REVIEWED PLAN

CAPE AGULHAS MUNICIPALITY

DISASTER MANAGEMENT PLAN REVISION 2019

COMPILED IN TERMS OF THE DISASTER MANAGEMENTY ACT, ACT 57 OF 2002

CAPE AGULHAS MUNICIPALITY DISASTER MANAGEMENT PLAN

HISTORY OF DOCUMENT

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INTERPRETATION AND TERMINOLOGY

Throughout this document, unless stated otherwise, the words below have the following meanings:

ALERT - An "Alert" is an incident that currently does not affect the local or general population but has the potential to a more serious emergency. The situation is unresolved and should be monitored closely. Some limited protective actions may be implemented and additional assistance requested from the relevant specialist Agencies.

CAPACITY – The ability or the resource availability of one or more services / organizations to respond to any given Incident, Emergency or Disaster situation.

CONTROL AREA - The total area where the Incident has occurred within the outer perimeter, and includes the inner perimeter and danger zone, as well as all hazard occurrences, the triage and any other designated areas, as applicable.

CO-ORDINATION - The bringing together of organizations and elements to ensure effective emergency / disaster management response, primarily the systematic acquisition and application of resources (organization, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency or disaster. Co-ordination relates primarily to resources, and operates vertically, within an organization as a function of the authority to command; and horizontally, across organizations, as a function of the authority to control – refer also to the ***UNIFIED COMMAND*** definition.

DANGER ZONE (HOT ZONE) – The cordoned off area immediately around the incident site where emergency operations take place.

DISASTER – "A progressive or sudden, widespread or localized, natural phenomena 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 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 MITIGATION - Structural and non-structural measures that are undertaken to limit the adverse impact of natural hazards, environmental degradation and technological hazards on vulnerable areas, communities and households. These efforts can target the hazard or threat itself (for example, the positioning of firebreaks on the urban/wildland interface). This is often referred to as 'structural mitigation', since it requires infrastructure or engineering measures to keep the hazard away from those at risk. Disaster mitigation efforts can also target people who are at risk, by reducing their vulnerability to a specific threat (for instance, promoting community

responsibility for controlling fire risk in an informal settlement). This is often called 'non-structural mitigation', as it promotes risk-avoidance behaviour's and attitudes.

DISASTER OPERATIONS CENTRE (DOC) – Is a fully equipped dedicated facility within the Municipal, Provincial or National Disaster (Risk) Management Centre. Such a facility must be capable of accommodating any combination of emergency and essential services representatives, including all relevant role players and stakeholders identified in response and recovery plans for the purpose of multidisciplinary strategic management of response and recovery operations, when a local, provincial or national disaster occurs or is threatening to occur. This facility will also be linked to all other established safety & security centres.

DISASTER RECOVERY - Disaster recovery (including rehabilitation and reconstruction) focuses on the decisions and actions taken after a disaster to restore lives and livelihoods, services, infrastructure and the natural environment. In addition, by developing and applying risk reduction measures at the same time, the likelihood of a repeated disaster event is reduced. Disaster recovery includes:

- rehabilitation of the affected areas, communities and households;
- reconstruction of damaged and destroyed infrastructure;
- recovery of losses sustained during the disaster event, combined with the development of increased resistance to future similar occurrences.

DISASTER RISK (or RISKS) – The measure of potential harm from a hazard or threat. Risk is usually associated with the human inability to cope with a particular situation. In terms of disaster management it can be defined as the probability of harmful consequences, or expected losses death, injury, damage to property and the environment, jobs, disruption of economic activity or social systems. Hazards will affect communities differently in terms of ability and resources with which to cope. Poorer communities will be more at risk than others.

DISASTER RISK ASSESSMENT - Assessment of the threat posed by any identified hazard with a disaster potential.

DISASTER (RISK) MANAGEMENT - means a continuous and integrated multi-sectorial, 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,
(c) emergency preparedness;
(d) a rapid and effective response to disasters;
(e) post-disaster recovery and rehabilitation.

DISASTER RISK MANAGEMENT CENTRE – A Centre specializing in Disaster (Risk) Management established in a Municipality, Province or at National level in terms of the Disaster Management Act, No. 57 of 2002.

DISASTER (RISK) MANAGEMENT PLAN – A document describing the organisational structure, its roles and responsibilities and concept of operation covering all aspects of the Disaster Risk Management Continuum and placing an emphasis on measures that reduce vulnerability, viz. hazard identification, risk and vulnerability assessment, risk

reduction and mitigation, planning and preparedness, emergency response, relief and recovery efforts.

DISASTER RISK REDUCTION - Disaster risk reduction can be seen as the systematic development and application of policies, strategies and practices to minimize vulnerabilities and disaster risks throughout a society to prevent and limit negative impacts of hazards, within the broad context of sustainable development. In South Africa, disaster risk reduction is an integral and important part of disaster management.

EMERGENCY – A local event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which is beyond the resources of a single organization or community or which requires the co-ordination of a number of significant emergency management activities.

EMERGENCY EXIT – Structural means whereby a safe route is provided for people to travel from any point in a building or structure to a place of safety without assistance.

EMERGENCY RESPONSE PLAN – The section of a Disaster Risk Management Plan developed to deal specifically with the organisational structure, its roles and responsibilities, concept of operation, means and principles for intervention during an incident or emergency occurring at a specific venue or event.

EMERGENCY PROCEDURES – A set of documents describing the detailed actions to be taken by response personnel during an emergency.

EVACUATION – The controlled, rapid and directed withdrawal of a population, during an emergency, from a place of danger to a place of safety in order to avoid acute exposure to any Incident.

EVACUATION CONTROL PROCEDURES – The plans made by the various services to outline their duties and to ensure the orderly movement of people during the evacuation period.

EVACUEES, SPONTANEOUS – Persons who might leave an area in periods of intense crisis in response to a real or feared threat, whether or not they are advised to do so.

EVENT – Entertainment (including live acts), recreational, educational, cultural, religious, business (including marketing, public relations and promotional), charitable, exhibition, conferential, organizational and similar activities hosted at a stadium or a venue or along a route or its precinct.

EXERCISE – An evaluation of major portions of emergency response capabilities. An exercise tests the integrated capability of the emergency response organisation, to identify weaknesses that could affect the response to an actual emergency.

FINAL EXIT - Termination of an escape route from a venue or structure giving direct access to a place of safety such as a street, passageway, walkway or open space and positioned to ensure that people can disperse safely from the vicinity of the building or structure and from the effects of a hazard.

HAZARD – a potentially damaging physical event including human injury or death, social and economic disruption or environmental degradation or some combination of these.

HAZARD AREA - Area(s) designated by the Disaster Risk Management services, or locally through a hazard risk and vulnerability analysis, which are relatively more likely to experience the direct effects of natural or man-made disasters.

HAZARD MITIGATION – All methods and measures employed during the response phase to eliminate or make less severe / reduce the effects of a major disaster or emergency, or pro-active risk reduction initiatives – refer also to the ***DISASTER MITIGATION*** and ***MITIGATION*** definition.

HAZARDOUS MATERIAL – Any substance or material in a quantity or form which may be harmful or injurious to humans, animals, economical crops, or property when released into the environment. There are 4 traditional classes: - chemical, biological, radiological and explosive (CBRE).

HELIPORT - A defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure and surface movement of helicopters.

HELISPOT – A pre-determined helicopter landing area for refilling or loading helicopters spread throughout the area.

HOT ZONE - refer to **DANGER ZONE.**

INCIDENT - An emergency which impacts upon a localized community or geographical area, but not requiring the co-ordination and significant multi-agency emergency management activities at a District or State level.

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

INCIDENT MANAGEMENT TEAM (IMT) – the On-scene Team convened at any Incident site established to ensure that the Unified Command approach is achieved as envisaged by the Multi-disciplinary Incident Management Plan (MIMP).

INFRASTRUCTURE – Planned and organised system that is incorporated within everyday management activities, to ensure an acceptable level of emergency incident preparedness.

INNER PERIMETER (RESTRICTED ZONE) – A cordoned off area around the DANGER ZONE where restricted access is allowed. Only authorized persons will be allowed in this area.

JOINT MEDIA CENTRE – A Centre established to receive first hand and updated information on the situation with input from all the stakeholders and to co-ordinate all liaison with the media.

LANDING ZONE (LZ) - An area demarcated at a scene for landing helicopters for the primary objective of evacuating emergency patients.

MAJOR INCIDENT - An emergency which impacts upon a localized community or geographical area requiring the co-ordination and significant multi-agency emergency management activities at a District or State level (see also the ***EMERGENCY*** and ***DISASTER*** definitions).

MASS CARE CENTRE – A Centre established to provide shelter and other basic needs of a person affected by an emergency or disaster who has no other place of refuge.

MITIGATION (refer also to DISASTER MITIGATION) - Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident.

NATURAL PHENOMENA - Natural phenomena are extreme weather, water or geological (earth) processes that do not pose a threat to people or properties. When they occur in a deserted place, they are merely natural phenomena and nothing else. However once they affect human beings, due to location or poor planning by the human beings, they are a potential hazard and could become a disaster.

OCCUPANT CAPACITY – Maximum number of people who can be safely accommodated at a venue.

ON-SITE JOINT OPERATIONS CENTRE (ON-SITE JOC) - This is the single point of **joint command** for all on-site operations during the response phase of an emergency incident and it will be located at an appropriate location at or near the scene of the emergency, normally within the ***INNER PERIMETER / RESTRICTED ZONE***. Incident Commanders / Managers from key response agencies will jointly operate under ***UNIFIED COMMAND*** to co-ordinate incident operations – this function was previously referred to as the ***FORWARD COMMAND POST (FCP)*** or the ***INCIDENT COMMAND POST (ICP).***

OUTER PERIMETER (SAFE ZONE) – The area outside of the Restricted Zone / Inner Perimeter, still with limited public access, to act as a safety (buffer) zone from the public.

PLACE OF SAFETY – Place away / outside of danger.

PREPAREDNESS -The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from incidents. Preparedness contributes to **disaster risk reduction** through measures taken in advance to ensure effective response to the impact of hazards, including timely and effective early warnings and the temporary evacuation of people and property from threatened locations. Preparedness enables organs of

state and other institutions involved in disaster risk management, the private sector, communities and individuals to mobilise, organise, and provide relief measures to deal with an impending or current disaster, or the effects of a disaster. Preparedness differs from prevention and mitigation, as it focuses on activities and measures taken in advance of a specific threat or disaster.

PREVENTION - Actions taken to avoid an incident or intervene to stop an incident from occurring.

PROTECTION - Actions to mitigate the overall risk to critical infrastructure people, assets, systems, networks and functions and their interconnecting links, from exposure, injury, destruction, incapacitation or exploitation.

RESILIENCY - The capability of people, assets and systems to maintain functions during a disaster and to expeditiously recover and reconstitute essential services after the event.

RESPONSE (DISASTER RESPONSE) – The implementation of measures that are necessary to protect against a hazard. Disaster response refers to the provision of assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of those people affected. It can be of an immediate, short-term or protracted duration.

RISK (or DISASTER RISK) – The measure of potential harm from a hazard or threat. Risk is usually associated with the human inability to cope with a particular situation. In terms of disaster management it can be defined as the probability of harmful consequences, or expected losses death, injury, damage to property and the environment, jobs, disruption of economic activity or social systems. Hazards will affect communities differently in terms of ability and resources with which to cope. Poorer communities will be more at risk than others.

RISK ANALYSIS - The systematic use of information to identify risk sources and to estimate risk.

RISK ASSESSMENT - Assessment of the threat posed by any identified hazard

SAFETY - The state of being safe, free from danger or risks and the prevention of physical harm.

SAFE ZONE – refer to ***OUTER PERIMETER***.

SERVICE COMMAND POST (SCP) – A special facility established on site to exercise operational command of a specific Emergency or other Service responding to an Incident/ Situation. It will liaise with its own Service's Tactical Management Centre, as well as the FCP / On-site JOC to ensure service integration, co-ordination and communication for response and relief activities (also refer to ***UNIFIED COMMAND***).

STANDARD OPERATING PROCEDURES (SOP's) - A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standard procedure without loss of effectiveness.

TEMPORARY STRUCTURE - Structures usually found at events includes but is not limited to stages, sets, barriers, fencing, tents and marquees, seating, lighting and special effect towers, platforms and masts, video screens, TV platforms and crane jibs, dance platforms, loudspeaker stacks, signage and advertising hoardings which are erected for the event and do not form part and do not form part of the permanent structure of the venue.

THREAT - The intention and capability of an adversary (i.e. people and nature) to undertake actions that would be detrimental to critical infrastructures – refer also to the ***HAZARD*** definition.

TRAFFIC CONTROL POINTS – Places along access or egress routes to / from the Incident Site and primarily used by emergency vehicles and / or places along evacuation routes that are manned by law enforcement officials to direct and control to and from the area being evacuated

TRIAGE – Means the medical sorting of casualties into treatment priority.

UNIFIED COMMAND - The system of managing the Incident on site so that joint decision-making and co-ordination is established between the responding Services / Organisations, while retaining that Services' / Organisations' internal command structure

VEHICLE STAGING AREA(S) – An area demarcated for all primary emergency vehicles of the responding Services' to assemble and deploy their vehicles on an organised basis.

VENUE - any area or place where an event is to be hosted, which may consist of seating for spectators, attendees and/or an audience and a field of play and/or a permanent or temporary podium or other recreational area, which has a safe seated and/or standing spectator, audience or event attendee capacity of at least 2 000 persons at any one time, as certified by a local authority;

VENUE OPERATIONS CENTRE (VOC) – The designated structure equipped with the necessary facilities, located in a suitable position at a particular Venue and established pro-actively to enable all relevant role-players / disciplines to jointly manage all safety & security-related aspects of any Event, using the ***UNIFIED COMMAND*** system. During the Response Phase of any major incident at an Event the VOC MAY be supplemented by an FCP (or On-Site JOC / ICP) if the situation so warrants.

VULNERABILITY – The degree to which people, property, the environment or social and economic activity - in short, all elements-at-risk - are susceptible to injury, loss of life, damage, disruption, exploitation or incapacitation by all hazards.

1 INTRODUCTION

This document constitutes a revision of the Disaster Management Plan (DMP) of the Cape Agulhas Municipality (CAM) which has been compiled in terms of Section 53(1)(a) of the Disaster Management Act, 2002 (Act 57 of 2002).

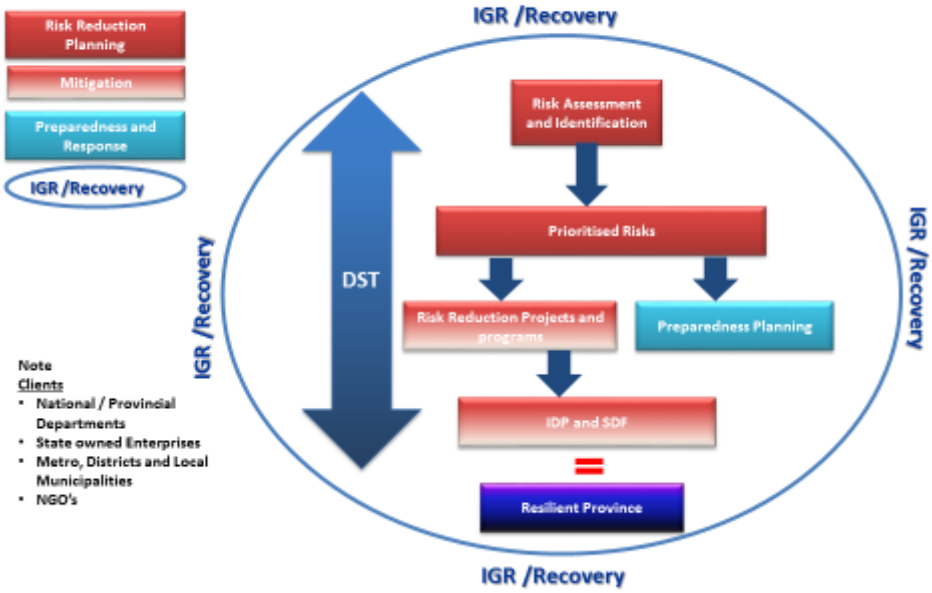
1.1 SCOPE

This Disaster Management Plan confirms the arrangements for managing disaster risk and for preparing for- and responding to disasters within the Cape Agulhas Municipality as required by the Disaster Management Act.

Disasters have a huge impact on humans and the environment and collaborative government intervention is required to prevent, respond to and mitigate the effect thereof. The Disaster Management Act states that "Disaster Management is a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures aimed at disaster prevention, mitigation, preparedness, response, recovery, and rehabilitation"

The collaborative nature of Disaster Management requires that all spheres of government (on political and administrative levels, all sectors of society and NGO's work together to prevent, respond to and mitigate the impacts of disasters.

FIGURE 1: INTEGRATED APPROACH TO DISASTER MANAGEMENT



For this plan to be effective, it is important that all parties be made aware of its provisions and that every role player be prepared to carry out their assigned functions and responsibilities before, during and after emergencies.

1.2 PURPOSE

This DMP aims to establish a framework for the implementation of the provisions of the Disaster Management Act (Act 57 of 2002) as well as the related provisions of the Municipal Systems Act, 2000 (Act 32 of 2000). It facilitates multi-agency and multi-jurisdictional coordination of emergency operations in alignment with the Overberg District and Provincial Disaster Management Plans.

The DMP also aims to:

- Formulate planned responses to normal, emergency and extraordinary emergency situations, associated with natural disasters, technological incidents as well as national security emergencies affecting the Municipality.
- Provide a framework to regulate the provision of essential services during an emergency.
- Set out the procedures to be followed and the manner in which responses to emergencies will be coordinated.
- Define the duties and responsibilities of specific departments and agencies in emergency situations.
- Reduce the vulnerability of disaster-prone areas, communities and households and to promote sustainable development, management and conservation of natural resources.

1.3 BACKGROUND TO THE CAPE AGULHAS MUNICIPAL AREA

Cape Agulhas Municipality is a Category B Municipality established in terms of Section 12 of the Local Government Municipal Structures Act, Act 117 of 1998 as a Municipality with a Mayoral Executive System combined with a Ward Participatory System.

