

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

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**5.  
OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT PLAN**

**2/B**

**N J Michaels  
21 September 2016**

**(028) 313 8054**

**Corporate Head Office**

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**1. Executive Summary**

The purpose of the report is to present to council a Disaster Management Plan aimed to identify, reduce or prevent disasters from happening and lesson or minimise the impacts of disasters that are inevitable.

**2. Service Delivery and Budget Implementation Plan - IGNITE**

Directorate: Protection and Security Services  
Protection and Security Services

**3. Compliance with Strategic Priorities**

Provision of democratic, accountable and ethical governance  
Creation and maintenance of a safe and healthy environment  
Provision and maintenance of municipal services

**4. Delegated Authority**

None

**5. Legal Requirements**

Constitution of the Republic of South Africa, 1996  
Disaster Management Act No. 57 of 2002  
Fire Brigade Services Act No. 99 of 1987  
Local Government: Municipal Systems Act No. 32 of 2000  
Local Government: Municipal Structures Act No. 117 of 1998  
Community Fire Safety By-law, P.N 6454/2007  
Service Delivery and Budget Implementation Plan (SDBIP)  
By-laws of the Overstrand Municipality

**6. Background**

In accordance with the provision of the Constitution of the Republic of South Africa, 1996, the Overstrand Municipality is responsible to promote a safe and healthy environment for all communities, investors and visitors within its boundaries.

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Disaster management forms an integral part of Overstrand's integrated development planning, however section 53 of the Disaster Management Act stipulates that each Municipality must prepare a disaster management plan for its area, based on the prevailing circumstances.

**7. Financial Implications**

None

**8. Staff Implications**

None

**9. Comments from other Departments, Divisions and Administrations**

See annexure L

**10. Annexures**

Annexure A: Overstrand Disaster Management Plan  
Annexure B: Preparedness Plan: Gansbaai  
Annexure C: Preparedness Plan: Stanford  
Annexure D: Preparedness Plan: Hermanus  
Annexure E: Preparedness Plan: Kleinmond  
Annexure F: Veld Fire Management Plan  
Annexure G: Flood Contingency Plan  
Annexure H: Conflict Contingency Plan  
Annexure I: Emergency Resource Telephone List  
Annexure J: Risk Register

**RECOMMENDATION TO THE COUNCIL:**

that the Overstrand Municipality Disaster Management Plan **be approved.**

**RESPONSIBLE OFFICIAL :**

**L SMITH  
N MICHAELS**

**TARGETED DATE:**

**1 NOVEMBER 2016**

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**N J Michaels**

**(028) 313 8054**

**Corporate Head Office**

**21 September 2016**

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

**RECOMMENDATION TO THE COUNCIL:**

that the item **be referred back.**

**RESPONSIBLE OFFICIAL :**

**L SMITH  
N MICHAELS**

**TARGETED DATE:**

**1 NOVEMBER 2016**

# OVERSTRAND

## DISASTER MANAGEMENT

### PLAN



# 2016/2017



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Appendix A	Disaster Management Preparedness Plan Gansbaai
Appendix B	Disaster Management Preparedness Plan Stanford
Appendix C	Disaster Management Preparedness Plan Hermanus
Appendix D	Disaster Management Preparedness Plan Kleinmond
Appendix E	Fire Management Plan
Appendix F	Flood Plan
Appendix G	Conflict Plan
Appendix H	Emergency Resource Telephone List
Appendix I	Strategic Risk Register

## 1. LEGAL FRAME WORK AND DISTRIBUTION

- 1.1. The Disaster Management Act (sec 53) stipulates that each Municipality must prepare a Disaster Management Plan/Framework for its area according to the circumstances prevailing in the area, after consulting with the District Municipality and other Local Municipalities within the area of the District Municipality. Sections 25, 38, 52 and 53 specify that those organs of state, must each prepare a disaster management plan setting out amongst others its roles and responsibilities regarding emergency response, post disaster recovery and rehabilitation, as well as an outline of the capacity to fulfill these roles and responsibilities and contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies
- 1.2. The formulation and implementation of a Disaster Management Plan forms part of the IDP process for the Overstrand Municipality. The purpose of this Disaster Management Plan [Disaster Management Act 57 Sect 53 (2) ] is to ensure that there is disaster management at all times, enhancing the Overstrand Municipality's ability to prevent and to deal with disasters and to avoid development that is considered high risk in terms of the potential for disasters.
- 1.3. Overstrand Disaster Management Plan:
  - a. Forms an integral part of the Municipality's Integrated Development Plan;
  - b. Anticipates the types of disasters that are likely to occur in the municipal area as well as their possible effects.
- 1.4. The Plan place emphasis on measures that reduce the vulnerability of disaster-prone areas, communities and households.
- 1.5. It seeks to develop a system of incentives that will promote disaster management in the Municipality;
  - a. Identify the areas, communities and households that are at risk;

