

Amathole District Municipality



Level 2 Disaster Risk Management Plan

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A note on terminology

Disaster management

The term 'disaster management' refers to integrated, multisectoral and multidisciplinary administrative, organisational, and operational planning processes and capacities aimed at lessening the impacts of natural hazards and related environmental, technological and biological disasters. This broad definition encompasses the definition of 'disaster management' as it is used in the Disaster Management Act No. 57 of 2002 (Act).

Policy statements: the Amathole district disaster management mission and vision

Aligned with the National approach to disaster risk management, the Amathole District acknowledges that disaster risk management is '*everybody's business*' in the district and not only limited to government or government officials. The public and private sectors must work together to build a resilient district.

Vision for disaster management

Our vision is to strive towards the elimination of all avoidable disasters in the Amathole DM thereby supporting the social and economic development of our communities.

Mission statement for disaster management

Our mission is to develop and implement holistic and integrated disaster risk management planning and practice in a cost effective and participatory manner thus ensuring the preparedness of our communities to prevent and respond to disasters.

1 Abbreviations and definitions

1.1 Abbreviations

The following abbreviations are / may be used in this document:

Table 1-1: Abbreviations

ABBREVIATION:	MEANING:
ADM	Amathole District Municipality
DMAF	Disaster Management Advisory Forum
DMC(s)	Disaster Management Centre(s) including the PDMC and Municipal DMC's
DMF	Disaster Management Framework
DMIS	Disaster Management Information System
DMP(s)	Disaster Risk Management Plan(s) which includes reference to contingency plans and arrangements
DRM	Disaster Risk Management
IDP	Integrated Development Plan
ISDR	The International Strategy for Disaster Risk Reduction
JOC	Joint Operations Centre
KPA	Key Performance Area, as per the NDMF
MDMC	Municipal Disaster Management Centre
MIDRMC	Municipal Interdepartmental Disaster Risk Management Committee
NDMC	National Disaster Management Centre
NDMF	The National Disaster Management Framework as Gazetted in Government Gazette number 27534 of 29 April 2005
NGO	Non-governmental Organisation
PDMC	Provincial Disaster Management Centre

SOPs	Standard / Standing Operating Procedures / Protocols as per the NDMF
The Act	The Disaster Management Act, 2002 (Act 57 of 2002) The Disaster Management Amendment Act, 2015 (Act 16 of 2015)
ADM	The Amathole District (Municipality)

1.2 Definitions

Any reference to the term disaster risk management incorporates the term disaster management as per the NDMF.

The following definitions, as per the **Disaster Management Act 57 of 2002, Disaster Management Amendment Act 16 of 2015** and the NDMF are applicable to this document:

"Disaster" means a progressive or sudden, widespread or localised,

natural or human-caused occurrence which-

(a) causes or threatens to cause-

(i) death, injury or disease;

(ii) Damage to property, infrastructure or the environment; or

(iii) Disruption of the life of a community; and

(b) is of a magnitude that exceeds the ability of those affected by the disaster to cope with its effects using only their own resources;

"Disaster management" means a continuous and integrated multisectoral,

multi-disciplinary process of planning and implementation of measures aimed at-

(a) preventing or reducing the risk of disasters;

(b) mitigating the severity or consequences of disasters;

(e) emergency preparedness;

(d) a rapid and effective response to disasters; and

(e) post-disaster recovery and rehabilitation;

"Integrated development plan", in relation to a municipality, means a plan envisaged in section 25 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);

"Local disaster" means a disaster classified as a local disaster in terms of section 23;

"Mitigation", in relation to -

(a) a disaster or disaster risk, means the lessening of the potential adverse impacts of physical hazards, including those that are human-induced, through actions that reduce hazard, exposure and vulnerability; or

(b) climate change, means a human intervention to reduce the sources or enhance the sinks of greenhouse gases;

"Municipal disaster management centre" means a centre established in the administration of a municipality in terms of section 43;

"Municipality", means a municipality as contemplated in section 2 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);

"Municipal organ of state" means-

(a) a municipality;

(b) a department or other administrative unit within the administration of a municipality, including an internal business unit referred to in section 76(a) (ii) of the Local Government: Municipal Systems Act, 2000; or

(c) a municipal entity;

"Post-disaster recovery and rehabilitation" means efforts, including development, aimed at creating a situation where-

(a) normality in conditions caused by a disaster is restored;

(b) the effects of a disaster are mitigated; or

(c) circumstances are created that will reduce the risk of a similar disaster occurring;

"Prevention", in relation to a disaster, means measures aimed at stopping a disaster from occurring or preventing an occurrence from becoming a disaster;

"Response", in relation to a disaster, means measures taken during or immediately after a disaster in order to bring relief to people and communities affected by the disaster;

"Vulnerability", means the conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.

In terms of the National Disaster Management Framework, disaster risk is defined as follows:

The probability of harmful consequences or expected losses (deaths, injuries, property, livelihoods, disrupted economic activity or environmental damage) resulting from interactions between natural or human-induced hazards and vulnerable conditions. Conventionally risk is expressed as follows: Risk = Hazards x Vulnerability. Some disciplines also include the concept of exposure to refer particularly to the physical aspects of vulnerability.

In terms of the National Disaster Management Framework, a disaster risk assessment is defined as follows:

A process to determine the nature and extent of risk by analysing potential hazards and evaluating existing conditions of vulnerability that could pose a potential threat or harm to people, property, livelihoods and the environment on which they depend.

In terms of the National Disaster Management Framework, disaster response is defined as follows:

Measures taken during or immediately after a disaster in order to provide assistance and meet the life preservation and basic subsistence needs of those people and communities affected by the disaster. These measures can be of immediate, short-term or protracted duration.

In terms of the National Disaster Management Framework, disaster recovery is defined as follows:

Decisions and actions taken immediately after a disaster with a view to restoring or improving the pre-disaster living conditions of the stricken community, while encouraging and facilitating necessary adjustments to reduce disaster risk. Recovery (rehabilitation and reconstruction) affords an opportunity to develop and apply disaster risk reduction measures.

2 Introduction

2.1 The international context

Disaster Management in the Amathole District will be implemented through alignment with provincial, national and international guidelines. **The Sendai Framework for Disaster Risk Reduction (2015-2030) is an international document which was adopted by UN member states between 14th and 18th of March 2015 at the World Conference on Disaster Risk Reduction held in Sendai, Japan and endorsed by the UN General Assembly in June 2015. It is the successor agreement to the Hyogo Framework for Action (2005–2015), which had been the most encompassing international accord to date on disaster risk reduction.** The Hyogo Framework for Action indicated five action points relating to disaster risk management:

2.1.1 The ISDR¹: Hyogo Framework for Action: 2005-2015

5 Action points

1. Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation.

2.1.2 The ISDR²: Hyogo Framework for Action: 2005-2015

5 Action points

2. Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation.
3. Identify, assess and monitor disaster risks and enhance early warning.
4. Use knowledge, innovation and education to build a culture of safety and resilience at all levels.
5. Reduce the underlying risk factors.
6. Strengthen disaster preparedness for effective response at all levels.

The UNISRD also emphasises the link between disaster risk management and sustainable development, as depicted in the diagram below:

1 See the United Nations International Strategy for Disaster Reduction: www.unisdr.org

2 See the United Nations International Strategy for Disaster Reduction: www.unisdr.org

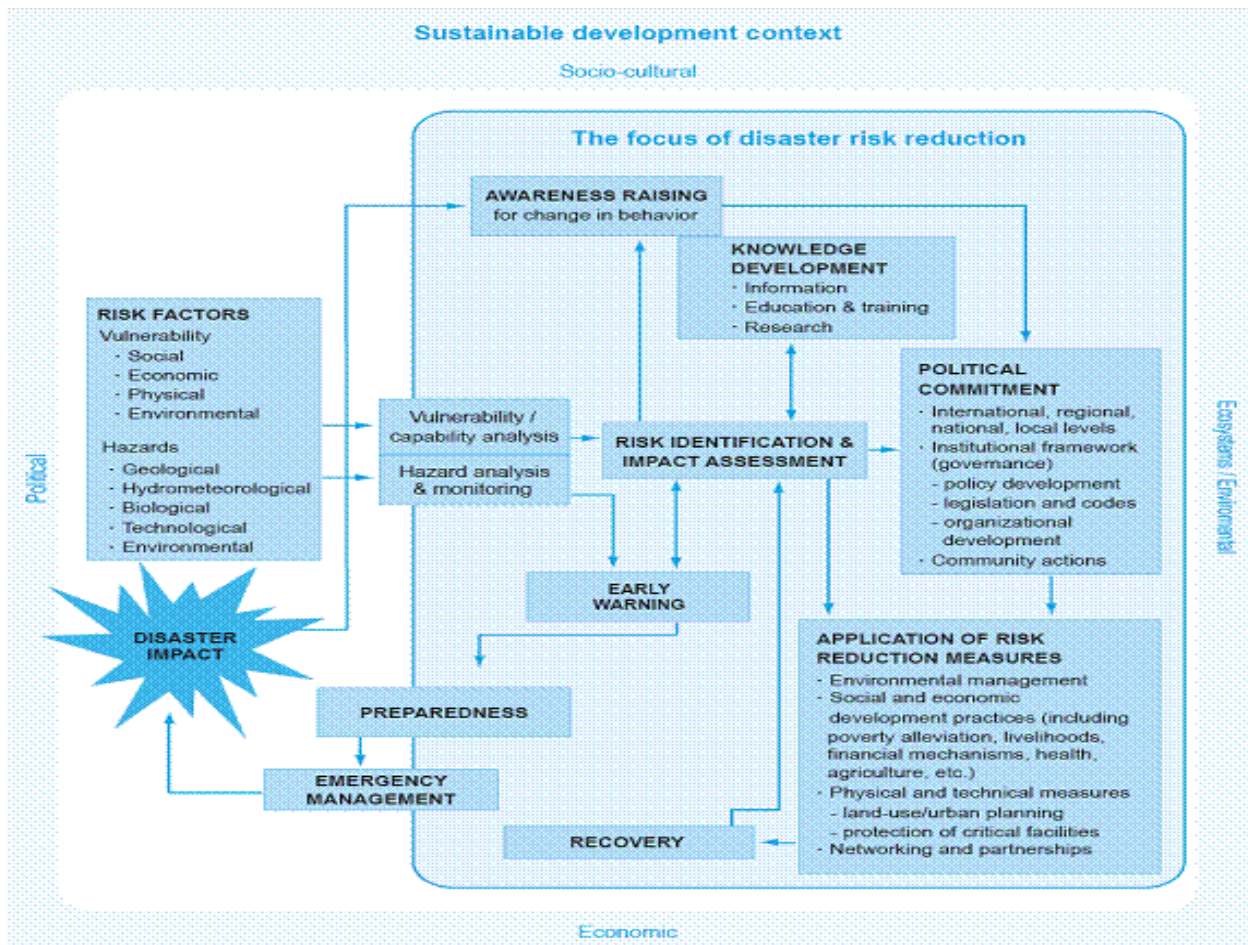


Figure 2-1: Sustainable development context

2.1.3 The Sendai Framework for Disaster Risk Reduction (2015-2030)

The Sendai Framework sets four specific priorities for action:

1. Understanding disaster risk;
2. Strengthening disaster risk governance to manage disaster risk;
3. Investing in disaster risk reduction for resilience;
4. Enhancing disaster preparedness for effective response, and to "Build Back Better" in recovery, rehabilitation and reconstruction.

To support the assessment of global progress in achieving the outcome and goal of the Sendai Framework, seven global targets have been agreed:

1. Substantially reduce global disaster mortality by 2030, aiming to lower average per 100,000 global mortality between 2020-2030 compared to 2005-2015;
2. Substantially reduce the number of affected people globally by 2030, aiming to lower the average global figure per 100,000 between 2020-2030 compared to 2005-2015;
3. Reduce direct disaster economic loss in relation to global gross domestic product by 2030;
4. Substantially reduce disaster damage to critical infrastructure and disruption of basic services, among them health and educational facilities, including through developing their resilience by 2030;
5. Substantially increase the number of countries with national and local disaster risk reduction strategies by 2020;

-
6. Substantially enhance international cooperation to developing countries through adequate and sustainable support to complement their national actions for implementation of the framework by 2030;
 7. Substantially increase the availability of and access to multi-hazard early warning systems and disaster risk information and assessments to the people by 2030.

2.2 The field of disaster management in the country and requirements of the Act

The approach to disaster risk in South Africa has undergone major reform since 1994, when government took the decision to move away from the prevailing philosophy and practice that disasters were inevitable and could only be dealt with once they had occurred. As early as 1990, South Africa had aligned itself with new international developments in the field of disaster management. These included an emphasis on the use of disaster risk reduction strategies to build resilience and promote sustainable livelihoods among 'at risk' individuals, households, communities and environments.

A wide process of consultation was embarked upon, which culminated in the publication of the Green Paper, in 1998, and the White Paper on Disaster Management, which was gazetted in 1999. Based on this, the Disaster Management Act, Act 57 of 2002 was promulgated in 2002. In terms of a proclamation in Government Gazette, Vol. 465, No. 26228 of 31 March 2004, the President proclaimed 1 April 2004 as the date of commencement of the Act in the national and provincial spheres and 1 July 2004 in the municipal sphere.

In giving effect to the fact that disaster risk management is the responsibility of a wide and diverse range of role players and stakeholders, the Act emphasises the need for uniformity in approach and the application of the principles of co-operative governance. In this regard, it calls for an integrated and coordinated disaster risk management policy, which focuses on risk reduction as its core philosophy. In order to achieve consistency in approach and uniformity in the application of the Act, section 6 of the Act mandates the Minister to prescribe a national disaster management framework. In accordance with this mandate, the National Disaster Management Framework (NDMF) was gazetted on 29 April 2005 (Government Gazette, Vol. 478, No. 27534).

In terms of section 41(1)(b) of the Constitution of the Republic of South Africa, Act 108 of 1996, all spheres of government are required to 'secure the well-being of the people of the Republic'. According to Part A, Schedule 4, disaster risk management is a functional area of concurrent national and provincial legislative competence. However, section 156(4) of the Constitution does provide for the assignment to a municipality of the administration of any matter listed in Part A Schedule 4 which necessarily relates to local government, if that matter would most effectively be administered locally and if the municipality has the capacity to administer it. The assignment of the function must, however, be by agreement and may be subject to certain conditions.

In this context, Schedules 4 and 5 of Part B of the Constitution require local government to provide for functions which are closely linked to disaster management. In particular, section 152(1)(d) requires local government to 'promote a safe and healthy environment'. It is in this context then that the Minister has elected to assign the function, by way of national legislation, to municipalities. Accordingly, in terms of the Act, the function is assigned to the Municipal Council of the Amathole District Municipality.

The Disaster Management amendment Act 16 of 2015 amends section 43 of the principal Act by the addition of the following subsections:

“(3) A local municipality must establish capacity for the development and co-ordination of a disaster risk management plan and the implementation of a disaster management function for the municipality which forms part of the disaster risk management plan as approved by the relevant municipal disaster management centre.

(4) A local municipality may establish a disaster management centre in consultation with the relevant district municipality in accordance with the terms set out in a service level agreement between the two parties, in alignment with national norms and standards.”.