1.3.1 GEOGRAPHIC AREA

Cape Agulhas Municipality is situated in the Overberg District of the Western Cape Province and comprises 2411km². It is bordered by the Overstrand, Theewaterskloof and Swellendam Municipalities.

The Municipality is geographically diverse and includes 9 urban settlements namely Bredasdorp which is the administrative seat, Napier, Struisbaai, Arniston / Waenhuiskrans, Elim, L'Agulhas, Klipdale, Protem and Suiderstrand. It also includes the vast rural areas in between including De Hoop (previously a District Management Area (DMA) and approximately 178 Km of coastline.

A distinct geographical feature of the Municipality is that it is located at the southernmost tip of the African continent. It is surrounded by the Atlantic Ocean and the Indian Ocean which meet at the southernmost town in Africa namely L'Agulhas.

The topography influences the **local climate**. The westerly winds associated with cold fronts result in rain in the west but in summer the ridging South Atlantic high, cut-off lows and southerly air brings summer showers especially to the area east of Cape Agulhas. This results in more than

70% of rainfall during winter in the west, and in the east most rainfalls occur between late spring and early autumn. Temperatures range from 20-30°C in summer to 12-18°C in winter[i].

The main **access routes** to the CAM are along the R316, R317 and the R319. Bredasdorp is located at the intersection of various major routes in CAM and the economic hub of the district and local municipality with the most government institutions and public facilities. The primary economic activities in Bredasdorp and Napier remains agriculture with small livestock farming, ostrich farming, wheat, barley, wheat, dry Lucerne and flower harvesting for the export market. The towns of Arniston, Waenhuiskrans, Struisbaai, L'Agulhas and Suiderstrand are known for their aquatic sports, maritime culture and tourism activities. Elim as a town has been declared a national monument and historic site.

FIGURE 2: MAP OF CAPE AGULHAS MUNICIPALITY

The Municipal Area was delimited into 6 wards for purposes of the 2016 municipal elections in terms of the Local Government Municipal Demarcation Act (Act 27 of 1998). The table below depicts the 2016 ward delimitation.

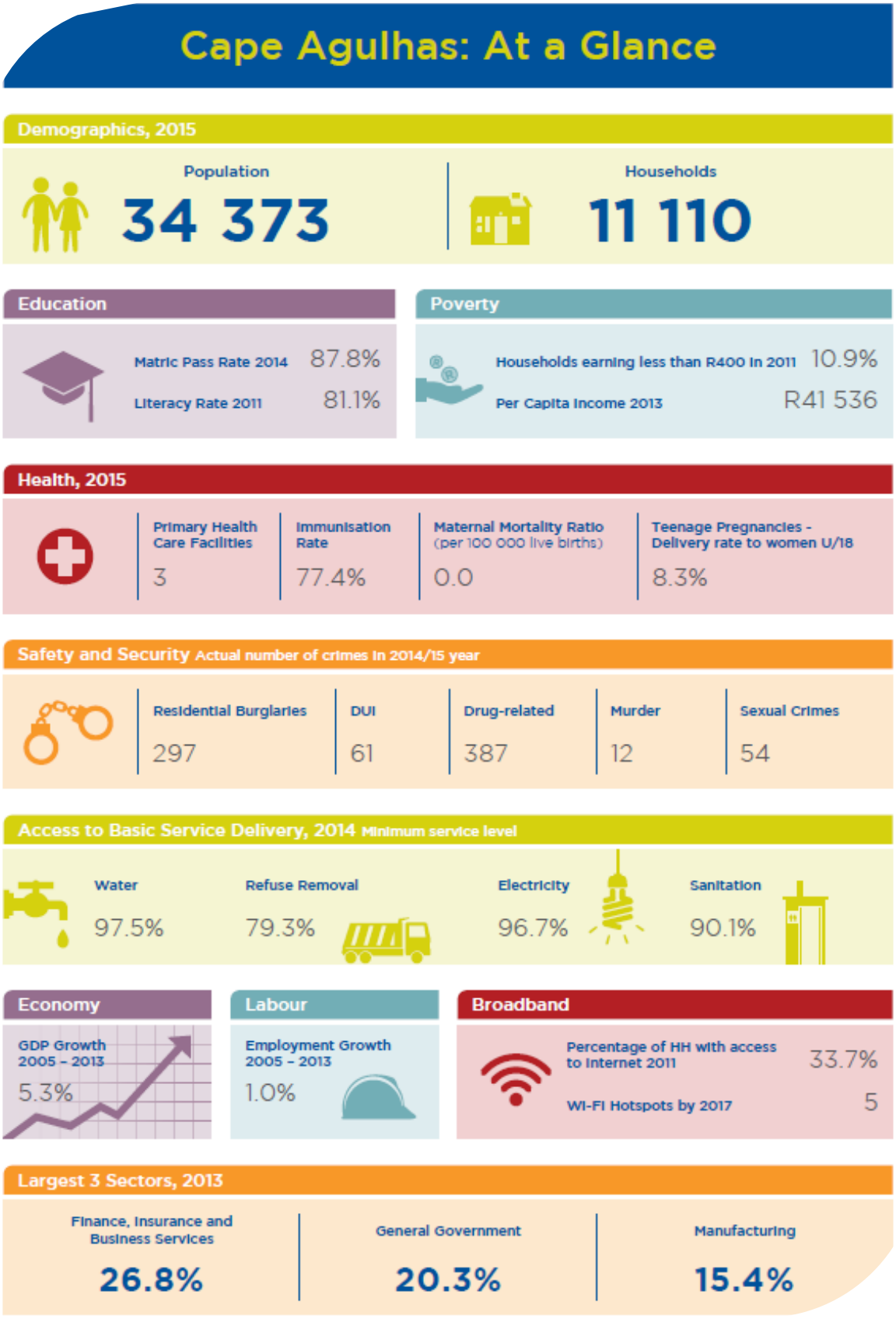
TABLE 1: WARD DELIMITATION (2016)

WARD	AREA
1	Napier, Elim, Spanjaardskloof and surrounding farming areas, Houtkloof
2	Part of Bredasdorp, Klipdale,
3	Part of Bredasdorp which include the low cost housing scheme (Kleinbegin), Zwelitsha and Simunye
4	Part of Bredasdorp including the central business section, Protem and farms
5	Suiderstrand, L'Agulhas, Struisbaai and Haasvlakte
6	Arniston, Surrounding Farms, Overberg Test Range, Part of Bredasdorp (Selfbou and Bergsig area)

1.3.2 DEMOGRAPHIC PROFILE

1.3.2.1 POPULATION

See the infographic below summarizing the **socioeconomic profile** of the CAM[ii].



According to Census 2011 CAM has a total population of 33038 people. According to population estimates by the Department of Social Development, the population of Cape Agulhas is expected to grow by an average of 1.6 % per annum. Cape Agulhas is the smallest municipality in the Overberg District in terms of population size. The following Table depicts the population per town, gender and race.

TABLE 2: POPULATION BY GENDER AND RACE PER TOWN

TOWN	AFRICAN		COLOURED		INDIAN		WHITE	
	M	F	M	F	M	F	M	F
Napier	246	200	1342	1463	10	10	400	517
Cape Agulhas NU	457	261	2067	2087	4	6	684	568
Bredasdorp	1115	863	4876	5448	30	34	1405	1549
Elim	50	54	623	670	-	-	6	8
Arniston	19	12	530	584	1	1	60	61
Struisbaai	273	216	928	1021	10	10	633	743
Agulhas	16	23	13	13	-	1	210	262
Suiderstrand	1	2	-	-	-	-	20	20
TOTAL	**2177**	**1632**	**10378**	**11286**	**55**	**57**	**3418**	**3728**

Source: StatsSA census 2011

The following Table depicts the population by gender and age.

TABLE 3: POPULATION BY AGE AND GENDER

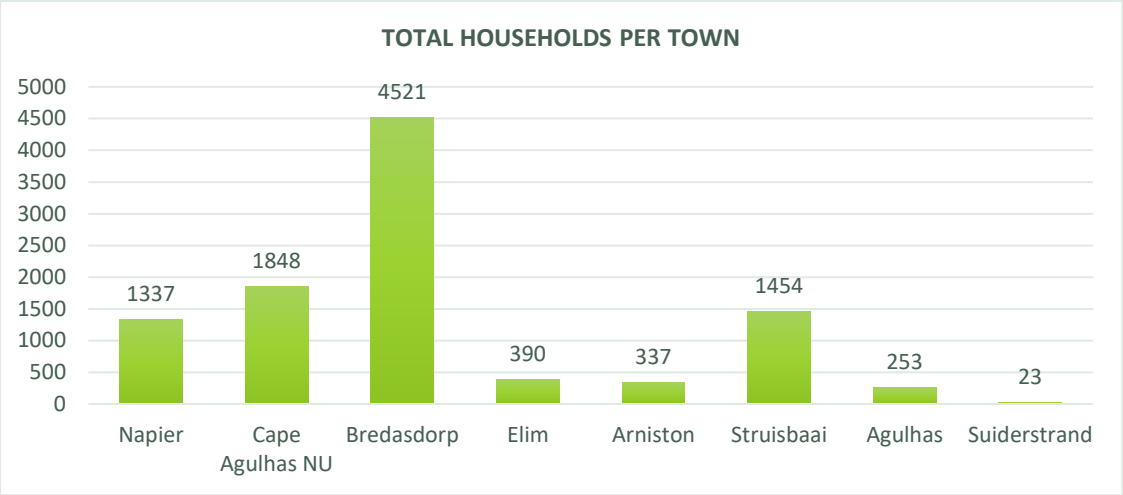
AGE	MALE	FEMALE	GRAND TOTAL
0 - 4	1356	1335	2691
5 - 9	1195	1211	2406
10 - 14	1342	1301	2643
15 - 19	1247	1406	2653
20 - 24	1354	1351	2705
25 - 29	1411	1396	2807
30 - 34	1158	1009	2167
35 - 39	1131	1111	2242
40 - 44	1226	1271	2497
45 - 49	1087	1178	2265
50 - 54	999	1025	2024
55 - 59	762	799	1561
60 - 64	642	780	1422
65 - 69	518	579	1097
70 - 74	378	472	850
75 - 79	237	272	509
80 - 84	129	188	317
85 - 89	35	77	112
90-120	21	47	68
GRAND TOTAL	**16228**	**16808**	**33036**

Source: StatsSA census 2011

1.3.2.2 HOUSEHOLDS

According to Census 2011 CAM has 10163 households within its area of jurisdiction. The majority (44%) are in Bredasdorp. Of importance to note is that 18% of the households are situated in rural areas (Cape Agulhas Non-Urban) and are not serviced by the Municipality.

FIGURE 3: HOUSEHOLDS PER TOWN



1.3.3 SOCIO ECONOMIC PROFILE

1.3.3.1 POVERTY

Poverty is a major risk factor when it comes to disasters in the Cape Agulhas Municipal Area. Cape Agulhas reported the lowest poverty rates (19.1%) in the Overberg District in 2011. Despite this, much still needs to be done to alleviate poverty. Residents of informal settlements have to bear the extreme weather and flooding as well as severe losses of their dwellings due to fires. During floods and fires, poor families suffer significant development setbacks. These disasters are also costly for the municipality and provincial departments and other services.

The StatsSA 2014 Poverty Trends Report specifies that the lower-bound poverty line (LBPL) for March 2011 was set at R443 (per capita, inflation adjusted poverty line) meaning that any individual earning less that R443 a month would have to sacrifice essential food items in order to obtain non-food goods. Compared to the below specified average household income for Cape Agulhas Municipality, 11% of households in the municipal area earn less than R400 per month and therefore fall below the LBPL.

TABLE 4: INCOME LEVELS

None	R1–R4800	R4801-R9600	R9601-R19600	R19601-R38200	R38201-R76400	R76401-R153800	R153801-R307600	R307601-R614400	R614401-R1228800
9.6	1.4	2.5	12.7	22.8	19.9	14.2	10.6	4.7	1.2

Source: Socio-economic Profile 2015

1.3.3.2 UNEMPLOYMENT

Poverty is exacerbated by unemployment. A large percentage of the population are unemployed. It is important to distinguish between narrow and broad unemployment, as its interpretation and use as an indicator may have contrasting consequences on policy formulation. Narrow unemployment is defined as the number of people who have not worked

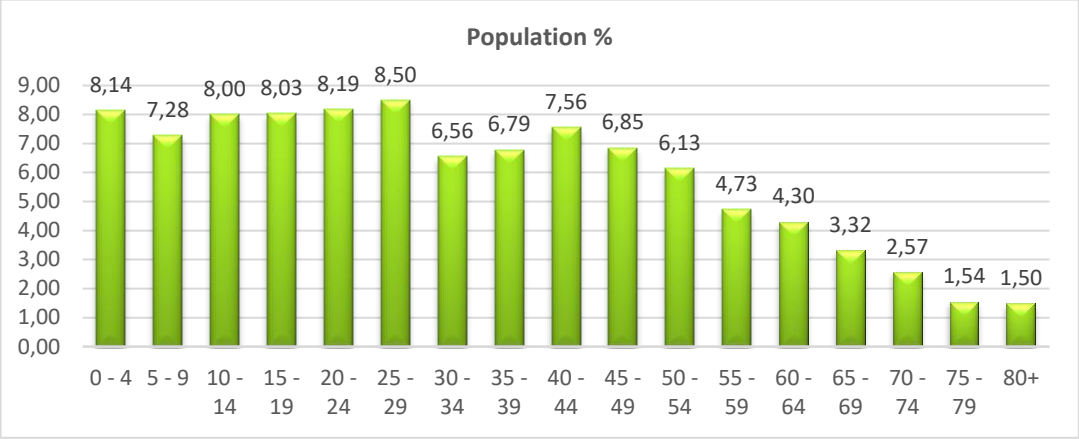
for two weeks prior to the survey date but have taken active steps to look for work/employment. Broad employment is defined as the number of people seeking employment two weeks prior to the survey date and includes persons that did not take active steps to look for work/employment, for example, discouraged work-seekers.

TABLE 5: UNEMPLOYMENT

NARROW UNEMPLOYMENT	BROAD UNEMPLOYMENT
13.8%	19.7%

The economically active population (EAP) is classified as individuals aged 15-65. The figures below indicate that CAM has a fairly young population. A large number of youth (age 0-14) are dependent on the EAP which will ultimately have an effect on education and job creation.

FIGURE 4: ECONOMICALLY ACTIVE POPULATION



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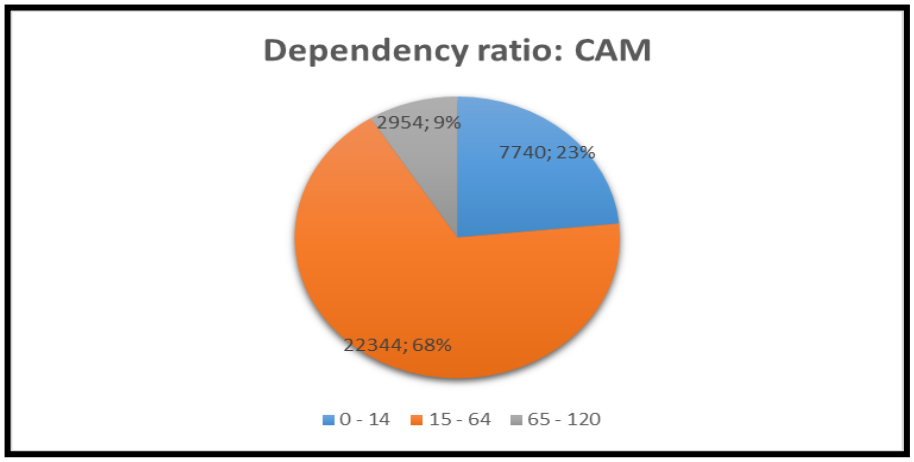
1.3.3.3 DEPENDENCY RATIO

The age-dependency ratio is the ratio of people in the "dependent" ages (those under age 15 and ages 65 and older) to those in the "economically productive" ages (15 to 64 years) in a population.

FIGURE 5: DEPENDENCY RATIO



1.3.4 ENVIRONMENTAL PROFILE

A key aspect of any economy and the development thereof is the state in which the environment is found and the manner in which the environment is protected and utilised. Sustainable and responsible integration of the natural environment which includes the mountains, wild life, biodiversity and the untouched beauty of the environment are an essential part of the economy of CAM. The current SDF makes provision for environmental impacts, the way in which it must be protected and utilised. Distinct endeavours have been made in terms of conservation which includes among others the establishment of the Agulhas National Park, the De Hoop Nature and Marine reserve and the control of 4x4 vehicles on beaches as well as other continuing projects such as the Agulhas Biodiversity Initiative. Two aspects are of particular importance in this regard namely climatic conditions and pollution:

1.3.4.1 CLIMATIC CONDITIONS

Climate change is rapidly became the boiling point and the biggest focus point of discussion on the global agenda. The reason for this is that the world is very quickly experiencing the effect that climate change and global warming are having on fundamental socio-economic development such as water & sanitation, food security, health, energy, industrial development and human settlements.

The future climate of the Western Cape is likely to be one that is warmer and drier than at present, according to a number of model projections. A future that is warmer, and possibly dryer, will encompass a range of consequences that will affect the economy, the livelihoods of people and ecological integrity of the Western Cape region[1].

The **Key Outcomes of a Disaster Management Plan (DMP)** is as follows:

- Integration of Disaster Risk Management into the strategic and operational planning and Project implementation of all line functions and role players within the municipality.
- Resilient communities.
- An integrated, fast and efficient response to emergencies and disasters by all role players. Please refer to Addenda 6 for a list of legislative documents that are relevant to Disaster Risk Management in South Africa and within the CAM.

CAM revised its Disaster Management Plan on 27 June 2017, Resolution 154/2017. **The CAM DMP** confirms the arrangements for managing disaster risk and for preparing for- and responding to disasters within the Cape Agulhas Municipality. It also provides officials, and other role players, with an effective guide as to what their roles and responsibilities are in the event of a disaster and also focuses on prevention of disasters and minimising the impact of hazards which cannot be avoided.