- b. Take into account indigenous knowledge relating to disaster management;
  - c. Promote disaster management research;
  - d. Identify and address weaknesses in the capacity to deal with possible disasters;
  - e. Provide for approximate prevention and mitigation strategies;
  - f. Facilitate maximum emergency preparedness; and
  - g. Contain contingency plans and emergency procedures in the event of disasters, providing for:
    - i. The allocation of responsibilities to the various role-players and co-ordination in the execution of those responsibilities;
    - ii. Prompt disaster response and relief;
    - iii. Procurement of essential goods, equipment and services;
    - iv. Establishment of strategic communication links; and
    - v. Dissemination of information.
- 1.6. The Overstrand Municipality must establish and implement a policy framework for Disaster Management in the municipality which is aimed at:
- a. Risk identification
  - b. Risk assessment
  - c. Risk response
  - d. Risk response development
- 1.7. The Overstrand Disaster Management plan is consistent –
- a. With the provisions of the Disaster Management Act 2002;
  - b. With the Disaster Management Policy Framework of the Overberg District, Provincial Government and National Government.
- 1.8. Disaster management plans are compiled on the basis of a generic plan including standard operating procedures and best practice, and then expanded with risk-specific plans that address disaster management for special circumstances where the generic plan needs to be adapted.

- 1.9. This Disaster Risk Management Plan is produced by Overstrand Disaster Management as part of its responsibility in terms of the Disaster Management Act, 2002. This document is intended for internal use of the Organisation.

## 2. INTRODUCTION

- 2.1. The Disaster Management Act, 2002 is a legal instrument that provides coherent and transparent information with an aim of reducing, minimizing and preventing disaster through risk assessment and mitigation strategies. This can be achieved by excellent communication and expertise of different services, access of funds and access to sufficient resources.
- 2.2. Priority will be given to development measures that reduce the vulnerability of disaster prone areas; communities, agriculture and infrastructure within each line function.
- 2.3. Disaster Management is also responsible to promote disaster management training and community awareness to reduce vulnerability to communities most at risk.

## 3. PURPOSE

- 3.1. To establish a disaster management strategy guiding the disaster managing plans of the various departments and roll players. It is critical that an efficient and effective disaster response can be mobilized. Response is a collective responsibility. In a major emergency or disaster, people need to know what to do, who will do it and how it will be done.
- 3.2. The ability to respond quickly and effectively will depend on good preparation.
- 3.3. Emergency Preparedness: This plan is designed to establish the framework for implementation of the provisions of the future.

- 3.4. The purpose of this plan is to outline procedures for both the pro-active disaster prevention and the reactive disaster response and mitigation phases of Disaster Management.
- 3.5. It is intended to facilitate multi-agency & multi-jurisdictional coordination in both pro-active and reactive programs.

#### **4. ROLE OF DISASTER MANAGEMENT UNIT**

- 4.1. To Compile and adopt a disaster management policy
- 4.2. Compile and maintain disaster management plans/ framework
- 4.3. Establish a disaster management committee
- 4.4. Establish community partnerships that combine the access and attributes of everyone with a stake in disaster resistance

#### **5. DISASTER RISK REGISTER**

**Please see Appendix I**

#### **6. RISK REDUCTION**

- 6.1. Risk awareness programs
- 6.2. Risk prevention programs
- 6.3. Formal and informal training with regard to emergency services and disaster relief
- 6.4. Research in formal and informal settlements with regard to location, growth and development
- 6.5. Upgrading of vehicles, equipment and protective clothing

## 7. GEOGRAPHICAL OVERVIEW PROFILE

- 7.1. The Municipality covers a land area of approximately 1 708 km<sup>2</sup>, with a population density of 53 people per square kilometer (based on a population of 90 000) and covers the areas of Hangklip/Kleinmond, Greater Hermanus, Stanford and Greater Gansbaai. The municipal area has a coastline of approximately 230 km, stretching from Rooi Els in the west to Quinn Point in the east.

## 8. DEMOCRATIC PROFILE

- 8.1. The municipality's estimated<sup>a</sup> population for 2014/15 is **90 000**. (<sup>a</sup>Own calculation based on the average annual growth rate from 2001 to 2011 census figures.)
- 8.2. During festivals and festive seasons the influx of visitors can increase the population of Overstrand with up to 50 percent.
- 8.3. These growth rates are however faster than the Overberg District Municipality's (ODM) average of 1,8 per cent. Consequently, it is expected that the Overstrand will become the most densely populated municipality within the Overberg in due course.