The field of disaster management covers a broad spectrum and affects a range of role players. The context of disaster management in the country is further highlighted indicated in the diagrams below:

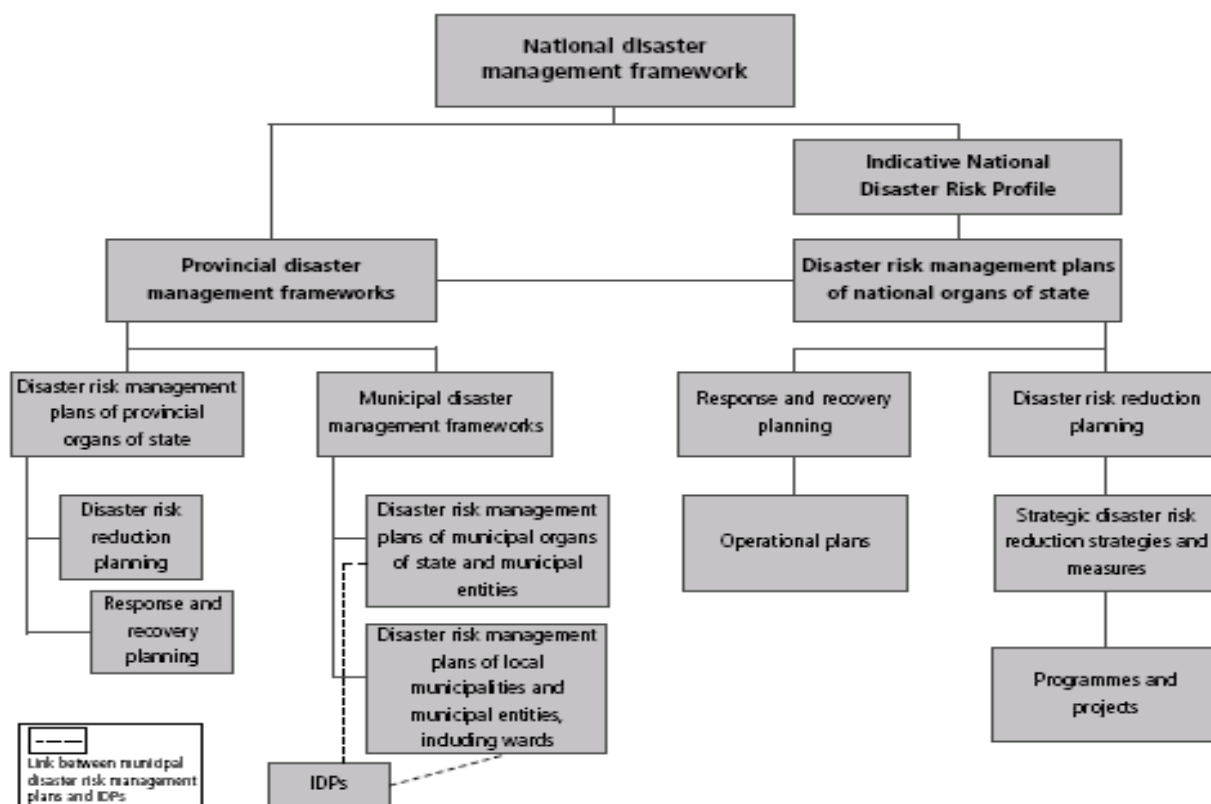


Figure 2-2: National, provincial and municipal disaster management frameworks and disaster risk management plans across the spheres of government

Disaster risk reduction, through proper planning and management is the new key driving principle in disaster management.

It should be noted that a disaster management framework acts as the policy guideline foundation (*Section 3.1.1.1 of the NDMF*) for **what** needs to be addressed through the disaster risk management efforts in The Amathole District Municipality and the disaster risk management plans specifies in more detail **how** these requirements and policies are implemented.

2.3 The link with sustainable development

The aim of the Integrated Development Plans (IDP) of the Amathole District Municipality is to promote sustainable development and uses the spatial development framework (SDF) to visualize future development.

In terms of Section 26(g) of the Municipal Systems Act, 200, Act 32 of 2000, a Municipality's IDP must contain a disaster risk management plan. Development projects in the Municipality, as contained in the Municipality's IDP, is thus interlinked with disaster risk management planning and activities. Risk reduction projects identified as part of disaster risk management planning, such as those identified in this plan and the contingency plans developed and risk assessments should be included into the local Municipal IDP.

2.4 The legal and policy requirements for a disaster risk management plan

The Act provides the following requirements for a municipal DMP:

2.4.1 Preparation of disaster risk management plans by municipal entities

52. (1) Each municipal entity indicated in the national or the relevant provincial or municipal disaster management framework will-

(a) prepare a disaster risk management plan setting out-

(i) the way in which the concept and principles of disaster management are to be applied in its functional area;

(ii) its role and responsibilities in terms of the national, provincial or municipal disaster management frameworks;

(iii) its role and responsibilities regarding emergency response and post disaster recovery and rehabilitation;

(iv) its capacity to fulfil its role and responsibilities;

(v) particulars of its disaster management strategies; and

(vi) contingency strategies and emergency procedures in the

event of a disaster, including measures to finance these

strategies;

(b) co-ordinate and align the implementation of its plan with those of other organs of state and institutional role-players; and

(c) regularly review and update its plan.

(2) (a) A municipal entity referred to in subsection (1) will submit a copy of its disaster risk management plan, and of any amendment to the plan, to the National Centre and the relevant Provincial and Municipal Disaster Management Centres.

(b) If a municipal entity fails to submit a copy of its disaster risk management plan or of any amendment to the plan in terms of paragraph (a), the National Centre or relevant provincial or municipal disaster management centre will report the failure to the executive mayor or mayor, as the case may be, of the municipality concerned, who will take such steps as may be necessary to secure compliance with that paragraph, including reporting the failure to the municipal council.

2.4.2 Disaster risk management plans for municipal areas

53. *(1) Each municipality will, within the applicable municipal disaster management framework-*

(a) prepare a disaster risk management plan for its area according to the circumstances prevailing in the area;

(b) co-ordinate and align the implementation of its plan with those of other organs of state and institutional role-players;

(c) regularly review and update its plan: and

(d) through appropriate mechanisms, processes and procedures

established in terms of Chapter 4 of the Local Government: Municipal

Systems Act, 2000 (Act No. 32 of 2000), consult the local community

on the preparation or amendment of its plan.

(2) A disaster risk management plan for a municipal area will-

(a) form an integral part of the municipality's integrated development plan;

(b) anticipate the types of disaster that are likely to occur in the municipal area and their possible effects;

(c) place emphasis on measures that reduce the vulnerability of disaster-prone areas, communities and households;

(d) seek to develop a system of incentives that will promote disaster management in the municipality;

-
- (e) identify the areas, communities or households at risk;*
 - (f) take into account indigenous knowledge relating to disaster management;*
 - (g) promote disaster management research;*
 - (h) identify and address weaknesses in capacity to deal with possible disasters;*
 - (i) provide for appropriate prevention and mitigation strategies;*
 - (j) facilitate maximum emergency preparedness; and*
 - (k) contain contingency plans and emergency procedures in the event of a disaster, providing for-*
 - (i) the allocation of responsibilities to the various role-players and co-ordination in the carrying out of those responsibilities;*
 - (ii) prompt disaster response and relief;*
 - (iii) the procurement of essential goods and services;*
 - (iv) the establishment of strategic communication links;*
 - (v) the dissemination of information, and*
 - (vi) other matters that may be prescribed.*

(3) A district municipality and the local municipalities within the area of the district municipality will prepare their disaster risk management plans after consulting each other.

(4) A municipality will submit a copy of its disaster risk management plan, and of any amendment to the plan, to the National Centre, the disaster management centre of the relevant province, and, if it is a district municipality or a local municipality, to every municipal disaster management centre within the area of the district municipality concerned.

The NDMF defines a Level 2 DMP as:

A Level 2 Disaster Risk Management Plan applies to national, provincial and municipal organs of state that have established the foundation institutional arrangements, and are building the essential supportive capabilities needed to carry out comprehensive disaster risk management activities. It includes establishing processes for a comprehensive disaster risk assessment, identifying and establishing formal consultative mechanisms for development of disaster risk reduction projects and introducing a supportive information management and communication system and emergency communications capabilities.

This is a Level 2 Disaster risk management plan.

In terms of the National Disaster Management Framework, contingency planning is defined as follows:

The forward planning process for an event that may or may not occur, in which scenarios and objectives are agreed, managerial and technical actions defined, and potential response systems put in place to prevent, or respond effectively to, an emergency situation.

In terms of section 54 of the Act, the following is pertinent in this regard:

2.4.3 Responsibilities in event of local disaster

54. (1) Irrespective of whether a local state of disaster has been declared in terms of section 55-

(a) the council of a metropolitan municipality is primarily responsible for the co-ordination and management of local disasters that occur in its area; and

(b) the council of a district municipality, acting after consultation with the relevant local municipality, is primarily responsible for the co-ordination and management of local disasters that occur in its area.

(2) A district municipality and the relevant local municipality may, despite subsection (1)(b), agree that the council of the local municipality assumes primary responsibility for the co-ordination and management of a local disaster that has occurred or may occur in the area of the local municipality.

(3) The municipality having primary responsibility for the co-ordination and management of a local disaster must deal with a local disaster-

(a) in terms of existing legislation and contingency arrangements, if a local state of disaster has not been declared in terms of section 55(1); or

(b) in terms of existing legislation and contingency arrangements as augmented by by-laws or directions made or issued in terms of section 55(2), if a local state of disaster has been declared.

(4) This section does not preclude a national or provincial organ of state, or another municipality or municipal organ of state from providing assistance to a municipality to deal with a local disaster and its consequences.

The above section implies that a district municipality's council is responsible for all disastrous incidents (i.e. incidents that, as per the definition of a disaster according to the act, cannot be dealt with by those affected by it using only their own resources), irrespective whether a state of disaster has been declared. It should however be implemented in collaboration with the local municipality(s) in who's jurisdiction the incident occurs.

2.4.4 Declaration of local state of disaster

55. (1) In the event of a local disaster the council of a municipality having primary responsibility for the co-ordination and management of the disaster may, by notice in the provincial gazette, declare a local state of disaster if-

(a) existing legislation and contingency arrangements do not adequately provide for that municipality to deal effectively with the disaster;

or

(b) other special circumstances warrant the declaration of a local state of disaster.

(2) If a local state of disaster has been declared in terms of subsection (1), the municipal council concerned may, subject to subsection (3), make by-laws or issue directions, or authorize the issue of directions, concerning-

(a) the release of any available resources of the municipality, including stores, equipment, vehicles and facilities;

(b) the release of personnel of the municipality for the rendering of emergency services;

(c) the implementation of all or any of the provisions of a municipal disaster risk management plan that is applicable in the circumstances;

(d) the evacuation to temporary shelters of all or part of the population from the disaster-stricken or threatened area if such action is necessary for the preservation of life;

(e) the regulation of traffic to, from or within the disaster-stricken or threatened area;

(f) the regulation of the movement of persons and goods to, from or within the disaster-stricken or threatened area;

(g) the control and occupancy of premises in the disaster-stricken or threatened area;

(h) the provision, control or use of temporary emergency accommodation;

(i) the suspension or limiting of the sale, dispensing or transportation of alcoholic beverages in the disaster-stricken or threatened area;

(j) the maintenance or installation of temporary lines of communication to, from or within the disaster area;

(k) the dissemination of information required for dealing with the disaster;

(l) emergency procurement procedures;

(m) the facilitation of response and post-disaster recovery and rehabilitation; or

(n) other steps that may be necessary to prevent an escalation of the disaster, or to alleviate, contain and minimise the effects of the disaster.

(3) The powers referred to in subsection (2) may be exercised only to the extent that this is necessary for the purpose of-

(a) assisting and protecting the public;

(b) providing relief to the public;

(c) protecting property;

(d) preventing or combating disruption; or

(e) dealing with the destructive and other effects of the disaster.

(4) By-laws made in terms of subsection (2) may include by-laws prescribing penalties for any contravention of the by-laws.

(5) A municipal state of disaster that has been declared in terms of subsection (1)-

(a) lapses three months after it has so been declared;

(b) may be terminated by the council by notice in the provincial gazette before it lapses in terms of paragraph (a); and

(c) may be extended by the council by notice in the provincial gazette for one month at a time before it lapses in terms of paragraph (a) or the existing extension is due to expire.

2.5 National and International Standards

SABS TC 223(National Disaster Management Committee) is the mirror committee for ISO TC 223 in South Africa. The SABS TC223 drives the development of Disaster Management standards in line with Section 7(2)(iii)(c) of the Disaster Management Act. In executing its disaster risk management function, the Amathole District Municipality will take guidance and cognisance from national and international standards on disaster risk management, including SANS 10263-1, 2 and 3.

2.6 The disaster risk management planning process

The disaster risk management planning process is depicted in the diagram below:



Figure 2-3: Disaster risk management planning Process

3 This disaster risk management plan

The Amathole District Municipality prepared this Level 2 Disaster Risk Management Plan, in which the scope, objectives, management issues and other elements pertaining to disaster management are outlined. This Plan aims to achieve the following objectives:

- Serve as the foundation and guide for local municipal disaster risk management planning and risk reduction³;

³ This plan will be updated once / as local municipal disaster risk management plans are being drafted and finalised.

-
- Prevention and reduction of disaster risks;
 - Mitigation of impacts; preparedness for effective response to disasters;
 - Minimize loss and property damage; and quick recovery from the impacts.

The Plan articulates actions to prevent and mitigate disasters and how risk reduction measures are dealt with in the long-term and managing emergencies in the shorter term, including aspects of preparedness, response and recovery. Provision is also made for the periodic reviews and updates of the plans.

This Plan establishes the arrangements for disaster risk management within The Amathole District Municipality and has been prepared in accordance with the requirements of the Disaster Management Act, 57 of 2002 (the Act).

This Plan should be read in conjunction with The Amathole District Disaster Management Framework as well as Provincial and National legislation, policy and guidelines.

This living document is a collation of information and inputs received from different stakeholders and need to be constantly reviewed and updated.

3.1 Municipal Profile

3.1.1 Geographical Setting

Amathole District Municipality is located in the Eastern Cape Province. It consists of 6 local municipalities; Amahlathi, Great Kei, Mbhashe, Mquma, Ngqushwa, Raymond Mhlaba. Amathole District Municipality has approximately 225 km of coast line along the local municipalities of Mbhashe, Mquma, Great Kei and Ngqushwa. ADM are of jurisdiction is indicated on Figure 3-1 below. The ADM includes large parts of the former Ciskei and Transkei homeland areas. It is bordered by the Cacadu, Chris Hani, and OR Tambo municipalities. The District covers a land area of roughly 21598 km².

3.1.2 Changes in demarcation

The most important change in demarcation was when Buffalo City became a Metropolitan Municipality on 18 May 2011. The change in resources and economy will have an impact on Amathole District Municipality. The change in demarcation will affect the resilience and vulnerability of Amathole District Municipality which in turn could have a

notable impact on the risk profile for Amathole District Municipality.

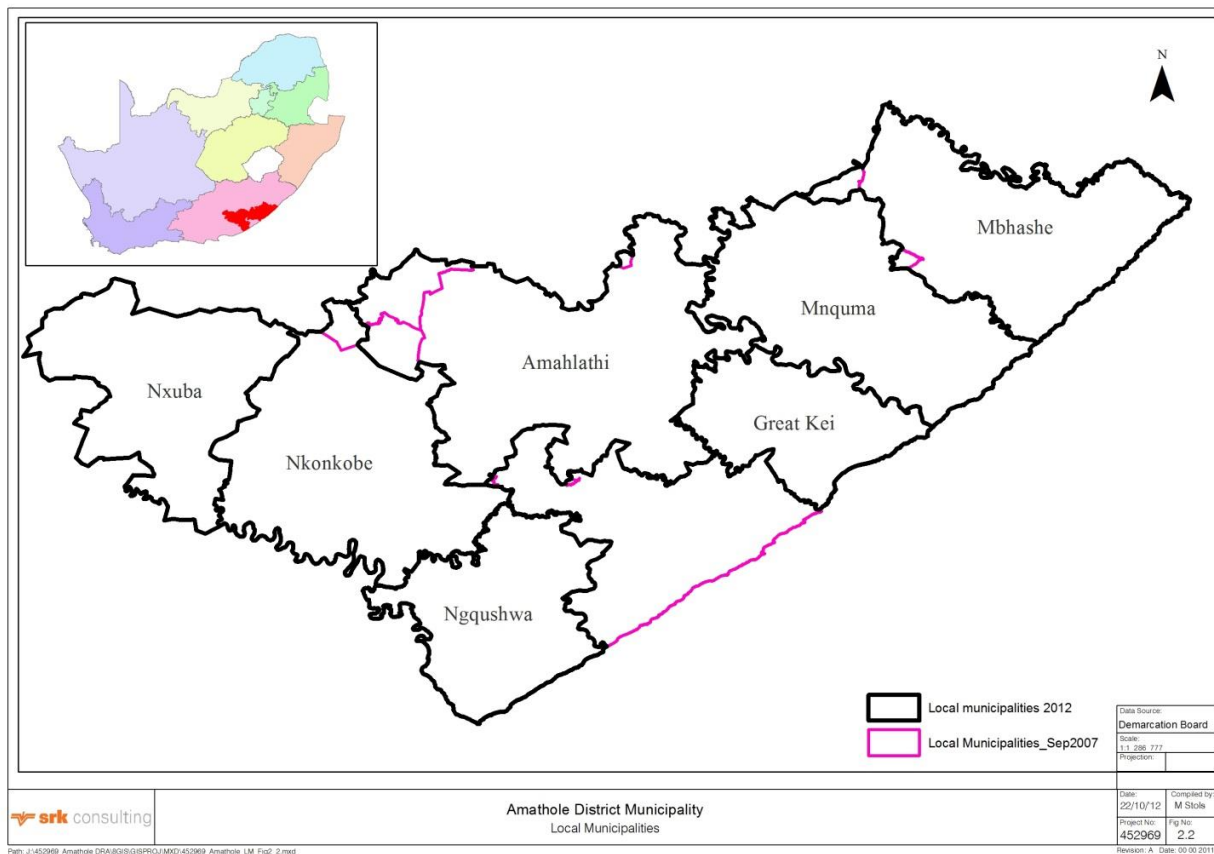


Figure 3-1: ADM Locality Map

Amahlathi Municipality:

- Stutterheim;
- Cathcart;
- Keiskammahoek; and
- Kei Road.

