



Endorsement

NOTICE FOR THE ADOPTION OF SEDIBENG DISASTER MANAGEMENT PLAN

The Sedibeng District Municipality is committed to the policy of Disaster Management in order to make Sedibeng a safer place for all. Therefore, the Sedibeng Disaster Management Plan is hereby adopted in accordance with the requirements of the Disaster Management Act, Act 57 of 2002 and as per Council Resolution no. 72-2013-12-11.

Sedibeng District Municipality.

Sedibeng Disaster Management Centre is the custodian of the Sedibeng Disaster Management Plan and that the Head of SDM Centre is responsible to ensure that annual review and updating of the plan is implemented.

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DISASTER MANAGEMENT PLAN

1. INTRODUCTION

The Disaster Management Act, 2002 (Act No.57 of 2002) came into effect on the 1 of July 2004 for municipalities.

The Act inter alia, provides for-

- An integrated and coordinated disaster management policy that focuses on preventing or reducing the risk of disasters, mitigating the severity of disasters, emergency preparedness, rapid and effective response to disasters and post-disaster recovery;
- The establishment of national, provincial and municipal disaster management centres
- Disaster management volunteers; and
- Any matter relating to disaster management.

Sedibeng Disaster Management Centre/Function

Chapter 5 of the Disaster Management Act requires municipalities to-

- Develop and implement Municipal disaster management policy framework
- Establish a disaster management centre
- Appoint head of a municipal disaster management centre
- Develop and implement disaster prevention and mitigation strategies and programmes
- Deal with disasters occurring or threatening to occur within the jurisdiction
- Submit annual reports
- Establish and maintain a district disaster management advisory forum
- Prepare and implement disaster management plans
- Take full responsibilities in dealing with and declaration of disasters.

Definitions

- **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.
- **Capacity:** Ability to effectively cope with any prevailing circumstance / situation. (be it manpower or resources).
- **Critical facilities:**
 - ✓ Key private and public facilities which may be utilised as emergency shelter during disasters **OR**
- Facilities because of their function, size, service area, or uniqueness have the potential to cause serious bodily harm, extensive property damage, or disruption of vital socioeconomic activities if they are destroyed, damaged, or if their services are repeatedly interrupted.
- **Disaster Management Centre:** A facility within the Municipal area equipped & resourced (manpower & special resources) to perform the following:
 - ✓ Specializing in issues regarding Disaster & Disaster Management.
 - ✓ Promoting an integrated approach to Disaster Management.
 - ✓ Act as a repository of, and conduit for, information concerning Disasters.
 - ✓ Act as an Advisory & consultative body on issues concerning Disaster Management.
 - ✓ Promote Disaster Management capacity building, training & education.
 - ✓ Disseminating information regarding Disaster Management to communities that are vulnerable to Disasters.

- **Emergency:** This is a sudden and usually unforeseen event that calls for immediate measures to minimise its adverse consequences or potential threat to health and safety, the environment or the property.
- **Hazard:** A rare, extreme, natural or human-made event that threatens to adversely affect human life, property or activity to the extent of causing a disaster. Hazards can be caused by natural occurrences, the acts of mankind or as a result of the use or misuse of technology. Hazards can be sequential or combined in their origin and effects. Each hazard is characterized by its location, intensity, frequency and probability.
- **Head of Centre:** Is a person appointed by council to perform and take directions from council pertaining disaster management.
- **Risk:** The expected losses (lives lost, person injured, damage to property and disruption of economic activity of livelihood) caused by a particular phenomenon. Risks, either man-made or natural are constant. The potential is usually measured by its probability in years.
- **Risk Assessment:** The process of determining the likelihood that a specified negative event will occur.
- **Risk Reduction:** is a systematic approach to identifying, assessing and reducing the risks of disaster. It aims to reduce socio-economic vulnerabilities to disaster as well as dealing with the environmental and other hazards that trigger them.
- **Mitigation:** in relation a disaster, means measures aimed at reducing the impact or effects of a disaster.
- **Rehabilitation:** Restoration of an entity to its normal or near-normal functional capabilities after the occurrence of a disabling event.
- **Vulnerability:** means the degree to which an individual, a household; a community or an area may be adversely affected by a disaster.

2. THE PLAN

The Aim of the Plan

The aim of this plan is to define the processes to be taken to prevent, mitigate and prepare to manage disasters or disasters threatening to occur in Sedibeng.

This disaster management plan provides for:-

- Recognition of the situations requiring specialized, incident-specific implementation of the Sedibeng disaster management plan
- Risk and vulnerability assessment in the Sedibeng region
- Roles and responsibilities of the various role-players before, during and after the occurrence of a disaster.
- Implementation of disaster risk reduction, disaster prevention and mitigation and preparedness strategies and programs
- Implementation of a uniform incident management system for all services responding to disasters in the municipality.
- Prompt disaster response.
- Implementation of emergency support mechanisms for interagency coordination during all phases of disaster management
- Prompt procurement for essential goods and services for disaster relief.
- Creation of adequate institutional capacity to deal with routine & major incident

Planning Assumptions

The Sedibeng DMP is based on the following broad assumptions:

- The district municipality, acting after consultation with relevant local municipality, is primarily responsible for the coordination and management of local disasters that occur in its area.
- The district municipality and the relevant local municipality may despite section 54 (1) b of the Disaster Management Act (Act 57 of 2002), agree that the council of a local municipality assumes primary responsibility for the coordination and management of a local disaster that has occurred or may occur in the area of the local municipality.
- Incidents are typically managed at the lowest possible geographic, organizational, and jurisdictional level.

- The combined expertise and capabilities of government at all levels, the private sector, and nongovernmental organizations will be required to prevent, prepare for, respond to, and recover from any form of disaster.
- The Sedibeng DMC will coordinate operations and/or resources during disasters that may:
 - Occur at any time with little or no warning in the context of a general or specific threat or hazard;
 - Require significant information-sharing at the unclassified and classified levels across multiple jurisdictions and between the public and private sectors;
 - Involve single or multiple geographic areas;
 - Have significant international impact and/or require significant international information sharing, resource coordination, and/or assistance;
 - Span the spectrum of incident management to include prevention, preparedness, response, and recovery;
 - Involve multiple, highly varied hazards or threats on a local, regional, or national scale;
 - Result in numerous casualties; fatalities; displaced people; property loss; disruption of normal life-support systems, essential public services, and basic infrastructure; and significant damage to the environment;
 - Impact critical infrastructures across sectors;
 - Overwhelm capabilities of local governments, and private-sector infrastructure owners and operators;
 - Attract a sizeable influx of independent spontaneous volunteers and supplies;
 - Require prolonged, sustained incident management operations and support activities.
- Top priorities for disaster management are to:
 - Save lives and protect the health and safety of the public, responders, and recovery workers;
 - Prevent an imminent incident from occurring;
 - Save property and mitigate damages and impacts to individuals, communities, and the environment; and

- Facilitate recovery of individuals, families, businesses, governments, and the environment.

SEDIBENG DISASTER MANAGEMENT CENTRE: VISION

To strive towards the elimination of all avoidable disasters in the Sedibeng District Municipality thereby supporting the social and economic development of our communities.