In Section 26(g) of the Local Government: Municipal Systems Act of 2000 (No 32 of 2000) it is a requirement that the IDPs of all municipalities should have a relevant DMP and DRA as core

[1] Cape Agulhas Municipality Revised IDP 2015/2016

components of such IDP's. This final DRA report can be considered as an annexure to CAM IDP.

Hazard specific projects for proactive disaster risk reduction will be made towards the end of this report and involves identification of specific actions, activities, projects and stakeholders. This correlates with the Western Cape's Standardised DRA Methodology point 12: Setting priorities for action. See the table below for an overview of **CAM hazards identified** during 2014 (Overberg District DRA report) and 2018 (Cape Agulhas DRA Report):

OVERBERG AND CAPE AGULHAS IDENTIFIED HAZARDS		
2014 ODM DRA: Overberg District Municipality	**2014 ODM DRA: Cape Agulhas Municipality**	**2018 CAM DRA**
Floods	Floods	Climate change
Wild fire	Wildfire	Wildfire
Social conflict	Coastal erosion	Sea level rise
Structural fire	Endemism	Coastal erosion
Pest infestation	Pest infestation	Marine pollution
Nuclear event	Disruption of electricity	Storm surge
Drought	Nuclear event	Seismic hazards
Endemism	Shipping incident	Tsunami
Severe weather	Tsunami	Pest infestation
Coastal erosion	HAZMAT: Ocean spill	Floods
Dam failure	Sea level rise	Biodiversity loss
Major Hazardous Installation	Drought	Social unrest
Storm surge	Groundwater pollution	Drought
Tsunami	Severe weather	Sanitation
HAZMAT: Ocean spill	Major Hazardous Installation	Water supply disruption
Shipping incident	Road incident	Human diseases
Water supply disruption	Structural fire	Nuclear event
Road incident	Storm surge	Road incident
Human diseases	Sewerage and drainage	Animal diseases
Sea level rise	Water supply disruption	Severe weather
HAZMAT: Road	Animal diseases	Structural fire
Sewerage and drainage	Human diseases	Denel OTR
Aircraft incident	HAZMAT: Road	HAZMAT Roads
Groundwater pollution	Denel Overberg Test Range (OTR)	Dam failure
Electricity disruption	Aircraft incident	Disruption Electricity
Denel OTR		Aircraft incidents
Rail incident		Air pollution

OVERBERG AND CAPE AGULHAS IDENTIFIED HAZARDS		
2014 ODM DRA: Overberg District Municipality	**2014 ODM DRA: Cape Agulhas Municipality**	**2018 CAM DRA**
Animal disease		
HAZMAT: Rail		

Table 6: 2014 and 2018 Disaster Risk Assessments

TABLE 7: IMPACTS AND VULNERABILITIES THAT CLIMATE CHANGE WILL HAVE ON THE CAPE AGULHAS MUNICIPAL AREA

IMPACT	DESCRIPTION
Water resources	Because water is already a limiting factor for economic growth, the projected climate change has serious implications for the competing interests of environmental integrity and socio-economic development. In a warmer and drier future, the completion for fresh water will increase sharply.
Coastal impacts	The impacts of sea-level rise are increased saltwater intrusion into coastal aquifers, flooding in conjunction with extreme storm events and coastal erosion.
Biodiversity	Species losses estimated to be ultimately as high as 30% under worst-case scenario assumptions, may occur both as a direct response to warming and drying, but also as an indirect response to fire regimes and interactions with invasive alien species.
Fire danger and fire frequency	The frequency of intense wildfires is modelled to increase substantially, and high fire risk conditions are projected to increase. This will have a negative effect on biodiversity, soil structure and the spread of fire-adapted alien invasive plants.
Alien invasive species	Invasive alien trees, if left unchecked, will continue to utilize water sub-optimally in a situation where there is increasing water scarcity and may fuel more intense and frequent fires.
Livelihoods	Poor health that will result from air pollution. Increasing water scarcity and rising temperatures will affect sectors of the economy (agriculture, forestry and fishing).

Recommendations to mitigate climate change and the impacts thereof should include:

- Climate risk management should be integrated into all local planning and regulatory processes, especially the incorporation of risk assessments for flood, run-off, slope failure and subsidence. It should also be used to tighten land-use regulations to avoid further unravelling of protective environmental services.
- Securing river banks - trees planted on river banks should not just be removed without a proper study of the impact because it can cause more damage.
- Municipalities and communities should not ignore flood lines and no development should be put in flood line areas. Flood lines should be revised regularly and not only every 50 years because floods happen more frequently.
- Build disaster resilient communities. Low income houses must be constructed to resist severe weather, heavy rains and strong winds.

- Urgent investments in upgrading and risk-proofing run-off and flood exposed roads and critical infrastructure, combined with upward adjustments in repair and maintenance.
- Revisit current design criteria for roads and storm water and other critical infrastructure to determine their relevance and robustness.

1.3.4.2 POLLUTION

Pollution can also take on many forms and all of these have a negative impact on the environment. Cape Agulhas Municipality drafted an Air Quality Management Plan which was tabled to Council and approved in May 2014. Due to the fact that Cape Agulhas Municipality has a long coast line, oil spills are also a major potential cause of pollution.

2 CONSTITUTIONAL, LEGISLATIVE AND POLICY MANDATES

Disaster Management is directly and indirectly regulated by a number of statutes. There are also policy frameworks that must be taken cognizance of.

TABLE 8: APPLICABLE LEGISLATION

LEGISLATION IMPACTING DIRECTLY DISASTER MANAGEMENT	OTHER APPLICABLE LEGISLATION	POLICY FRAMEWORKS
➢ The Constitution ➢ The Disaster Management Act ➢ The Municipal Systems Act ➢ The Municipal Structures Act ➢ The Fire Brigade Services Act ➢ The Municipal Demarcation Act	➢ National Environmental Management Act (NEMA) ➢ NEMA: Protected Areas Act ➢ NEMA: Biodiversity Act ➢ NEMA: Air Quality Act ➢ NEMA: Integrated Coastal Management Act ➢ NEMA: Waste Management Act ➢ National Water Act ➢ Water Services Act ➢ The Conservation of Agricultural Resources Act ➢ The National Building Standards Act ➢ The Development Facilitation Act ➢ The National Veld and Forest Fire Act ➢ The Hazardous Substances Act ➢ The National Health Act ➢ The Occupational Health and Safety Act ➢ The South African Weather Service Act	➢ National Disaster Management Framework ➢ Western Cape Disaster Management Framework ➢ Overberg District Municipality Disaster Management Plan

The following are the most important legislative and policy frameworks directly applicable to Disaster Management.

2.1 THE CONSTITUTION

The Bill of Rights (Chapter 2) (Section 24) regulates the Environmental Right and provides that every citizen has the right to:

a) ***"To an environment that is not harmful to their health or wellbeing***
b) *To have the environment protected, for the benefit of present and future generations, through reasonable legislative and other measures that*
   i. *Prevent pollution and ecological degradation*
   ii. *Promote conservation; and*
   iii. *Secure ecologically sustainable development and use of natural resources while promoting justifiable economic and social development."*

Section 40 provides that our government is constituted as national, provincial and local spheres (municipalities) of government which are distinctive, interdependent and interrelated. The three spheres of government are required to cooperate with one another and adhere to the principles of cooperative governance as set out in the Constitution as well as the Intergovernmental Relations Framework Act, Act 13 of 2005 (IGRF).

Section 152 (1) of the Constitution sets out the objectives of local government namely:

- To provide democratic and accountable government to the community;
- To ensure the sustainable provision of services to the community;
- To promote social and economic development;
- **To promote a safe and healthy environment;**
- To encourage communities and community organizations to get involved in local government matters.

Sections 153 (1) and (2) of the Constitution state that the executive and legislative authority of a municipality is vested in its municipal council and that a municipality has the right to govern, on its own initiative, the local government affairs of its community, subject to national and provincial legislation, as provided for in the Constitution. Municipal councils may exercise their authority within an area of jurisdiction as determined by the Municipal Demarcation Board in terms of the Local Government: Municipal Demarcation Act, 1998.

Section 156, read together with Schedules 4B and 5B of the Constitution sets out the functions of a Municipality.

2.2 LEGISLATION

2.2.1 DISASTER MANAGEMENT ACT, 57 OF 2002

The Disaster Management Act aims to provide an integrated and co-ordinated 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. Municipalities are required to prepare Disaster Management Plans for their area and incorporate them into the IDP[2]. Disaster Management Plans should anticipate the types of disaster that are likely to occur in the municipal area, the possible effects thereof and provide for appropriate prevention and mitigation strategies.

The Disaster Management Act provides for:

[2] Disaster Management Act (Act 57 of 2002) (53)

- 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
- matters relating to these issues.

To facilitate consistency in the implementation of disaster management across and within all spheres of government, the Disaster Management Act also calls for the development of provincial and municipal disaster management frameworks that are consistent with both the Act and the National Disaster Management Framework NDMF (sections 28(1), (2), 42(1), (2), (3)).

2.2.2 LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 32 OF 2000

Section 26(g) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) states that a municipality's disaster management plan should be included in the Municipal Integrated Development Plan (IDP).

The Municipal Council adopted a process plan for the Integrated Development Planning Process in August 2011 which stipulated how the IDP will be compiled and reviewed annually. Through this process the Council seeks to solicit meaningful public participation through established Municipal Structures namely Councillor feedback meetings, Mayoral Imbizo's, Ward Committees and the Cape Agulhas Municipal Advice Forum (CAMAF) which includes stakeholders from business, government, civil society and organised labour sectors.

The focus of Integrated Development Planning (IDP) is interalia to achieve strategic alignment within the broader national and provincial context as well as to:

- develop a balance between short and medium term equity, growth and environmental concerns; and
- choose between a range of alternative economic infrastructure investments and social investments in order to ensure effective utilisation of limited resources and to target and maximize the impact of service delivery.
- accelerate development and social cohesion through dynamic partnerships and focused service delivery.

Through this alignment, the Cape Agulhas Municipality (CAM) will strive to give effect to the National Development Plan: Vision for 2030 (NDP), the Medium Term Strategic Framework (MTSF) for 2014 to 2019 which is the national implementation framework for the NDP, and the Provincial Strategic Plan: 2014 - 2019 which sets out the Western Cape Government's vision and strategic priorities for their current term of office which are also informed by and align to the NDP.

2.2.3 LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 117 OF 1998

The division of functions between B and C municipalities is regulated by Section 84 of the Municipal Structures Act. Section 85 grants the MEC of the Province the power to adjust certain

powers and function between category B and C municipalities including firefighting services. The following table indicates the functions that CAM is authorised to perform.

TABLE 9: MUNICIPAL FUNCTIONS

SCHEDULE 4, PART B FUNCTIONS	YES/NO	SCHEDULE 5, PART B FUNCTIONS	YES/NO
Air pollution	Yes	Beaches and amusement facilities	Yes
Building regulations	Yes	Billboards and the display of advertisements in public places	Yes
Child care facilities	Yes	Cemeteries, funeral parlours and crematoria	Yes
Electricity and gas reticulation	Yes	Cleansing	Yes
Fire fighting services	Yes	Control of public nuisances	Yes
Local tourism	Yes	Control of undertakings that sell liquor to the public	Yes
Municipal airports	No	Facilities for the accommodation, care and burial of animals	Yes
Municipal planning	Yes	Fencing and fences	Yes
Municipal health services	No	Licensing of dogs	Yes
Municipal public transport	Yes	Licensing and control of undertakings that sell food to the public	No
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	Yes	Local amenities	Yes
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	Yes	Local sport facilities	Yes
Storm water management systems in built-up areas	Yes	Markets	Yes
Trading regulations	Yes	Municipal abattoirs	Yes
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes	Municipal parks and recreation	Yes
		Municipal roads	Yes
		Noise pollution	Yes
		Pounds	Yes
		Public places	Yes
		Refuse removal, refuse dumps and solid waste disposal	Yes
		Street trading	Yes
		Street lighting	Yes
		Traffic and parking	Yes

A Capacity Assessment Report issued by the Demarcation Board (August 2003) indicated that local municipalities, including CAM lack the capacity to perform the fire- fighting function. An outcome of this was the conclusion of an agreement between the Overberg District Municipality and Local Municipalities of the Overberg Region to assist with the rendering of this service.

Currently all fires in our Municipal Area are dealt with by the Overberg District Municipality who make use of the resources and manpower of Cape Agulhas Municipality, NGO's and farmers when the need arises. All other Disaster Management functions are the responsibility, and are rendered by CAM.

2.2.4 LOCAL GOVERNMENT: MUNICIPAL DEMARCATION ACT, 27 OF 1998

This Municipal Demarcation Act determines the borders of each Municipal Area and subsequently defines the area within which a Municipal Council may exercise its legislative and executive authority.

2.2.5 FIRE BRIGADE SERVICE ACT, 99 OF 1987

The fire brigade is regulated by the Fire Brigade Services Act. According to this Act the service includes prevention of outbreak or spreading of a fire, fighting or extinguishing of a fire and protection of life or property from fire or any other imminent danger.

2.3 POLICIES AND FRAMEWORKS

2.3.1 NATIONAL DISASTER MANAGEMENT FRAMEWORK, 2005

This framework was promulgated on 29 April 2005. The National Disaster Management Framework (NDMF) comprises four key performances areas (KPA's) and three enablers to guide a coherent and uniform approach to disaster management in South Africa and to direct disaster management efforts in all spheres of government.

The four key performance areas specified in the national framework are:

- Integrated institutional capacity for disaster risk management
- Disaster risk assessment
- Disaster risk reduction
- Response and recovery

The three enablers specified in the national framework are:

- Enabler 1: Information management and communications public awareness, education, training and research
- Enabler 2: Education, training, public awareness and research
- Enabler 3: Funding arrangements for disaster risk management

2.3.2 WESTERN CAPE DISASTER MANAGEMENT FRAMEWORK

The Western Cape Disaster Management Framework emphasises vulnerability reduction in disaster-prone areas, communities and households, together with its focus on integrating disaster prevention and mitigation (risk reduction) efforts into ongoing development initiatives. It comprises four key performance areas (KPAs) and three supportive enablers that are required to achieve the objectives set out in the KPAs. The KPAs and enablers are informed by specific objectives and, as required by the Act, key performance indicators (KPIs) to guide and monitor progress.

The four key performance areas specified in the Provincial framework are:

- Institutional capacity for disaster management
- Disaster risk assessment
- Disaster risk reduction
- Disaster response and recovery

The three enablers specified in the Provincial framework are:

- Information management and communication
- Disaster risk management education, training, research and public awareness
- Funding arrangements

2.3.3 OVERBERG DISTRICT MUNICIPALITY DISASTER MANAGEMENT FRAMEWORK AND PLAN

This Plan is aligned to the Overberg District Municipality Disaster Management Framework and Plan

3 INSTITUTIONAL ARRANGEMENTS

The primary function of Disaster Management during a major incident or disaster is to co-ordinate the responses of internal and external role players to ensure good liaison and information flow. A list of key role-players and their responsibilities is attached as **Annexure A**.

3.1 LOCAL CO-ORDINATION OF DISASTER MANAGEMENT

Disaster Management is co-ordinated by the Protection Services Office. This Department is linked to the Overberg Disaster Management Centre which is used during major incidents to guide, assess, prevent and reduce the risk of disasters.

Currently Disaster Management is part of the Manager Protection Services portfolio which also includes responsibility for the management of Traffic Services, Licensing and Law Enforcement (Municipal By-Laws). No provision is made on the structure for a dedicated Disaster Management Officer and Disaster Management is listed as a Key Performance Area of the Manager Protection Services. This is a capacity problem which poses challenges in relation to best practices.

The Manager Protection Services is responsible for;

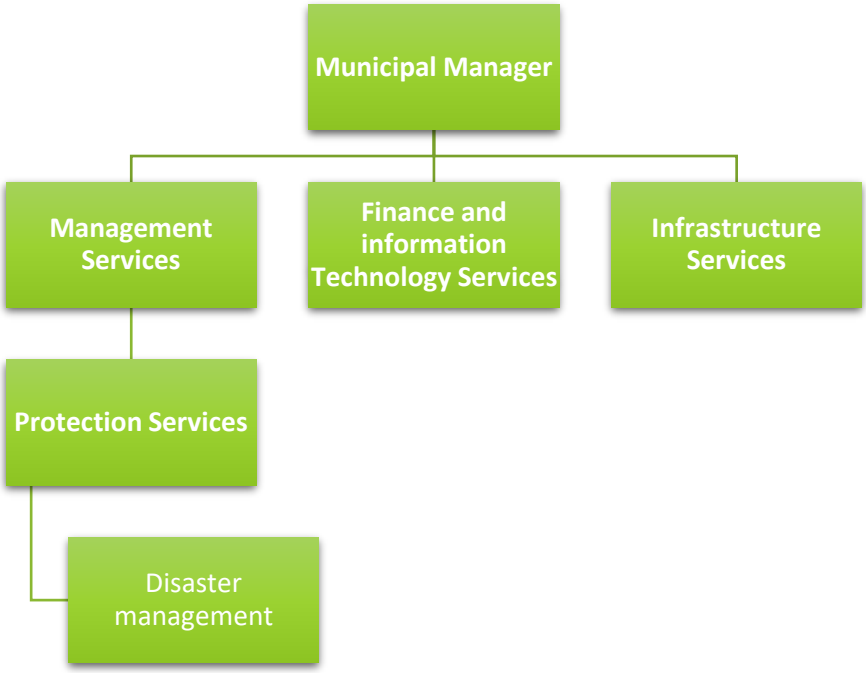
- The compilation and maintenance of the Municipality's Disaster Management Plan. (Each department will be responsible for its own departmental disaster plan).
- Implementing and coordinating the Municipality's Disaster Management Plan.
- Distribution of the updated Disaster Management Plan.

- When deemed necessary, initiate the process for declaring a disaster.
- Liaising with provincial officials and national officials.
- Requesting provincial and national assistance.
- Coordinating responses with None Government Organizations (NGO's).
- Authorize area evacuation/re-entry.
- Identify persons/organizations to receive recognition for contributions to the emergency response.
- Establish and maintain required telecommunications links.
- Compilation of reactive departmental disaster management plans to ensure service continuation during emergency/disaster situations.