Raymond Mhlaba Municipality:

- Bedford; and
- Adelaide.
- Alice;
- Fort Beaufort;
- Middledrift;

-
- Hogsback; and
 - Seymour.

Ngqushwa Municipality:

- Peddie; and
- Hamburg.

Great Kei Municipality:

- Komga;
- Kei Mouth;
- Haga Haga;
- Morgan Bay; and
- Cintsa.

Mnquma Municipality:

- Butterworth;
- Ngqamakwe; and
- Centani.

Mbhashe Municipality:

- Dutywa;
- Elliotdale; and
- Willowvale.

3.2 An overview of the arrangements for integrated institutional capacity for disaster risk management in the district municipality

The disaster management function and DMC in the municipality resort under the Community Services Department.

An overview of the arrangements for integrated institutional arrangements for disaster management in the district municipality is summarised in the NDMC diagram below.

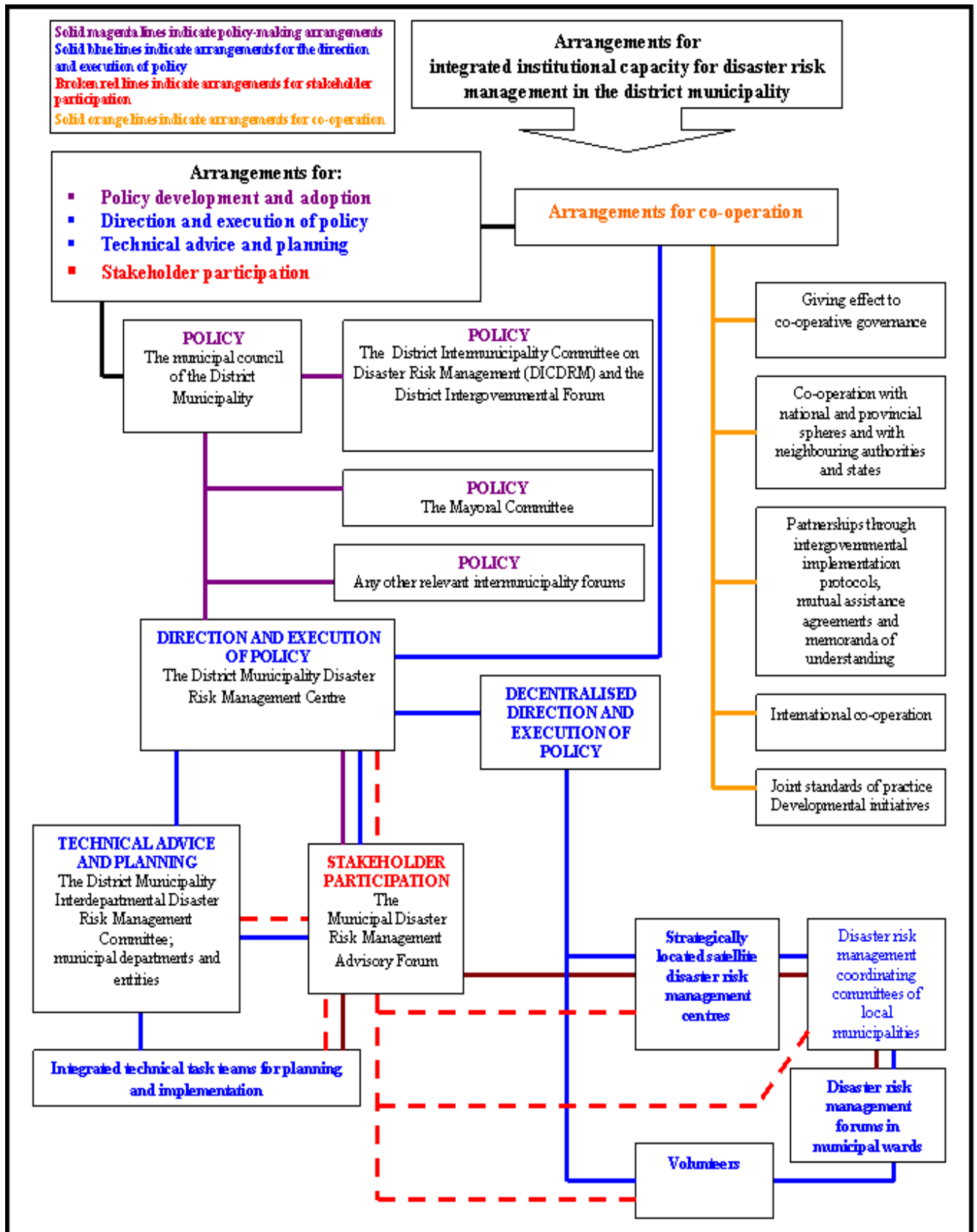


Figure 3-2: An overview of the arrangements for integrated institutional arrangements for disaster Management

3.3 The District Disaster Management Centre

To optimally perform all statutory responsibilities for the direction and execution of the municipality's disaster risk management policy framework, the Amathole Municipal Disaster Risk Management Centre must be adequately resourced in terms of personnel, systems and infrastructure. In this regard, it must comply with the minimum criteria for the employment of suitably skilled personnel, systems and infrastructure set out in the National Disaster Risk Management Guidelines (published in NDMC Handbook 2 of the *South African Disaster Risk Management Handbook Series*) and in any provincial guidelines, and must be approved and adopted by the municipal council.

3.3.1 The head of the municipal disaster risk management centre

In terms of section 45(1) of the Act, the municipal council must appoint a suitably qualified person as head of the municipal disaster risk management centre. The appointment is subject to the applicable provisions of the Local Government: Municipal Systems Act No. 32 of 2000 (known as the Systems Act). The head of the centre should be appointed / situated at senior management level.

The head of the Amathole Municipal Disaster Risk Management Centre is responsible for the exercise by the centre of its powers and the performance of its duties. In this regard, the head takes all the decisions of the centre, except decisions taken by another person as a result of a delegation by the head of the centre. The head performs the functions of office in accordance with section 44 of the Act.

The head of the centre performs the functions of office:

- in accordance with the NDMF and the key responsibilities prescribed in the NDMF;
- in accordance with the disaster risk management policy framework of the Eastern Cape Province;
- in accordance with the disaster risk management policy framework of the Amathole District Municipality;
- subject to the municipal council's IDP and other directions of the council; and
- in accordance with the administrative instructions of the municipal manager.

3.3.2 Delegation or assignment of the powers of the head of the centre

The head of the centre may, in writing, delegate any of the powers or assign any of the duties entrusted to the municipal centre in terms of the Act to a member of staff of the municipal disaster risk management centre. The municipal manager must give effect to such delegation or assignment of powers. Such delegation is, however, subject to limitations or conditions that the head of the centre may impose. Such delegation or assignment does not divest the head of the municipal disaster risk management centre of the responsibility concerning the exercise of the delegated power or the performance of the assigned duty.

The head of the municipal disaster risk management centre may confirm, vary or revoke any decision taken in consequence of a delegation or assignment, but no such variation or revocation of a decision may detract from any rights that may have accrued as a result of such a decision

3.3.3 Human Resources

The following is structure of ADM DMC:

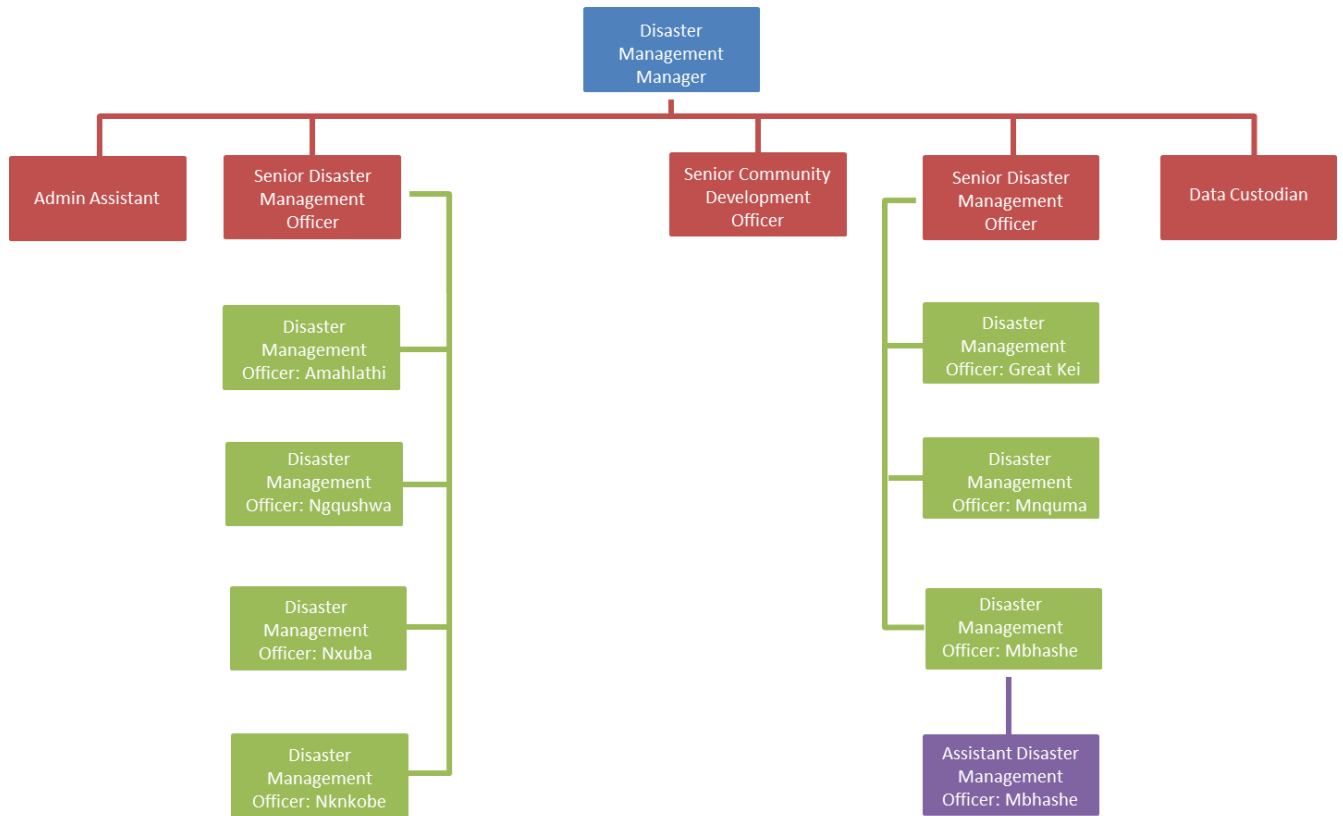


Figure 3-3: ADM Disaster Management Structure

The DMC requires at least 14 full-time staff members. These staff members will have different roles and responsibilities within the DMC, and will therefore have specific skills. The required staff members include:

- Manager Disaster Management;
- 2 x Senior Disaster Management Officers;(1x Vacant)
- Administrative Assistant;
- Data Custodian;
- Senior Community Development Officer; (Vacant)
- Disaster Management Officers;
- Assistant Disaster Management Officers; and

-
- Cleaning and Maintenance, who will be responsible to maintain and clean the DMC facilities as well as the site surrounding the DMC.

IT and GIS Specialist support to be provided by the municipal IT and GIS functions.

The above stated staff requirements should serve as a guide, however, an analysis should be done to determine the staff requirements within the DMC, as well as develop detailed job descriptions, required skills and key performance indicators for each position within the DMC.

3.3.4 Equipment

Various different sets of equipment are required in the DMC. The amount and type of equipment will be determined by the layout and size of the centre. However, general equipment that might be required at the DMC include:

- A dedicated DMC building / office space;
- Furniture including desks, tables, chairs, room dividers and desk dividers. The furniture should ideally be modular furniture, with wheels to facilitate easy movement of furniture;
- Information Technology includes personal computers, laptops, printers, scanners and copiers;
- Stationary and Office supplies, including White board and permanent markers in various colours, normal staplers, and heavy duty staplers, document punch, paper clips, staple puller, push pins, masking tape, writing pads, pens, pencils, rubber bands, erasers, 'post-it' pads, various paper for printers, file folders, DVD, USB flash drives;
- Communication equipment, including telephones, fax machines, internet switchboard, radios, cell phones, chargers, public address equipment, GPS Devices;
- Audio-visual equipment including televisions (with access to the major satellite channels to monitor media coverage of situations), radios, Blu-ray or DVD players, data projector, projection screen, flip chart easel, cameras;
- Reference Material including map books, maps, essential infrastructure blueprints (or ability to access GIS based layouts),
- Medical and Safety Equipment, including Fire Extinguishers, First-Aid kits;
- Kitchen and Food related equipment and appliances, including cutlery, dishes, cups, saucers, refrigerators, stove/oven, microwave oven (extended situations may require prolonged stay at DMC);
- Back-up services infrastructure, including generator, fuel (if required), water tanks, pumps;
- Food/Drink groceries including coffee, tea, sugar, long life milk, bottled water;
- Sanitation requirements, including disinfectant, hand soap, towels, other sanitation items;

-
- Cleaning and Maintenance requirements, including soap and washing liquids, cleaning equipment, buckets, vacuum cleaner;
 - Other equipment, including electrical extension cords, notice boards, flashlights; and
 - Vehicles, the DMC also require a suitable vehicle(s) in order for officials to effectively travel and have access to disaster areas. This vehicle should ideally have 4x4 capabilities, seeing that officials should be able to travel in difficultly accessible areas.

3.4 Decentralised arrangements for the integrated execution of disaster risk management policy in the area of the district municipality

The head of the centre must establish mechanisms to ensure integration and joint standards of practice in the execution of disaster management policy throughout the Amathole District Municipality, linked with neighbouring municipalities.

3.5 Disaster Management Advisory Forum

3.5.1 Purpose

Section 44(1)(b) of the Disaster Management Act No. 57 of 2002 (Act) calls for an integrated and coordinated approach to disaster risk management in municipal areas. To make provision for the **integration and coordination of disaster management activities and to give effect to the principle of co-operative governance in the Amathole District Municipality [STRATEGY]**, the municipal council may establish a Disaster Management Advisory Forum. Section 51 of the Act makes provision for the establishment of such a forum, while section 1.3.1.3 of the NDMF strongly recommends that all metropolitan and district municipalities should establish a Municipal Disaster Management Advisory Forum.

3.5.2 Management and administration

The forum is chaired by the Head of the Disaster Management Centre. The Amathole DMC must provide the Secretariat for the Amathole Disaster Management Advisory Forum and must ensure that accurate records of activities are maintained.

3.5.3 Composition of the Disaster Management Advisory Forum

The advisory forum must comprise all the relevant stakeholders and role players in disaster management in the municipality, including non-governmental and community-based organisations, individuals or groups with special technical expertise, representatives of the local municipalities in the district and representatives of neighbouring district municipalities. A detailed standard for the establishment and functioning of the Amathole District Disaster management Advisory Forum can be found in “Supporting policy” 11 of the Amathole Disaster Risk Management Policy Framework.

Section 51 of the principal Act is hereby amended by the Disaster Management Amendment Act as follows:

(a) by the substitution for subparagraph (iv) of paragraph (d) of subsection (1) of the following subparagraph:“(v) one traditional [leaders] leader elected from the traditional council or traditional councils in a municipality recognised by the Premier of a province in terms of section 212 of the Constitution of the Republic of South Africa, 1996; and (b) by the insertion of the word “and” at the end of subparagraph (xi) of paragraph (e) of subsection (1) and the addition to that paragraph of the following subparagraph:“(xii) representatives of local umbrella organisations for women, children, the elderly and people with disabilities;”.

3.6 Volunteer Unit

The municipality has an established volunteer unit that has approximately 36 active volunteers. The volunteer activities are covered by Amathole DM liability insurance.

The functioning of this unit is in line with requirements and processes relating to volunteers in accordance with the Act, Disaster Management Volunteers Regulations and the NDMF. Different categories of volunteer units, as envisaged by the NDMF, will be established. The National Regulations pertaining to volunteers will be utilised as the basis for management of the unit.