SEDIBENG DISASTER MANAGEMENT CENTRE: MISSION

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

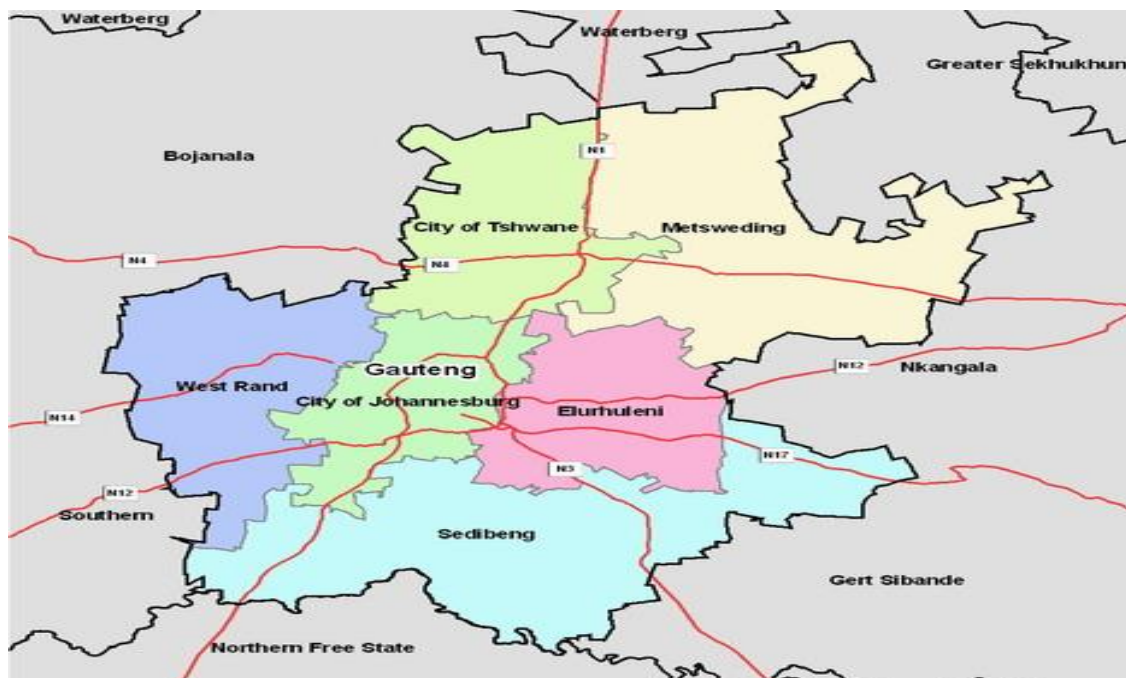
LEGISLATION, REGULATIONS AND DIRECTIVES

The following legislations (not restricted to), govern the Disaster Management activities of the Sedibeng District Municipality (inclusive of Emfuleni-, Midvaal and Lesedi Local Municipalities):

- The Disaster Management Act (Act 57 of 2002)
- The National Water Act, Act 36 of 1998
- The National Veld and Forest Fire Act (act 101 of 1998).
- The Fire Brigade Services Act, Act 99 of 1987 as amended
- The Constitution (Act 108 of 1996)
- Municipal Systems Act (Act No 32, 2000)
- Occupational Health And Safety Act, 1993 (Act No. 85 Of 1993)
- Occupational Health And Safety Act, 1993 (Act No. 85 Of 1993) Diving Regulations, 2001
- Local Government Municipal Structures Act (Act No. 117, 1998) as amended.
- National Environmental Management Act
- The Health Act 1997 (No 63 of 1977)

AREA DESCRIPTION

The Sedibeng District Municipality is situated in the southern part of Gauteng Province. It is bounded in the west by the West Rand District; the Ekurhuleni Metropolitan Municipality to the East and the Greater Johannesburg Metropolitan Municipality to the north. Its neighbour to the south is Province of the Free State. There are three local municipalities within the Sedibeng District Municipality's jurisdiction, The Emfuleni Local Municipality; the Midvaal Local Municipality; and the Lesedi Local Municipality.



The area of the Sedibeng District Municipality is constantly threatened by hazards of natural, technological and environmental origin. It is increasingly exposed to the devastating effects of a range of severe hydro meteorological events including severe storms, floods, tornadoes, informal settlement fires and veld fires. The incidence of epidemic diseases of biological origin affecting humans and livestock are also apparent in the area. Transportation accidents and hazardous material accidents continue to pose major challenges as National/Regional/provincial Routes criss-cross the Sedibeng District Municipality area. Despite ongoing efforts to reduce the high levels of poverty and to accelerate the provision of infrastructure and access to services, large numbers of rural people continue to migrate to urban areas in seek of employment. In most instances they have no alternative but to settle in unsafe environments in extremely vulnerable conditions where they are repeatedly exposed to a range of threats including floods, water borne diseases and domestic fires. Changes in social

behaviour in the rural areas also impact on poverty and sustainable livelihoods increasing the vulnerability of rural communities in terms of food security and sustainable dwellings.

3. CAPACITY

3.1 Disaster Management Centre

Section 43 of the Disaster Management Act (Act 57 of 2002), stipulates that:

- Each metropolitan and district municipality must establish in its administration a disaster management centre for its municipal area.

Sedibeng currently does not have a fully-fledged Disaster Management Centre. There are however measures put in place to supplant the powers and duties of a disaster management centre.

- Fully-functional Emergency Communication Centre
- Mobile Disaster management multi-purpose vehicle
- Council has ascertained a venue that is used as a Disaster Operations Centre during incidents of major magnitudes.

3.2 Sedibeng Disaster Management Policy Framework

The Sedibeng Disaster Management Policy Framework was adopted in 2007 by council and it addresses the following core areas:

- KPA 1: Institutional Capacity
- KPA 2: Risk Assessment
- KPA 3: Risk Reduction
- KPA 4: Response and Recovery
- Enabler 1: Information & Communication
- Enabler 2: Training, Education & Research
- Enabler 3: Funding

3.3 Sedibeng Disaster Management Advisory Forum

The Disaster Management advisory forum was launched in 2007, consisting of different stakeholders, with the purpose of consulting one another and co-ordinating actions on matters relating to disaster management in the municipality. The forum is effective and sits three times annually.

3.4 NGO's Relations

The unit has established good working relations with Food Bank and Red Cross for assistance with relief during disastrous incidents.

3.5 Volunteer Unit

The unit has agreement with Community Safety department to utilise the Community Patrollers as Disaster Management volunteers. The team is already trained in Disaster Management. The unit is further envisaging to establish/recruit a specialized unit of volunteers.

3.6 Critical Facilities

The following critical facilities are identified to serve as emergency shelters during disastrous incidents:

Emergency Shelters
Blesbokspruit Welfare Centre
Ratanda Community hall
Heidelberg Community hall
Heidelberg Military base
Vischuil Community hall
Devon Community hall
Meyerton Community hall
Rothdene hall
Whitehouse Sicelo
Lakeside community hall
Vaal Marina community hall
Salem Faith centre
Sicelo early learning centre
Vaalhoewer community hall
Louisrus Community hall
Mphatlalatsane Community hall
Zone14 Community hall
Saul Tsetetsi hall
Sharpeville hall
Boipatong community hall
Bophelong Community hall
Mafatsane Community hall

3.6. Directorate Structure

The Sedibeng Disaster Management centre's structure comprises of:

- HOC
- 2 Managers (Planning and Operations)
- 1 Coordinator (Emergency Communication Centre)
- 23 Telecommunicators (Emergency Communication centre).