The Manager Protection Services is responsible for Disaster Management in the Municipality and will in consultation with the District Disaster Management Centre, determine when the incident or disaster is adequately dealt with and the response structure can be de-activated. In the recovery and rehabilitation phase a project team can be convened to take responsibility for further activities that address the causal factors of the disaster or incident. This team will receive a brief from and report back to the District Disaster Management Advisory Forum as well as senior management.

3.2 INTERNAL ROLE PLAYERS

The principle functions of CAM must as far as possible continue to be rendered during a disaster. The management structure will adapt to deal with the changed circumstances during major incidents or disasters. The internal structure of CAM is as follows:



3.2.1 MUNICIPAL MANAGER

TABLE 10: FUNCTIONS ASSIGNED TO THE OFFICE OF THE MUNICIPAL MANAGER

OFFICE OF THE MUNICIPAL MANAGER

- Internal Audit (Reports to Audit Committee)
- Strategic and Risk
  - Strategic Services
  - Planning
  - Administration
  - Shared Services
- Socio Economic Development
  - Social Services (Human Development)
  - Economic Development Services
- Human Resource and Organisational Development

The Municipal Manager will be responsible for:

- Ensuring that disaster plans are compiled and maintained in his/her service.
- Monitoring compliance with relevant legislation, regulations, licenses and by-laws.
- Ensuring that Council administrative support services are maintained under abnormal circumstances.
- Providing information to municipal employees and their families.
- Documenting information for potential municipal insurance claims.
- Documenting information for potential legal actions.
- Identifying information to be documented for inquests or investigations under applicable laws.
- Documenting information for remuneration of municipal employees involved in emergency response.
- Documenting information for potential compensations claims.
- Documenting potential occupational health and safety issues.
- Documenting information for potential municipal labour relations issues.
- Report, liaise and consult with external Provincial and National Government Departments.
- Report on the emergency impact and response to the Mayor.
- Report on the emergency impact and response to Councillors in the emergency area.
- Report on the emergency impact and response to the remaining Councillors.
- Notify next of kin in the event when a municipal employee is injured, missing or killed.
- Authorize extraordinary expenditures.
- Identifying persons/organizations to receive recognition for contributions to emergency response.

3.2.1 DIRECTOR: INFRASTRUCTURE SERVICES

TABLE 11: FUNCTIONS ASSIGNED TO THE DIRECTOR INFRASTRUCTURE SERVICES

DIRECTOR INFRASTUCTURE SERVICES
∝ Water and Sanitation
∝ Roads and Storm Water
∝ Waste Management Services
∝ Electrical Services
∝ Building control
∝ Project Management Unit

The Director Infrastructure Services is responsible for:

- Ensuring that disaster plans are compiled and maintained in his/her service.
- Identifying buildings which are unsafe.
- Identifying areas, buildings and structures which may require restoration.

- Coordinating responses with businesses and industries affected by the emergency.
- Coordinate response with National and Provincial Public Works departments.
- Identify persons/organizations to contribute to post-emergency reports/debriefings.
- Plan and ensure that risk reduction and disaster mitigation principles are adhered to in the recovery and redevelopment phases.
- Ensure that risk reduction and mitigation principles are applied in al development projects.
- Compilation of pro-active departmental disaster management programmers to support risk reduction or elimination.
- Compilation of reactive departmental disaster management plans to ensure essential service continuation during emergency/disaster situations.
- Identifying and prioritizing of essential services that may require restoration as a result of an emergency or a disaster.
- Controlling the consumption of public water supplies.
- Providing alternative water supplies for domestic, industrial and other uses.
- Providing technical advice in preventing or reducing the effects of flooding.
- Providing technical advice when requested on removing debris from transportation routes and other sites as required.
- Rendering of emergency repairs to damaged road infrastructure.
- Support service to other departments as required.

3.2.4 DIRECTOR: FINANCE AND INFORMATION TECHNOLOGY SERVICES

TABLE 12: FUNCTIONS ASSIGNED TO THE INFORMATION TECHNOLOGY SERVICES

DIRECTOR FINANCE AND INFORMATION TECHNOLOGY SERVICES
∝ Revenue ∝ Expenditure ∝ Budget and Treasury Office ∝ Supply Chain Management o Fleet Management

The Director Finance and Information Technology Services is responsible for:

- Ensuring that disaster plans are compiled and maintained in his/her service.
- Managing donations for emergency response.
- Initiating and facilitating efforts to make funds available for disaster management in the municipal area; (Section 56).

3.2.3 DIRECTOR: MANAGEMENT SERVICES

TABLE 13: FUNCTIONS ASSIGNED TO THE DIRECTOR MANAGEMENT SERVICES

DIRECTOR MANAGEMENT SERVICES
∝ Libraries ∝ Protection Services o Traffic o Licencing o Law enforcement o Disaster Management

- ∝ Public Services
  - Parks and sport
  - Community facilities
- ∝ Human Settlement

The Director Management Services is responsible for:

- Ensuring that disaster plans are compiled and maintained in his/her service.
- Planning and functioning of the municipal emergency services throughout all phases of the disaster management continuum.
- Protecting health and safety of emergency responders.
- Provision of emergency shelter and accommodation.
- Coordinating response and mutual aid agreements with adjacent municipalities in the District
- Coordinating of donations received

3.2.2 INTERNAL PROCEDURE DURING A DISASTER

1. The Manager of a service must summon all available personnel to the disaster site when an emergency call is received.
2. The Manager of a service must report at the Disaster Control Official.
3. The Manager of a service is responsible for the implementation of the services disaster plan
4. The Manager of a service must report fully to the disaster control official.
5. Nobody leaves the disaster site without the permission of the Disaster Control Official

3.3 EXTERNAL BODIES

External bodies include the following:

1. Overberg District Municipality (Disaster Management and Fire Services).
2. National and Provincial Disaster Management Centres.
3. Provincial Traffic Services.
4. Provincial Administration: Western Cape Emergency Medical Services.
5. South African Police Service (Western Cape) (SAPS).
6. South African National Defence Force (Western Cape) (SANDF).
7. Representatives from other public or private bodies as required.

3.3.1 OVERBERG DISTRICT MUNICIPALITY

The Overberg District Municipality must in co-operation with the local municipalities establish and implement a district framework for disaster management to ensure an integrated and uniform approach to disaster management. It must also establish a disaster management centre for its municipal area. In terms of the Fire Brigade Services Act the Overberg District Municipality fulfils the fire function.

3.3.2 NATIONAL AND PROVINCIAL DISASTER MANAGEMENT CENTRES

In terms of Disaster Management Act the National and Provincial Disaster Management Centres will assist with:

- Identify and establish communication links with disaster management role players in the Municipal Area;
- To develop and maintain the disaster management electronic databank in so far as the databank applies to the Municipality; and
- The preparation and regular review of Disaster Management Plans and strategies, including contingency plans and emergency procedures; and
- The integration of the concept and principles of disaster management, and particularly prevention and mitigation strategies, with development plans and programs.

3.3.3 PROVINCIAL TRAFFIC SERVICES

The primary function of Provincial Traffic Services during an incident is to manage the flow of traffic around the incident and to safeguard the scene/ area from a traffic point of view to facilitate speedy response by all services. Provincial Traffic will be assisted by CAM Law Enforcement.

3.3.4 AMBULANCE SERVICE / EMERGENCY MEDICAL SERVICES

The primary function of EMS at an incident is the emergency medical care and medical rescue of patients as well as evacuation to the nearest appropriate health facility.

3.3.5 SOUTH AFRICAN POLICE SERVICES (SAPS)

The primary function of the SAPS is to maintain law and order during an incident by;

- Assessing the situation.
- Activating SAPS and other services via radio control.
- Establishing a cordon in the immediate area to prevent further loss of life and/or looting.
- Assisting with the implementation of effective command and control on scene via the FCP.

3.3.6 SOUTH AFRICAN NATIONAL DEFENCE FORCE (SANDF)

The primary function of the SANDF is national defence and related issues. A secondary function of the SANDF in the case of major incidents and disasters is to assist where life and/or property is/are threatened.

3.3.7 NON GOVERNMENT ORGANISATIONS (NGO'S)

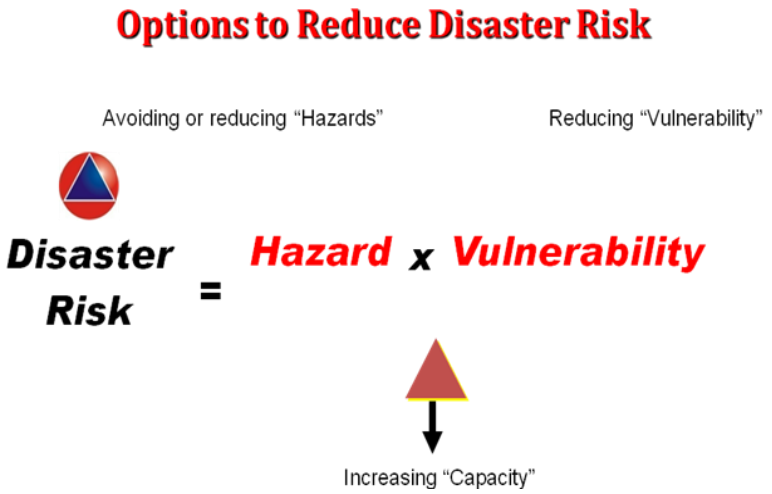
NGO's are non-governmental organisations who are able to assist and support the local authority with expertise and resources during emergency and/or disaster situations.

4 HAZARD / RISK ASSESSMENT

4.1 HAZARDS / VULNERABILITIES

Risk and vulnerabilities will determine the priorities for Disaster Management programs and projects. The amount of possible benefit to be derived from a project in terms of lives protected, livelihoods secured and property or natural resources defended, will be the criteria that determine priorities.

FIGURE 6: DISASTER RISK FORMULA



The following table provides an assessment of vulnerabilities affecting the Cape Agulhas Municipal Area together with risk reduction/ mitigation measures.

4.2 RISK ANALYSIS

BACKGROUND

The International Standards Organization (ISO) defines risk assessment as a process to comprehend the nature of risk and to determine the level of risk. Risk assessments are fundamental for disaster risk reduction so as to understand the interaction between hazards, vulnerability and capacity. The WCDMC developed a provincial standard for conducting comprehensive disaster risk assessments, including guidelines for the application of a uniform disaster risk assessment methodology and approach, as well as the standardisation of reporting formats for disaster risk assessments.

In this report, the approach and application of the WCDMC Standardised DRA Methodology implies that the information obtained for the compilation of the CAM DRA can be compared with other district and local municipalities DRAs of the Western Cape Province. It is critical that continual assessment should take place for regularly updating information in order to facilitate informed decision-making.

WHAT IS A HVC ASSESSMENT TOOL: THE FORMULA

Hazards in themselves do not constitute disasters. Put simply disaster risk is the function of the combination of three elements – vulnerability, coping capacity and hazard (UNISDR 2002:41). The relationship of these elements can be expressed as a simple formula that is not mathematical in nature.

This formula is applied to determine disaster risk by assessing potential impact of a hazard on a community, as a means of quantifying the root causes of vulnerability and identifying the available capacity to cope:

- Any increase in value of the component (above the line: Hazard or Vulnerability) will lead to an increase to the Disaster Risk value, where as a decrease above the line will lead to a decrease risk value; and
- Any increase in capacity value (below the line) will lead to a decrease in disaster risk, while a decrease below the line will lead to an increase in the disaster risk value.

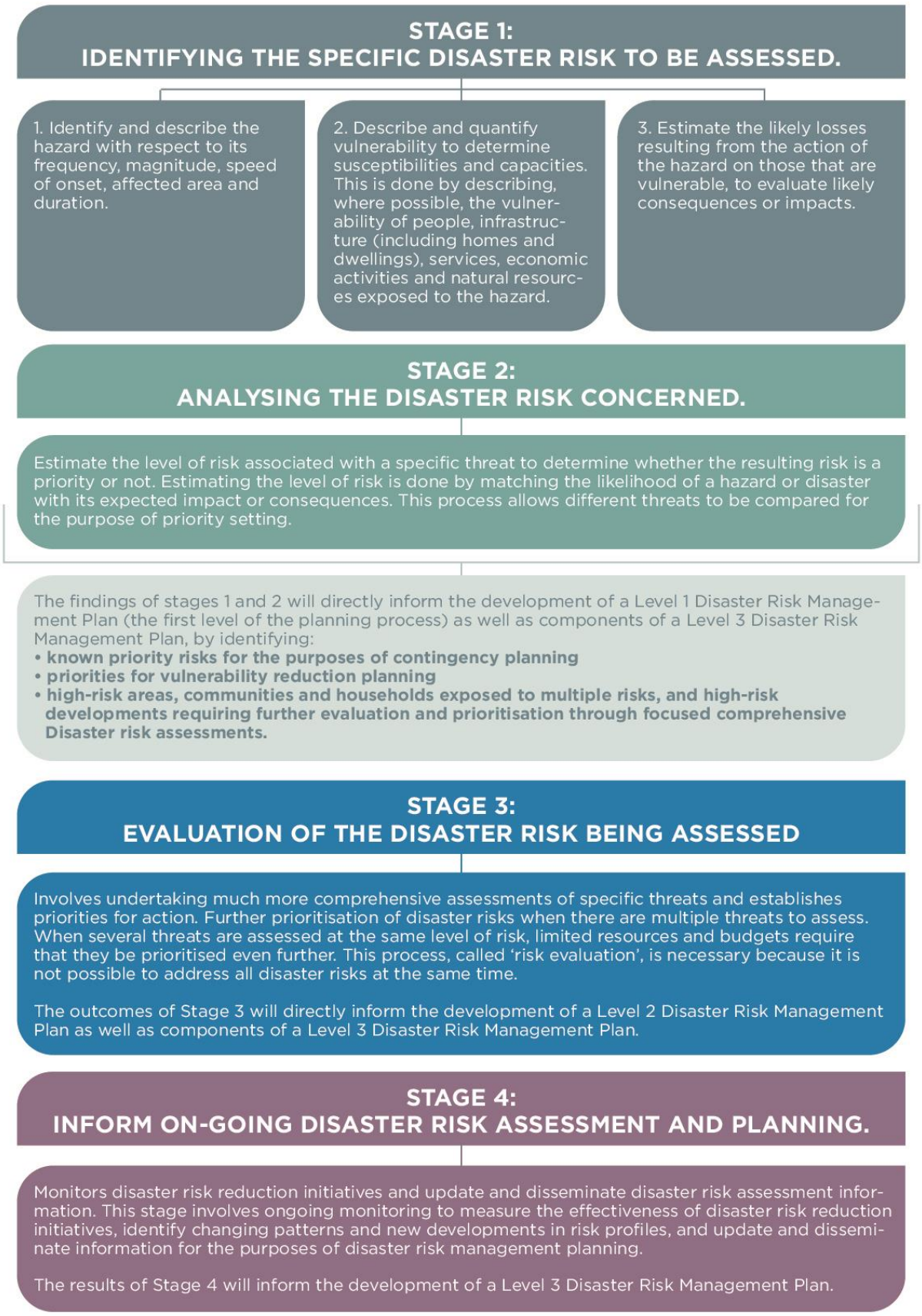
This interaction also forms the basis for disaster risk reduction planning. The aim of disaster risk reduction planning will be to facilitate one, two or all three of the following:

- Reduce the **hazard** level, by changing either the magnitude of the hazard, or the probability of the hazard occurring;
- Decrease the **vulnerability** of the receiving entity by changing the physical, social, economic or environmental characteristics of the receiving entity; and
- Increasing the **capacity** of the affected community, society or organisation by increasing the physical, institutional, social or economic means as well as skilled personnel or collective attributes such as leadership and management.

The probable risk analysis framework in its pure form is nonetheless important. Its conceptual simplicity aids understanding, by making assumptions explicit, and because it is solid theoretical foundations and vast empirical evidence which examines its application in specific cases, makes it an important point of comparison for formal evaluations of the effectiveness of efforts to manage disaster risk.