3.7 Technical advisory committees

A technical advisory committee (TAC) must be appointed by the municipal disaster risk management centre prior to commissioning any disaster risk management projects for the district municipality. The purpose of the TAC is to provide scientific and technical advice, to monitor the progress of disaster risk management projects and to assist with the validation and/or interpretation of the findings. [STRATEGY]

In addition, any municipal department and/or municipal entity in the district municipality or a department and/or municipal entity in any of the district’s local municipalities intending to commission a disaster risk management project for its functional area may appoint a TAC to provide scientific and technical advice, to monitor the progress of the disaster risk management project and to assist with the validation and/or interpretation of the findings.

A TAC must function and meet as required by their current project or task assigned to them (Amathole District Municipality, 2014).

The relevant departments and municipal entities in the district municipality as well as those in the local municipalities in the district must, in consultation with the municipal disaster risk management centre, determine the intervals at which disaster risk management implementation for their functional areas should be reviewed.

All proposed disaster management projects planned by departments and municipal entities in the district municipality and in local municipalities in the district must be submitted to the Amathole Municipal Disaster Management Centre. These proposed assessments must also be sent to the Eastern Cape Provincial Disaster Management Centre and the NDMC for technical review and approval before being commissioned.

3.8 Inter-municipal committee for disaster management

The Disaster Management Act No. 57 of 2002 (DM Act) requires municipal disaster management centres to promote a coordinated, integrated and uniform approach to disaster management, including the development and implementation of appropriate disaster risk reduction methodologies, emergency preparedness and rapid and effective disaster response and recovery, in their municipalities.

To achieve these objectives and to promote interdepartmental liaison, arrangements must be put in place to enable all the key internal and external role players in the administration of a municipality to participate in disaster management activities and to coordinate their disaster management responsibilities. To achieve this objective, **an Inter-municipal committee for disaster management will be established in accordance with adopted guidelines in SP2 of the supporting policies to the ADM DRM Framework** (Amathole District Municipality, 2014). [STRATEGY]

3.9 Ward structures

The existing ward structures and ward-committee meetings will be utilised for implementing disaster risk reduction at ground level. Disaster risk management must be an agenda point of ward committee meetings [STRATEGY].

3.10 Assignment of responsibilities

The following table summarises the main responsibilities of the different structures at Municipal level, with regard to disaster management efforts:

Table 3-1: Disaster management summary roles and responsibilities-powers & functions

DISASTER MANAGEMENT SUMMARY ROLES AND RESPONSIBILITIES-POWERS & FUNCTIONS						
Populate: Input / Implement / Obtain / Disseminate						
Component:	Mayor and Municipal Manager	Council	Disaster Management Officials & Volunteers	Departments and Organs of State	Advisory Forum	Other external role players
Disaster Risk Management Policy	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate	Input Obtain Disseminate Implement
Disaster Risk Assessment & Planning	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate	Input Obtain Disseminate RA:- Plans: Implement
Declaring a State of Disaster	Input Obtain Disseminate Implement	Declare	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate	Obtain Disseminate
Disaster Response and Recovery activities	Obtain Disseminate Implement	Input Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate	Input Obtain Disseminate Implement
Designating members of the Advisory Forum & Volunteers	Input Disseminate Implement	Disseminate	Input	Obtain	Obtain Disseminate	Obtain Disseminate
Communication of information, training & research	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate
Reporting, Monitoring and Evaluation	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement	Input Obtain Disseminate Implement

3.11 Specific roles and responsibilities for municipal departments and organs of state

The following general responsibilities pertain to each and every municipal department of the Amathole District Municipality and each of its local Municipalities. These general responsibilities are the minimum requirements in order to give effect to the DMP. It should however be noted that these lists are not exhausted and serve as a guide for departments to take their own initiatives.

The district's main stakeholders in disaster management and their primary responsibilities are summarised in the table below:

Table 3-2: Primary responsibilities of stakeholders

STAKEHOLDER	PRIMARY ROLES AND RESPONSIBILITIES
The Municipal Council	The Municipal Council declares a state of disaster and receives and considers reports with regard to disaster risk management.
The Municipality's Municipal Manager	The Municipal Manager is overall responsible for governance in the Municipality, including effective disaster risk management.
The Municipality's Disaster Management Function	The Disaster Management Functions are overall disaster risk management and co-ordination, as per section 44 of the Disaster Management Act. Each Municipal Organ of State (which implies each Municipality Department and each Municipal Entity), will complete its own disaster risk management plans, to be incorporated into the Municipality's Municipal Disaster risk management plan. [STRATEGY]
Fire, Protection and Emergency Management Services	Assist with disaster risk reduction, implementation and co-operation.
The Disaster Management Volunteers	The formal, trained volunteer unit assist Disaster Management in their functions.
The residents and communities affected	Assist with disaster risk reduction and co-operation.
The Ward Councillors	The Ward Councillors assist with community liaison.
The Community Leaders	The Community Leaders assist with community liaison.
Fire Protection Associations	Disaster risk reduction, response and co-operation
Eastern Cape Wildlife	Disaster risk reduction, response and co-operation

STAKEHOLDER	PRIMARY ROLES AND RESPONSIBILITIES
Non-Governmental Organisations (NGOs) and Community Based Organisations (CBO's)	The NGOs and CBO's assists with disaster risk reduction and co-operation. Note: The nearest Red Cross Branch for support is in Location
Private sector and industry	Assist with disaster risk reduction and co-operation.
Health Care	Assisting with prevention/mitigation, response and recovery actions. Treating and transporting of patients.
Corporate Services and Financial Services	Assisting with administration, legal advice and funding.
Communication & Public Participation and Community Services	Assisting the disaster management function with communication and awareness.
Engineering, Development, Infrastructure & Technical Services and Community Services	Assisting with prevention/mitigation, response and recovery actions.
The South African Police Service & South African National Defence Force	Assisting with prevention/mitigation and response actions. Public safety and crime prevention
South African Weather Service	Provide Early Warning information and systems such as the SAWS Flash Flood Guidance System and The Multi-Hazard Early Warning Systems(MHEWS))
National Disaster Management Centre	National guidance and policy and institutional support to DWA on disaster risk management
Department of Water and Sanitation (DWS)	Draft disaster risk management plans, involving the DWS Implement drought and forest fire and fishery-related disaster risk management and report on disaster risk management and disaster risk reduction activities
Department of Social Development	Draft disaster risk management plans, involving the DSD Manage disaster relief Annual reports generated by the national Department of Social Development and its provincial counterparts must include an account of the number of households receiving social relief assistance.
Department of Environmental Affairs	Draft disaster risk management plans, involving the DEA Environmental management and impact assessments. Assisting with prevention/mitigation, response and recovery actions.

STAKEHOLDER	PRIMARY ROLES AND RESPONSIBILITIES
The Department of Foreign Affairs	The lead national department responsible for promoting and facilitating South Africa's role in international co-operation in disaster risk management. It must, in liaison with the NDMC and the relevant organs of state, forge links with national agencies that render relief assistance internationally, as well as with international agencies, organisations and institutions involved in disaster risk management
Department of Human Settlement	Assisting with prevention/mitigation, response and recovery actions. Provision of emergency shelter.
Emergency Management Services, including fire services, HAZMAT units, etc.	Assisting with prevention/mitigation, response and recovery actions
Department of Health	Managing provincial hospitals and ambulance services and emergency medical care
Department of Education	Disaster Management education and awareness. Facilities could serve as emergency shelter or housing
Department of Justice and Constitutional Development	A key area for the Department of Justice and Constitutional Development will be to deal with all criminal cases in a fast and efficient way, especially where foreigners are involved.
Department of Home Affairs and Foreign Affairs	Immigration Response Diplomacy

3.12 Cross border arrangements

The DMC will constantly liaise with neighbouring municipalities in disaster risk reduction and planning efforts.

3.13 A memorandum of understanding between stakeholders on disaster risk management planning and implementation for all role players in the district

The standard for mutual assistance agreements and memoranda of understanding is stipulated in SP 5 (Amathole District Municipality, 2014). The following principles will apply to all stakeholders in disaster management in The Amathole District:

- 1) Detailed disaster risk management planning, prevention, mitigation, response and recovery-related actions will be executed by all relevant institutions and stakeholders / role players in The Amathole

District though applying the principles and requirements as foreseen by the Act, the NDMF, PDMF, District DRMF and this Plan;

- 2) Mutual Aid Agreements will be signed between relevant stakeholders;
- 3) The principles of co-operation, effective communication and information management, reporting and alignment (joint standards of practice) of planning and implementation on disaster management will at all times be adhered to by all institutions, stakeholders and role players;
- 4) Disaster management information systems will be implemented in a co-ordinated and aligned fashion throughout The Amathole District Municipality to ensure effective information management.
- 5) Training, capacity building and research on disaster management will continually be executed at all levels of government
- 6) The involvement and co-operation of non-governmental role players and historical information, to be *inter alia* gathered through indigenous knowledge, is of paramount importance. Traditional leaders in the local municipalities will be properly consulted and informed with regard to disaster risk management initiatives in their areas.
- 7) The local disaster management function will execute detailed research; obtain all required technical advice and inputs required and guide and monitor disaster risk management implementation, co-operation, communication and information dissemination in The Amathole District.

3.14 Capacity analysis and requirements

The municipal capacity and resources will be monitored by ADM MDMC. This includes response times to incidents by key stakeholders.

As part of the disaster risk assessment, the disaster resilience was rated in the ADM. The result of this analysis suggests that there is a need for increased investment in capacity and resilience building in each of the local municipalities in the ADM [STRATEGY]. More details and qualifications regarding the resilience ratings are contained in the disaster risk assessment report.

4 Municipal disaster risk assessment

Disaster risk assessments in the Municipality will be executed as prescribed by the NDMF, summarised below:

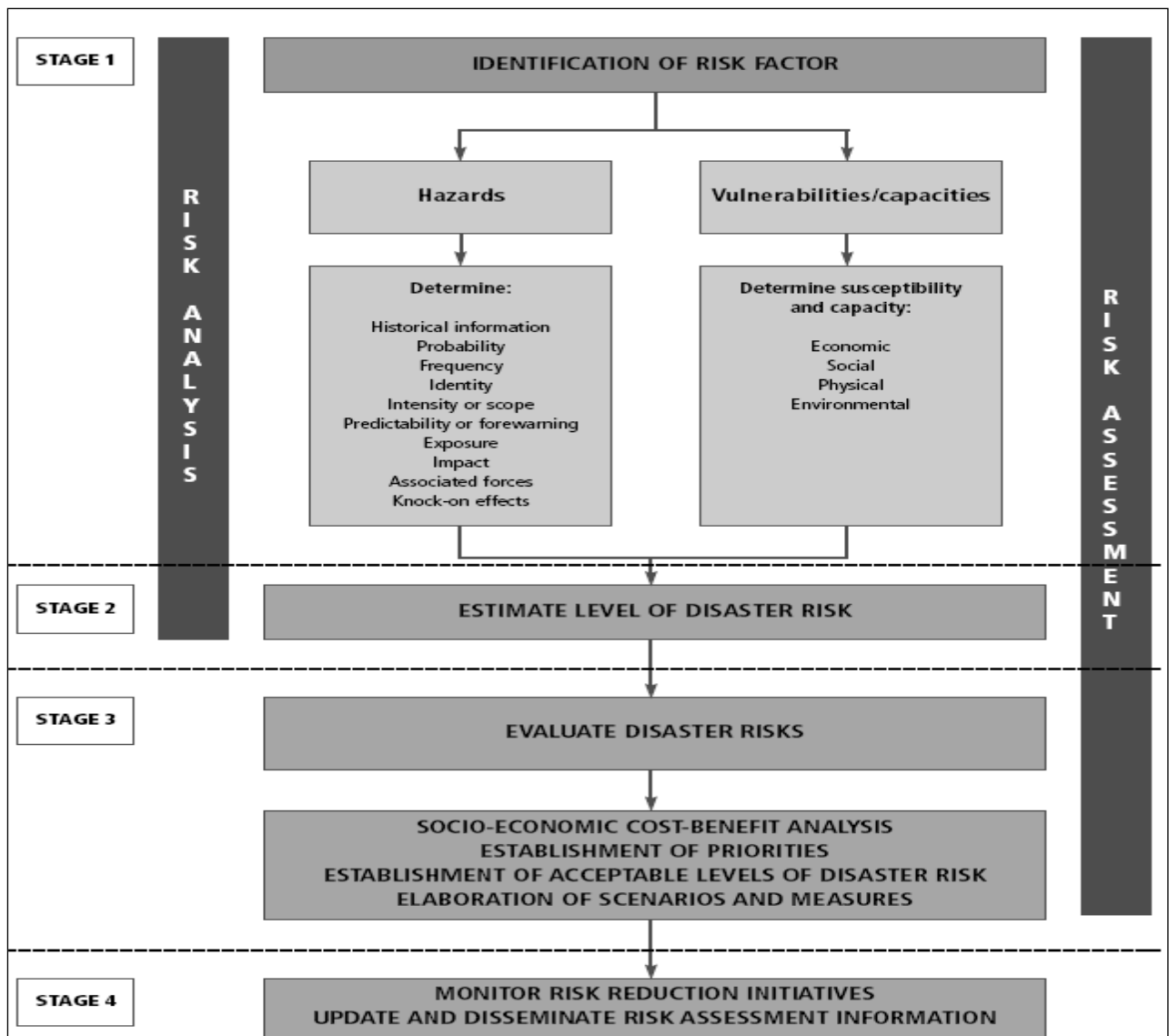


Figure 4-1: Disaster Risk Assessment Process

The Amathole District Municipality's current disaster risk profile is based on a detailed disaster risk assessment process. The risk profile for the ADM is based on the data received from the workshop consultations, ward level community consultation as well as the base data (including reports) collected during the study. The data collected from the stakeholders was compared with the hazard assessment results, and the hazard severity value was adopted. This severity value was combined with a probability value (probability of occurrence), in order to calculate the final hazard value. The prioritised risk profile for the ADM is based on the data received from the workshop consultations, as well as the base data collected during the study. The stakeholder perception data and local resilience data were also compared with the hazard assessment results, and the prioritised risk profile was developed. The Risk Prioritization for the

ADM is shown below. Please refer to the detailed disaster risk assessment report compiled for the strict for more details pertaining to the district and local municipal disaster risks.

Table 4-1: Prioritized Risks for the Amathole District Municipality

No	Hazard Name	Risk
1	Hydro-meteorological – Drought	Higher Priority
2	Disease / Health - Disease: Human	
3	Transport Hazards - Road Transportation	
4	Civil Unrest – Crime	
5	Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)	
6	Fire Hazards - Formal & Informal Settlements / Urban Area	
7	Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)	
8	Fire Hazards - Veld/Forest Fires	
9	Disease / Health - Disease: Animal	
10	Pollution - Water Pollution (Fresh and Sea)	
11	Pollution - Land Pollution	
12	Environmental Degradation – Deforestation	
13	Infestations - Plant Infestations (Intruder Plants)	
14	Pollution - Air Pollution	
15	Infrastructure Failure / Service Delivery Failure – Electrical	
16	Civil Unrest - Demonstrations / Riots	
17	Hydro-meteorological Hazards - Extreme Temperatures	
18	Infrastructure Failure / Service Delivery Failure - Sanitation	
19	Disease / Health - Disease: Plants	
20	Structural Failure - Bridge Failure	
21	Environmental Degradation – Erosion	
22	Transport Hazards - Rail Transportation	
23	Structural Failure - Building Failure	
24	Geological Hazards - Rock-fall	
25	Major Event Hazards – Sport	
26	Environmental Degradation - Land Degradation	

27	Major Event Hazards – Political		
28	Infrastructure Failure / Service Delivery Failure - Water		
29	Transport Hazards - Water Transportation (Incl Marine Accident)		
30	Major Event Hazards - Cultural / Religious		
31	Major Event Hazards - Recreational / Commercial		
32	Transport Hazards - Air Transportation		
33	Hazardous Material - Spill/Release (Storage & Transportation)		
34	Civil Unrest - Refugees / Displaced People		
35	Civil Unrest - Xenophobic Violence		
36	Infestations - Insect Infestation		
37	Geological Hazards - Earthquake		
38	Geological Hazards - Landslides/Mud flows		
39	Infestations - Animal Infestation / Over Population		
40	Geological Hazards - Subsidence		
41	Structural Failure - Dam failure		
42	Infrastructure Failure / Service Delivery Failure - Transport		
43	Oceanographic - Tsunami		
44	Infestations - Algal Bloom (Red Tide)		
45	Oceanographic - Storm Surge		
46	Hazardous Material - Fire/Explosion (Storage & Transportation)		
47	Environmental Degradation - Loss of Biodiversity		
48	Other - Space Objects		
49	Infrastructure Failure / Service Delivery Failure - Information Technology		
50	Oceanographic - Sea Level Rise (Climate Change)		
51	Hydro-meteorological Hazards - Desertification		
52	Civil Unrest - Armed Conflict (Civil/Political War)		
53	Infrastructure Failure / Service Delivery Failure - Gas		
54	Civil Unrest - Terrorism		Lower Priority

