CapeNature pay the same membership as properties which are not compliant and felt that rates should take property's compliance into account.
- BS agreed with TM that there should be a minimum and maximum standard rate and then each FPA can determine their fees on merit of what a property has done in order to mitigate risk.
- DN said that this would only be successful if a sliding scale could be determined.
- SG felt that it was important that these rates should be negotiated on a provincial level and not a national level.
- RG said that the risk model needed to be looked at when the fees were originally determined and that to link fees to risk would be very complicated.
- PP suggested that each State organisation be assessed on a provincial level as they crop up.
- LW stated that it would be a challenge to go to each individual property and said that each landowner would need to do a self-audit.
- PS felt that landowners doing a self-audit would ensure they are involved from the ground up.
- PP confirmed that the WCUFPA had recently confirmed at rate of R2 per hectare for the DRDLR but that this could perhaps be lowered at a later stage for good behaviour / compliancy.
- DN said that if we compare our rates to those outside of the Province, the Western Cape are cheap.
- BS felt strongly that we needed to decide on a rate.
- PP reminded the committee that as an umbrella FPA we were not able to dictate rates to our

<p>member FPAs.</p> <ul style="list-style-type: none"> • TM felt that the FPA rates were very expensive. • DN suggested a minimum rate of R1.60 and a maximum rate of R2.50 • It was agreed that these could be used as guidelines but that each case would individually dealt with and discussed at a provincial level as the situation to do so arose. 	
<p>3.10 DAFF Funding request</p> <ul style="list-style-type: none"> • SG and PP met with Mr Renny Madula and raised this concern. Mr Madula confirmed that this falls under Mr Cyril Ndou's responsibility and PP had tried again to contact Mr Ndou to arrange a meeting. Despite numerous emails, registered mail and the document being hand delivered by Mr Trevor Abrahams we have not received any reply at this stage. • This item was also included in a recent report to Ms Thandeka Gwala to raise at an internal DAFF meeting. 	
<p>3.11 New logo and website update</p> <ul style="list-style-type: none"> • SG showcased the new logo which she reported had received lots of positive feedback. • SG explained that the website would also be updated in due course but was waiting to use the artwork that was being designed for free for the #Wildfire Ready Convention. 	SG
<p>3.12 NVFFPA Forum</p> <ul style="list-style-type: none"> • PP asked the GOFPA for an update from the last National Veld & Forest Fire Protection Advisory Forum meeting due to the fact that they were in attendance. • RG said that the meeting was well attended and there was a lot of talk. • It was agreed that there were many objectives previously set which were unobtainable and the newly appointed Chairperson, Stephen Devine had spent a lot of time on business, meeting with people such as Eskom. It was decided that going forward the Forum would be concentrating less on operational objectives and more on strategic objectives. • LW felt it was a tough meeting with good outcomes. Some of the main topics discussed were: <ul style="list-style-type: none"> • Concern that the DAFF working group was not functional • Standardisation of fees, as currently each FPA sets their own fees • Awareness – the need to standardise this • DAFF funding – the lack thereof • It was suggested that all FPAs may attend future meetings but only Umbrella FPAs may vote. • A request was made for help in approaching SANRAL due to the fact that the WCUFPA has been successful in negotiations with SANRAL • It was noted that membership fees and service fees need to be clear for all members • LW informed the committee that at the DAFF Work Group meeting the following day there was no chairman present and the FPA's all made a stand stating that there was no progress and no support and that they felt completely let down by the DAFF Work Group. When the minutes from the previous meeting were addressed, it was confirmed that nothing had been done. It was agreed that the following items would be addressed as a matter of urgency: <ul style="list-style-type: none"> • Sorting out of all non-functional FPAs • AFIS • State Compliance Letters • LW also reported that it had been agreed that the current DAFF Work Group was not a full representation of all sectors and organisations which influence the industry and that the group needed to be expanded accordingly. • LW said that there was a plan to standardise awareness and that the idea was for everyone 	