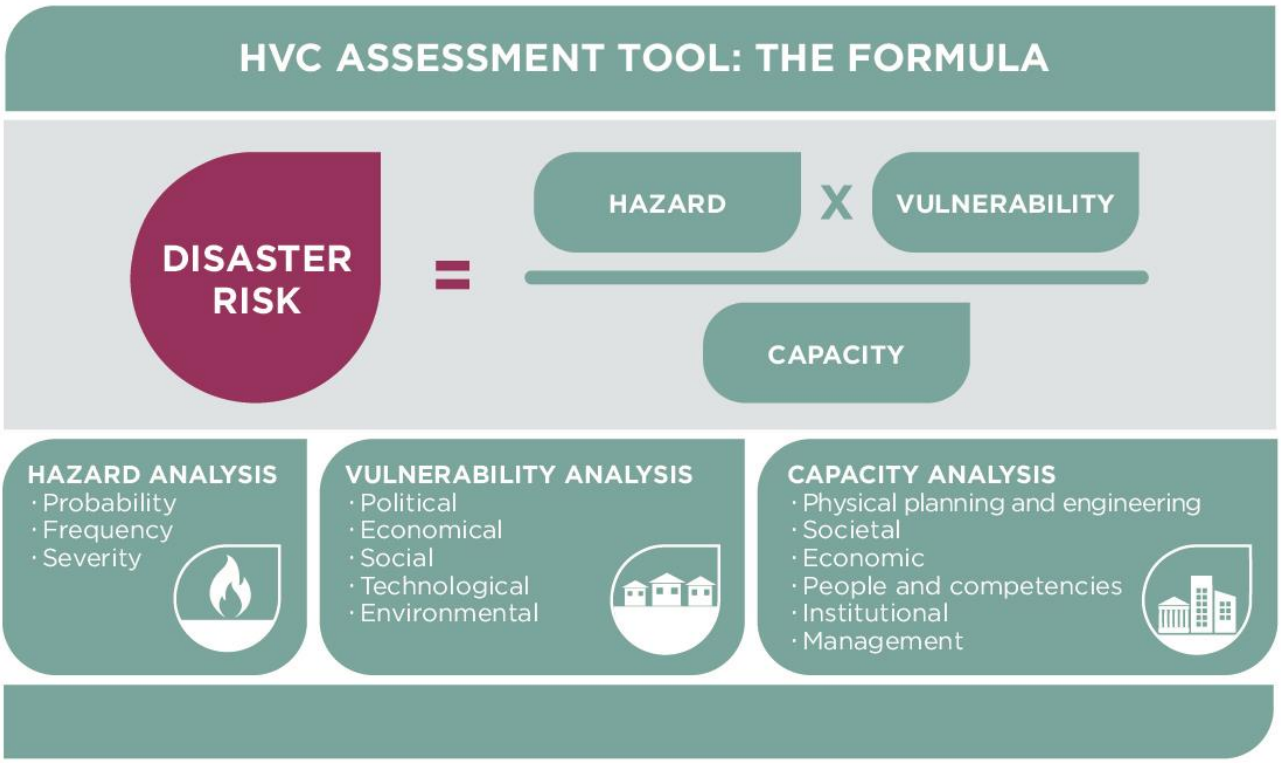
A FOUR-STAGE PROCEDURE

Disaster risk assessments must be robust and reliable in order to inform disaster risk reduction planning. A disaster risk assessment process is conducted using a staged approach. See the four stages below:


STAGE 1:
IDENTIFYING THE SPECIFIC DISASTER RISK TO BE ASSESSED.
1. Identify and describe the hazard with respect to its frequency, magnitude, speed of onset, affected area and duration.
2. Describe and quantify vulnerability to determine susceptibilities and capacities. This is done by describing, where possible, the vulnerability of people, infrastructure (including homes and dwellings), services, economic activities and natural resources exposed to the hazard.
3. Estimate the likely losses resulting from the action of the hazard on those that are vulnerable, to evaluate likely consequences or impacts.
STAGE 2:
ANALYSING THE DISASTER RISK CONCERNED.
Estimate the level of risk associated with a specific threat to determine whether the resulting risk is a priority or not. Estimating the level of risk is done by matching the likelihood of a hazard or disaster with its expected impact or consequences. This process allows different threats to be compared for the purpose of priority setting.
The findings of stages 1 and 2 will directly inform the development of a Level 1 Disaster Risk Management Plan (the first level of the planning process) as well as components of a Level 3 Disaster Risk Management Plan, by identifying:
• known priority risks for the purposes of contingency planning
• priorities for vulnerability reduction planning
• high-risk areas, communities and households exposed to multiple risks, and high-risk developments requiring further evaluation and prioritisation through focused comprehensive Disaster risk assessments.
STAGE 3:
EVALUATION OF THE DISASTER RISK BEING ASSESSED
Involves undertaking much more comprehensive assessments of specific threats and establishes priorities for action. Further prioritisation of disaster risks when there are multiple threats to assess. When several threats are assessed at the same level of risk, limited resources and budgets require that they be prioritised even further. This process, called 'risk evaluation', is necessary because it is not possible to address all disaster risks at the same time.
The outcomes of Stage 3 will directly inform the development of a Level 2 Disaster Risk Management Plan as well as components of a Level 3 Disaster Risk Management Plan.
STAGE 4:
INFORM ON-GOING DISASTER RISK ASSESSMENT AND PLANNING.
Monitors disaster risk reduction initiatives and update and disseminate disaster risk assessment information. This stage involves ongoing monitoring to measure the effectiveness of disaster risk reduction initiatives, identify changing patterns and new developments in risk profiles, and update and disseminate information for the purposes of disaster risk management planning.
The results of Stage 4 will inform the development of a Level 3 Disaster Risk Management Plan.

OBJECTIVE

A Hazard, Vulnerability and Capacity (HVC) assessment is a diagnostic tool that contributes to DRR. It aims to identify and understand specific risks and their underlying causes. A focused and comprehensive DRA aims to identify and analyse potential hazards and/or threats, assess the conditions of vulnerability, determine the level of risk for different situations and conditions and helps to set priorities for action. Furthermore it raises the public's awareness of hazards, vulnerabilities and capacities and the risk taken by society. Key variables quantified in the HVC assessment are summarized in the image below.



A reliable disaster risk assessment for a specific threat should answer the following questions:

- How frequently can one expect an incident or a disaster to happen?
- Which areas, communities or households are most at risk?
- What are the likely impacts?
- What is the vulnerability or environmental and socio-economic risk factors that increase the severity of the threat?
- What capabilities or resources exist to manage the risk?
- Is the risk becoming more serious?
- Is the risk undermining development progress in the areas, communities and households it affects?
- If so, is the management of the risk a development priority?
- In the areas and communities affected by the risk, are there any other significant risks?

It is the local government that is the first responder, and the one responsible for community development and sustainable DRR. A HVC assessment tool assists advocacy for local level disaster risk reduction and the empowerment of local governments and relevant stakeholders to actively collaborate and contribute to solving global issues while providing a space for stakeholders to work together.

RISK ASSESSMENT: 4 X 4 MATRIX

The assessment of the likelihood of occurrence of a specific risk evaluates the probability of a specific risk occurring. In this DRA report a basic 4 x 4 risk matrix was used for undertaking the rating and classification of identified hazard events, the existing vulnerabilities and capacity available to mitigate or respond to the hazard. The table below provides an illustration of the risk classification matrix:

PROBABILITY/FREQUENCY					
	Very Likely	**Medium**	**High**	**Extreme**	**Extreme**
	Likely	**Medium**	**High**	**High**	**Extreme**
	Unlikely	**Low**	**Medium**	**High**	**High**
	Rare	**Low**	**Low**	**Medium**	**Medium**
	What is the chance that it will happen?	Negligible	Minor	Serious	Major
SEVERITY					

WHAT IS A HVC ASSESSMENT TOOL: HAZARD

The tool assists to identify the nature, location, intensity and likelihood of major hazards prevailing by assessing the hazard's probability, frequency and magnitude (severity and intensity).

The probability of a hazard occurring is assessed and classified into four categories:

PROBABILITY CLASSIFICATION		
Rating	**Percentage**	**Description**
1	0 %– 25%	Rare
2	26% - 50%	Unlikely
3	51% - 75%	Likely
4	76% - 100%	Very Likely

The frequency of a hazard occurring is assessed and classified into four categories:

FREQUENCY CLASSIFICATION		
Rating	**Percentage**	**Description**
1	0 %– 25%	Every 5 to 10 years
2	26% - 50%	Every 2 to 5 years
3	51% - 75%	Every 1 to 2 years
4	76% - 100%	Monthly/weekly

The severity of the hazards will be assessed to determine the harmful consequences or expected losses resulting from the hazards. The magnitude of a hazard occurring is classified into four categories:

SEVERITY CLASSIFICATION						
Rating	**General Description**	**Political**	**Economy**	**Society**	**Technological**	**Environment**
1	Negligible impact	Stable - no disruption of political activities.	No disruption of economic activity	No injuries, illness or fatalities	No damage to infrastructure	No damage to environment
2	Minor impact	Minor impact on political stability	Minor and/or short term disruption of economic activity	Low number of injuries, illness or fatalities	Minor damage to infrastructure	Minor damage to environment
3	Serious impact	Leads to political instability	Severe and/or medium terms disruption of economic activity	Serious injuries, illness or fatalities	Severe damage to infrastructure	Severe damage to environment
4	Major impact	Impact on political system and cooperation	Extreme and/or long term disruption of economic activities	Extreme injuries, illness and high number of fatalities	Total destruction of buildings and infrastructure	Total destruction of environment. Extensive rehabilitation required

WHAT IS A HVC ASSESSMENT TOOL: VULNERABILITY

PESTLE is an abbreviation for Political, Economic, Social, Technological, Legal, and Environmental factors. The PESTLE analysis is applied in this report and assists to determine a set of conditions resulting from these factors which increase the susceptibility of a particular community or area to a hazard. The application of the PESTLE analysis assists by understanding

these external environments so that the CAM can maximize opportunities and minimize risks. See PESTLE figure below:

The exposure of a community or area's vulnerability is assessed and classified into four categories:

VULNERABILITY CLASSIFICATION		
Rating	**Percentage**	**Description**
1	0 %– 25%	Not vulnerable
2	26% - 50%	Slightly vulnerable
3	51% - 75%	Seriously vulnerable
4	76% - 100%	Extremely vulnerable

WHAT IS A HVC ASSESSMENT TOOL: CAPACITY

The reverse of vulnerability is capacity, which can be described as the resources of individuals, households, communities, institutions and nations to resist the impact of a hazard.

Drivers of capacity include:

- An integrated economy;
- Urbanization;
- Information technology;
- Attention to human rights;

- Agricultural capacity;
- Strong international institutions;
- Access to insurance;
- Class structure;
- Life expectancy, health, and well-being;
- Degree of urbanization;
- Access to public health facilities;
- Community organizations;
- Existing planning regulations at national and local levels;
- Institutional and decision-making frameworks;
- Existing warning and protection from natural hazards; and
- Good governance.

The tool focuses on the coping strategies of the community; area's or local governance's capacity is assessed and classified into four categories:

CAPACITY CLASSIFICATION		
Rating	**Percentage**	**Description**
1	0 %– 25%	Very poor
2	26% - 50%	Poor
3	51% - 75%	Good
4	76% - 100%	Very good

See an explanation of the different capacity categories in the figure below:

RISK RATING INDICATORS

The use of the indicator system is as an instrument based on a clear conceptual framework that brings the many components and relationships of disaster risk together. This helps to standardize the input from role-players. Please refer to Addenda10*: Risk rating descriptors.*

DISASTER RISK PROFILE

The HVC tool will finally allocate a relative risk priority to each hazard. The final disaster risk is assessed and classified into one of four categories:

DISASTER RISK PROFILE		
Rating	**Total**	**Description**
Low	≤ 3.5	Low risk indicating a prepared community, but on-going preparedness is still required
Medium	3.6 - 4	Very little risk for a largely prepared community. This combination equates to a tolerable moderate risk and preparedness plans for these risks must be prepared.
High	4.1 – 9.9	The risks to which these communities are exposed are potentially destructive, but the community is modestly prepared for the hazard event occurrence. This combination equates to a high risk and a combination of risk reduction interventions and preparedness plans must be initiated for these risks.
Extreme	≥ 10	Potentially destructive risk with a high probability of occurrence with a high level of unpreparedness. This combination equates to an intolerably high risk and may be a disaster in the making. For these very high risks urgent risk reduction interventions are required.

By using GIS, each identified hazard is then quantified and captured separately. Spatial overlays of these on GIS will identify high-risk areas. Please refer to *Addenda 5: CBRA and Scientific Maps*.

HAZARD				
	1	**2**	**3**	**4**
Probability	**Rare**	**Unlikely**	**Likely**	**Very likely**
	No chance.	Slight possibility.	Very good chance.	100% certainty.
Frequency	**1**	**2**	**3**	**4**
	Will happen every 5 to 10 years.	Will happen every 2 to 5 years.	Occurs every 1 to 2 years.	Will occur weekly/monthly/yearly.
Severity	**1**	**2**	**3**	**4**
	Negligible	**Minor**	**Serious**	**Major**
	Affects only a small part of a local municipality. No persons injured and/or displaced. Limited damage.	Affects a part of the local municipality. Some displacement of people. Some environmental damage to non-critical habitats and species. Short duration of impact.	Affects a part of the district. Fatalities and injuries. Displacement of whole communities. Environmental damage to endemism hotspots. Medium duration of impact.	Affects most of the area. Multiple deaths and injuries. Large displacement of people. National impact. Significant environmental damage, critical habitats or species affected. Extended period of impact. Extreme damage caused.
VULNERABILITY				
	1	**2**	**3**	**4**
	Not vulnerable	**Slightly vulnerable**	**Seriously vulnerable**	**Extremely vulnerable**
Political	Very stable political condition.	Limited cooperation between all political parties which is conducive to development which means there is limited political instability.	Disruptive political activities with uncertainty in the local community.	Dysfunctional political structures negatively influence the community life and could result in civil unrest.
Economic	Local economy of affected area is not susceptible, insignificant impact on national economy.	Local economy of affected area is slightly susceptible for a small number of families.	Serious financial and economical impact on the local community. Consequences for the district.	Local economy is seriously susceptible, will have significant negative impact on the district, provincial and/or national economy.
Social	The community is resilient, well prepared, mitigation / risk reduction in place.	Limited defense which could lead to slight injuries and discomfort of individuals and short-term displacement.	Multiple and fatal injuries and/or displacement of a large number of families.	The community is highly susceptible and unprepared which could lead to multiple fatalities and injuries. Permanent displacement of the total community. Low perception of risk.
Technological	No impact or destruction of affected area, critical infrastructure and services. Good protection against hazard.	Limited damage to affected area, critical infrastructure and services. Moderate protection against hazard.	Serious damage to affected area, infrastructure and services.	Total destruction of affected area, critical infrastructure and disruption of services. No or limited protection against hazard. Will take an extensive period of time to recover.
Environmental	Less important habitats and species within affected area. Effective environmental protection and resource management in place.	Limited impact on important habitats and species within affected area.	Serious impact on habitats and species particularly where there are high numbers of endemic species.	Impact is extreme on critical habitats and species within affected area. Limited environmental protection in place - period of rehabilitation will be extensive.

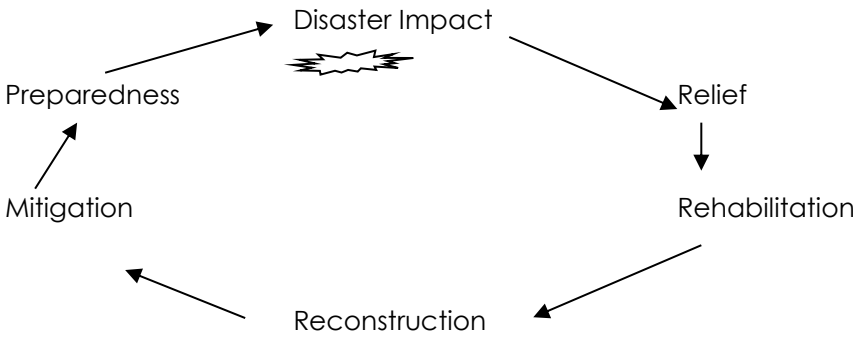
CAPACITY				
	1 Very poor	2 Poor	3 Good	4 Very good
Physical planning and engineering	No resources and risk reduction in place - in terms of land use planning, building codes, maintenance, preventative structures and environmental management. Risk reduction mostly ignored in development planning.	Limited application of land use planning, building codes, maintenance, preventative structures and environmental management.	Well established application of land use planning, building codes, maintenance, preventative structures and environmental management.	Risk reduction is integrated into development planning through land use planning, building codes, maintenance, preventative structures and environmental management.
Societal capacity	There is no public participation or interest from public. Serious lack of tailored public awareness programmes, modules in school curricula or involvement during emergency response and/or evacuation drills.	There is limited public participation in hazard risk reduction, preparedness and response with some public awareness programmes and public participation in emergency response and/or evacuation drills.	Good implementation of public awareness programmes, risk reduction modules in school curricula, public participation in emergency response and/or evacuation drills.	There is wide public participation in hazard risk reduction, preparedness and response. This is facilitated through public awareness programmes, risk management groups/forums and modules in school curricula.
Economic capacity	No or limited budget in the form of emergency funds (district/national/international) and insurance.	Provincial and national departments have some resources or budget to respond to disasters in the form of emergency funds.	Good access to local/national/international emergency funds. Insurance in place.	Significant resources and budget to respond to the disasters in the form of local emergency funds. Insurance in place. Access to mitigation and reconstruction loans.
People capacity and competencies	No or limited training conducted for selected role-players.	Basic training conducted for all role-players.	Well-balanced training programme implemented to capacitate all role-players.	Integrated multi-disciplinary and multi-sectoral teams that are fully trained and operate at 100%.
Institutional capacity	No or limited programme capacity.	Level 1 DMP in place.	Full compliance with the DM Act and Framework.	100% demonstrated and tested DMPs and readiness plans in place. 100% understood and implemented by all role-players.
Management capacity	Insufficient service delivery due to limited institutional arrangements. Inadequate skills and experience. No or limited capability at municipal level for leadership directed at the DM function. No tailored DRA, DMP, risk maps, DMC or early warning system.	Limited capability which is increasing due to functional arrangements i.e. Some staff exclusively allocated to Disaster Management. Disaster Management Centre established but not operating optimally / sufficiently equipped. Some degree of skills and experience. Limited communication and early warning system.	Well established institutional arrangements with leadership taking an active role in DM matters. Tailored DMP and DRA available. Established and fully-functional DMC, early warning system and communication centre.	High levels of skill and experience which leads to well balanced managerial capacity. Good continuity in management which leads to sufficient service delivery. Disaster Management Centre established, fully functional, well equipped and resourced. Staff allocated exclusively to Disaster Management. Hazard within mandate of municipality.

HAZARDS A potentially damaging physical event, phenomenon or human activity, which may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation.		
NATURAL HAZARDS These are natural processes or phenomena occurring in the biosphere that may constitute a damaging event. Natural Hazards are typically classified into:		
Geological Hazards Geological hazards include internal earth processes, such as earthquakes and related geophysical processes such as mass movements, landslides, rockslides, surface collapses, debris or mud flows.	Earthquake-related Cosmic-related Rock falls	Seismic hazard Tsunami
Coastal or Marine	Slope instability-related Coastal zone process-related	Sea level rise Storm surge Coastal erosion Severe weather Strong wind
Hydro-Meteorological Hazards: Natural processes or phenomena of atmospheric, hydrological or oceanographic nature.	Atmosphere-related Water-related	Drought Floods
Biological Hazards: Processes of organic origin or those conveyed by biological vectors, including exposure to pathogenic micro-organisms, toxins and bioactive substances.	Disease Epidemics Wildfire risk	Animal diseases Human diseases Pest infestation Wildfire
TECHNOLOGICAL HAZARDS Technological hazards are defined as danger originating from technological or industrial accidents, dangerous procedures or certain human activities, which may cause the loss of life or injury, property damage, social and economic degradation.	Transport Incidents Urban and/or Industrial incidents Critical infrastructure disruption National Key Points Socio-economic disruption	Infrastructure disruption: Electricity, Sewage and Drainage, Water Supply. Dam failure Aircraft incidents and Denel Overberg Test Range Road incidents Structural fires Potential nuclear event and NKP Marine pollution Civil Unrest Air pollution
ENVIRONMENTAL HAZARDS These are processes induced by human behaviour and activities (sometimes combined with natural hazards), that damage the natural resource base or adversely alter natural processes or ecosystems[iii].		Loss of biodiversity

5 THE DISASTER MANAGEMENT CONTINUUM

The processes involved in Disaster Management can best be explained through the Disaster Management Continuum.