Table 4-2: Prioritized Risks for the ADM Local Municipalities

EC121: Mbhashe
Hydro-meteorological - Drought
Disease / Health - Disease: Human
Transport Hazards - Road Transportation
Fire Hazards - Formal & Informal Settlements / Urban Area
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Fire Hazards - Veld/Forest Fires
Disease / Health - Disease: Animal
Pollution - Water Pollution (Fresh and Sea)
Environmental Degradation - Deforestation

EC122: Mnquma
Hydro-meteorological - Drought
Disease / Health - Disease: Human
Transport Hazards - Road Transportation
Fire Hazards - Formal & Informal Settlements / Urban Area
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Fire Hazards - Veld/Forest Fires
Disease / Health - Disease: Animal
Pollution - Water Pollution (Fresh and Sea)
Environmental Degradation - Deforestation

EC123: Great Kei
Hydro-meteorological - Drought
Civil Unrest - Crime
Disease / Health - Disease: Human
Transport Hazards - Road Transportation
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Fire Hazards - Formal & Informal Settlements / Urban Area
Disease / Health - Disease: Animal
Fire Hazards - Veld/Forest Fires
Pollution - Water Pollution (Fresh and Sea)

EC124: Amahlathi
Hydro-meteorological - Drought
Civil Unrest - Crime
Disease / Health - Disease: Human
Transport Hazards - Road Transportation
Fire Hazards - Formal & Informal Settlements / Urban Area
Fire Hazards - Veld/Forest Fires
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Disease / Health - Disease: Animal
Pollution - Water Pollution (Fresh and Sea)

EC126: Ngqushwa
Hydro-meteorological - Drought
Disease / Health - Disease: Human
Civil Unrest - Crime
Transport Hazards - Road Transportation
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Fire Hazards - Formal & Informal Settlements / Urban Area
Fire Hazards - Veld/Forest Fires
Disease / Health - Disease: Animal
Pollution - Water Pollution (Fresh and Sea)

EC127/128: RAYMOND MHLABA
Hydro-meteorological - Drought
Civil Unrest - Crime
Disease / Health - Disease: Human
Transport Hazards - Road Transportation
Fire Hazards - Veld/Forest Fires
Fire Hazards - Formal & Informal Settlements / Urban Area
Hydro-meteorological Hazards - Floods (River, Urban & Dam Failure)
Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Snow, Lightning, Fog)
Disease / Health - Disease: Animal
Pollution - Water Pollution (Fresh and Sea)

4.1 Disaster risk reduction activities/projects

In terms of Section 26(g) of the Municipal Systems Act, 200, Act 32 of 2000, a Municipality's IDP must contain a disaster risk management plan. Development projects in the Municipality, as contained in the Municipality's IDP, is thus interlinked with disaster risk management planning and activities. Risk reduction projects identified as part of disaster risk management planning, such as those identified in this plan and the contingency plans and risk assessment should be included into the District and local Municipal IDP's.

There are eight key planning points or requirements that must be applied by all municipal organs of state and municipalities when planning for disaster risk reduction initiatives. These must form part of the annual reporting of the municipalities and municipal organs of state to the DMC.

1. Use disaster risk assessment findings to focus planning efforts;
2. Establish an informed multidisciplinary team with capacity to address the disaster risk and identify a primary entity to facilitate the initiative;
3. Actively involve the communities or groups at risk;
4. Address the multiple vulnerabilities wherever possible;
5. Plan for changing risk conditions and uncertainty, including effects of climate variability;
6. Apply the precautionary principle to avoid inadvertently increasing disaster risk;
7. Avoid unintended consequences that undermine risk avoidance behaviour and ownership of disaster risk; and
8. Establish clear goals and targets for disaster risk reduction initiatives, and link monitoring and evaluation criteria to initial disaster risk assessment findings.

A number of risk reduction measures can be identified related to the highest rated identified risks. These measures should be decided upon in consultation with the relevant responsible departments. Some of the possible measures are listed below:

Table 4-3: Possible disaster risk reduction measures

No	Hazard Category	Strategy	Responsible Department(s)
1	Hydro-meteorological - Drought	Implement Early-Warning System	Agriculture
	Hydro-meteorological - Drought	Implement Early-Warning System	Department of Water and Sanitation (DWS)
	Hydro-meteorological - Drought	Training / Awareness Raising related to Drought resistant agriculture	Department of Rural Development and Agrarian Reform (DRDAR)
2	Civil Unrest	Implement early warning/monitoring program	South African Police
	Civil Unrest	Implement Program to Increase Capacity to deal with Civil Unrest Events	South African Police

No	Hazard Category	Strategy	Responsible Department(s)
3	Disease / Health - Disease: Human (HIV, TB, Cholera)	Implement monitoring program	Department of Health
	Disease / Health - Disease: Human (HIV, TB, Cholera)	Implement Training / Awareness Raising Program	Department of Health
	Disease / Health - Disease: Human (HIV, TB, Cholera)	Implement Training / Awareness Raising Program	Disaster Management
	Disease / Health - Disease: Human (HIV, TB, Cholera)	Implement Program to Increase Capacity to deal with Disease	Department of Health
	Disease / Health - Disease: Human (HIV, TB, Cholera)	Implement Program to Increase Capacity to deal with Disease	Disaster Management
4	Hydro-meteorological Hazards - Floods (Urban, River)	Implement Early-Warning System	DWS
	Hydro-meteorological Hazards - Floods (Urban, River)	Develop Floodlines & Conduct Flood Hazard Assessment	Department of Roads and Public Works
	Hydro-meteorological Hazards - Floods (Urban, River)	Develop Floodlines & Conduct Flood Hazard Assessment	Disaster Management
	Hydro-meteorological Hazards - Floods (Urban, River)	Implement Stormwater Management Planning and Construct suitable Stormwater Management Infrastructure	Department of Roads and Public Works
5	Fire Hazards - Formal & Informal Settlements / Urban Area	Increase Capacity to Respond to Fires	Fire Services
	Fire Hazards - Formal & Informal Settlements / Urban Area	Installation of fire hydrants where possible and proper and adequate equipment for response.	Fire Services
	Fire Hazards - Formal & Informal Settlements / Urban Area	Implement program to upgrade sub-standard housing / buildings	Department of Human Settlement
	Fire Hazards - Formal & Informal Settlements / Urban Area	Implement Awareness Program	Fire Services
	Fire Hazards - Formal & Informal Settlements / Urban Area	Implement Awareness Program	Disaster Management
6	Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Lightning)	Implement Early-Warning System	DWS
	Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Lightning)	Implement Early-Warning System	Disaster Management
	Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Lightning)	Implement Training / Awareness Raising Program	Disaster Management
	Hydro-meteorological Hazards - Severe Storms (Wind, Hail, Lightning)	Implement program to upgrade sub-standard housing / buildings	Department of Human Settlement
7	Fire Hazards - Veld/Forest Fires / Urban Fires	Increase Capacity to Respond to Fires	Fire Services
	Fire Hazards - Veld/Forest Fires / Urban Fires	Increase Capacity to Respond to Fires	DRDAR
	Fire Hazards - Veld/Forest Fires / Urban Fires	Implement Awareness Program	Fire Services
	Fire Hazards - Veld/Forest Fires / Urban Fires	Implement Awareness Program	Disaster Management

No	Hazard Category	Strategy	Responsible Department(s)
	Pollution - Water Pollution	Implement monitoring program	DWS
	Pollution - Water Pollution	Implement monitoring program	Department of Economic Development, Environmental Affairs and Tourism (DEDEAT)
	Pollution - Water Pollution	Implement awareness and education campaign	DWS
	Pollution - Water Pollution	Implement awareness and education campaign	Disaster Management & Municipal Health Services
8	Disease / Health - Disease: Animal	Implement monitoring program	DRDAR
	Disease / Health - Disease: Animal	Implement monitoring program	DRDAR
	Disease / Health - Disease: Animal	Implement Training / Awareness Raising Program	Disaster Management
	Disease / Health - Disease: Animal	Implement Training / Awareness Raising Program	DRDAR
	Disease / Health - Disease: Animal	Implement Program to Increase Capacity to deal with Disease	Disaster Management
	Disease / Health - Disease: Animal	Implement Program to Increase Capacity to deal with Disease	DRDAR
9	Environmental Degradation	Implement monitoring program	DEDEAT
	Environmental Degradation	Implement Training / Awareness Raising Program	DEDEAT
	Environmental Degradation	Implement Training / Awareness Raising Program	DEDEAT
10	Infestations - Plant Infestations (Alien Vegetation, Intruder Plants)	Implement monitoring program	DEDEAT
	Infestations - Plant Infestations (Alien Vegetation, Intruder Plants)	Increase capacity to respond to eradicate alien vegetation	DEDEAT
	Infestations - Plant Infestations (Alien Vegetation, Intruder Plants)	Increase capacity to respond to eradicate alien vegetation	DRDAR
	Infestations - Plant Infestations (Alien Vegetation, Intruder Plants)	Implement Training / Awareness Raising Program	DEDEAT
	Infestations - Plant Infestations (Alien Vegetation, Intruder Plants)	Implement Training / Awareness Raising Program	DEDEAT
11	Infrastructure Failure / Service Delivery Failure - Electrical	Implement program for development of alternative energy sources	DEDEAT
	Infrastructure Failure / Service Delivery Failure - Electrical		Engineering Department
	Infrastructure Failure / Service Delivery Failure - Electrical	Implement program focused on development and maintenance of electrical infrastructure	Engineering Department

No	Hazard Category	Strategy	Responsible Department(s)
12	Infrastructure Failure / Service Delivery Failure - Sanitation	Implement program focused on development and maintenance of sanitation infrastructure	Engineering Department
13	Infrastructure Failure / Service Delivery Failure - Water	Implement program focused on development and maintenance of water infrastructure	Engineering Department
	Infrastructure Failure / Service Delivery Failure - Water	Implement program focused on development and maintenance of water infrastructure	DWS
14	Hazardous Material: Spill/Release (Storage & Transportation)	Assess and Monitor Movement and Storage of HazMat through Municipality	Fire Services
	Hazardous Material: Spill/Release (Storage & Transportation)	Increase Capacity to Response to HazMat Incidents	Fire Services

A logical framework for disaster risk reduction in the district, per hazard category, is indicated in the table below:

Table 4-4: Logical Framework for Disaster Risk Reduction Recommendations per main hazard category- Strategic objective: Ensuring that disaster risk is reduced through prevention, mitigation and effective response and recovery

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
Fires	Residential related fires. Awareness programmes	Awareness communication materials (pamphlets/calendars), Media campaigns	Disaster Management Centre & Fire Services
	Veld fires. Awareness programme in and around open spaces, fire breaks administered	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Fire breaks	Disaster Management Centre & Fire Services
	Early fire risk predictions. Early warning of high fire risk places & times, based on weather and vegetation/field condition	Early warning system, linked with Weather Services; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre & Fire Services
Industrial (including mining) fires / explosions / spillage / accidents	Survey of industries (for fire and hazardous materials risks); associated updating of hazard severity map; Compilation of hazardous materials register/database, indicating the location and contents of facilities spatially and in database format; Stakeholder meetings to confirm and refine the findings. Integrated register/database	Database design, development and population; Exact information, locality and hazardous materials known. Ensure industries have emergency and evacuation plans in place	Disaster Management Centre

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
Epidemics (Human & Animal)	Epidemic statistic tracking and warnings. Early warning of possible epidemics in specific areas	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
	Ensure potable water supply delivery to all settlements, even informal settlements if possible. Water supply delivery programmes in areas where population density is high but water supply not available	Budget allocation for water piping & supply projects	Engineering & Maintenance
	Immunisation programmes.	List of areas and places immunised	Public Health
	Logging system and monitoring of communicable diseases on a daily basis at clinics and hospitals, on a central database. Communicable diseases report including graphs	Database of communicable diseases updated weekly/monthly; monthly digital reports presented to DMC	Public Health
Infrastructure failure: Power, sanitation, water & other key services	Co-ordination between water, electricity and sanitation services to identify cross-impacts and severity of impacts. Quarterly task group meetings	Co-ordination and integrated planning	Operations & Maintenance, Engineering Services
Surface water/land pollution	Specific incidences quickly and effectively reported and information distributed for possible evacuation. Immediate warnings once incidents take place	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
	Industry, Mining and Private individuals compliance to pollution control requirements. Quarterly/yearly reports; Possible polluter-pays measures, Environmental education of public	List of pollution-control required industries/mines, waste sites etc., specific license requirements; database of industries/mines checked for reporting and compliance quarterly/annually; list of public education initiatives	Municipal Health Services

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
	Agricultural awareness. Awareness programmes with farmers with regard to pesticides, herbicides etc. control	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
Air pollution: industrial	Monitor industrial related air pollution, in areas where applicable. Quarterly/yearly reports; Bylaws; license requirements; Possible polluter-pays measures	Industries providing proof of prevention/mitigation measures	Disaster Management Centre
Air pollution: informal settlements	Awareness and subsequent minimisation of air pollution in communities that utilise fuel for heat and cooking, instead of electricity. Awareness programmes in informal settlements	Pamphlets and public meetings where community leaders urge community to utilise electricity rather than fires, where possible	Disaster Management Centre
Transport: rail, road, hazmat	Road maintenance. Road maintenance projects	Budget allocation for road maintenance and upgrade projects	Operations & Maintenance - Engineering
	Railway maintenance. Railway maintenance projects	Budget allocation for railway maintenance and upgrade projects	Spoornet & Transnet
	Specific incidences quickly and effectively reported and information distributed for possible evacuation. Immediate warnings once incidents take place	Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
	Hazmat transport inspections on road. Inspections	List of hazmat transporters and spot-checks to ensure they have what they are listed to carry, forwarded bi-monthly to DMC	Public Health & Traffic Services
	Transport and container inspections by rail. Inspections	List of hazmat transporters and spot-checks to ensure they have	Public Health & Traffic Services

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
		what they are listed to carry, forwarded bi-monthly to DMC	
Transport: air	Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Reports submitted to DMC on yearly basis	Disaster Management Centre
Major Events	Preparation and planning, and informing communities of events and disaster plans relating to it. Event plans and pamphlets	Plans designed and distributed well beforehand	Disaster Management Centre
	Database indicating all possible venues and available evacuation and other plans for that venue	Lists of all venues that could house 250+ persons and associated risks for each, submitted to the DMC and/or Districts/Towns	Disaster Management Centre
Drought / water shortage	Alternative dams and/or cross-border water supply negotiations	Budget and programme action plans for specific water supply schemes	Operations & Maintenance - Engineering
	Installation of water collection and storage containers in strategic locations	Budget and location identification for containers	Operations & Maintenance - Engineering
	Installation of collection and storage containers at industries and organisations	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Warnings via television, radio, newspapers, verbal.	Operations & Maintenance - Engineering
	Installation of collection and storage containers at private homes	Awareness communication materials (pamphlets/calendars), Media campaigns, Notice boards; Warnings via television, radio, newspapers, verbal.	Operations & Maintenance - Engineering
	Linkages of data to monitor long term weather patterns vs water	Scenarios indicated and planned for	Disaster Management Centre

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
	demand. Change monitored and predictions made		
	Ground water resources. Ground water resources usability known	Ground water quality survey and impact assessment	Disaster Management Centre
Civil unrest (including terrorism)	Monitoring system implemented. Database with incidents indicated	Graphs and probability evaluations updated	Traffic Services And Saps
	Incident database to be set up and maintained. Incident database updated and maintained	Incident database designed, developed and implemented; updated	Traffic Services And Saps
Floods	Assessment of dam break impacts on existing developments. Dam break flood impacts	Documentation indicating impacts and consequences	Operations & Maintenance - Engineering
	Develop indicative flood mapping, giving an indication of the 100-year and RMF floodlines along the major watercourses. High frequency and risk of flood events, based on past events	Major impacts on especially informal and low-income settlements	Disaster Management Centre
	High water markers and beacons to indicate depth of rivers. Maintenance of beacons, and installation of additional high water markers	Maintaining of beacons; identification of positions for high water level markers; installation of high water markers	Operations & Maintenance - Engineering
	Flood hazard assessments for selected watercourses. Hazard assessment studies, reports and associated maps	Budget allocation for the various projects	Disaster Management Centre
	Ensuring no development and building in floodline areas. Awareness programmes and law enforcement	Awareness communication materials (pamphlets/calendars), Media campaigns	Integrated Development Planning