<p>to send the same message. The WCUFPA was asked to assist in this regard and LW had volunteered to look into ideas for this.</p> <ul style="list-style-type: none"> • BS felt that the desire to get FPAs to fall under the NDMC was in order to have control and felt that this should not happen • RG responded by saying that NDMC were currently so disjointed that he did not think that FPAs were on Dr. Mmaphaka Tau's radar at all. • BS was of the opinion that there are strings being pulled behind the scenes and is convinced there is a bigger picture. He urged caution and vigilance in this regard. • RG agreed that this could be a possibility but stated that their house is in such disarray that it would be a number of years before they were able to focus on anything else. • LW felt that the WCUFPA needed to provide DAFF with a strategy on the way forward and went on to request that the WCUFPA assist with putting a framework for this together. • RG stated that he had been involved in a long discussions with Stephen Devine and mentioned that the forum were keen to copy the "Western Cape recipe" although he noted that there was sensitivity in calling it such. • RG said that we live in paradise and that in many areas they are unable to get their municipalities involved and many are in debt etc. He felt that if we could assist any FPAs going forward then we must. He went on to say that we in the Western Cape are lucky we have the support we do. • BS agreed that the Western Cape should assist but felt strongly that the Western Cape should then be acknowledged accordingly and that there should not be sensitivity in doing so. If the Western Cape have done the hard work and been successful; then that should be recognised. 	
<p>3.13 Training certificates – period of validity</p> <ul style="list-style-type: none"> • DN felt that there should be a UFPA standard regarding the period of validity for training certificates as there is currently no legality on this. • DN went on to say that he would like a suggestion on what to recommend to service providers but that this should be decided on a provincial level as a collective. • GT agreed that it was a good idea to come up with a guideline and have checks in place to ensure that untrained people are not being used. • RG suggested that the guidelines in TM's possession be used as a guideline and TM committed to sending these to SG. • RG said that SAESI want to push that all firefighters are registered. He went on to say that structural firefighters must go through all modules inclusive of wildfire. He felt that as a UFPA we should have a stance ready when asked the question; "what is a firefighter". • RG said that he planned to back off on training at this stage, including ICS, until the other standards come into effect. 	TM
<p>3.14 #Wildfire Ready Convention</p> <ul style="list-style-type: none"> • SG gave a report back on the #Wildfire Ready Convention. Hosted by the WCUFPA, along with its partners, this is hoped to become an annual event in order to generate funds for the UFPA. • SG explained that both an advisory committee and a technical committee had been formed and that things were progressing well. Due to the fact that this would be the initial event the work load was enormous but once the way has been paved, the years to follow should become more and more streamlined. 	
<p>3.15 CapeNature / FPA WoF teams - report back</p> <ul style="list-style-type: none"> • TM wanted to find out what the general feedback on the CapeNature / WoF teams was. He went on to say that in his mind transport was one of the main issues at this stage. • BS said that all was in place with the GCFPA and that interviews had taken place for the 	

<p>Base Manager. He went on to say that there were no major issues at this stage.</p> <ul style="list-style-type: none"> • CW reported that the SCFPA had interviewed for Base Managers and that interviews would be taking place in the upcoming week. He said that all bases had been visited and that things should be finalised, with all contract signed, by the end of July. • PGa said that the CPFPA had appointed a Base Manager who was sadly killed the following month. A new Base Manager has however subsequently been interviewed and approved. All bases have been visited and Patrick Shone is happy with the current arrangement. • PGa mentioned that there was a WoF truck situated at Jonkershoek but that this vehicle could not be used as it had no battery. • TM thanked everyone for their support in this regard. • TM went on to mention that he was leaving and all said their farewells and wished him well. 	
4. DATE AND VENUE FOR NEXT MEETING	
<ul style="list-style-type: none"> • 19th and 20th Sep – GOFPA 	