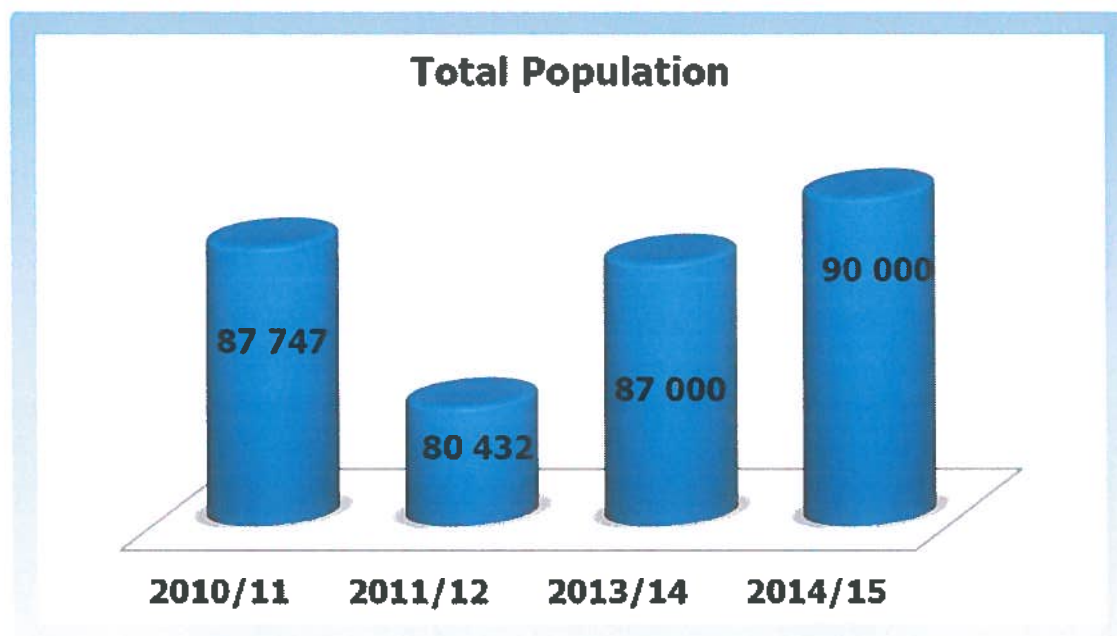
## 9. OVERSTRAND POPULATION PROFILE

The table below indicates the total population within the municipal area:

2010/11	2011/12	2013/14	2014/15
87 747	80 432 <sup>1</sup>	87 000 <sup>2</sup>	90 000 <sup>2</sup>
<p><i>Source: Western Cape Department of Social Development Population Projections Populations projected as at 14 February of 2008, 2009 and 2010.</i></p> <p><i><sup>1</sup>Stats SA Census, 2011, <sup>2</sup> Overstrand own calculation</i></p>			

Table 1: Demographic information of the municipal area – total population

The graph below illustrates the yearly population growth for the municipal area



Graph 1: Total Population Growth

Age	2011/12*			2012/13*			2013/14*			2014/15		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0-9	6 087	6 090	12 177	6561	6560	13121	6558	6562	13120	6808	6811	13619
Age: 10-14	2 557	2 541	5 098	2696	2699	5395	2754	2737	5491	2859	2841	5699
Age: 15-19	2 455	2 681	5 136	2531	2795	5326	2644	2889	5533	2745	2998	5743
Age: 20-24	3 321	3 209	6 530	3552	3391	6942	3578	3458	7036	3714	3589	7303
Age: 25-39	10 890	9 984	20 874	12182	11004	23186	11734	10757	22492	12180	11166	23346
Age: 40-54	6 407	6 522	12 929	7040	7185	14225	6904	7028	14920	7167	7295	14462
Age: 55-69	5 114	5 896	11 010	5557	6419	11975	5510	6353	11863	5719	6594	12313
Age: 70-84	2 690	3 174	5 864	3129	3682	6812	2897	3420	6317	3007	3550	6557
Age: 85+	267	548	815	337	679	1016	287	587	874	297	610	907