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
	Stormwater maintenance. Ongoing stormwater maintenance	Stormwater asset management register and maintenance scheduled and budgeted for	Operations & Maintenance - Engineering
Storms	Early storm risk predictions based on weather	Early warning system, linked with Weather Services; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
Environmental degradation	Waste site location and management. Integrated waste management plans	Drafting and acceptance of the waste management plans, and spatial data indicating location of all existing and future waste sites	Municipal Health Services
	Erosion protection, especially where sand and gravel mining is taking place. Stricter environmental controls	Decreased erosion and extraction	Municipal Health Services
Hazmat transportation	Specific incidences quickly and effectively reported and information distributed for possible evacuation. Immediate warnings once incidents take place	Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
	Hazmat transport inspections on ships. Inspections	List of hazmat transporters and spot-checks to ensure they have what they are listed to carry, forwarded bi-monthly to DMC	Disaster Management Centre
	Transport and container inspections by ship. Inspections	List of hazmat transporters and spot-checks to ensure they have what they are listed to carry, forwarded bi-monthly to DMC	Disaster Management Centre
Extreme temperatures	Early temperature risk predictions based on weather	Early warning system, linked with Weather Services; Warnings via television, radio, newspapers, verbal.	Disaster Management Centre
Desertification	Link with Weather Services: Monitoring and studies. Draft	Mainly monitoring	Municipal Health Services

Risk:	KPIs: Measurable performance targets	Means	Main responsible Department / Stakeholder responsible in the Municipality
	medium-longer term contingency plans for areas at risk		
Plant infestation /overpopulation	Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Reports submitted to DMC on yearly basis	Municipal Health Services
Animal/Insect infestation /overpopulation	Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Reports submitted to DMC on yearly basis	Municipal Health Services
Geological (Earthquake, Landslides, Subsidence, Erosion, Land Degradation)	Detailed Geological Risk Study in areas at possible risk. Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Contingency Plans for possible occurrences. Reports submitted to DMC on yearly basis	Municipal Health Services
Deforestation	Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Reports submitted to DMC on yearly basis	Municipal Health Services
Loss of biodiversity	Monitoring of types and severity of incidents that may lead to disasters. Yearly reports and inclusion of data into DMC database	Reports submitted to DMC on yearly basis	Municipal Health Services

The Amathole Municipal Disaster Risk Management Centre must ensure that response and recovery plans and disaster risk reduction plans, programmes and projects are incorporated into IDP's, spatial development frameworks, environmental management plans and other strategic developmental plans and initiatives in the Amathole District Municipality and in the local municipalities in the district.

5 Protection of critical infrastructure

Critical infrastructure includes assets and networks, physical or virtual, which are essential for the functioning of a society and economy.

This infrastructure is found in the following sectors/areas:

- Energy
- Communications
- Transportation
- Health Systems
- Public Safety and Security
- Public Administration
- Financial Sector
- Educational Systems
- Water and Sewerage
- Agriculture and Food
- Chemicals and Hazardous Material

Critical infrastructure in the Municipality will be pro-actively protected and a critical infrastructure protection plan will be developed by the Municipality.

6 Disaster response, recovery and reconstruction

6.1 Contingency planning

In terms of sections 52 and 53 of the Disaster Management Act, Act 57 of 2002, (the Act) each municipality and municipal entity must draft disaster risk management plans for their area. These plans include contingency strategies and emergency procedures.

In terms of section 54 of the Act, a Municipality must deal with a local disaster through existing legislation and contingency arrangements, even if a local state of disaster is not declared.

In terms of the National Disaster Management Framework, contingency planning is defined as follows:

The forward planning process for an event that may or may not occur, in which scenarios and objectives are agreed, managerial and technical actions defined, and potential response systems put in place to prevent, or respond effectively to, an emergency situation.

According to section 53(2)(k) of the Act, contingency plans should address:

- the allocation of responsibilities to the various role-players and co-ordination in the carrying out of those responsibilities;
- prompt disaster response and relief;
- the procurement of essential goods and services;
- the establishment of strategic communication links; and

- the dissemination of information.

Contingency plans for major disaster risks will be developed. Hazard specific disaster response actions will be identified in the contingency plans, but a generic disaster response flowchart is indicated below.

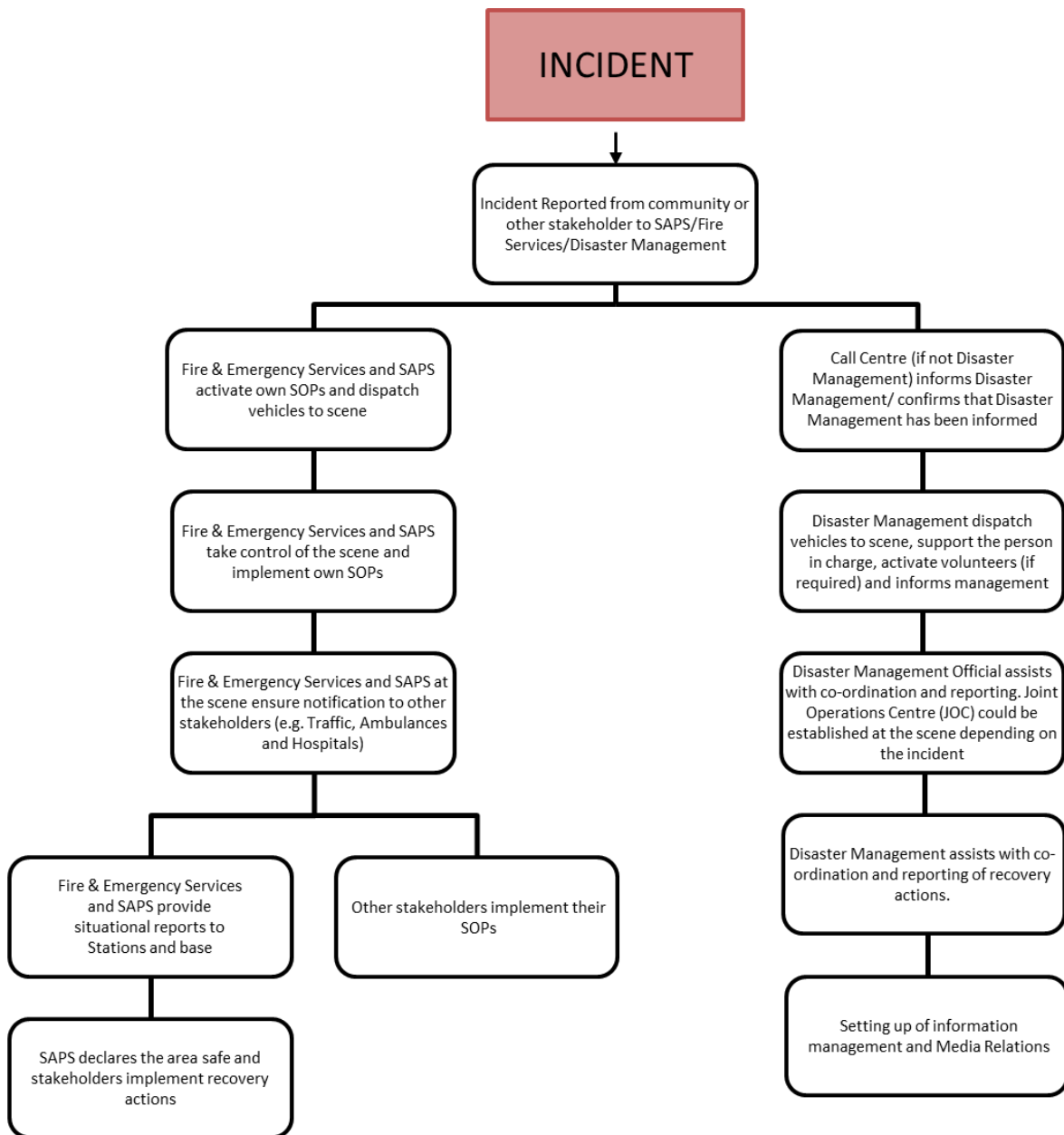


Figure 6-1: Generic response and recovery flow chart

6.2 Immediate and effective response

In terms of section 55(2) of the Act, the following can immediately be implemented once a local state of disaster has been declared:

- (a) the release of any available resources of the municipality, including stores, equipment, vehicles and facilities;

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- (b) the release of personnel of the municipality for the rendering of emergency services;*
- (c) the implementation of all or any of the provisions of a municipal disaster risk management plan that are applicable in the circumstances;*
- (d) the evacuation to temporary shelters of all or part of the population from the disaster-stricken or threatened area if such action is necessary for the preservation of life;*
- (e) the regulation of traffic to, from or within the disaster-stricken or threatened area;*
- (f) the regulation of the movement of persons and goods to, from or within the disaster-stricken or threatened area;*
- (g) the control and occupancy of premises in the disaster-stricken or threatened area;*
- (h) the provision, control or use of temporary emergency accommodation;*
- (i) the suspension or limiting of the sale, dispensing or transportation of alcoholic beverages in the disaster-stricken or threatened area;*
- (j) the maintenance or installation of temporary lines of communication to, from or within the disaster area;*
- (k) the dissemination of information required for dealing with the disaster;*
- (l) emergency procurement procedures;*
- (m) the facilitation of response and post-disaster recovery and rehabilitation; or*
- (n) other steps that may be necessary to prevent an escalation of the disaster, or to alleviate, contain and minimise the effects of the disaster.*

In reading section 54 of the act, the above will be pro-actively be implemented by the Amathole District Municipality in line with “Strategic Goal 3” of the AMD DRM Framework.

7 Disaster relief

A Disaster Relief Strategy will be furthered, which will inter alia address the following matters (also see “Strategic Goal 3” of the AMD DRM Framework):

- The link with SASSA and related legislation (see below**)
- Database of resources
- Manpower & resources contingencies
- Effective needs assessments

-
- Education as part of relief provision and sustainable relief provision, linking to prevention/mitigation
 - Relief protocols, including communication
 - 'Emergency kits'
 - Venues for relief
 - Relief reporting
 - Funding & procurement

****Mandate for SASSA**

The mandate of the Agency is to ensure the provision of comprehensive social security services against vulnerability and poverty within the constitutional and legislative framework

****Legislative Mandate for SASSA**

Social Assistance Act, 2004

The Act provides a national legislative framework for the provision of different types of social grants, social relief of distress, the delivery of social assistance grants by a national Agency and the establishment of an Inspectorate for Social Security.

South African Social Security Agency Act, 2004

The Act provides for the establishment of the South African Social Security Agency as a schedule 3A public entity in terms of the PFMA. The principle aim of the Act is to make provision for the effective management, administration and payment of social assistance and service through the establishment of the South African Social Security Agency. The President signed the Act on the 28th May 2004.

7.1 Post disaster impact assessments

After a disaster the following disaster impact assessment (in line with SP 19: Standard for conduction disaster impact assessment) activities will be undertaken, including an impact analysis relating to:

- Direct and indirect human (i.e. injuries and death) impact;
- Social impact (displacement and illness, livelihood disruptions);
- Agricultural impact;
- Infrastructural impact;
- Environmental impact;
- Economic loss impact;

-
- Telecommunications and other lifeline services (including, where possible, their geo-referencing).

The assessment will also include an evaluation of the response efforts of the various departments and role-players. The results from the assessment will be used to determine the overall impact of the event on the Municipality, identify gaps in the current disaster contingency plans, and also identify suitable improvements required to increase the resilience of the Municipality to disasters or extreme events.

8 Logistics

8.1 Introduction

Whether during disaster response, or while implementing mitigation activities, the basic task of a logistics system is to deliver the appropriate supplies, in good condition, in the quantities required, and at the place and time they are needed⁴. The type of supplies or goods transported in the specific logistical system will be influenced by the operation and activities supported by the logistical system, for example, if the aim is emergency relief, the goods might include food or shelter items; while, if a reconstruction or rehabilitation initiative is implemented, the goods transported might include equipment, or construction material. Therefore, irrespective of the disaster phase for which the logistical system is required and implemented (prevention, mitigation, response, recovery), some general considerations can be identified.

The aim of this section is to provide an overview of a general logistical system, and to provide guidance on conducting planning for logistical support during disaster mitigation activities.

8.2 Role of Logistics in Mitigation Activities

For the purpose of this discussion, Mitigation activities will be considered to include components such as Preparedness, Recovery and Reconstruction. Mitigation activities can generally also be grouped into two levels, namely structural and non-structural. Structural measures refer to any physical construction to reduce or avoid possible impacts of hazards, which include engineering measures and construction of hazard-resistant and protective structures and infrastructure. Non-structural measures refer to policies, awareness, knowledge development, public commitment, and methods and operating practices, including participatory mechanisms and the provision of information, which can reduce risk and related impacts.⁵ In terms of logistical systems in support of mitigation activities, and in line with the above mentioned definition, the aim of mitigation logistics will be to ensure appropriate mitigation related supplies or goods, in good condition, in the quantities required, are available at the place and time they are needed in order to implement preparedness, recovery and reconstruction activities. These items can include, amongst others:

4 Stephenson, R.S. 1993. Logistics. 1st Edition. Disaster Management Training Programme. UNDP.

5 International Strategy for Disaster Reduction, Terminology: Basic terms of disaster risk reduction

-
- **Equipment**
 - Construction (Concrete Mixers and Pumps, Scaffolding, Construction Plant, Earthwork Machinery, etc.)
 - Communication and Information Technology (Radio broadcasting, receiving, Cabling, Networks, Servers, etc.)
 - Office Equipment (Computer, Photocopiers, Printers, Plotters, etc.)
 - **Tools** (Power tools, Hand tools, Cleaning tools, Machine tools, Measuring tools, Surveying tools, Electrical, Kitchen, etc.);
 - **Furniture** (Desks, tables, chairs, beds, etc.);
 - **Vehicles** (Air, Land, Water vehicles) (Freight transport, People carriers, Medical vehicles, communication vehicles, etc.);
 - **Construction Material** (Wood, Metals, Stone, Water, etc.);
 - **Food Material**;
 - **Human Resources** (Specialists, support staff, construction workers, field workers, disaster victims, etc.); and
 - **Disaster Waste. Solid and liquid waste generated from a disaster, including**
 - Concrete, steel, wood, clay and tar elements from damaged buildings and infrastructures;
 - Parts from the power and telephone grids such as electrical poles, wire, electronic equipment, transformers;
 - Parts from water and sewage distribution systems;
 - Natural debris such as clay, mud, trees;
 - Chemicals, dyes and other raw materials from industries and workshops;
 - Waste from relief operations;
 - Waste from disaster settlements and camps including food waste, packaging materials, excreta and other wastes from relief supplies; and
 - Healthcare waste.⁶

6 Disaster Waste Management Guidelines. Joint UNEP/OCHA Environment Unit (2011)

All of these items might be required to support the implemented mitigation activities, be it preparedness, recovery or reconstruction related.

8.3 Overview of Logistics

The UNDAC⁷ indicates that: “Emergency logistics is a “systems exercise” and requires:

- Delivery of the appropriate supplies in good condition, when and where they are needed;
- A wide range of transport, often improvised at the local level;
- Limited, rapid, and specific deliveries from outside the area;
- A system of prioritising various relief inputs;
- Storing, staging, and moving bulk commodities;
- Moving people;
- Coordination and prioritization of the use of limited and shared transport assets; and
- Possible military involvement in logistics support (especially in cases of civil conflict).
- Main factors in the operating environment which shape the response are:
 - Capacity of the infrastructure;
 - Availability and quantity of transport assets in the country;
 - Politics of the situation; and
 - Civil conflict in the area of operations.”⁸

Even though the above relates specifically to ‘Emergency logistics’ the above mentioned aspects apply equally to logistics during the mitigation phase.