Sedibeng Disaster Team

Designation	Name	Tel No	E-mail
Director: Disaster Management & Fire Services	S Thapolosa	082 901 4310	samt@sedibeng.gov.za
Assistant Manager:	S Mothapo	083 631 5095	SarahM@sedibeng.gov.za
Assistant Manager:	P Nieuwenhuizen	082 901 5726	pietern@sedibeng.gov.za
Communication Coordinator:	Daniel Mosoeunyane	071 680 8436	DanielM@sedibeng.gov.za

Local Municipalities Disaster Team

Designation	Name	Tel No	E-mail
Chief Fire Officer Midvaal Local Municipality	H Steyn	082 697 0732	HannesS@midvaal.gov.za
Chief Fire Officer Emfuleni Local Municipality	S. Motlashuping	0766063601	shadrackm@emfuleni.gov.za
Chief Fire Officer Lesedi Local Municipality	Clement Masinge	082 564 6817	firechief@lesedilm.co.za

4. RISK ASSESSMENT

a. Purpose of the Assessment

This section addresses the possible disaster situations that will require specialized application of the Sedibeng disaster management plan and is based on the risk assessments that provide a clear indication of the vulnerability our communities, its infrastructure and environment, and the capacity of available services to cope with a disastrous event.

b. Risk Identification.

Sedibeng identified the following risks that may emanate in the region that can lead to disasters:

- Floods
- Fires (Informal settlement)
- Fires (Veld/Urban)
- Hazardous Materials Disasters
- Storms and Tornadoes
- Dolomite (Sinkholes)
- Mass casualty incidents (stampede).
- Major transport incidents
- Disease Outbreak Disasters

5. CATASTROPHIC DISASTERS

A catastrophic incident is any natural or manmade incident, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, and/or government functions. A catastrophic incident could result in sustained regional impacts over a prolonged period of time; almost immediately exceeds resources normally available to authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. These factors drive the urgency for coordinated planning to ensure accelerated assistance.

Such incidents may include:

- Floods
- Fires
- Sinkholes
- Storms and Tornadoes

Planning Assumptions

- A catastrophic incident results in large numbers of casualties and/or displaced persons, possibly in the tens of thousands.
- A catastrophic mass casualty/mass evacuation disaster may trigger a disaster declaration by the Mayor, immediately or otherwise.
- Multiple incidents may occur simultaneously or sequentially in contiguous and/or non-contiguous areas.
- A catastrophic incident may occur with little or no warning.
- The incident may cause significant disruption of the area's critical infrastructure, such as energy, transportation, telecommunications, and public health and medical systems.
- The response capabilities and resources of the local jurisdiction may be insufficient and quickly overwhelmed. Local emergency personnel who normally respond to incidents may be among those affected and unable to perform their duties.
- A detailed and credible common operating picture may not be achievable for 24 to 48 hours (or longer) after the incident. As a result, response activities must begin without the benefit of a detailed or complete situation and critical needs assessment.
- Support must be provided in a timely manner to save lives, prevent human suffering, and mitigate severe damage. This may require mobilizing and deploying assets before they are requested via normal mutual aid protocols.
- Large-scale evacuations, organized or self-directed, may occur. More people initially are likely to flee and seek shelter for catastrophic incident they may be faced with.
- Large numbers of people may be left temporarily or permanently homeless and may require prolonged temporary housing.
- A catastrophic incident may produce environmental impacts (e.g., persistent chemical, biological, or radiological contamination) that severely challenge the ability and capacity of governments and communities to achieve a timely recovery.
- A catastrophic incident has unique dimensions/characteristics requiring that response plans/strategies be flexible enough to effectively address emerging needs and requirements.

Concept of Operations

- The primary mission is to save lives, save property and critical infrastructure, contain the incident, and provide security;
- Pre-identified response resources are mobilized and deployed, and, if required, begin emergency operations to commence life-safety activities.
- Upon recognition that a catastrophic disaster condition exists, the Sedibeng Disaster Management Centre will institute the following immediate actions:
 - Take immediate actions to activate, mobilize, and deploy incident-specific resources;
 - Conduct situational assessment
 - Activate the Disaster Management Centre (JOC)
 - Involve all the relevant stakeholders to the JOC so as to initiate management of the prevailing circumstance.
 - Take immediate actions to save life, property, and critical infrastructure by disseminating early warning information.
 - Immediately commence functional activities and responsibilities established under the appropriate and applicable plan.
- Incident-specific resources and capabilities (e.g., medical teams, search and rescue teams, equipment, transportable shelters, preventive and therapeutic pharmaceutical caches, etc.) should be activated and prepare for deployment to a mobilization centre or staging area near the incident site. The development of site-specific catastrophic incident response strategies that include the pre-identification of incident-specific critical resource requirements and corresponding deployment/employment strategies accelerate the timely provision of critically skilled resources and capabilities;
- Medical facilities (e.g., hospitals) should be activated and prepared to receive and treat casualties from the incident area. Medical facilities should be directed to reprioritize services (in some cases reducing or postponing certain customary services) until life-saving activities are concluded. The development of site-specific catastrophic incident response plans that include the pre-identification of projected casualty and mass care support requirements and potentially available facilities expands the response architecture and accelerates the availability of such resources.

Prevention/Mitigation Strategies

Floods

- Implementation of flood awareness campaigns.
- The municipalities to engage in the relocation of residences located close to the identified flood lines to safer areas.
- Installation of both passive and active flood warning systems.
- Instituting community river watch systems.
- Building capacity within rescue services to enable them to adequately deal with swift water rescue operations.
- Development of contingency plans.
- Develop a profile on flood prone areas.
- Utilization of the Disaster Management SMS system as an early warning measure.
- Ensure adequate response capabilities of emergency services near high risk areas.
- Engagement of all relevant stakeholders to initiate immediate operation plans.
- Integrate specialist private organisations into swift water rescue standard operating procedures.
- Training of Community Leaders in flood prone areas.

Storms and tornadoes

- Ensure effective early warning arrangements – SA Weather service.
- Ensure precautionary measures are implemented during warning period.
- Identification of safe shelters.
- Public education and awareness.
 - ✓ Communities to listen to radio for warnings or other information
 - ✓ Suspend all outdoor activities
 - ✓ Stay away from tall trees, towers, fences, power and telephone poles.
- General readiness prior to expected storm
 - ✓ Observe a big grey cloud formation in your vicinity, which is an indication of a close thunderstorm.

- Utilization of the Disaster Management SMS system as an early warning measure.
- Engagement of all relevant stakeholders to initiate immediate operation plans.
- Development of contingency plans for Storms and Tornadoes.
- Capacity building of emergency responders to deal with storms and tornadoes

Fires

- Identification of high risk areas.
- Development of effective Public Information, Education and Relation (PIER) unit to train members of the community in prevention and fire safety.
- Intensive fire awareness programmes to be conducted with a view of reducing the number of fire incidents within the region.
- Capacitation of communities on home survival programmes.
- Ensure adequate response capabilities of emergency services near high risk areas.
- Implementation of a uniform incident management system.
- Ensure compatibility of fire fighting equipment with the existing risks.
- Assure that adequate fire suppression response infrastructure exists to meet with the full profile of fires that can occur in the region.
- Provision of adequate fire hydrant infrastructure in informal settlements.

Dolomite Sinkholes

- Identification of families in high risk areas, through GIS surveys.
- Awareness campaigns.
- Identification of alternative land for residents in affected areas.
- Development of emergency evacuation plans and procedures.
- Identification and establishment of safe areas to be used for temporary relocation.
- Ensure adequate response capabilities of emergency services near high risk areas.
- Implementation of a region-wide Urban Search & Rescue system.

Mass casualty incidents (stampede)

- Proper training in event planning and management.
- Ensure safe and proper access control.
- Improved event disaster management plan.
- Establishment of a permanent task team for event management.
- Proper Traffic and security management.
- Hospital planning for multiple casualties.