FIGURE 7: DISASTER MANAGEMENT CONTINUUM



The figure above illustrates the continuum – it should be noted that Disaster Management is not only reactive, but also involves actions aimed at preventing disaster, or mitigating the impact of disasters. Different line functions and departments must contribute in varying degrees to Disaster Management in the various phases of the Disaster Management Continuum. The needs identified in the disaster management plan will indicate where line functions and departments must contribute. These contributions will then be included in line function and departmental disaster management plans. Disaster management plans cover the whole disaster management continuum, and must address actions before, during and after disasters. Disaster management plans are compiled on the basis of a generic plan including standard operational procedures and best practices, and then expanded with risk-specific plans that address disaster management for special circumstances where the generic plan needs to be adapted.

6 PRAPAREDNESS AND RESPONSE

6.1 PREVENTION AND ALLEVIATION

The following preventative measures are in place:

- Education on prevention of fires
- Training on fire fighting
- Proper Town Planning
- Upgrading of existing infrastructure
- Education with regard to the prevention of human illnesses
- Regular vaccination of animals to minimize animal sicknesses
- Giving attention to early warning systems
- Proper identification of communities who are the most vulnerable

The following alleviation measures are available:

- Assistance to victims (emergency alleviation)
- Expeditious repair of infrastructure where possible

- Spiritual guidance
- Moral support to victims
- Relocating victims to less dangerous areas

6.2 EARLY WARNING SYSTEMS

The provision of timely and effective information through identified institutions that allows individuals exposed to a hazard to avoid or reduce their risk and prepare for effective response.

The municipality will communicate all types of early warnings to key members within the communities when the municipality receives the warnings from the South African Weather Service and District Municipality. The community members are then responsible to disseminate the information amongst other community members to inform them of the possible danger.

6.3 MEMORANDA OF AGREEMENT

The Municipality has a Memorandum of Agreement in place with the Overberg District Municipality since 2013 in terms of which it was agreed that:

- The ODM will be primarily responsible for the co-ordination and management of local disasters that occur in the Cape Agulhas Municipal Area as set out in the Multi-disciplinary incident management plan (MIMP) and the Procedure for emergency incidents and disaster response.
- CAM will be responsible for humanitarian aid including housing and feeding of displaced or affected persons within the community
- ODM will assist and co-ordinate with the Municipality in identifying of disaster risks in the Municipality and the drawing up of contingency and prevention plans to address related risks.

6.4 CONTINGENCY PLANS

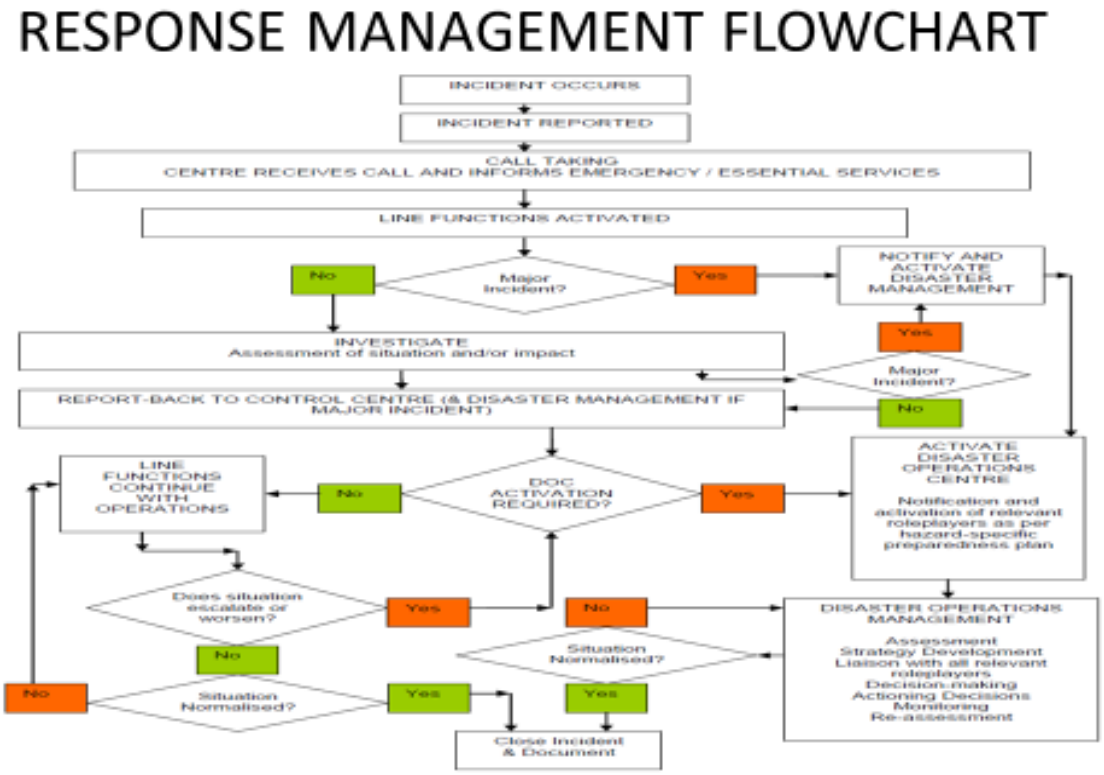
The Multi-Disciplinary Incident Management Plan (MIMP) is attached as **Annexure C**

The Procedure for Emergency Incidents and Disaster Response is attached as **Annexure D**

6.5 RESPONSE

The following diagram shows the response plan process flow;

FIGURE 8: RESPONSE PLAN PROCESS FLOW



7 RECOVERY AND REHABILITATION

The normalization process after an event will take a short period of time but is most important. This includes any cleaning up, repairs or related work to the area. The JOC/ECC and Disaster Management will coordinate this. Post-disaster recovery and rehabilitation operations normally take on the nature of programmes and projects. The Disaster Management Centre will assist with the identification of needs and will facilitate recovery and rehabilitation operations. The function department with the most direct involvement in the operation will take responsibility for project management and delivery. Project teams convened for these purposes must report to the Disaster Management Committee on a regular basis. In this regard the causal factors of disasters must be addressed and disasters prevention through risk elimination should be pursued.

Application can be made to the NDMC for four types of funding:

- Municipal Disaster Grants [MDG]: in cases of emergencies for disaster relief in favour of municipalities
- Provincial Disaster Grants [PDG]: in cases of emergencies for disaster relief in cases of sector departments
- Municipal Disaster Recovery Grants [MDRG]: for longer-term reconstruction and rehabilitation in favour of municipalities – introduced during 2013
- Sector Conditional Grants: for longer-term reconstruction and rehabilitation in favour of sector departments where the disaster funds are deposited within other sectorial conditional grants, e.g. CASP (Comprehensive

Agricultural Support Programme) for Agriculture, Provincial Roads Maintenance Grant for Transport, Education Infrastructure

The Municipality shall follow the procedure set out in the Provincial Disaster Recovery Guidelines for this funding.

8 MONITORING, EVALUATION AND REVIEW

8.1 ANNUAL REPORTS

Section 50 of the Disaster Management Act requires that:

(1) A report must be submitted annually to the Municipal Council regarding the Disaster Management Centre, on

a) Its activities during the year
b) The results of the Centre's monitoring of prevention and mitigation initiatives
c) Disasters that occurred during the year in the area of the Municipality
d) The classification, magnitude and severity of these disasters
e) The effects they had
f) Particular problems that were experienced –
(i) In dealing with these disasters, and
(ii) Generally in implementing this Act, the national disaster management framework of the province concerned and the disaster management framework of its municipality
g) The way in which these problems were addressed and any recommendations the Centre wishes to make in these regard
h) Progress with the preparation and regular updating in terms of sections 52 and 53 of disaster management plans and strategies by municipal organs of state involved in disaster management in the municipal area, and

(2)(a) A municipal Disaster Management Centre must, at the same time that its report is submitted to the municipal council in terms of subsection (1) submit a copy of the report to the National Centre and the Disaster Management Centre of the province concerned.

8.2 REVIEW

This Disaster Management Plan shall be reviewed annually.

9 DECLARATION OF A DISASTER

In terms of section 55 of the Disaster Management Act, 2002 (Act 57 of 2002) Council 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. The Act further stipulates, when a local state of disaster has been declared, the Council concerned may release any available resources of the municipality and personnel for the rendering of emergency services.

ANNEXURE A: LIST OF STAKEHOLDERS AND THEIR RESPONSIBILITIES

Stakeholder	Contact Details	Area of Responsibility
Disaster Management	Mrs MM. Saptou Cape Agulhas Municipality 028 – 425 5500 (W) 028 – 425 38 23 (F) 079 6996 051 (C) myllisons@capeagulhas.gov.za	Co-ordinate the responses of the various services and to ensure good liaison and information flow between services.
Municipalities Management	Municipal Manager: Mr. D O'Neill 076 9116 497 (C) Mayor: Mr. P. Swart 072 3592 015 (C) Director: Infrastructure Services: Mr. N. Kotze 082 4572 317 (C) Director: Finance and Information Technology Services: Mr. H. van Biljon 082 8067 887 (C) Director: Management Services: K. Mrali 082 8047 488 (C) Cape Agulhas Municipality 028 – 425 5500 (W) 028 – 425 1019 (F)	The management structure will plan to maintain existing services and to adapt to deal with the changed circumstances during major incidents or disasters.
Fire Rescue ODM	Mr R. Geldenhuys Overberg District Municipality 028 – 425 1157 (W) 028 – 425 2157 (F) 083 2738 234 (C)	Protect and rescue life and property against fire or other threatening danger. Prevent outbreak or spread of fire.
Social Services	Mrs. Elsabe Raymond Dept. Social Development Bredasdorp 028 – 425 1080 (W) 028 – 425 1035 (F) 083 4859 431 (C) 076 5572 260 (Child Protection)	Give assistance by giving social relieve during a major incident by providing – food, blackest, shelter. Support with training of children during the incident. Helping the community in need to apply for the disaster relief fund if needed.
SANDF	Major: E. Van Der Westhuizen L/Cornel RP Combrinck National Defence Force 028 – 425 4182 (W) 028 – 425 4087 (F) 082 7399 764 (C)	Primary function is to ensure national defence and related issues. Secondary function in the case of a major incident or disaster is to assist where life/property is threatened.
SAPD	Cornel: M. Louw SAPD, Bredasdorp 028 – 425 5400 (W) 028 – 425 1444 (F) 082 1254 216 (C)	Maintain law and order during an incident

Traffic	Supt. T.J Melani 028 – 425 5626 (W) 028 – 425 3823 (F) 079 7248 167 (C)	Manage the flow of traffic around the incident and to safeguard the scene. Facilitate speedy response by all services.
Law Enforcement	Supt. T.J Melani Municipal Law Enforcement 028 – 425 5626 (W) 028 – 425 3823 (F) 079 7248 167 (C)	To enforce Municipal By-laws, to safeguard municipal assets and to support National and Provincial law – enforcement agencies in the prevention of crime and public safety.
EMS	Chief: Mr V. Thasabisho Ambulance Services 028 – 4251907 (W) 10177 (Emergency Number) 072 2363 672 (C) / 0726135160 (C)	Ensure emergency medical care and medical rescue of patients and their rapid evacuation to the nearest appropriate health facility.
Hospital	Mrs Owens Department of Health 028 – 424 2652 (W) 028 – 4241912 (F) Dr. Bosch 082 4533 393 (C)	Assist by treating injured people and to hospitalise them if needed. To supply medication in the case of an incident for treatment.
NGO's: **Eskom** **Telkom** **Red Cross**	Mrs. Kay-Ann Olkers: 028 – 425 4904(W) 082 2550 879 (C) Mr. M. Roots: 028 – 424 1620 (W) Mrs. J. Cook: 082 8576 692 (C)	Non-governmental organisations that is able to assist and support the local authority with expertise and resources during emergency and disaster situations.

LIST OF CONTACT DETAILS PER TOWN

Town	Area Incident Report - Contact Details	Area of Responsibility
Arniston / Waenhuiskrans	Arniston Office 028 – 445 9620 (W) or 028 – 425 5500 (24 Hours Available) 082 4571 774 (C) (Standby)	Receive telephonic complaint or information. Provide information to activate the responses of the various services and to ensure good liaison and information flow between the public and services.
(Ward 6)	Ward Councillor: Mr D. Europa 084 7365 809 (C)	Community Assistance by ensuring information is reported and action is in process.
Bredasdorp & Klipdale	Cape Agulhas Municipality 028 – 425 5500 (24 Hours Available) 082 4571 774 (C) (Standby)	After hours Standby Service for assistance of the various services
Ward 2	Ward Councillor: Ms M. October 084 3735 556 (C)	Community Assistance by ensuring information is reported and action is in process.
Bredasdorp Ward 3	Ward Councillor: Mr R Baker 082 3118 010 (C)	Community Assistance by ensuring information is reported and action is in process

Bredasdorp & Protem Ward 4	Ward Councillor: Mr J. Nieuwoudt (Speaker) 082 9055 057 (C)	Community Assistance by ensuring information is reported and action is in process.
Elim & Napier	Napier Office 028 – 423 3231 (W) or 028 – 425 5500 (24 Hours Available) 082 457 1774 (C) (Standby)	Receive telephonic complaint or information. Provide information to activate the responses of the various services and to ensure good liaison and information flow between the public and services.
Ward 1	Ward Councillor: Mrs E Sauls 061 6247 386 (C)	Community Assistance by ensuring information is reported and action is in process
Struisbaai	Struisbaai Office 028 – 435 6538 (W) or 028 – 425 5500 (24 Hours Available) 072 5138c981 (C) (Standby)	Receive telephonic complaint or information. Provide information to activate the responses of the various services and to ensure good liaison and information flow between the public and services.
Ward 5	Ward Councillor: Mr P. Swart (Mayor) 072 3592 015 (C)	Community Assistance by ensuring information is reported and action is in process.

ANNEXURE B: DISASTER RISK ASSESSMENT: CAPE AGULHAS MUNICIPALITY

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
ANIMAL DISEASES	• Ward 5 Brandfontein • De Mond Nature Reserve • Elim • Pola Park in ward 3 • Bredasdorp • Smallholding farms • People with socio-economic problems and HIV-positive individuals	Improve early warning system	DOA; SPCA; Animal Anti-Cruelty League Bredasdorp
		Improve awareness during Thusong mobile visits	Thusong; DOA
		Compile a CAM Animal Disease Disaster Preparedness Plan	DOA; SPCA; Animal Anti-Cruelty League Bredasdorp; CAM
HUMAN DISEASES	• Ward 1 • Ward 3 • Ward 5 • Bredasdorp • Pastoralists (emerging farmers, small-scale farmers) • Rural wage labourers • Children, adults, the elderly	Establish and improve lifesavers at coastal areas	CAM; NSRI; Clinics; Hospitals
		Identify high risk areas subject to the outbreak of epidemics	DoH; Department of Social Development; SASSA; Thusong
		Research inter-sectoral strategies for interpersonal violence	DoH; DEDT; DoE; SAPS; CAM; Consultant
		Strengthen disaster mitigation in hospital facilities	DoH; WCDMC; ODM DMC
		Increase youth access to contraceptive and reproductive health care services	DoH; Community Development Workers; Ward councillors
		Train first aid responders	DoH; Community Development Workers
PEST INFESTATION	• All natural areas and catchments in CAM • Vacant/poorly managed land • Areas along water channels and river beds • Agricultural land • Agulhas National Park • Wetlands	Delineate riparian zones according to the DWS policy	DWS; DEA&DP; DOA; Organised Agriculture; WWF-SA; Nuwejaars Wetland SMA
		WfW teams are trained to carry out stack, prescribed and fuel reduction burns	GoFPA; WfW; Consultant
		Fund targeted alien clearing projects	EPWP; DWS; DEA&DP; DOA
		Prevent new IAPs establishing or spreading	DEA&DP; DOA; DWS; EPWP; Consultant; ODM DMC; CapeNature; ABI; FlowerValley; NWSMA
		Remove alien fish and monitor the responses	CapeNature; DEA&DP; SANBI

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
WILDFIRES	• The agricultural sector, which includes the flower harvesting areas • The Bredasdorp-Napier mountain range. • Suiderstrand Agulhas. • Road sides and areas at the urban edge are additional areas of risk • The landfill site outside Bredasdorp • Ward 4: De Hoop Nature Reserve • Ward 5: Agulhas National Park • Ward 6: Denel Overberg Test Range • The farmland between Napier and Bredasdorp • Struisbaai • Nature reserves and other areas with high endemism • Elim Settlement • The water catchments, the Nuwejaars wetlands and the Agulhas National Park and the Nuwejaars Wetlands Special management Area and their tourism infrastructure • Farm sheds, fencing and other infrastructure	Fire fighting tariffs are standardized	ODM; WCDMC; DOA; GoFPA; WoF; Organised Agriculture
	A provincial and/or district standard of permits and database for prescribed burning is compiled	WCDMC; DEA&DP; SAWS; CSIR; ODM DMC; GoFPA; Nuwejaars Wetland SMA
	Plan for high risk periods	ESKOM; WDMC; GoFPA; ODM DMC; Elim Community
	Adhere to building codes	CAM; ODM DMC; GoFPA; Nuwejaars Wetland SMA; FynbosFire
	Facilitate an bi-annual wildfire indaba	WCDMC; ODM; CAM; Organised Agriculture; DOA; WoF
	GoFPA optimizes their investments in constructing and maintaining firebreaks	WCDMC; Organised Agriculture; DOA; GoFPA; ODM; CAM
	IAP removal improves	WCDMC; DLG; EPWP; DEA&DP; ODM; Insurance sector; CapeNature; CAM; Nuwejaars Wetland SMA; Flowervalley
	Improve stack burning methods	DOA; DEA&DP; CapeNature; GoFPA; EPWP; Consultant; FynbosFire
	Improve awareness and training of both landowners and agri-workers	WCDMC; ODM DMC; Organised Agriculture; DOA; Nuwejaars Wetland SMA; GoFPA
	Incentivize farmers to join FPAs	DOA; GoFPA; WCDMC; Nuwejaars Wetland SMA
	Accelerate access to spatial information	WCDMC; DEA&DP; DOA; CSIR; ODM DMC
	District fire fighting responsibilities are aligned	WCDMC; DOA; GoFPA; ODM DMC
	Capable WoF managers are employed	WoF; DEA&DP