8.4 Components and Requirements of Logistical System Structure of a Logistical System

A logistical system will generally consist of the following components:

7 United Nations Disaster Assessment and Coordination (UNDAC) Handbook. (2006)

8 United Nations Disaster Assessment and Coordination (UNDAC) Handbook. (2006)

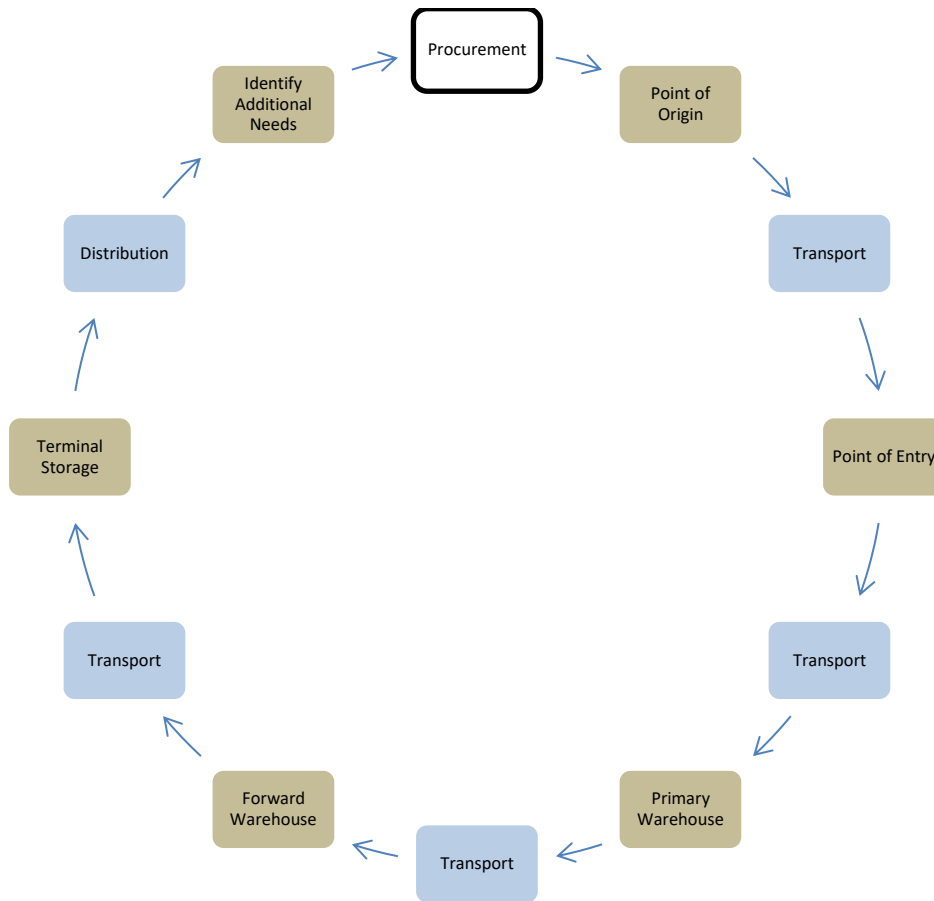


Figure 8-1: Logistical Flow and Components in Logistical Process

Generally speaking, the further down in the logistical flow, the smaller the used vehicles will be. The transportation means will usually start with ships, trains or aircraft, through big trucks with trailers or semi-trailers, to smaller trucks or even smaller four-by-four vehicles.⁹

8.5 Required Facilities and Equipment

The following function will form part of the logistical system, while a number of facilities will be required to support these functions:

Table 8-1: Logistical Functions and Facilities

Logistical Functions	Logistical Facilities
<ul style="list-style-type: none"> – Management; – Central support; – Procurement; – Port clearance; 	<ul style="list-style-type: none"> – Offices and administrative equipment; – Warehouses at various levels; – Fuel and spares stores; – Workshops;

9 United Nations Disaster Assessment and Coordination (UNDAC) Handbook (2006).

Logistical Functions	Logistical Facilities
<ul style="list-style-type: none"> – Warehouse/storage; – Transport; – Scheduling; – Communications; – Commodity control; and – Distribution control. 	<ul style="list-style-type: none"> – Vehicle parks; – Vehicles for management staff; – Fleets of trucks; – Special vehicles such as cranes, tankers and cargo-handling machines; – Communications equipment; and – Accommodations.

These functions and facilities should be taken into account when developing a logistical plan.

8.6 Role Players in Logistics

A number of role-players are involved in the logistical process, and should be considered in the logistical planning process. Some of the role-players involved in emergencies include:¹⁰

- **Multilateral agencies:** In general terms, these are organizations formed by several governments and include disaster assistance among their objectives, such as the United Nations. Their collaboration is generally focused on technical assistance related to the issues dealt with by their different agencies, sending of consultants and experts on these topics, and support to look for and channel assistance resources for the affected country. Multilateral agencies can often provide valuable expertise and support in terms of logistical processes.
- **Neighbouring communities or regions:** It is common to have contributions in kind and spontaneous volunteers from regions or countries neighbouring the affected area.
- **National or local government of the affected region or country:** A major event usually brings about the intervention not only of the national authority on disasters but also of other governmental institutions. This is especially the case with logistics, where a range different role players need to coordinate activities to ensure the availability, storage, transportation and delivery of goods or people. A key role-player in this regard will include border control / customs departments, who needs to ensure the swift processing and transportation of goods through the relevant ports of entry.
- **Military organizations:** Usually they have a wide supply of equipment and experience that may be used to support logistic operations. These include means of transportation, manpower, bridge and road construction, etc. However, the use of this resource must be carefully appraised whenever the army is an active participant in a conflict, as in these cases it may be unwise to use it for security reasons.

¹⁰ Based on Logistical Management of Humanitarian Supply Manual. Pan-American Health Organization. Regional Bureau of the World Health Organization. (2000)

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- **Non-governmental organizations (NGO):** These may be national or international and include religious and social organizations. The abilities, experience, and resources are usually very varied. There are international NGOs specializing in emergencies and with appropriate intervention skills and resources.
 - **Specialized institutions:** These groups may provide crucial technical assistance to deal with specific issues, such as vulnerability analysis, risk mitigation, needs assessment, or other more practical issues such as water portability, medical supply management, etc.
 - **The private and commercial sector, national and international:** This section may become involved at different levels ranging from donations to contracting their specialized services (transportation, storage room renting, equipment manufacturing, etc.).
 - **Local population:** The inhabitants of the disaster area are the first to provide aid and who also assist with contributions in kind for the victims. The role of local populations, familiar with the affected area, should not be underestimated.

8.7 The Logistical Plan

Planning and preparedness is vital to establish an adequate logistics system. This planning should be based on good knowledge of the geographic, social, political, and physical context in which the operations are to be implemented¹¹. After a suitable plan has been compiled, it is also important to ensure effective implementation through the required operations plan. The plan should respond to the following questions with clear, detailed answers:¹²

- Which tasks are to be performed? How do they relate to other activities, and what is the sequence for their implementation?
- Who are responsible for these tasks? (List specific organizations/departments).
- Who will be in charge of the global coordination of the logistics system?
- Which resources will be necessary? How and where will they be acquired?
- Which alternative actions will be implemented in case the defined system breaks down?
- Special procurement process that can be affected by existing procurement-related legislation.

11 Based on Logistical Management of Humanitarian Supply Manual. Pan-American Health Organization. Regional Bureau of the World Health Organization. (2000)

12 Based on Logistical Management of Humanitarian Supply Manual. Pan-American Health Organization. Regional Bureau of the World Health Organization. (2000)

9 Information management and communication

The Amathole District Municipality will adhere to the *integrated information management and communication model* as contained in the NDMF, summarised below:

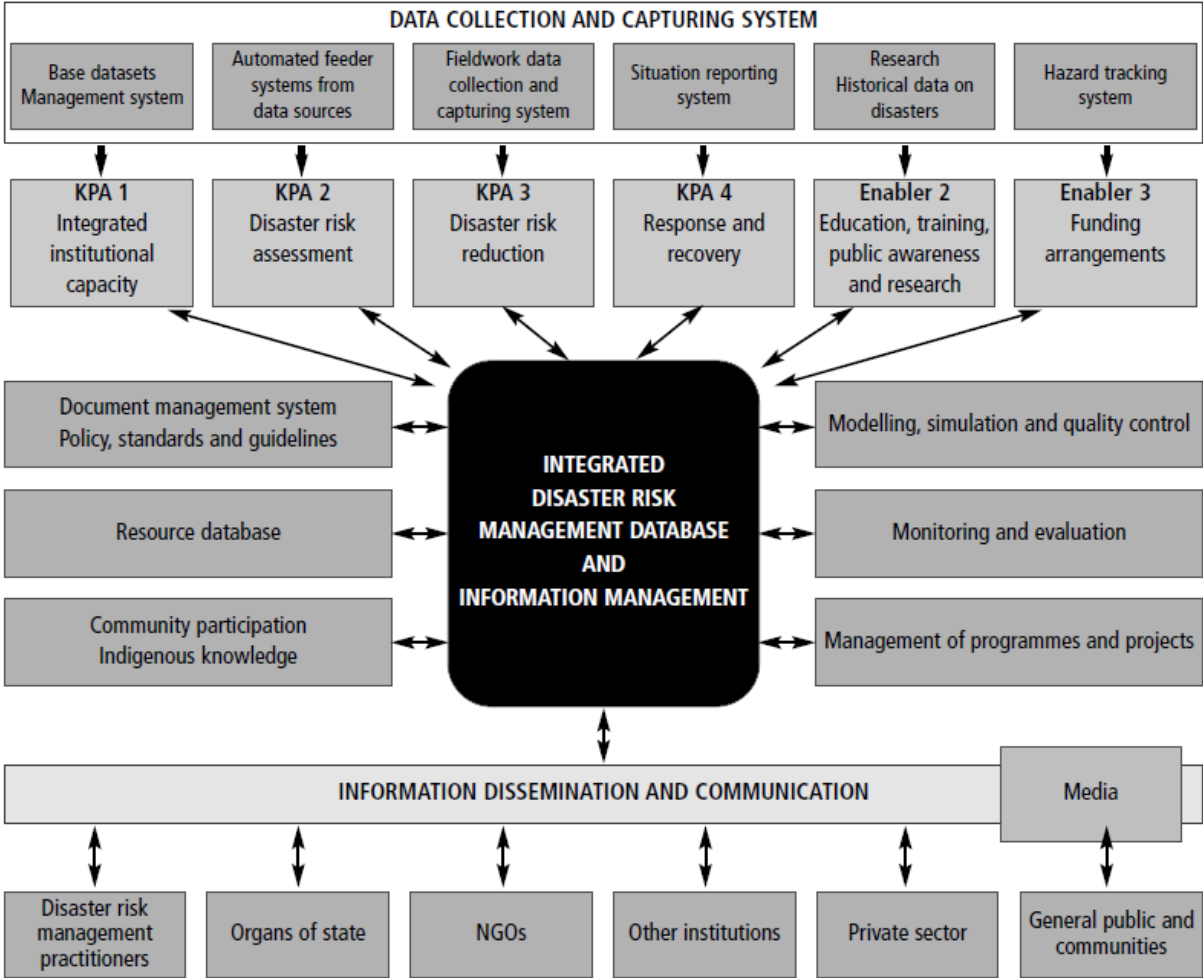


Figure 9-1: Model of an integrated information management and communication system for disaster risk management

Effective communication is paramount to effective disaster risk management planning and implementation. Each stakeholder’s communication, dispatching and other procedural arrangements are governed by its functional role and its related standard operating procedures. Details of specific disaster incident communication protocols are contained in the disaster contingency plans, where such details are required.

Communication during a disaster or major incident needs to be fast and require the provisioning of accurate information. Designated resources that would be favourably positioned to convey messages and collect information would be communications officers who would act as a communication and information coordinating hub and municipal representatives who would be in familiar with and trusted by local communities.

The involvement of communities is becoming more prominent to ensure resilience and sustainability.

At the heart of participative strategies is the requirement for a sustainable municipal representative that communities will trust and allow should meetings be held for capacity building or information dissemination.

The nature of communication and information management before an incident is largely gathering and making information available regarding the incident. During the incident it is critical to maintain situational awareness and understanding. In order to fulfil this requirement speed of delivery, accessibility and accuracy is very important. SMS, direct phone calls and even two-way radios are preferred mechanisms. After an incident the coordination of recovery incidents would need to take place. For this purpose emails and meetings would be sufficient.

A stakeholder contacts database has been developed and available. Specific stakeholder contact details will also contained in the disaster contingency plans.

10 Education, training, public awareness and research

Communication and stakeholder participation in disaster risk management in The Amathole District Municipality will be executed (In line with "Strategic Goal 5) through a consultative process, education and public awareness, initiated by the Amathole District Municipality disaster management function. These processes will include the development and updating of disaster management information leaflets, training programmes, media and local-level meetings with disaster management role players, including non-governmental institutions (to be preferably invited / co-opted on the local disaster management committee) and the local traditional and community leaders, schools, clinics and communities.

Although the main responsibility to plan for, ensure budgeting and executing education, training and research (and the publication and communication of the results thereof) lies with the Amathole District Municipality disaster management function, local Municipalities and Municipal departments, organs of state and municipal entities will also address these elements pro-actively. This will be co-ordinated through to the Amathole District disaster management function and the results communicated to the Eastern Cape Province Provincial DMC, NDMC and the local disaster management committee.

Training on disaster risk management in The Amathole District Municipality will be in accordance with the NDMF and National Guidelines in this regard. Training can be of an accredited or non-accredited nature. Practical, 'hands-on' training of The Amathole District Municipality and local municipal disaster management officials need to be executed to ensure that at least the following capabilities have been efficiently established in the Amathole District Municipality disaster management function:

- Public Awareness: Public Awareness is ongoing;
- Education: to have brochures for disaster management for primary schools;
- Training: training of staff on emergency evacuation; and
- Integrating all of the above into an effective Amathole District Disaster Management operation.

Communication and stakeholder participation in disaster management in the Amathole District Municipality is executed through a consultative process, education and public awareness, initiated by the Amathole District Municipality disaster management function. These processes includes the development of disaster management information leaflets, training programmes, media and local-level meetings with disaster management role players, including non-governmental institutions (to be preferably invited / co-opted on the local disaster management committee) and the local traditional and community leaders, schools, clinics and communities.

As part of gathering indigenous knowledge (part of detailed hazard identification), at municipal level, local communities and structures will be orientated on the requirements of the Act and the specific element and information required from them in terms of the Act.

Through the hazard identification and disaster information management dissemination processes, indigenous knowledge via local communities and local structure representatives will consequently be directly acquired and involved.

Cross-border disaster management co-operation and co-planning is crucial and will be facilitated through the Amathole District disaster management function within the protocols of Government and as made provision for in section 1.4.4 and 1.4.5 of the NDMF. Memoranda of Understanding will be signed with bordering Municipalities, Districts and Provinces (*section 33 (4) of the Act and sections 1.2.4.1, 1.2.5.1, 1.4.4 and 1.4.5 of the NDMF*).

Disaster management actions and initiatives, such as result of important meetings and new projects, will be communicated to the communities' via media or otherwise.

The Amathole District Disaster Management, along with District, Provincial and Municipal organs of state and municipalities will also formulate and implement appropriate disaster management public awareness programmes that are aligned with the national disaster management public awareness strategy and will play an active part in engaging schools to ensure a practical approach to education and awareness programmes.

School disaster risk management awareness programmes in The Amathole District Municipality will be conducted, assessed and adapted on an annual basis. Community resilience-building is crucial and a first capacity-building priority is the consultative development of a uniform approach to community-based risk assessment for municipalities and non-governmental and community-based organisations throughout The Amathole District Municipality. This will contribute considerably to closer links between disaster risk reduction and development planning in disaster-prone areas and communities.

11 Integrated reporting, monitoring and evaluation

The Act requires that the Amathole District Disaster Management will monitor progress, prevention, mitigation and response and compliance with the Act and measure performance in this regard.

Taking into consideration the requirements of the NDMF, the following approach will be followed in this regard:

-
- Taking cognisance of the KPIs defined in the DMF, investigating requirements and creating a formal disaster management performance management process for The Amathole District Municipality. This will include development of a series of checklists to assist with future monitoring and evaluation processes and a procedures guideline document to be used by The Amathole District and local municipal disaster management functions' personnel.
 - Reviewing the results of disasters and major incidents in areas where these have occurred and developing contingency arrangements in the interim from lessons learned. This is a simplified example and does not aim to replace any formal reporting templates prescribed by the PDMC or NDMC, such as the PPO management mechanism.
 - Conducting rehearsal and simulation exercises.
 - Constant progress reporting to the PDMC and NDMC, as may be required by these institutions and reports to the Municipal Council as required by Council.

Disaster Incident Reporting will occur in the formats prescribed by the District and/or Provincial DMC's externally and in the formats required by the Municipal Council internally.

An example of a format for reporting on disasters or major incidents is attached as **Appendix B**. This is a simplified example and does not aim to replace any formal reporting templates prescribed by the PDMC or NDMC, such as the National Incident Reporting System.

12 Funding arrangements

Funding arrangements for disaster management are specified in the NDMF as indicated below and these guidelines will be followed in the district.