Major Transportation accidents

- Effective Highway patrolling system.
- Fencing-off settlement along railway lines.
- Ensure adequate response capabilities of emergency services near high risk areas.
- Develop a unified incident management system for handling mass transportation accidents within the region.
- Participate in a proactive highway management system.

6. DISEASE OUTBREAK DISASTERS

Disease Outbreak Disasters may include:

- Food and mouth disease
- H1N1
- Cholera , and others

The unique attributes of this response require separate planning considerations that are tailored to specific health concerns and effects of the disease. Specific operational guidelines, developed by respective organizations to address the unique aspects of a particular disease or planning consideration will supplement this plan and are intended as guidance to assist local public health and medical planners.

Planning Assumptions

- In a large disease outbreak, a highly coordinated response to public health and medical emergencies is required. The outbreak also may affect other regions and therefore involve extensive coordination with the disaster management centres of the regions.
- Disease transmission can occur via an environmental contact such as atmospheric dispersion, person-to-person contact, animal-to-person contact, insect vector-to-person contact, or by way of contaminated food or water.
- A disease outbreak incident may be distributed across multiple jurisdictions simultaneously, requiring a non-traditional incident management approach.
- The introduction of biological agents, both natural and deliberate, is often first detected through clinical or hospital presentation. However, there are other methods of detection, including environmental surveillance technologies.
- No single entity possesses the authority, expertise, and resources to act unilaterally on the many complex issues that may arise in response to a disease outbreak and loss of containment affecting a multi jurisdictional area. The response requires close coordination between numerous agencies at all levels of government and with the private sector.
- Response to disease outbreaks suspected of being deliberate in origin requires consideration of special law enforcement response.

Concept of Operations

The key elements of an effective disease outbreak response include (in non-sequential order):

- Rapid detection of the outbreak;
- Swift agent identification and confirmation;
- Identification of the population at risk;
- Determination of how the agent is transmitted, including an assessment of the efficiency of transmission;
- Determination of susceptibility of the pathogen to treatment;
- Definition of the public health, medical, and mental health implications;
- Control and containment of the epidemic;

- Decontamination of all affected, if necessary;
- Identification of the law enforcement implications/assessment of the threat;
- Augmentation and surging of local health and medical resources;
- Protection of the population through appropriate public health and medical actions;
- Dissemination of information to enlist public cooperation;
- Assessment of environmental contamination and cleanup/decontamination of bio agents that persist in the environment; and
- Tracking and preventing secondary or additional disease outbreak.

Prevention/ Mitigation Strategies

- Implementation of an effective system to detect any potential disease outbreak disasters through disease surveillance and environmental monitoring.
- Implementation of a system capable of determining the source of possible outbreaks and populations at risk.
- Dissemination of information to the public through media on any outbreak.
- Augmentation of public health and medical services.
- Assessment of the extent of residual disease outbreak contamination and relevant decontamination requirements.
- Reinforcement of medical resources and supplies in anticipation of outbreak.
- Public awareness and education before, during and after disaster impact.

7. HAZARDOUS MATERIAL DISASTERS

Hazardous Materials disasters includes the accidental or malicious release of any substance that is flammable, toxic, explosive, corrosive, radioactive, or readily decomposes to oxygen at elevated temperatures and, in so doing poses an unreasonable risk to the health and safety of the persons to which it is exposed to as well as having a negative impact on the environment. This includes waste materials, which by their nature, are inherently dangerous to handle or dispose of, such as old explosives, radioactive materials, some chemicals, and some biological wastes; usually produced in industrial operations.

Planning Assumptions

- The plan must provide for a coordinated response to actual or potential hazardous materials incidents by placing the hazard-specific response mechanisms within the broader structure. These plans will include the appropriate response and recovery actions to prepare for, prevent, minimize, or mitigate a threat to public health, welfare, or the environment caused by actual or potential hazardous materials incidents.
- Such incidents may lead to a severe disruption to communities, road users and even leading to a large number of casualties that will affect medical responses.
- The response capabilities and resources of the local jurisdiction may be insufficient and quickly overwhelmed. Local emergency personnel who normally respond to incidents may be among those affected and unable to perform their duties.
- A catastrophic incident may occur with little or no warning.
- Large-scale evacuations, organized or self-directed, may occur. More people initially are likely to flee and seek shelter for catastrophic incident they may be faced with.
- A large scale area along the affected area may be largely polluted, thus threatening the environment.

Concept of Operations

Appropriate response and recovery actions can include efforts to detect, identify, contain, clean up, or dispose of released hazardous materials. Specific actions may include stabilizing the release through the use of berms, dikes, or impoundments; capping of contaminated soils or sludge; use of chemicals and other materials to contain or retard the spread of the release or to decontaminate or mitigate its effects; drainage controls; fences, warning signs, or other security or site-control precautions; removal of highly contaminated soils from drainage areas; removal of drums, barrels, tanks, or other bulk containers that contain hazardous materials; and other measures as deemed necessary.

The use of specialized hazmat services will be sourced, where deemed necessary.

Prevention/Mitigation strategies

- Ensure adequate response capabilities of emergency services near high risk areas.
- Develop a unified incident management system for handling hazardous materials incidents.
- Develop guidelines for inspections and maintenance of safety equipment used in the transportation of hazardous materials.
- Ensure the enforcement of hazardous materials legislation.
- Ensure correct training of persons charged with the handling of hazardous materials.
- Identification of vehicles transporting hazardous materials and the routes used by them and notification of other role-players eg. Traffic enforcement and emergency services.
- Ensure adequate facilities are available at hospitals and other medical facilities when receiving contaminated victims of hazardous materials incidents.

8. CHAIN OF COMMAND, ROLES AND RESPONSIBILITIES DURING DISASTERS

Local & District Municipalities' Disaster Management:

In terms of section 54 (2-3) of the Disaster Management Act (Act 57 of 2002), the district municipality may agree with the local municipality that the council of the local municipality assumes primary responsibility for the coordination and management of a local disaster that has occurred or may occur in the area of the local municipality. Such municipality, having primary responsibility for the co-ordination and management of a local disaster, must deal with a local disaster in terms of existing legislation and contingency arrangements.

In the case of a localised disaster or a disaster threatening to occur within a specific local municipality in the region, whether declared or not, the local municipality concerned or affected should take over the primary responsibility of dealing with the incident. Such primary responsibility include taking immediate action to activate,

mobilize and deploy incident specific resources, conduct situational assessment, establish an On-site Operational Centre to effectively deal with the disaster and its consequences.

The above does not in any way preclude the district municipality from assisting. The district municipality will be responsible for:

- Coordination and Management of Joint Operations Centre (JOC).
- Liaison with the Onsite JOC for updates and for media report.
- Direct communication with the Provincial and National Disaster Management Centre with regard to classification, declaration and even possible funding.
- Source aid from the organisations and business
- Advice the council of the district and of the municipality concerned in terms of disaster declaration and gazetting thereof.

Administrative Structure

To ensure a more co-ordinated approach pertaining to Disaster Management, it is recommended to include the Municipal Managers of Emfuleni-, Midvaal- and Lesedi in the command and control structure. Thereby implying that the respective Municipal Managers be endowed as Accounting Officers for Disaster Management in their respective Councils.

The Municipal Manager of the Sedibeng District Council will chair the District Joint Operational Committee, which consist of municipal managers of local municipalities, in the event of a crises, emergency or disaster affecting the whole area of Sedibeng. The Municipal Manager may, in his absence, delegate one of the local Municipal Managers to chair the committee.