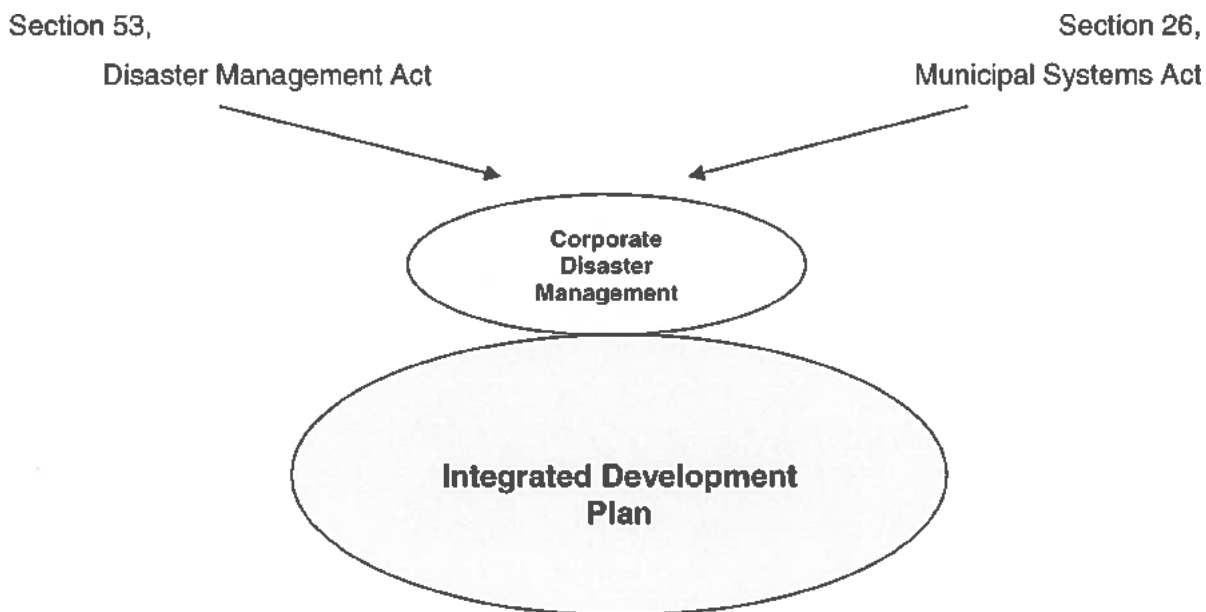
Source: Stats SA Community Survey 2007, Census 2011  
Overstrand's own projections for 2012/13, 2013/14 and 2014/15

Table 2: Population profile

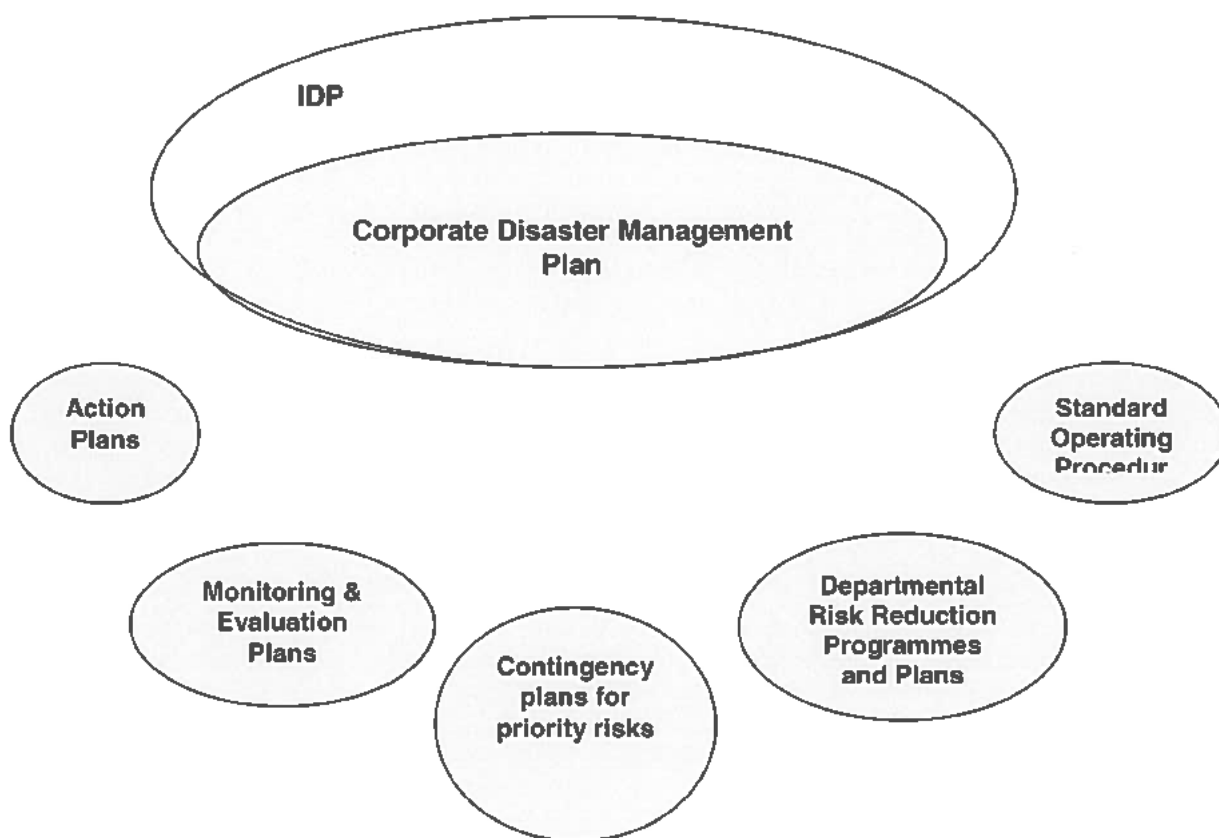
## 10. INTEGRATED DEVELOPMENT PLANNING

An active public participation was followed during finalisation of the disaster management plan.

The two diagrams below illustrate how the Corporate Disaster Plan and the IDP interact.