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• High voltage power supply lines • Tourism rest camps		
SEA LEVEL RISE	• All communities/ households/ buildings located close to the shoreline in e.g. Arniston and Struisbaai or on a low-lying topography or close to estuaries • The 170km coastal boundary of the CAM • Agulhas National Park • De Mond Nature Reserve • De Hoop Nature Reserve • De Hoop Marine Protected Area • Extensive undeveloped mobile dune fields	Implement Operation Phakisa	Department of Public Works; ODM; CAM
		Expand and effectively manage a system of coastal protected areas	DEA&DP; ODM; CAM; CapeNature
		Insurance market correction	Insurance companies
		Compile a Provincial Coastal Protocol for assessment and response to coastal vulnerability, risk and damage	DEA&DP; ODM; CAM
		Delineate and promulgate Coastal Management Lines	DEA&DP; ODM; CAM
		Rehabilitate dunes and beaches	DEA&DP; ODM; CAM; CapeNature
		Improve future coastal modeling	ODM; CAM; DEA&DP; Consultant
		Estuary Management Plans are finalized and implemented	DEA&DP; ODM; CAM; Consultant
COASTAL EROSION	• Struisbaai • The Nostra beach area • Struisbaai campsite • Arniston swimming beaches • L'Agulhas • Agulhas National Park • De Mond Nature Reserve • De Hoop Nature Reserve • De Hoop Marine Protected Area • Individual landowners and land users.	Implement dune rehabilitation plans	CAM; Coastal stakeholders; CapeNature; EPWP
		Improve access to natural assets	CAM
		Enforce the coastal buffer zone	CAM
		Develop and implement an estuarine management programme	DEA&DP; ODM; CAM; Consultant
		Implement a coastal education drive	CAM; CapeNature; DEA&DP; ODM; Consultant
		Establish an overall conservancy institution for the biodiversity conservation of the coastal corridor	WCDMC; Cape Nature; CAM; ODM; DEA&DP
		Enable spatial integration and investment in, and protection of, coastal assets	DEA&DP; ODM; CAM
		Study the hazards associated with coastal processes and dynamics including climate change	Consultant; CAM; ODM; DEA&DP

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Coastal resource users • The Ratel River estuary • The Heuningnes estuary • The Klipdriftsfontein River estuary • Zoetendals Valley		
STORM SURGE	• Sections of the coast that do not have natural defences are vulnerable to storm surges • Struisbaai towards the Potberge at the edge of the De Hoop Nature Reserve • Suiderstrand, L'Agulhas, Struisbaai, Arniston and Waenhuiskrans • Fishing communities • The Ratel River estuary, the Heuningnes estuary and the Klipdriftsfontein River estuary • Residential development, services and infrastructure along the coast • Struisbaai harbour •	Host a public and private coastal education drive	WCDMC; CapeNature; SAWS; CAM Businesses and industry
		Raise awareness amongst recreational users	DoE; ODM; CAM; WCDMC; NSRI; CapeNature
		Requirements of the ICM Act are included in the CAM SDF and IDP revisions.	CAM; DEA&DP; Consultant
		Harbour management	CAM; MRCC
	• Low-lying sandy areas	The Provincial Seismic Hazard Preparedness Plan is updated	WCDMC; DoE; DoH; CGS; CAM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
SEISMIC HAZARDS	• The poor and socially disadvantaged groups. • Informal settlements • Otto Du Plessis Hospital • Dams • Main roads • Fuel pipelines • Chemical storage facilities (in towns and on farms) • Bridges • Areas in close vicinity of the coastline	Conduct risk assessment and awareness raising of high risk areas	WCDMC; DoE; DoH; ODM DMC
TSUNAMI	• The CAM coastline • Agulhas National Park • De Mond Nature Reserve • De Hoop Nature Reserve • Marine Protected Areas • The South Coast in the vicinity of the Agulhas Bank • Communities/households/buildings located on low-lying topography and situated very close to the high water mark of the coastline	Develop standardized and coordinated tsunami hazard and risk assessment for the coastal region	WCDMC; ODM DMC; CAM; CGS; Consultant; DEA&DP; SAWS
		Identify coastal areas vulnerable to tsunami inundation	WCDMC; CGS; ODM; CAM; Consultant
		Tsunami evacuation routes are clearly sign-posted	WCDMC; NSRI
SEVERE WEATHER	• Backyard dwellers • Individuals that engage in paragliding and microlighting • Gravel roads • Coastal roads • Municipal infrastructure. • Landing strips and helipads	Improve engineering and construction measures	CAM; Private Contractors; ODM DMC
		Institute and enforce fines for non-adherence to building codes	CAM; ODM DMC
		Strengthen climate data and services	SAWS; CSAG; CSIR; DEA&DP; WCDMC
		Develop awareness training and workshops in high risk areas	WCDMC; ODM DMC; DoE

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
DROUGHT	• Urban poor • Casual farm labourers • Farmers (smallholders and commercial) • Emerging farmers • Two Ramsar sites (De Hoop and De Mond) • All wetlands • Coastal towns reliant on borehole water • Agri-businesses	Revisit policies that hamper the building of new catchment dams	ODM; CAM; DOA; DSO; Overberg Water; DWS; DEA&DP; Consultant
		Develop a Drought Management Plan for Elim	DOA; Farming Associations; CAM
		Diversify farming activities	DOA; DEDT; DAFF; Nuwejaars Wetland SMA; CAM; AgriParks
		Foster and strengthen community participation	DOA; CAM; Organised Agriculture; DWS; Nuwejaars Wetland SMA
		Augment water supplies	CAM; Farmer Associations; Overberg Water; DWS; DOA DEA&DP; Nuwejaars Wetland SMA
		Encourage conservation agriculture	DOA; Farmer Associations; Nuwejaars Wetland SMA
FLOODS	• The urban poor • The Agulhas Plain • The Sout River • The De Hoop Vlei • The Heuningnes River • The Kars River • The Nuwejaars River • The Soetendalsvlei • De Mond Nature Reserve • Road users • Outdoor recreationists • Seasonal/migrant workers • Napier • Struisbaai • Agulhas • Arniston • Areas situated next to stormwater detention/retention ponds	Strengthen management and institutional measures	DWS; ODM; CAM
		Improve non-structural measures	Nuwejaars Wetland SMA; DOA; Organised Agriculture; DEA&DP; Consultant
		Improve physical planning measures	CAM; DWS
		Implement a comprehensive Storm Water Management Plan	CAM
		Improve awareness raising	DWS; WCDMC; Ward councilors; Neighbourhood Watch; Technical services; ODM DMC
		Improve disaster preparedness	DWS; WCDMC; SAWS; Consultant; ODM DMC; CAM
		Increase ecological infrastructure to slow, spread and sink water run-off	BGCMA; Overberg Water; Nuwejaars Wetland SMA; Organised Agriculture

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Low lying mountainous areas that have recently burned • Bridges and river-crossings		

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
CLIMATE CHANGE	• Fynbos • Coastal marine fisheries and aquaculture • Areas already prone to flooding, wildfires and areas with emerging flood and/or fire risk • Riparian land. • The low-lying Agulhas Plain • Agricultural areas • Subsistence farmers • Urban poor and for rural-urban transition zones such as informal settlements. • The greatest increases are likely to be inland with the lowest increases being along the coast, • Marginalized groups	Raise adequate finance for climate change response projects	CAM; Donors
		Mainstream climate change into municipal planning, departmental level and existing local and district platforms	ODM; CAM; ABI; District DMAF; Regional Waste Forum; Municipal Coastal Committee; Air Quality Forum
		Lead strategic research partnerships	DEA&DP; DOA; GreenCape; WWF-SA; DEDAT; Consultant
		Strengthen spatial information on climate change	WCDMC; DEA&DP; CAM; Consultant
		Strengthen renewable job sector	WCDMC; DEA&DP; Sector Depts.; DOA; CAM
		Update infrastructure specifications for climate resilience	CAM; DEA&DP; DOA; DWS; GreenCape; ODM
		Relocate infrastructure and improve open space management	CAM
		Replace/retrofit /upgrade infrastructure	CAM: Road and stormwater Engineering
		Improve public awareness	CAM; Libraries
		Integrate climate change into joint disaster planning and strengthen disaster relief mechanisms	SAWS; DEA&DP; WCDMC; Provincial Treasury; Insurance companies; CAM; Overberg DMAF; DOA; GreenCape; WWF-SA; DoH
		Improve water security and disaster preparedness	CAM; BGCMA; Overberg Water
		Promote and expand conservation agriculture (CA)	DOA; DAFF; Organised Agriculture
		Improve public health management	CAM; DoH; DOA
		Focus on improving environmental conservation and management	CAM; DEA&DP; CapeNature; ABI; Flowervalley; Nuwejaars Wetland SMA

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
DISRUPTION: ELECTRICITY SUPPLY	• Bredasdorp (due to supply versus demand) • Overhead powerlines • Birds during the evening • Boreholes (dependent on electricity) • Farming communities with no cell phone reception • Abattoirs and businesses without generators • Commerce and industry reliant on electricity • Hospitals and frail-care facilities	Research climate change projections	DEA&DP; DoE; Eskom; Consultant
		Strengthen societal Measures	Eskom; DoE; CAM; Consumers
		Address CAM's energy consumption and management	DoE; Eskom; CAM
		Reduce risks associated with energy supply	Eskom; DoE; CAM
		Pursue energy diversification and energy efficiency	DEA&DP; DoE; CAM; Eskom
DISRUPTION: SANITATION	• Landfill sites in close proximity to rivers and water bodies • Informal settlements • Health care facilities • The wastewater treatment works at Bredasdorp and Struisbaai North • Areas where illegal dumping occurs	Improve Physical Planning Measures	CAM
		Conduct a feasibility study of a post Collection Composting	CAM; Consultant
		Conduct feasibility study into landfill site lifespan expansion	CAM; Consultant; Swellendam Municipality
		Capacitate management and strengthen institutional measures	CAM
		Improve waste reporting and data management	CAM
		Develop a comprehensive Stormwater Master Plan	CAM; ODM
		Promote and provide guidance on waste separation at source	GreenCape; DOA; DEA&DP; CAM
		Develop a densification plan	CAM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
		Improve Waste Management facilities at informal settlements	CAM
		Implement a Public Awareness and Education campaign	CAM; DoE
		Post Collection Recovery rolled out	CAM
		Rehabilitate closed landfill sites	CAM
		Manage tyres	CAM
		Implement a policy for informal reclaimers	CAM
DISRUPTION: WATER SUPPLY	• All six wards • Pump stations located in low-lying areas • The Uitvlucht spring • The Sanddrift Dam. • Informal settlements • Commerce, industry and the agricultural sector • Domestic consumers • Schools • Hospitals and frail-care facilities	Improve physical planning measures	CAM; WUA; BGCMA; DWS; MIG; Overberg Water
		Implement water conservation and demand management at municipal level	CAM; ODM; BGCMA; DWS; WUA
		Streamline Data Sharing	DWS; CAM
		Monitor and prevent water resources pollution	CAM; ODM; DWS; WUA; BGCMA
		Research and forecast the requirements for bulk infrastructure in order to meet the future demands	DEA&DP; Consultant; DWS; DOA; BGCMA; WUA
		Create a centralized IAP reporting mechanism	WfW; Consultant; DEA&DP; EPWP; DWS
		Protection of water resources through classification of the resource	DWS; WUA; BGCMA; CAM
		Develop agricultural water demand management programmes	DOA; DWS; WUA; BGCMA; Organised Agriculture
		Strengthen integrated catchment management	DOA; BGCMA; WUA; CapeNature; DEA&DP;WWF-SA; Organised Agriculture
		Increase Station Density to Better Characterize Spatial Variability	DWS; WUA; BGCMA; WRC
		Protect and rehabilitate river systems and ground water recharge areas	CAM;BGCMA; CapeNature
		Water resource protection is based on a participatory approach	CAM; DWS; WUA; BGCMA

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
		Update the Sustainable Water Plan with new climate change-related information and plans	DEA&DP; DOA; DWS
		Strengthen assurance of equitable water access that incorporates climate change considerations	WRC; DWS; DOA; BGCMA; DAFF; WWF-SA
		Improve water demand management during drought periods	CAM; ODM; BGCMA; WUA; DWS
DAM FAILURE	• Vleikloof dam • Sanddrift dam • Communities located downstream e.g. in Viljoen and Hugo street	Compile a dam safety plan	DWS; DSO; CAM
AIRCRAFT INCIDENTS	• The Denel Overberg Test Range (OTR) • De Hoop Missile Test Range • Overberg Air Force Base and the Test Flight and Development Centre (TFDC) • Areas below flight path • The helipad at the District hospital, Caledon • Private aerodromes • Mountainous areas	Use regional infrastructure investment to leverage economic growth	ACSA; ODM
DENEL OVERBERG TEST RANGE	• AFB Overberg which is also utilized by Denel • The Denel Overberg Test Range (OTR) in ward 6 • Arniston • Fishing communities located in coastal towns Eastern Sector of the De Hoop Nature Reserve		
ROAD INCIDENTS	• Pedestrians • Public transport passengers	Improve landscaping	CAM
		Improve engineering and construction measures	CAM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Road construction workers and maintenance teams • Emergency services staff • Between Bredasdorp and Napier there is thick fog and smoke at the Brickworks • R319 • R317 • R316 • R43 • R329 • Tourists	Research impact of climate change on road infrastructure	DTPW; ODM; CAM; Consultant
		Improve pedestrian safety	CAM; MIG; Contractors; Partner with Safely Home, LeadSA, ChildSafe& IRAP
		Address operational development priorities	CAM; ODM
		Source funds to establish or improve Law Enforcement divisions	ODM; CAM
		Improve understanding and mitigation of GHG emissions	Consultant; ODM; CAM
STRUCTURAL FIRES	• Shopping centres • Liquid Petroleum Gas outlets • Electrical transformer stations • Hotels, guest lodges, holiday resorts and thatched dwellings • Informal settlements such as Zwelitsha • Struisbaai • Bredasdorp • Napier • Susceptible sub-populations include the very young or pregnant, the elderly, those having pre-existing respiratory and/or decreased lung function, and those with	Install an affordable, networked fire detector system in informal settlements	CAM; Lumkani
		Implement an awareness and education programme	ODM DMC; CAM
		Prepare a policy for the densification of settlements	CAM;
		Address staff and skills shortages	ODM DMC; WCDMC
		Improve physical planning measures	WCDMC; ODM
		Strengthen engineering and construction measures	ODM; CAM
		Improve access to funding	WCDMC; CAM; ODM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	cardiac disease or people with physical disabilities • Households that are located far from access roads, in rugged terrain or far from the Fire Station • Industrial areas where extensive use is being made of heat-sources or flammable liquids and gases • Footpaths		
POTENTIAL NUCLEAR EVENT AND NATIONAL KEY POINT	• Bantamsklip's three Precautionary Action Zones (PAZs) – 5 to 80km radius.		
MARINE POLLUTION	• Denel OTR • Struisbaai • Fishermen • All marine traffic, calling at South African ports or in transit around the coast, is at risk • Smaller fishing vessels that do not carry transponders • Aquaculture • Sea birds • Fish and bird spawning sites • Rocky areas that cannot be cleaned	Early warning system is improved to inform stakeholders	SAMSA; DEA&DP; WCDMC; NSRI
		Research, monitor and implement climate change adaptation measures	SAMSA; ODM; CAM; WCDMC
		Implement pollution control and waste management measures	SAMSA; DEA&DP; DWS; ODM DMC
		Strengthen local pollution and water quality management	CAM; DEA&DP; Consultant