In the case of a localized disaster, the respective Municipal Managers will chair their Local Joint Operational Committees, consisting of their Executive Directors and assisted in a co-ordinating and advisory capacity by the Disaster Management functionaries (Sedibeng and the officials from the municipality concerned).

They will prioritise and manage all resources within their area of jurisdiction and give feedback to the relevant political structure (i.e. section 80).

To further expedite Disaster Management action during crises, emergency or disaster, it is recommended that the necessary delegation of authority be granted on the Disaster Management Accounting Officer and in his/her absence the person so delegated. The responsibilities include:

- The release of any available resources of the municipality, including stores, equipment, facilities, etc.
- The release of personnel of the municipality for the rendering of emergency services.
- The regulation of the movement of persons and goods to, from or within the disaster stricken or threatened area.
- Emergency procurement procedures.
- Arrangement for Emergency funding.
- The dissemination of information required for dealing with a disaster.
- To surrender voluntarily any land or building or to deliver or make available voluntarily any article or thing referred to in that section to that local authority.

Recommendations initialised by the administrative structure should be tabled before the **Political Structure (Intergovernmental Committee on Disaster Risk Reduction: ICDRM):**

Political Structure:

The purpose of ICDRM is to provide a political forum for coordinating disaster risk management in council during disasters. The ICDRM forms a political link between Councils and is an active body during disasters that might have struck the area.

The ICDRM must consist of Councillors tasked with the portfolios of Public Safety, Protection Services and/ or Disaster Management in their respective councils. Sedibeng District ICDRM must therefore include members of the relevant Section 80 Committee, but may also include Councillors (MMCs) in charge of responsible clusters.

The key responsibilities of the committee during disasters will be to:

- Convene immediately upon receiving information on serious disastrous situation within the jurisdiction of the areas of the municipality so as to ensure management and control of the situation.

- make recommendations to Council pertaining to the disastrous prevailing situation at political level.
- Act as political consultative body on matters pertaining to disaster management or prevailing disastrous situation.
- Assist in the monitoring of the implementation of all aspects that need to be undertaken as recovery measures during disasters.
- Establish specialized political task teams working hand-in-hand with disaster teams during disastrous situations for specific identified issues to be reported to the committee.
- Ensure that all role players and stakeholders identified are taking part in all matters that need to be resolved cooperatively during disasters.
- Act as an advisory body to the Executive Mayors so as to take appropriate decisions on the prevailing disaster situations.
- Ensure that the MEC concerned is advised accordingly of the prevailing matters of a disaster i.e. the state of the prevailing disaster, actions taken, remedies etc.
- Furnish information to the Executive Mayor on declaration of a state of Disaster.
- Assist on matters requiring;
 - Funding for the prevailing disaster.
 - Relief measures for those affected.
 - Measures on recovery.
 - Mitigation measures.
 - Reconstruction and rehabilitation measures.

9. DECLARATION OF A DISASTER AND ISSUES OF INITIAL IMPORTANCE

In the event of a local disaster, the council of the municipality, having a primary responsibility for the coordination and management of the disaster, may declare a local state of a disaster if:

- Existing legislation and contingency arrangements do not adequately provide for the municipality to deal effectively with the disaster, or
- Other special circumstances warrant the declaration of a local state of disaster.

The declaration of a disaster has to be done after the provincial/national government has been consulted for the classification of the disaster.

A. DECLARATION OF A STATE OF DISASTER

1. Powers and duties of municipalities in the declaration disaster

Municipalities have the power to declare a local state of disaster in terms of section 55 of the Act. The following municipal councils have the primary responsibility to coordinate and manage a local state and may declare a local state of disaster:

- a) A metropolitan or district municipal council; and
- b) A local municipal council in the event that it has an agreement with the district municipality to coordinate and manage a local state of disaster in terms of section 54(2) of the Act. This agreement must be for the coordination and management of one occurrence or may be coordination and management of occurrences whenever they occur and must be in the form of a council resolution taken by both councils.

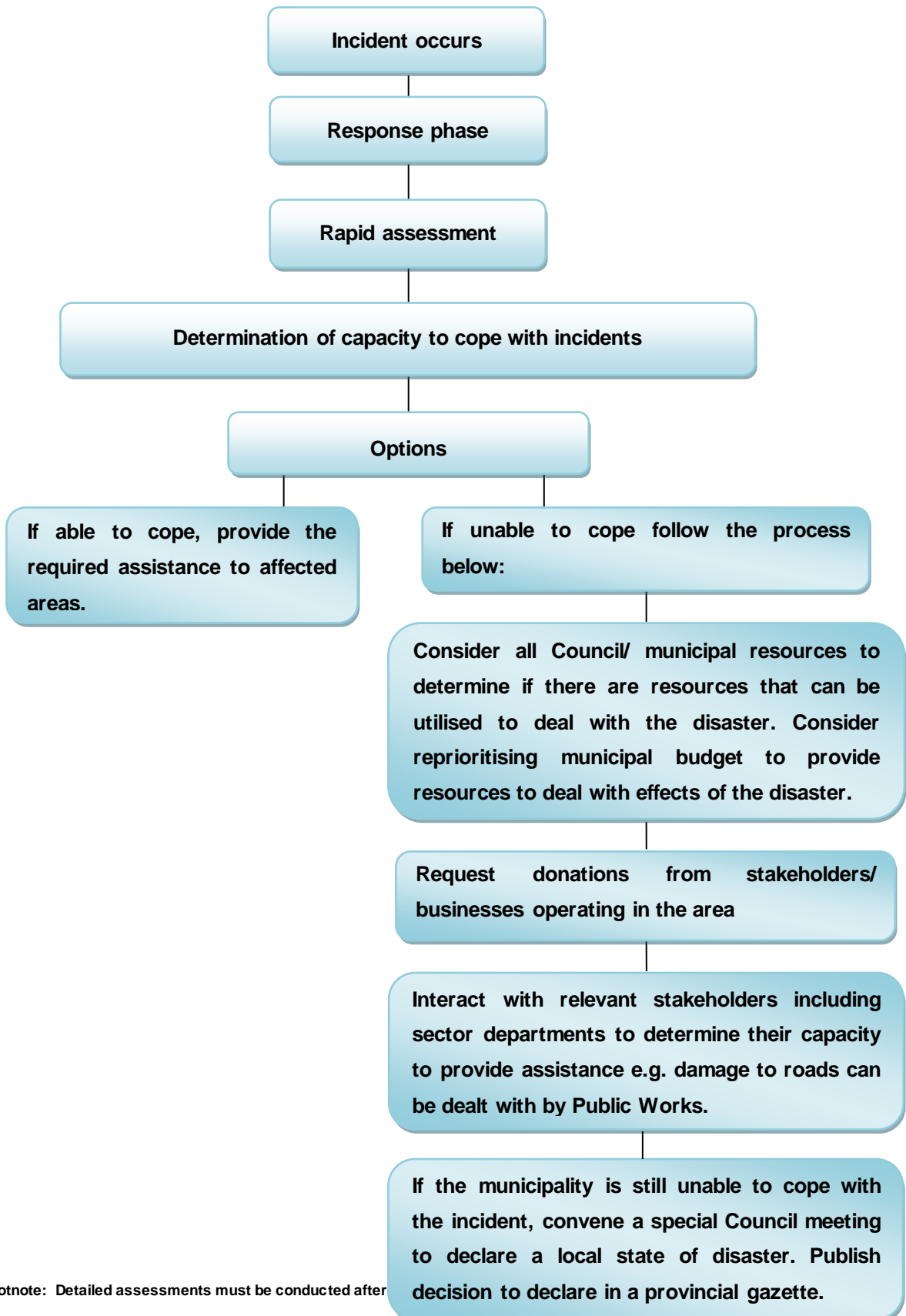
2. Declaration of a local state of disaster

A local state of disaster is declared in the event when existing legislation in terms of section 2(1)(b) of the Act, and contingency arrangements do not adequately provide for the municipality to deal effectively with the disaster or if other special circumstances warrant the declaration of a local state of disaster. The council of a municipality must

take a resolution to declare a local state of disaster and the decision must be published in the provincial gazette.