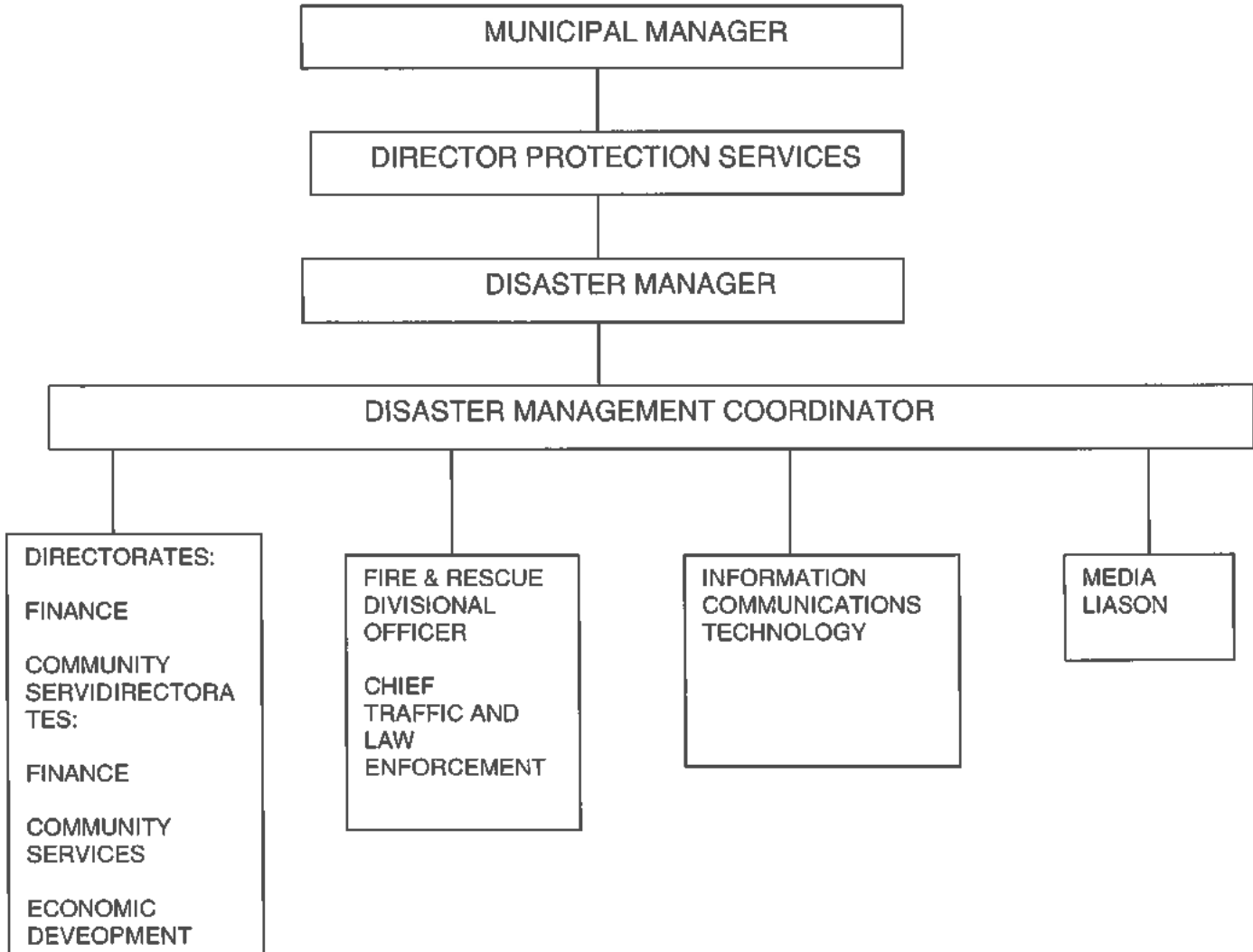


Interaction of the IDP and the Corporate Disaster Management Plan



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## 11. MANAGEMENT STRUCTURE IN EVENT OF DISASTER



## 12. DIRECTORATE DIRECTIVES

### 12.1. Municipal Manager

Gives effect to the Disaster Management Act, 2002 and the regulation there under for the establishment and Disaster Management operations.

Integrates disaster risk management activities into the core mandate of the Overstrand Municipality in order to ensure disaster risk reduction takes place.

Ensures the effective integration of disaster management within the Overstrand IDP.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Responds to disaster incidents
- Reports to Incident Command

- **Procedures**

- Receives emergency notifications by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places departmental heads on standby

## 12.2. **Director Protection Services**

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles a contingency and business continuity plans for department/s. Ultimately they are additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal

contingency plan for a disaster as defined by the Disaster Management Act, 2002.

Ensures that early warnings are linked to contingency plans.

Identifies specific target groups for awareness campaigns and co-ordinate such campaigns with Disaster Management.