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Estuarine environments are vulnerable since oil is likely to get trapped. Particularly the De Hoop, De Mond, L'Agulhas and Walkerbay nature reserves are vulnerable as they are located on the coastline. • RAMSAR sites: De Hoop and De Mond • Beaches		
CIVIL UNREST	• Arniston • Farming communities • Informal settlement areas such as Pola Park, Mbeki Square and Manguang • Farm labourers residing on farmland • Local businesses • Commerce	Improve strategies for interpersonal violence and drug use	DoH; DoE; SAPS; CAM; Consultant
		Provide development support to the vulnerable	DoE; CAM; Thusong
		Strengthen settlement policies	DHS; CAM
		Acquire funding for SAPS	SAPS
		Create a skills database	CAM; MQA SETA; Dept Internal Affairs
		Identify areas to cluster public facilities	CAM
AIR POLLUTION	• People with allergies or asthma; lung diseases; suppressed immune systems • Children • Neighbourhoods located in the close vicinity of illegal waste disposal sites. • Low income residential areas where wood is used as primary fuel source	Improve town and transport planning	DEA&DP; CAM ; Consultant
		Pursue greater cooperation with agricultural authorities to address shared environmental priorities related to air quality management	DEA&DP; DOA; CAM; Organised Agriculture
		Strengthen institutional functions	DEA&DP; CAM
		Increase licensing of listed activities	DEA&DP; CAM; Industries
		Ambient air quality data is continuously monitored	DEA&DP; CAM
		Update the emissions inventory regularly	Dept Public Works; GreenCape; DEA&DP; CAM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Motor vehicle congestion in holiday towns • Pesticide spraying of crops	Intensify efforts to manage trans-boundary air pollution	DEA&DP; CAM
		Compile an emissions inventory for CAM	CAM
ENDEMISM: LOSS OF BIODIVERSITY	• The Agulhas National Park • The Heuningberg Local nature Reserve • The Soetendalsvlei Nature Reserve • Waenhuiskrans Nature Reserve • Two Ramsar sites - the De Hoop vlei Ramsar site and the De Mond State Forest Ramsar site • The Denel Overberg Test Range • The Geelkop Nature Reserve • The Heuningnes River, and its tributaries the Kars and Nuwejaars rivers • The Nuwejaars Wetland Special Management Area • Three Important IBAs: The Overberg Wheatbelt IBA makes up much of the northern part of the municipality; The Agulhas Plain-Heuningnes Estuary IBA; The De Hoop IBA is located within the De Hoop Nature Reserve	Source funding for long-term climate change research projects	ODM: Environmental Management; DEA&DP; Consultant
		Research climate change impacts on insects	DEA&DP; CapeNature; Consultant
		Include landowners in biodiversity protection	ABI; CAM; DOA; Nuwejaars Wetland SMA; Farming Associations; CapeNature; WfW
		Protect honey bee populations	ABI; Flowervalley; CapeNature; DOA; DEA&DP; Consultant
		Monitor avifauna	ABI; CapeNature; SANParks; DEA&DP; Overberg Crane Group
		Improve reptile conservation	ABI; CapeNature; SANBI; SANParks; DEA&DP; Nuwejaars Wetland SMA
		Develop a conservation plan for coastal areas	CAM (Town planning);ODM: Environmental Management; Consultant; CapeNature; Tourism; Nuwejaars Wetland SMA
		Support aquaculture farming	DAFF; DEA&DP; DOA; CapeNature
		Develop a comprehensive fish conservation plan	CapeNature; ABI; Nuwejaars Wetland SMA; ODM; DEA&DP; Consultant
		Improve wetland status	DEA&DP; ODM: Environmental Management; BGCMA; Nuwejaars Wetland SMA
		Protect Estuaries	CAM; ODM; WUA; Tourism
		Improve CapeNature's institutional capacity	CapeNature
		Apply indicators to assess and monitor ecosystem health	CapeNature; Consultant
		Apply unmanned aerial vehicle (UAV) in monitoring programmes	CapeNature; SANParks; DEA&DP
		Manage invasive alien species before it impacts on indigenous biodiversity	ABI; Nuwejaars Wetland SMA; CapeNature; WfW; DWS; DOA; DEA&DP; EPWP; CAM

HAZARD	AREAS, COMMUNITIES OR HOUSEHOLDS MOST AT RISK	RECOMMENDED DISASTER RISK REDUCTION PLANS	RESPONSIBILITY (IMPLEMENTING AGENT)
	• Critical Biodiversity Areas (CBAs) include Remnant Renosterveld patches in the Rûens; The Bredasdorp mountain range; The grouping of national park and adjacent CBAs in the Agulhas Plain; The Overberg Air force Base, which comprises large areas of contiguous CBAs and Ecological Support Areas (ESAs); Parts of the Agulhas Plain adjacent to the Agulhas National Park and along the coast near the De Hoop Nature Reserve		

ANNEXURE C: MULTI-DISCIPLINARY INCIDENT MANAGEMENT PLAN (MIMP)

MIMP

MULTI-DISCIPLINARY
INCIDENT MANAGEMENT PLAN

1 PURPOSE

The purpose of this plan is to confirm policies and procedures in the Cape Agulhas Municipal area to ensure effective inter-discipline co-operation at incidents that require multi-discipline operations.

2 SCOPE

The policies and procedures defined in this plan must be implemented in the Cape Agulhas Municipal area, at any scene, which require the response of more than one service.

3 REFERENCES

- *N2 Incident Management System*
- *PAWC Emergency Medical Services: Plan Delta (Mass casualty)*
  Law Enforcement Operational Co-ordinating Mechanism as per NCPS
- *Overberg Fire & Rescue Standard Procedures for Command and Control at Incidents*
- *Major Aircraft Disaster Plan*
- *Coastal Oil Spill Contingency Plan*
- *Spoornet Rail and Terminal Service Contingency Plan*
- *Provincial Hazmat Plan*
- *SASAR Contingency plan – Provincial*
- *SASAR Contingency Plan - Overberg*
- *Fire Plan - Overberg*
- *Overberg Fire Rescue USAR PLAN*

4 LEVELS OF PLANNING AND RESPONSE: COMPARISON OF DISCIPLINES

There are two distinct planning strategies, which must be taken into account when it comes to inter-disciplinary planning. The one being the National Crime Prevention Strategy driven mainly by the Security Forces, and then the National Disaster Management Strategies driven by the Department of Provincial Affairs and Local Government. Attachment A illustrates levels of planning and response in different disciplines and spheres of government.

National Crime Prevention Strategy

The joint implementation of National Crime Prevention Strategies and operations and / or operational projects take place within an inter-departmental co-ordinating structure called the Operational Co-ordinating Mechanism.

The various levels of planning and co-ordination take place in the following forums;

National Sphere - National Joint
Provincial Sphere - Provincial Joint
Area Sphere - Area Joint
Sub Area - Sub area Joint
Local Sphere - Local Joint

Disaster Management Strategy

The joint implementation of National Disaster Management strategies and operations take place within the Inter – Ministerial Committee for Disaster Management, and the national Inter-Departmental Disaster Management Committee.

The structure designed for the above planning and co-ordination function is as follows;

National Sphere - National Disaster Management Centre NDMC
Provincial Sphere - Provincial Disaster Management Centre PDMC
Area / Local - Municipal Disaster Management Centre MDMC

The municipal official tasked with the responsibility of co-ordinating disaster management will manage the local/area structure and is accountable to the Municipal Manager.

General

All disciplines are responsible for their own functional planning and routine responses in accordance with their relevant enabling legislation.
Definitions

5 DEFINITIONS

CASUALTY CLEARING STATION

An area demarcated for the triage and treatment of patients in preparation for evacuation.

DISASTER

A situation that impacts on human health and/or resources of a magnitude that exceeds the mitigation capacity of a district, provincial or national government.

ECC - EMERGENCY CONTROL CENTRE

(Also known as JOC – Joint operations Centre)

An off-site, centralised facility where multi-disciplinary co-ordination and strategic decision-making takes place.

ECC CO-ORDINATOR (ECCC)

The appointed person in the ECC who is responsible for the implementation of strategic decisions made to deal with the major incident or disaster in co-operation with the multi-disciplinary team and other role players.

ECC MANAGEMENT TEAM

The multi-disciplinary team and other role players at the ECC, under direction of the ECC Co-ordinator (ECCC) that is responsible for the strategic planning and directing of the functions required in mitigation of the major incident or disaster.

FCP – Forward Control Post (Also known as Forward Command Post)
An on-scene facility where tactical decision-making and control of inter-disciplinary co-ordination takes place

FCP CO-ORDINATOR (FCPC)

The responsible role-player at the FCP who is selected to co-ordinate and control the incident with the assistance and co-operation of all other line functionaries.

FCP MANAGEMENT TEAM

The multi-disciplinary team at the FCP, under direction of the FCPC, that co-ordinates the effective execution of line-function responsibilities.

HOLDING AREA

(Also known as staging area, mustering point)

An identified safe area close to an incident where a reserve of resources can be located to provide for co-ordinated deployment.

INCIDENT

A situation requiring limited co-ordinated emergency resources.

INNER CORDON

(Also known as Hot Zone, Danger Zone)

Demarcated perimeter of an area that encompasses the directly affected area and representing the nearest line of safety to the affected area, and where only persons involved in the operational phase who are either named in an action plan, or on instruction from the FCPC shall be allowed.

LANDING ZONE (LZ)

An area demarcated at a scene for landing helicopters for the primary objective of evacuating emergency patients

MAJOR INCIDENT

A complex situation requiring co-ordinated multiple emergency resources.

OUTER CORDON

(Also known as the security zone, exclusion zone, restricted zone)

The demarcated perimeter of an area, surrounding the inner cordon, restricted to services and agencies, for the performance of functions in support of personnel within the inner cordon and to ensure the safety of the public.

PATIENT LOADING AREA

An area demarcated and held open for the access and egress of ambulances to load and evacuate patients from an incident.

SERVICE COMMAND POST (SCP)

The facility from where a service formation (the collection of personnel and equipment of a single service) on the scene of an incident is managed.

6 RESPONSIBILITIES

The primary functions of the services involved in the plan are as follows ;

Disaster Management

The primary function of disaster management during the response phase of a major incident or disaster is to co-ordinate the responses of the various services and to ensure good liaison and information flow between services.
Traffic Services

The primary function of traffic services during an incident is to manage the flow of traffic around the incident and to safeguard the scene/ area from a traffic point of view to facilitate speedy response by all services

Fire

The primary function of Fire services is to:
To protect life and property against fire or other threatening danger
The rescue of life and property from fires or other threatening danger.
To prevent the outbreak or spread of fire and the fighting or extinguishing of fires.
The performance of any other function connected with the above duties.

Ambulances / EMS

The primary function of EMS at an incident is the emergency medical care and medical rescue of patients and their rapid evacuation to the nearest appropriate health facility.

SAPS

The primary function of the SAPS is to maintain law and order during an incident by ;
Assessment of the situation.
To activate SAPS and other services via radio control.
Establish a cordon in the immediate area to prevent further loss of life and/or looting.
Assist to implement effective command and control on scene via the FCP.
SANDF

The primary function of the SANDF is national defence and related issues. A secondary function of the SANDF in the case of major incidents and disasters is to assist where life and/or property is/are threatened.

Law Enforcement

The primary function of the Municipal Law Enforcement Services is to enforce municipal by-laws, to safeguard municipal assets and to support National and Provincial law-enforcement agencies in the prevention of crime and public safety operations.

NGO's

NGO'S are non-governmental organisations who are able to assist and support the local authority with expertise and resources during emergency and/or disaster situations i.e. Health and Welfare Committees

7 MULTI-DISCIPLINARY INCIDENT MANAGEMENT PROCEDURE

Incident development (Sequence of events)

Incident Reporting

- *Notification / Activation of Services*
- *Dispatch / First Response*
- *Liaison between Service/Discipline Control Centres*

First Arrival

- *Initial Assessment*
- *Feedback / Sitrep*

Additional Response and Actions

Establishment and functioning of FCP

- *FCP Coordinator*
- *Co-ordinates between services on scene*
- *Liases with and updates ECC.*
- *Facilitates joint decision-making.*
- *FCP Management Team*
- *Senior representatives from all services involved*
- *Service representatives liases via FCP co-ordinator with other services involved.*
- *Service representatives updates and liases with service representative in ECC via FCP.*
- *Identification and confirmation of Inner Cordon, Outer Cordon and Holding Area*

Establishment and functioning of Service Command Post

- *Commands service formation on scene*
- *Liases with and updates FCP.*

Activation and functioning of ECC (Emergency Control Centre / Joint Operations Centre)

- *ECC co-ordinator*
- *Chairs ECC Management Team*
- *Liases with other services internally and externally*
- *Facilitates joint decision-making*

- *ECC Management Team*
- *Service representatives supports service formation on scene via FCP.*
- *Supports and advises ECC Co-ordinator.*

Mop-up operations and stand-down

Closing of incident

Identification

FCP
Green/orange rotating light.

Command Post

Service specific identification

- *Fire: Fire Command: Orange rotating light*
- *Fire Vehicle: Red rotating light*
- *EMS Medical Post: White rotating light*
- *EMS Medical command : Green Rotating Light*
- *EMS Vehicle : Red Rotating Light*
- *SAPS, Traffic, Law Enforcement: Blue rotating light*
- *Disaster Management: Green rotating light.*

FCP Coordinator,
Identification bib, clearly identifiable with wording "FCP COORDINATOR".

FCP Representatives
Identification bib with wording "FCP REP".

Communication

Representative of each service with communications to own service in FCP, ECC.

----------END---------

ANNEXURE D PROCEDURE FOR EMERGENCY INCIDENTS AND DISASTER RESPONSE

PROCEDURE FOR EMERGENCY INCIDENTS AND DISASTER RESPONSE

LOCAL MUNICIPAL AREA

(I) EMERGENCY INCIDENTS

Emergency incidents are line function-specific and emergency services operate according to their own standard operating procedures, or in the case of larger incidents the Overberg Multi-Disciplinary Incident Management Plan (attached)

As soon as an incident escalates, or has the potential to escalate to the point of a disaster, as per the definition in the Disaster management Act 57 of 2002, or the sudden onset incident immediately falls within the definition, the following protocol will apply:

(II) DISASTER RESPONSE

1. Introduction

Disaster response is the sum total of actions taken by people and institutions in the face of a disaster. These actions commence with the warning of an oncoming threatening event or with the event itself if it occurs without warning. It furthermore includes the implementation of disaster preparedness plans and procedures, thus overlapping with disaster preparedness. The end of disaster response comes with the completion of disaster rehabilitation programmes.

Legislation places the responsibility for the coordination and management of local disasters in its area with the District Municipality:

> *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.*

In the event of a disaster the Overberg District Municipality Disaster Management Centre will initiate a response.

The scope of response is usually extensive and success depends vitally on good preparedness. The effectiveness or otherwise of response also has a considerable bearing on subsequent recovery requirements and activities.

Response operations usually have to be carried out under disruptive and sometimes traumatic conditions. Often they are difficult to implement and they tend to make heavy demands on personnel, equipment and other resources. Thus, without a sound basis of planning, organisation and training, response operations are unlikely to achieve optimum success.

2. Aim

The aim of disaster response is to take effective measures immediately prior to and following the disaster in order to save lives, protect property and to deal with the immediate damage caused by the disaster.

3. Disaster response

3.1 Goals

The goals of disaster response are to:

- *Provide rapid, effective and accurate resources and information.*
- *Ensure rapid and effective response to a disaster.*
- *Assist communities in need in order for them to subsist through the emergency phase and beyond.*
- *Limit casualties;*
- *Alleviate hardship and suffering;*
- *Restore essential life support and community systems;*
- *Mitigate further damage and loss; and*
- *Provide the foundation for subsequent recovery.*

3.2 People/ organisations involved

The following organisations, line functions and/or individuals are involved in disaster risk reduction:

- *Overberg Disaster Management Centre*
- *Local Municipality*
- *Municipal council*
- *Councillors*
- *Social services*
- *Fire and rescue*
- *SAPS*
- *SANDF*
- *Community development workers*
- *Housing*

- *Public works*
- *NGO's involved*
- *Agriculture*

3.3 Actions needed to be taken

A JOINT OPERATIONS CENTRE will be established under the direction of the Head of the Overberg DM Disaster Management Centre.

The following actions will be taken:

a. Collect information about hazard/disaster situation:
- *surveys;*
- *early warning systems.*

b. Tap onto available resources as directed by emergency preparedness plan and necessity.

c. Assess situational factors and handle accordingly:
- *main needs for warning;*
- *closing of schools, offices and other public places;*
- *check emergency power supplies and similar facilities;*
- *taking precautions in households to ensure supplies of food and drinking water.*

d. Assess needs for evacuation of communities, as need be:
- *precautionary, or*
- *post-impact.*

e. Co-ordinate response operations and ensure good communications between all relevant role-players.

f. Identify key aspects of assistance to community:
- *rescue;*
- *treatment and care of victims – e.g. dispose of the dead;*
- *evacuation;*
- *shelter;*
- *food;*
- *communications;*
- *clearance and access;*
- *water and power supplies;*
- *temporary subsistence supplies;*
- *health and sanitation;*
- *public information;*
- *security;*
- *construction requirements;*

- *disaster welfare enquiry;*
- *maintenance of public morale.*

g. Allocate tasks to relevant parties

h. Implement emergency preparedness and contingency plans.

3.4 COMMUNICATION

Council and Mayor

The mayor and council of the affected municipality will be kept informed by the JOC on actions and developments on a time basis agreed.

Media and Press

Providing accurate information to the media is of critical importance.

Therefore ALL press release and statements must be made from the JOC.

The Head of Disaster Management Centre or a JOC appointed press liaison will brief the media on the factual context of the disaster and actions taken. Members of the council or the Mayor wishing to address the press will do so from the JOC.

ANNEXURE E: TABLES AND FIGURES

TABLES

FIGURES

ANNEXURE F: ABBREVIATIONS AND ACCRONYMS

ABBREVIATION	MEANING
CAM	Cape Agulhas Municipality
CAMAF	Cape Agulhas Municipal Advice Forum
Disaster Management Act	Disaster Management Act, 57 of 2002
DMA	District Management Area
DMP	Disaster Management Plan
ECC	Emergency Control Centre
EMS	Emergrncy Medical Services
IDP	Integrated Development Plan
IGR IGR Act	Intergovernmental Relations Framework Act, Act 13 of 2005
JOC	Joint Operational Centre
MTSF	Medium Term Strategic Framework for 2014 to 2019
NDP	National Development Plan: Vision for 2030
NDMF	National Disaster Management Framework
NGO	Non-Governmental Organisation
NSRI	National Sea Rescue Institute
ODM	Overberg District Municipality
SANDF	South African National Defence Force
SAPS	South African Police Services
SOP	Standard Operating Procedure
Structures Act	Local Government Municipal Structures Act, Act 117 of 1998

[i] **Herdien, E.L., Petersen, C., Reed, C., Impson, D., Belcher, A., Ndiitwani, T., Buthelezi, S. And Matoti A.** *Technical Report: Ecological Status for Rivers of the Overberg Region 2004/2005.* (Online). Retrieved from: http://www.dwa.gov.za/iwqs/rhp/state_of_rivers/WCape/Overberg_Tech_Report_Oct_10_s.pdf

[ii] **Western Cape Government Provincial Treasury**. 2015. *Socio-economic Profile Cape Agulhas Municipality.* (Online). Retrieved from: https://www.westerncape.gov.za/assets/departments/treasury/Documents/Socio-economic-profiles/2016/municipality/Overberg-District/wc033_cape_agulhas_2015_sep-lg_profile.pdf

[iii] **United Nations International Strategy for Disaster Reduction.** 2002. *Living with Risk: A Global Review of Disaster Reduction Initiatives.*