3. How to declare a local state of disaster

Diagram 1 depicts the process that must be followed by a municipality when declaring a local state of disaster:



* Footnote: Detailed assessments must be conducted after

5. Renewal of declarations

The municipal council may extend a municipal state of disaster that has been declared by notice in the provincial gazette for one month at a time before it lapse or the existing extension is due to expire.

6. Powers and duties of provinces in disaster declaration

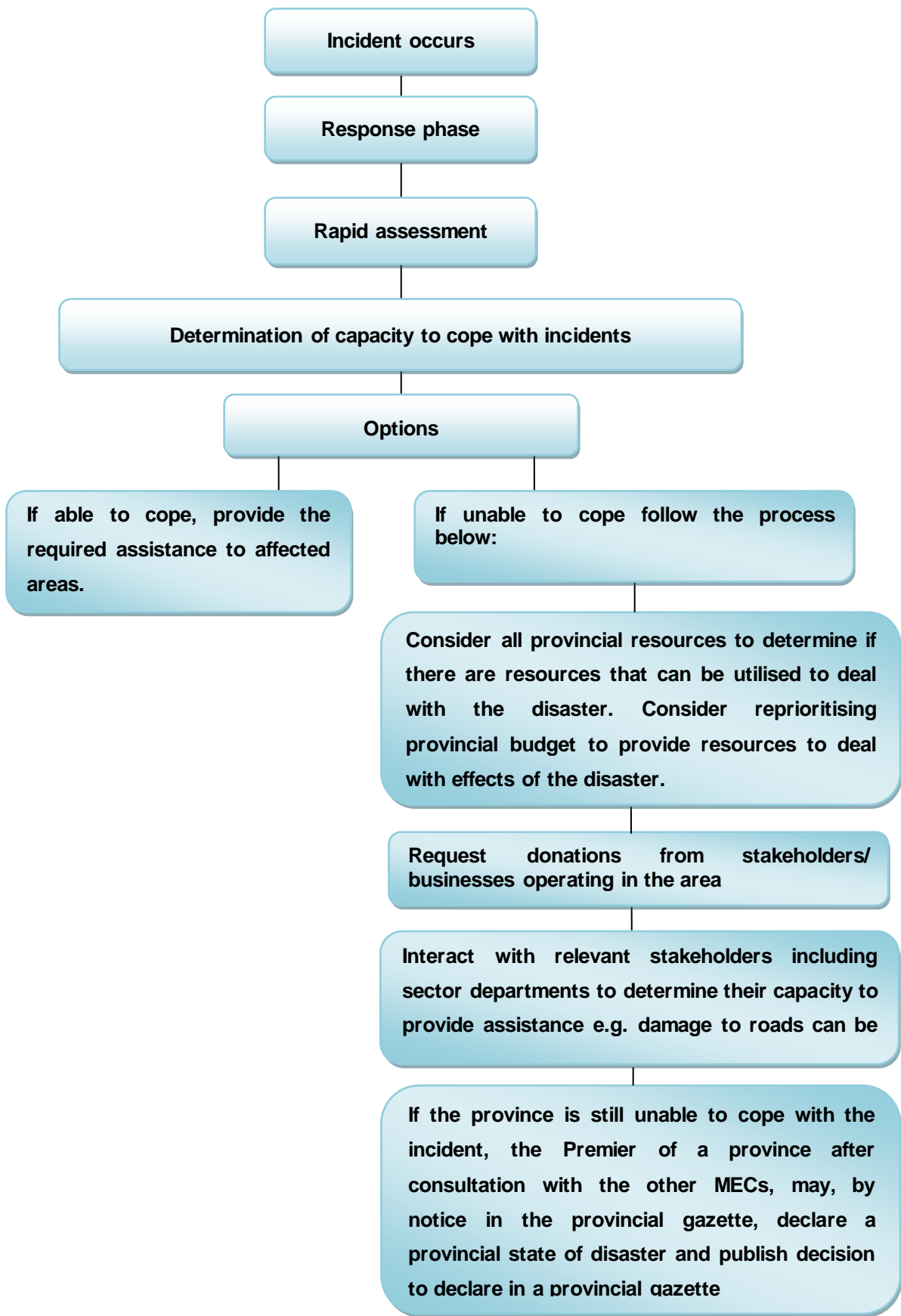
Provinces have the power to declare a provincial state of disaster in terms of section 41 of the Act.

7. Declaration of a provincial state of disaster

A provincial state of disaster is declared in the event when existing legislation in terms of section 2(1) (b) of the Act and contingency arrangements do not adequately provide for the province to deal with the disaster. Contingency arrangements refer to mechanisms to deal with the occurrence through the resources of the province, donations and other extraordinary measures. The premier of a province, after consultation with the MECs of the relevant province, may declare a provincial state of disaster. The decision to declare must be published in the provincial gazette.

8. How to declare a provincial state of disaster?

Diagram 2 depicts the process that must be followed by a province when declaring a local state of disaster:



* Footnote: Detailed assessments must also be conducted after rapid and initial assessments

B. CLASSIFICATION OF A STATE OF DISASTER

1. Purpose of classifying a disaster

The purpose of classifying a disaster is to designate primary responsibility for the coordination and management of a disaster to a particular sphere of government in terms of Section 23(8) of the Act.

2. Powers and duties of the NDMC

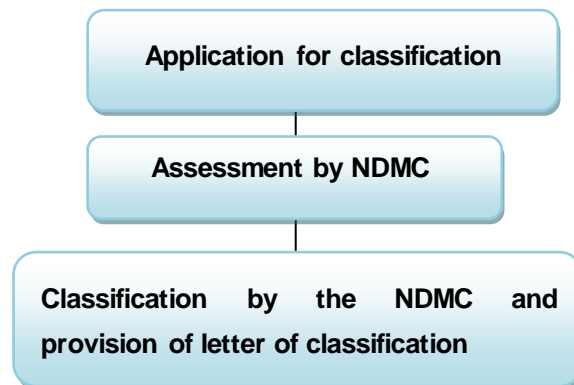
In terms of section 23, the NDMC has the power to classify and record disaster. While it is the duty of the NDMC to classify and record occurrences in terms of section 23, it remains the responsibility of all spheres of government to advise the NDMC in terms of sections 35 (2) and 49 (2) of the Act respectively. The NDMC may reclassify a disaster classified in terms of section 23 (1)(b) as a local, provincial or national disaster at any time after consultation with the relevant provincial or municipal disaster management centres, if the magnitude and severity or potential magnitude and severity of the disaster is greater or lesser than the initial assessment.

3. Disasters that are not classified

Until a disaster is classified it remains a local disaster in terms of section 23(7) of the Act. This means that the occurrence must be dealt with in terms of section 54 of the Act.

4. **Process to be followed when requesting classification from the NDMC**

Diagram 3 depicts the process that must be followed by spheres of government when requesting classification from the NDMC:



10. FUNDING OF POST – DISASTER RECOVERY AND REHABILITATION

Section 29 of the Municipal Finance management Act, 2003 provide for the use of funds in emergency situations.