Motivates allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**
  - Responds to disaster incidents
  - Reports to Incident Command
- **Procedures**
  - Receives emergency reports by radio/telephone or orally
  - Instructs the disaster officials to respond to incidents
  - Activates emergency control room/centre and staff
  - Places departmental heads on standby

### 12.3. **Head of Fire & Disaster Management**

Gives effect to the Disaster Management Act, 2002 and the regulation there under for the establishment and Disaster Management operations

Conducts a (scientific) disaster risk assessment annually

Identifies specific hazards and vulnerability relating to the core function of the municipality

Integrates disaster risk management activities into the core mandate of Overstrand Municipality in order to ensure disaster risk reduction takes place

Ensures the effective integration of the disaster management within the Overstrand IDP

Identifies Municipal projects which will reduce risk in vulnerable communities.

Compiles a Disaster Management plan for the Overstrand Municipality.

Ensures that early warnings are linked to Disaster Management Plan

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Gives effect to the Disaster Management Act and the regulation there under for the establishment and Disaster Management operations
- Acts as chairperson of co-ordination committee
- Takes control of an organisation during a disaster or emergency situation
- Any other duties as may assigned

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Activates emergency control room/centre and staff

#### 12.4. **Snr Disaster Management Official**

Gives effect to the Disaster Management Act, 2002 and the regulation there under for the establishment and Disaster Management operations

Conducts a (scientific) disaster risk assessment annually.

Identifies specific hazards and vulnerability relating to the core function of the municipality

Integrates disaster risk management activities into the core mandate of the Municipality in order to ensure disaster risk reduction takes place.

Ensures the effective integration of the disaster management within the Overstrand Municipality's IDP.

Identifies municipal projects which will reduce risk in vulnerable communities.

Compiles a Disaster Management plan for the Overstrand Municipality.

Ensures that early warnings are linked to Disaster Management Plan

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Encourages research in disaster risk management and publication of any internal research findings.

- **Duties**

- Perform the duties of the Head Fire and Disaster Management in his absence
- Any other duties that the Head of Fire and Disaster Management may request

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Activates emergency control room/centre and staff
- Place department heads on standby

## 12.5. **Director Community Services**

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles contingency and business continuity plan for the department/s. Such plans are ultimately additions to the basic plans as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002

Ensures that early warnings are linked to the contingency plan

Identifies specific target groups for awareness campaigns and coordinates such campaigns with Disaster Management

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**
  - Responds to disaster incidents
  - Reports to Incident command
- **Procedures**
  - Receives emergency reports by radio/telephone or orally

- Instructs the disaster officials to respond to incidents
- Places department heads on standby

#### 12.6. **Director Management Services**

Identifies specific vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles contingency and business continuity plans for the department/s. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the co-ordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

Ensures that early warnings are linked to contingency plan

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

## 12.7. Director Finance

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities.

Compiles a contingency and business continuity plan for the department. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act, 2002.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Initiates and facilitates efforts to make funds available for disaster management in the municipal area
- Facilitates emergency procurement
- Documents information for potential municipal insurance claims.

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

#### 12.8. **Director Infrastructure and Planning**

Identifies specific hazards and vulnerability relating to the core function of the directorate and/or priority disaster risks for the directorate.

Integrates disaster risk management activities into the core mandate of the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Compiles contingency and business continuity plans for the department/s. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act, 2002.

Ensures that early warnings are linked to contingency plan

Identifies specific target groups for awareness campaigns and co-ordinates such campaigns with the Disaster Management.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects .

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents

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- Places department heads on standby

#### 12.9. **Director Local Economic Development**

Identifies specific socio-economic vulnerability or risks relating to the core function of the directorate

Integrates disaster risk management activities (Social and Economic) into the directorate in order to ensure disaster risk reduction takes place.

Identifies directorate projects which will reduce risk in vulnerable communities

Identifies specific target groups for awareness campaigns and coordinate such campaigns with the Disaster Management.

Motivates the allocation of a percentage of the annual budget (CAPEX and OPEX) to implement Disaster Risk Management projects.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents
- Places department heads on standby

#### 12.10. **Chief Municipal Traffic Department and Law Enforcement**

Identifies specific hazards and vulnerability relating to the core function of the department and/or priority disaster risks for the department.

Integrates disaster risk management activities into the core mandate of the department in order to ensure disaster risk reduction takes place.

Identifies department projects which will reduce risk in vulnerable communities.

Compiles a contingency and business continuity plan for the department. Such plans are ultimately additions to the basic plan as developed by the Disaster Management that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act 2002.

Ensures that early warnings are linked to contingency plan

Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Arranges volunteers to be trained primary traffic control tasks to fulfill at point service
- Ensures that vehicles involved in managing the disaster is unrestricted to move to and from the disaster area

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents

#### 12.11. **South African Police Services**

Co-ordinates integrated and disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.

Ensures all contingency and business continuity plans for the department are co-ordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic plan as developed by the DM that provides for the coordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the Disaster Management Act, 2002.