Table 12-1: Funding arrangement for disaster risk management

Activity	Funding source	Funding mechanism
Start-up activities (KPA 1, Enabler 1)	National government	Conditional grant for local government – district and metropolitan municipalities, where necessary
		Conditional grant for provinces with counter-funding component ¹
		Budget of national departments
Disaster risk management ongoing operations (KPAs 2 and 3)	National and provincial government	Own departmental budgets
	New assignment to local government	Increase in the I (Institutional) component of the equitable share of local government
Disaster risk reduction (KPAs 2 and 3)	National departments	Own budgets
	Provincial departments	Own budgets but can be augmented by application for funding to the NDMC for special national priority risk reduction projects
	District municipalities	Own budgets but can be augmented by application for funding to the NDMC for special national priority risk reduction projects
	In the case of low-capacity, resource-poor municipalities ²	Additional funding released from the NDMC targeted at these categories of municipalities
Response, recovery and rehabilitation and reconstruction efforts (KPA 4)	National government	Own budget for those departments frequently affected by disasters
		Access to central contingency funds
		Reprioritise within capital budgets for infrastructure reconstruction
	Provincial government	Own budget, particularly for those departments frequently affected by disasters
		Conditional infrastructure grants
		Access to central contingency fund once threshold is exceeded on a matching basis
Local government	Access to central contingency fund once threshold is exceeded	
	Conditional infrastructure grant, i.e. Municipal Infrastructure Grant (MIG)	
Education, training and capacity-building programmes (Enabler 2)	All spheres of government	Own budgets and reimbursement through SETAs
		Public awareness programmes and research activities can also be funded through the private sector, research foundations, NGOs and donor funding
<p>Notes:</p> <p>1. The suggested ratio for counter-funding is 85:15, i.e. 15 per cent of all start-up costs being funded by provincial government.</p> <p>2. Low-capacity, resource-poor municipalities should be identified through the creation of a composite index that takes into account the operating income of municipalities and their capacity classification as determined by National Treasury.</p>		
<p>Source: Partially adapted from FFC, <i>Submission on the Division of Revenue 2003/04</i>, Midrand, p. 96.</p>		

Section 7.6.2 of the NDMF states that “Cost expenditure on routine disaster risk management activities must be funded through the budgets of the relevant organs of state.

Preparedness must be funded through the budgets of national, provincial and local organs of state as part of their routine disaster risk management activities”.

In light of the above it is evident that the district municipality and all local municipalities in the district must fund and implement disaster risk management from their own budgets.

The district municipality may assist local municipalities from time to time with regard to funding for disaster risk reduction activities, but this does not release the local municipal councils from their responsibilities in this regard.

13 Conclusion

As required by the NDMF, the focus of this plan was to establish a foundation for institutional arrangements for disaster management in the Municipality, putting in place contingency arrangements for responding to known priority threats as identified in the initial stages of the disaster risk assessment, identifying key governmental and other stakeholders, and developing the capability to generate a Level 2 Disaster Risk Management Plan. These aspects have been addressed in this document.

**APPENDIX A: Action plan for further implementation of disaster risk management in the Amathole District
Municipality**

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
KEY PERFORMANCE AREA 1: ESTABLISH INTEGRATED INSTITUTIONAL CAPACITY				
<p>IMPERATIVE</p> <p>1.1 Establish functionally effective arrangements for the development and adoption of an integrated policy for Disaster Risk Management</p>	Disaster Management Centre	The District Disaster Management Policy Framework has to be updated.	30 JUNE 2017	
<p>IMPERATIVE</p> <p>1.2 Establish functionally effective arrangements for integrated direction and implementation of the Disaster Management Act, 2002; implementation of the Disaster Management Amendment Act, 16 of 2015; the NDMF; the provincial and district DMF's.</p>	Disaster Management Centre, in collaboration with all departments and external stakeholders	<p>The DMC need to be fully established (housed), staffed and equipped.</p> <p>The Head of the Centre has been formally appointed.</p> <p>The DMAF and committees have been established and will be furthered.</p> <p>All Local Municipalities must establish their own disaster management function with staff and equipment.</p>	Pending the availability of funding	
IMPERATIVE	Disaster Management Centre	Stakeholders are constantly being invited to planning and input sessions	Undertaken Monthly through	Nil

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
1.3 Establish functionally effective arrangements for stakeholder participation and the engagement of technical advice in disaster risk management planning and operations		pertaining to disaster risk assessments and planning.	Community Based Risk Assessment and Community Dialogues	
<p>IMPERATIVE</p> <p>1.4 Establish functionally effective arrangements for national, regional and international cooperation for disaster risk management</p>	Disaster Management Centre	The DMC is working in close collaboration with Provincial and National Disaster Management Centres and institutions, as well as neighbouring municipalities and provinces and the private sector. Memoranda of understanding / mutual assistance agreements with main stakeholders need to be identified and finalised.	2017/2018	
KEY PERFORMANCE AREA 2: CONDUCT DISASTER RISK ASSESSMENTS AND MONITOR DISASTER RISK TO INFORM DISASTER RISK MANAGEMENT PLANNING AND DISASTER RISK REDUCTION UNDERTAKEN BY ORGANS OF STATE AND OTHER ROLE PLAYERS				

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
<p>IMPERATIVE</p> <p>2.1 Conduct comprehensive disaster risk assessments to inform disaster risk management and risk reduction policies, planning and programming</p>	<p>Disaster Management Centre</p>	<p>A scientific disaster risk assessment has been conducted in 2010-2011 and the results of the updated assessment are available at the DMC.</p>	<p>Done 2013 and reviewed 2014, revised 2015 and under review in 2016/17</p>	
<p>IMPERATIVE</p> <p>2.3 Identify and establish effective mechanisms to monitor, update and disseminate disaster risk information</p>	<p>Disaster Management Centre</p>	<p>This is being executed by the Disaster Management Centre</p>	<p>Continued</p>	
<p>IMPERATIVE</p> <p>Identify and apply mechanisms to conduct quality control</p>	<p>Disaster Management Centre</p>	<p>The municipal disaster management centre need to appoint technical advisory committees comprising the relevant specialist scientific and technical expertise in the relevant sphere to assist with monitoring standards and progress of disaster risk assessments and with the validation and/or interpretation of findings. The methodology and results of the disaster risk assessments have been subjected to</p>	<p>The ADM GIS Unit is assisting the disaster management unit</p>	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		an independent technical review process and external validation.		
KEY PERFORMANCE AREA 3: DEVELOP AND IMPLEMENT INTEGRATED AND RELEVANT DISASTER RISK MANAGEMENT PLANS AND RISK REDUCTION PROGRAMMES IN ACCORDANCE WITH APPROVED FRAMEWORKS				
<p>IMPERATIVE</p> <p>3.1 Compile and implement integrated and relevant disaster risk management plans</p>	<p>Disaster Management Centre, all municipal departments and Municipal Entities</p>	<p>This Disaster risk management plan has been drafted. All local municipalities and municipal departments and municipal entities still need to draft / update their disaster risk management plans.</p>	<p>The Disaster Management Centre to assist it's local municipalities with the development of these plans by 2017/2018 financial year</p> <p>(Mbhashe Local Municipality has developed it's</p>	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
			Disaster risk management plan	
<p>IMPERATIVE</p> <p>3.2 Determine municipal priority disaster risks and priority areas, communities and households</p>	<p>Disaster Management Centre</p>	<p>A disaster risk profile has been generated in 2013 and the results of the assessment are available at the DMC.</p>	<p>Completed in 2013. Revised in 2015. Under review in 2016/17 financial year</p>	
<p>IMPERATIVE</p> <p>3.3 Scope and develop disaster risk reduction plans, projects and programmes</p>	<p>Disaster Management Centre, all municipal departments and Municipal Entities</p>	<p>This has been executed as part of the development of this plan, but still need to be executed by all municipal departments and Municipal Entities</p>	<p>Disaster Management Centre is conducting Community Based Risk Assessments and Community Dialogues quarterly</p>	
<p>IMPERATIVE</p>	<p>Municipal Management, Disaster Management Centre, all municipal</p>	<p>This Disaster risk management plan will be incorporated into the Municipal IDP.</p>		

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
3.4 Incorporate disaster risk reduction efforts into strategic integrating structures and processes	departments and Municipal Entities	<p>Risk-related information will be incorporated into spatial development and environmental management frameworks.</p> <p>Mechanisms to disseminate experience from pilot and research projects that explore the vulnerability reduction potential, appropriateness, cost-effectiveness and sustainability of specific disaster risk reduction initiatives will be further established.</p> <p>Case studies and best-practice guides in disaster risk reduction, facilitated by the municipal disaster risk management centre, will be generated and disseminated.</p> <p>Disaster risk reduction programmes, projects and initiatives need to be implemented by municipal departments, local municipalities and any other municipal entities.</p>	<p>The Disaster risk management plan has been incorporated into the 2015/2016 Municipal IDP.</p> <p>Continued</p>	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		Regulations, standards, minimum criteria, by-laws and other legal instruments that encourage risk-avoidance behaviour need to be constantly enforced by municipal departments and other entities and documented in annual reports to the municipal disaster management centre, the NDMC and the provincial disaster risk management centre concerned.	Continued	
KEY PERFORMANCE AREA 4: DEVELOP AND IMPLEMENT MECHANISMS TO ENSURE APPROPRIATE AND EFFECTIVE DISASTER RESPONSE AND RECOVERY IN ACCORDANCE WITH STATUTORY REQUIREMENTS				
<p>IMPERATIVE</p> <p>4.1 Identify and implement mechanisms for the dissemination of early warnings</p>	Disaster Management Centre, all municipal departments and Municipal Entities	Effective and appropriate early warning strategies will be further developed and implemented and the information communicated to stakeholders to enable appropriate responses.	Continued	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		Strategic emergency communication links will be further established in high-risk areas and communities.		
<p>IMPERATIVE</p> <p>4.2 Develop and implement mechanisms for the assessment of significant events and/or disasters for the purposes of classification and declarations of a state of disaster to ensure rapid and effective response</p>	Disaster Management Centre	<p>Uniform methods for the assessment and costing of significant events or disasters, which are consistent with national requirements, will be developed and adopted.</p> <p>Mechanisms for the rapid and effective classification of a disaster and the declaration of a state of disaster have been established.</p> <p>Mechanisms for conducting disaster reviews and reporting, including mechanisms to enable assessments that will comply with the provisions of sections 56 and 57 of the DM Act, have been developed and implemented.</p> <p>Research reports on significant events and trends are routinely submitted to</p>	Continued continued	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		<p>the municipal disaster management centre, the NDMC and the relevant provincial disaster management centre, and are disseminated to stakeholders.</p> <p>Review reports on actual disasters are routinely submitted to the municipal disaster management centre, the NDMC and the relevant provincial disaster risk management centre, and are disseminated to stakeholders.</p>		
<p>IMPERATIVE</p> <p>4.3 Develop and implemented mechanisms to ensure integrated response and recovery efforts</p>	<p>Disaster Management Centre, all municipal departments and Municipal Entities</p>	<p>The municipal departments, local municipalities and any other entities that should bear primary responsibility for contingency planning and the coordination of known hazards have been identified and allocated such responsibility.</p> <p>Stakeholders who must bear secondary responsibility for contingency planning and the coordination of known hazards</p>	<p>continued</p>	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		<p>have been identified and allocated such responsibility.</p> <p>Contingency Plans for certain known hazards need to be developed and implemented by all municipal departments, local municipalities and any other municipal entities.</p> <p>Response and recovery plans are reviewed and updated annually.</p> <p>Field Operations Plans (FOP's) for the various activities associated with disaster response and recovery need to be developed, implemented and are reviewed and updated annually and after each significant event and/or disaster.</p> <p>Multi-agency responses need to be constantly managed in accordance with national regulations and directives and the relevant provincial disaster risk</p>		

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		<p>management policy framework, and are reviewed and updated annually.</p> <p>Policy and directives for the management of disaster response and recovery operations need to be developed and gazetted or published and need to be adhered to.</p>		
<p>IMPERATIVE</p> <p>4.4 Develop and adopt mechanisms for the management and distribution of disaster relief in accordance with national regulations and directives and the provincial DMF</p>	<p>Disaster Management Centre, Housing</p>	<p>Disaster relief measures are managed in accordance with national regulations and directives and are progressively monitored and reviewed annually. Recommendations are made to the municipal disaster risk management centre, the NDMC and/or the provincial disaster risk management centre concerned, on any adjustments according to lessons learnt.</p>	<p>Continued</p>	
<p>IMPERATIVE</p> <p>4.5 Develop and implement mechanisms to ensure that integrated rehabilitation and</p>	<p>Disaster Management Centre, Infrastructure & Development, Housing & Land</p>	<p>Post-disaster technical task teams for rehabilitation and reconstruction projects need to be established and operate effectively.</p>	<p>Constant</p>	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
reconstruction activities are conducted in a developmental manner		Mechanisms for the monitoring of rehabilitation and reconstruction projects have been established and regular progress reports are submitted to the municipal disaster management centre, the NDMC and the provincial disaster management centre concerned.		
Enabler 1: Mechanisms have been identified and developed to ensure that all relevant data in respect of the information management system is gathered and captured simultaneously in the process of developing and implementing disaster risk management plans and risk reduction programmes	Disaster Management Centre	A Disaster Management Information System and communication need to be procured and is being used and updated.		
Enabler 2: Education, training, public awareness and research (knowledge management) needs in respect of disaster risk reduction planning and implementation have been analysed, and appropriate mechanisms have been identified and implemented to address the relevant needs	Disaster Management Centre	Education, training, public awareness and research (knowledge management) needs in respect of response and recovery planning and operations have been analysed and appropriate mechanisms need to be identified and	Continued	

MAIN KEY PERFORMANCE AREAS AND INDICATORS	RESPONSIBLE DEPARTMENT / INSTITUTION	CURRENT STATUS AND OUTSTANDING ACTIONS	TARGET DATE FOR COMPLETION OF OUTSTANDING ACTIONS	POSSIBLE BUDGET
		implemented to address the relevant needs.		
Enabler 3: A business plan and a budget for the development and implementation of disaster risk management plans and risk reduction programmes have been prepared, submitted and approved for the current and ensuing financial year	Disaster Management Centre, all municipal departments and Municipal Entities	A business plan and a budget for the development and implementation of response and recovery operational plans is prepared, submitted and approved for the current and ensuing financial year.	Annually	

APPENDIX B: AN EXAMPLE OF A FORMAT FOR REPORTING TO THE DMC ON DISASTERS AND MAJOR INCIDENTS



AMATHOLE DISTRICT MUNICIPALITY

DISASTER MANAGEMENT CENTRE DISASTER ASSESSMENT FORM

LOCAL MUNICIPALITY		PLACE/VILLAGE	
TYPE OF INCIDENT		DATE OF INCIDENT	
LATITUDE(SOUTH)		LONGITUDE (EAST)	
REMARKS <i>Please tick</i>	<input type="checkbox"/> HOMELESS	<input type="checkbox"/> MATERIAL	<input type="checkbox"/> NOT DESTITUTE
EMPLOYMENT STATUS	<input type="checkbox"/> UNEMPLOYED	<input type="checkbox"/> EMPLOYED	<input type="checkbox"/> OTHER INCOME
COMMENTS on current situation? Where do victim stay?			

HEAD OF THE FAMILY

CHILD HEADED FAMILY

SURNAME :

NAME :

IDENTITY NUMBER:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

MALE

FEMALE

NUMBER OF VICTIMS

DECEASE

CATEGORIES *Please tick the relevant*

✓	PRIORITY	DESCRIPTION
<input type="checkbox"/>	A	Dangerous for habitation/totally destroyed
<input type="checkbox"/>	B	Badly damaged but habitable
<input type="checkbox"/>	C	Minor damage/not repaired
<input type="checkbox"/>	D	Damaged but repaired
<input type="checkbox"/>	Formal	Built with brick and mortar : flats, townhouses, etc.
<input type="checkbox"/>	Informal	Constructed of iron duad and wattle ,etc.

TYPE OF STRUCTURE:

Roofing	Cement and Blocks	Cement and Bricks	Clay and Bricks	Clay and Mudblocks	Duad& Wattle Other
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ESTIMATED DAMAGE:

MATERIAL	Corrugated Iron	I B R	Roofing Screws	Wire Nails	Roofing Wire	Ridging	Perlines	Rafter
SIZE								
Quantity								

COMPILED BY:..... DATE :

DESIGNATION:.....

DATA CAPTURED *OFFICE USE ONLY* BYDATE:.....

APPENDIX C: AMATHOLE DISTRICT MUNICIPALITY DISASTER RISK MANAGEMENT FRAMEWORK

**APPENDIX D: AMATHOLE DISTRICT MUNICIPALITY SUPPORT POLICIES / AMATHOLE DISTRICT MUNICIPALITY DISASTER RISK
ASSESSMENT REPORT**

APPENDIX E: AMATHOLE DISTRICT MUNICIPALITY ALL HAZARD CONTINGENCY PLANS