When a disaster occurs the following principles apply:

- National, provincial and local organs of state may financially contribute to response efforts and post –disaster recovery and rehabilitation.
- The cost of repairing or replacing public sector infrastructure should be borne by the unit responsible for the maintenance of such infrastructure.
- The minister may, in the national disaster management framework, prescribe a percentage of the budget or any aspect of a budget, of a provincial organ of state or a municipal organ of state, as the case may be, as a threshold for accessing additional funding from the national government for response efforts.
- Any financial assistance provided by a national, provincial or municipal organ of state must be in accordance with the national, provincial and district disaster management framework and any applicable post-disaster recovery and

rehabilitation policy of the relevant sphere of government, and may take into account –

- Whether any prevention and mitigation measures were taken, and if not, the reason for the absence of such measures.
- Whether the disaster could have been avoided or minimised had prevention and mitigation measures been taken.
- Whether it is reasonable to expect that prevention and mitigation measures should have been taken in the circumstances;
- Whether the damage caused by the disaster is covered by adequate insurance, and if not, the reasons for the absence or inadequately of insurance cover;
- The extent of financial assistance available from community, public or other non-governmental support programmes; and

The magnitude and severity of the disaster, the financial capacity of the victims of the disaster and their accessibility to commercial insurance.

National MUNICIPAL DISASTER GRANT

The Municipal Disaster Grant is administered by the National Disaster Management Centre in consultation with National Treasury.

The grant is allocated solely for the purpose of responding to the immediate needs after a disaster has occurred and with the aim to alleviate the immediate consequences of disasters.

The grant can be accessed by municipalities upon the submission of the following documents through their Provincial disaster management centers:

- a) A business plan which must contain the following details :
 - Copy of the classification letter in terms of the Disaster Management act 57 of 2002
 - Copy of the declaration in terms of the Disaster Management Act 57 of 2002
 - An initial assessment which includes the number of people affected and details of infrastructure damaged.
 - A cost cash flow budget indicating the items that are required to be purchased for the purposes of immediate relief and their estimated costs.
 - Support that has been received from NGOs and businesses
 - Support or intervention made by the municipality
- b) A report which includes an initial assessment of the incident /disaster. The reports **MUST** be signed by the Municipal Manager.

Adherence to the following Conditions **of the Municipal Disaster Grant** as stipulated in the 2013 Division of Revenue Bill are a further requirement :

- a) “Funds from this grant can only be used to fund the items described in NDMC Disaster Grant Template/guide (**ANNEXURE “D”**) and will only be released on request of a provincial government through the Provincial Disaster Management Centre and verification of a declared disaster as per the Disaster Management Act 57 of 2002.
- b) Funds can only be released after a disaster has been declared in terms of the Disaster Management Act 57 of 2002.
- c) Municipalities must fund a portion of the costs of the disaster response from their own budget or prove that they are not able to do so.

Municipalities must provide a performance report within 30 days after the end of the quarter during which funds are spent to the NDMC through the relevant PDMC.

The criterion for the allocation will be based on the location of the declared disasters and assessment of immediate needs following an assessment and verification process of the disaster by the Provincial and National Disaster Management Centre.

GUIDING PRINCIPLES

The evaluation process of the application will take a maximum of up to five working days.

The criteria for allocation will be on a case by case basis.

Section 57 of the Disaster Management Act 57 of 2002.

Funding will be allocated and must be utilized for the declared disaster only.

TIME LIMITS/ FRAMES

Applications will be accepted up to a period of 90 days (3 months) following the declaration.

GENERAL/ CONCLUSION

This grant is not incorporated in the equitable share because it is only meant for the responses to unforeseen disasters.

The criterion for the allocation is based on the location of the declared disasters and assessment of immediate needs and the proportion of a municipality's disaster response costs funded by the grant will be determined on a case-by-case basis.

Performance reports on the grant funding must be provided within 30 days after the end of the quarter during which funds are spent to the NDMC and the relevant PDMC

A detailed report of the event must be provided and submitted to the National Disaster Management Centre within 30 days after the occurrence of the disaster.

This grant is expected to continue over the medium term but will be subject to review.

DISASTER GRANT FUNDING APPLICATION GUIDE FOR PROVINCES AND MUNICIPALITIES.

1. Only the following items can be procured with the disaster funding allocation:
 - 1.1. Repair of infrastructure that supports the provision for basic services eg. water, sanitation.
 - 1.2. Search and Rescue infrastructure and services.
 - 1.3. Temporal shelter in the event that social services and/or human settlements are unable to provide.
 - 1.5. Temporary structures and/or shelters that can be fully assembled within three months which may be required to ensure continued services as a result of damage caused by a declared disaster to critical infrastructure that provinces are responsible for providing and maintaining.
 - 1.6. Mobile classrooms or temporary structures during a declared disaster in the event that the Department of Education is unable to provide.
 - 1.7. Large scale humanitarian and other relief required that the national Departments of Social Development, Health, Agriculture Forestry and Fisheries are not responsible for providing or unable to provide. Proof must be obtained from the relevant department.
 - 1.8. Temporary repairs to roads to ensure that communities are not cut off from services.

2. The following descriptions must be clearly outlined in the application for funding:
 - 2.1. Name of affected Province
 - 2.2. Name of affected District and Local Municipality
 - 2.3. Name of affected area/s and GPS Coordinates
 - 2.4. A clear description of event including the time, structures and number of people affected
 - 2.5. Details of whether or not the damage is covered by insurance and if not, reasons why the infrastructure is not insured.

3. The following documents as outlined in 4.1.4 and 4.2.3 of the grant funding conditions must be submitted:
 - 3.1 A business plan which must contain the following details :
 - Copy of the classification letter in terms of the Disaster Management act 57 of 2002
 - Copy of the declaration in terms of the Disaster Management Act 57 of 2002
 - An initial assessment which includes the number of people affected and details of infrastructure damaged.
 - A cost cash flow budget indicating the items that are required to be purchased for the purposes of immediate relief and their estimated costs.

- Support that has been received from NGOs and businesses
- Support or intervention made by the municipality/provincial department

3.2.A report which includes an initial assessment of the incident /disaster.

11. DISASTER MANAGEMENT COMMAND AND CONTROL GROUP - CONTACT DETAILS & FUNCTIONS

Administrative Structure (MANCO)