Ensures that early warnings are linked to contingency plan

Identifies specific target groups for awareness campaigns and co-ordinates such campaigns with the Disaster Management.

- **Duties**

- Responds to disaster incidents
- Reports to Incident command

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the disaster officials to respond to incidents

#### 12.12. **WESTERN CAPE EMERGENCY MEDICAL SERVICES (METRO)**

Co-ordinates integrated and disaster risk management activities with Overstrand Municipality to ensure disaster risk reduction takes place.

Ensures all contingency and business continuity plans for the Western Cape Emergency Medical Services are co-ordinated with Overstrand Disaster Management. Such plans are ultimately additions to the basic

plan as developed by the Disaster Management that provides for the co-ordinated utilisation of resources. Thus, every line function structure must have a formal contingency plan for a disaster as defined by the act.

Ensures that early warnings are linked to contingency plan

Identifies specific target groups for awareness campaigns and coordinates such campaigns with the Disaster Management

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Establishes staging area
- Informs closed hospitals of additional patients
- Treats patients
- Keeps record of all patients treated
- Requests additional resources

- **Procedures**

- Receives emergency reports by radio/telephone or orally
- Instructs the METRO officials to respond to incidents

#### 12.13. **Media Liaison**

- **Duties**

- Responds to disaster incidents
- Reports to Incident command
- Municipal spokesperson
- Interviews and statements
- Development of a plan on how to keep public (internal and external) up to date on current situation
- Decides on the appropriate methods to release information or statements (e-mail, fax, social media, news conference etc.)
- Verifying all facts with the Incident Information Officer

- Consults Incident Information Officer on any fatalities or injuries
- **Procedures**
- Receives emergency reports by radio/telephone or orally

### 13. **RISK MITIGATION**

- 13.1. JOINT OPERATIONS CENTRE (JOC) can be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phase or the pre-disaster risk reduction and preparedness phase.
- 13.2. Disaster Management will ensure that the JOC is convened and maintained to address risk-specific disaster management plans, such as plans for aircraft emergencies, flooding, large fires, transport disasters, hazardous materials incidents or mass events. Policies, plans and procedures that address efficient incident-management and inter-disciplinary cooperation during incidents are included in this category of plans. The input of specialist advisers in the various fields must be obtained on an ongoing basis.
- 13.3. In the recovery and rehabilitation phase, the head of disaster management and disaster management co-ordinator will take over the responsibility once the JOC is demobilized and / or in cases where recovery and rehabilitation takes place over extended periods.
- 13.4. The disaster management co-ordinator under a line function can be convened to take responsibility for activities that address the causal factors of a disaster / incident.

## 14. DEFINITIONS, TERMINOLOGY AND ABBREVIATIONS

### 14.1. Abbreviations

JOC	Joint Operations Centre
IDP	Integrated Development Plan
NGO	Non-government Organisation

14.2. **Disaster:** A progressive or sudden, widespread or localized, natural or human-caused occurrence which causes or threatens to cause death, injury or disease, damage to property, infrastructure or the environment; or disruption of a community; and is of a magnitude that exceeds the ability of those affected to cope using only their own resources.

14.3. **Disaster risk management:** The systematic process of using administrative decisions, organization, operational skill and capacities to implement policies, strategies and coping capacities of the society and communities to lessen the impacts of natural hazards and related environmental and technological disasters. This comprises of all forms of activities, including structural and non-structural measures to avoid (prevention) or to limit (mitigation and preparedness) adverse effects of hazards.

14.4. **Hazard:** A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation. Hazards can include latent conditions that may represent future threats and can have different origins: natural (geological, hydro meteorological and biological) or induced by human processes (environmental degradation and technological hazards). Hazards can be single, sequential or combined in

their origin and effects. Each hazard is characterised by its location, intensity, frequency and probability

- 14.5. **Risk:** The probability of harmful consequences, or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damaged) resulting from interactions between natural or human-induced hazards and vulnerable conditions
- 14.6. **Vulnerability:** The conditions determined by physical, social, economic, and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.

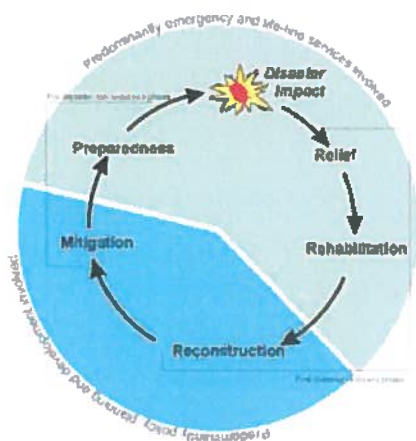


Figure 1: Disaster Management Continuum

## 15. AMENDMENTS / UPDATES

New amendments or updates will be added to the Amendments and Updates Listing below and it is the responsibility of the individual to regularly check the currency of their Disaster Management Plan.