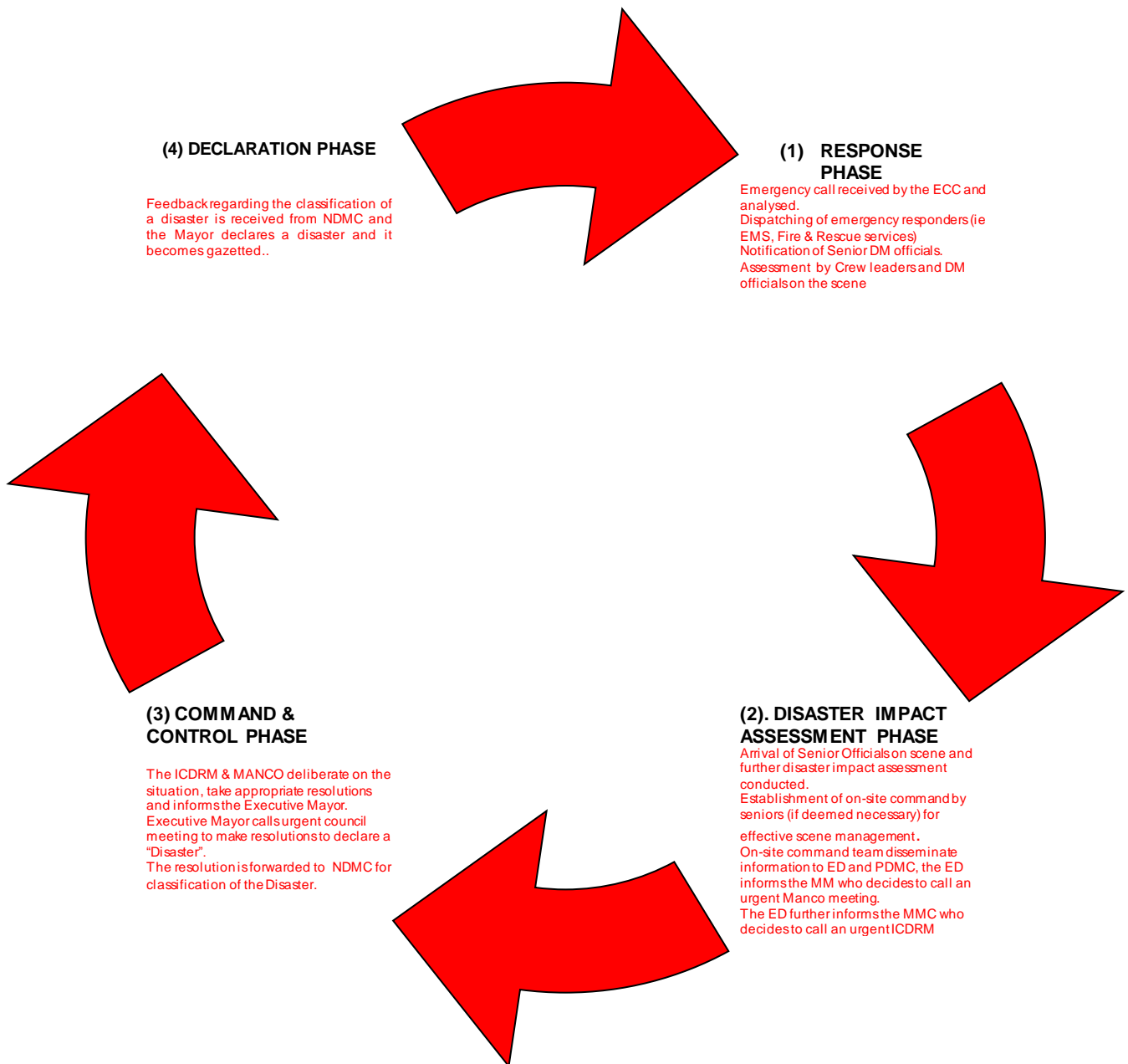
CLUSTER	NAME	CELL	EXT	FAX	EMAIL
MUNICIPAL MANAGER	COO: Mr. Thomas Mkaza AA: Ms. Itumeleng Sello	083 308 5037 082 908 6055	016 450 3166 016 450 3165	016 455 5264	thomasm@sedibeng.gov.za
CHIEF OPERATIONS OFFICER					
TREASURY	CFO: Mr. C Steyn OM: Ms Nthabiseng Pitso	082 902 0626	016 450 3121 016 450 3074	016 422 1546	charless@sedibeng.gov.za nthabisengp@sedibeng.gov.za
CORPORATE SERVICES	ED: Mr. Motswaledi Makhutle OM: Ms Marinki Nkhi	082 800 7734	016 450 3095 016 450 3201	016 450 3064	makhutlem@sedibeng.gov.za marinkin@sedibeng.gov.za
COMMUNITY SERVICES	ED: Ms Morongwe Mazibuko OM: Ms Anita Von Burg	082 901 7959 082 853 5862	016 450 3382 016 450 3381	016 421 2543	morongwem@sedibeng.gov.za anitav@sedibeng.gov.za
TIE	ED: Mr. Sorrious Manele OM: Ms Sylvia Motsoari	082 444 1990 082 908 6154	016 450 3244 016 450 3241	016 421 2916	sorriousm@sedibeng.gov.za sylviam@sedibeng.gov.za
SPED	AED: R. Netshivhale OM: Ms Nokwanda Nyobole	073 836 3104	016 450 3305	016 422 2456	EDsped@sedibeng.gov.za nokwandan@sedibeng.gov.za
OFFICE OF THE MAYOR					
OFFICE OF THE SPEAKER					
OFFICE OF THE CHIEF WHIP					

Members of the Mayoral Committee

NAME	PORTFOLIO	OFFICE NO.	EMAIL ADDRESS
Clr BJ Modisakeng	EXECUTIVE MAYOR	(016) 450-3017	mapulengM@sedibeng.gov.za
Clr NG Hlongwane	COUNCIL SPEAKER	(016) 450-3179	cythiaM@sedibeng.gov.za
Clr A Mshudulu	CHIEF WHIP OF COUNCIL	(016) 450-3302	minahP@sedibeng.gov
Clr JK Malindi	Environment & Clean Energy	(016) 450-3272	liloM@sedibeng.gov.za
Clr M Raikane	Health and Social Development	(016) 450-3229	moseleM@sedibeng.gov.za
Clr WV Mcera	Development Planning and Housing	(016) 450-3310	matumeloS@sedibeng.gov.za
Clr ST Maphalla	Transport and Infrastructure	(016) 450-3242	khabo@sedibeng.gov.za
Clr PB Tsotetsi	Finance	(016) 450-3225	madikgomo@sedibeng.gov.za
Clr M Ronyuza	Strategic Planning and Economic Development	(016) 450-3339	thuliG@sedibeng.gov.za
Clr M Gomba	Corporate & Legal	(016) 450-3185	jacky@sedibeng.gov.za
Clr YJ Mahommed	Sports, Recreation, Arts and Culture	(016) 450-3247	bontle@sedibeng.gov.za

ICDRM: Political Structure (Section 80 Committee): Social Services

12. FUNCTIONAL PHASES TOWARDS EFFECTIVE MANAGEMENT OF DISASTERS



SUMMARY

All Emergency calls of whatever nature are received through the SDM Emergency call-taking and despatching unit under the Disaster Management department. The calls' regarding every emergency becomes scrutinized by the Centre Supervisor for

information gathering before despatching of emergency responders i.e. Fire & Rescue, Emergency Medical Services, Disaster Management or SAPS. These emergency responders will each do their scene sum-up about the situation and inform their principals in accordance with each protocol. They will then decide to establish an on-site command control where each will be represented and common approach to the incident becomes reached.

The thorough assessment on the situation becomes conducted i.e. to ascertain the extent of infrastructure damage if any (houses, buildings, bridges, roads, environment, animals etc.), the number of the injured, number of deaths and at the end, the extent of the catastrophic situation.

In case of a municipality, a thorough assessment report will be disseminated or forwarded to the principals which are both administration and political. They will deliberate about the situation for further possible assistance needed by the operational teams to curb the situation, be it extra resources, manpower, finances, transport, guidance, buildings, infrastructure etc. Further information will be disseminated to both Provincial and National Disaster Management Centres. It is of vital importance in particular to National as in accordance to the Disaster Management Framework they are the ones who classify the disaster at the end.

Depending on further catastrophic conditions continuing and the municipality having used all available resources at its disposal, the immediate Council meeting will have to be convened where a resolution regarding the declaration of a disaster by the Mayor will be taken.

Declaration of a disaster provides the opportunity for the municipality to acquire more assistance outside, be it from International NGOs (Red Cross, Gift of the Givers, Muslim Associations, International Rescue Association etc), private sector, business, International governments etc.