Proposals for amendment or additions to the text of this Plan should be forwarded to :-

The Head: Fire and Disaster Management,  
CFO L. Smith

Telephone: (028) 313 5041

Fax: (028) 313 1493

e-mail: lestersmith@overstrand.gov.za

DATE OF REVIEW	DETAILS OF PAGE(S) AMENDED OR REPLACED
22 March 2013	Par 5: Top 10 risks; Par 9: Population Profile Par 15: Post vacant
7 April 2014	Appendix H, K and L was removed, Appendix I was replaced by strategic risk register
9 April 2015	Par 1.8 Taken out Par 1.9 Taken out Par 3.4 Amended Par 4.3 Amended Par 5 Amended
20 April 2016	Par 8.1 Amended Par 9 Amended Par 10 The Corporate Disaster Management Plan in Context taken out Par 12 Roles and responsibilities replaced with Directorate Directives



<b>POLICY SECTION:</b>	<b>CHIEF FIRE AND DISASTER MANAGEMENT</b>
<b>CURRENT UPDATE:</b>	
<b>PREVIOUS REVIEW:</b>	
<b>APPROVAL BY COUNCIL:</b>	26 October 2016

B.F.

<b>General Description of the Area:</b>	
<b>Area:</b> Approximately 4430Ha	
<b>Topographical Characteristics:</b>	Uilenskraalsrivier Duinefontein Mountains situated to the north-north-east. Wolhuiskop north-east of Pearly Beach
<b>Vegetation:</b> Fynbos	
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Pearly Beach) (Connect Stanford with Hermanus) R326 (Connect Stanford with Riviersonderend)
<b>Infrastructures</b>	
Formal Structures:	5122
Informal Settlements:	855
Hospital:	none
Clinics:	Gansbaai Clinic; Elixolwenie Clinic
Schools:	Gansbaai Primary School Blompark Primary School
Community Halls:	3
Bridges:	Concrete construction
Roads:	Tar and gravel roads. Substation.
Power Station:	Present in area
Power Lines:	Present in area.
Sewage Pipelines:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal
Tele Communications:	communications i.e. telephones, facsimile, cell phone services and radio communications.

<b>General Description of the Area:</b>	
<b>Area:</b> Approximately 4430Ha	
<b>Topographical Characteristics:</b>	Uilenskraalsrivier Duinefontein Mountains situated to the north-north-east. Wolfhuiskop north-east of Pearly Beach
<b>Vegetation:</b> Fynbos	
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Pearly Beach) (Connect Stanford with Hermanus) R326 (Connect Stanford with Riviersonderend)
<b>Infrastructures</b>	
Formal Structures:	5122
Informal Settlements:	855
Hospital:	none
Clinics:	Gansbaai Clinic; Elixolwenie Clinic
Schools:	Gansbaai Primary School Blompark Primary School
Community Halls:	3
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

## MANAGER: DISASTER MANAGEMENT

### FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Protection Services (reports incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be establish
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports incident to role players as per schedule.
  - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
    - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
    - ii. life and property threatening situations
    - iii. immediate mitigation operations
    - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
    - v. projected short and long term implications of the incident
    - vi. the impact the incident has on road and access for emergency transport and teams to incident
    - vii. any other aspect that needs immediate response for rapid service delivery continuation
    - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

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**THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

2. a. Coordinates operations according to priorities for
  - i. early warning of potentially afflicted areas
  - ii. the saving of lives
  - iii. emergency housing
  - iv. emergency rations
  - v. other disaster management mitigation strategies
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.

**DISASTER MANAGEMENT PREPAREDNESS PLAN  
 STANFORD AREA**

<b>General Description of the Area</b>	
<b>Area:</b>	Approximately 3960m <sup>2</sup>
<b>Topographical Characteristics:</b>	Klein River flows through the area with the Klein River Mountain situated to the north.
<b>Vegetation:</b>	Fynbos
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Hermanus) (Connect Stanford with Gansbaai) R326 (Connect Stanford with Riviersonderend)
<b>Infrastructures</b>	
Formal structures:	1600
Informal Settlements:	75
Hospital:	none
Clinics:	none
Schools:	Standford Okkie Smuts Primary School Withoogte St Pauls Primary School Sandhoogte Primary School
Community Halls:	1
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.



Action		Disaster Management			
1. Establishment of a JOC (Joint Incident Centre)					
Resources					
Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director:	N. Michaels	0283138054	0715849214	nmichaels@overstrand.gov.za	
Fire Chief:	L. Smith	0283135041	0829789493	lestersmith@overstrand.gov.za	
Coordinator:	M.D. Rust	0282718489	0827769287	mrust@overstrand.gov.za	
Area Manager:	F. Myburgh	0283848300	0826548336	fmyburgh@overstrand.gov.za	
	J. Hanekom	0283848300		jhanekom@overstrand.gov.za	
	J. De Villiers	0283848300		jdevilliers@overstrand.gov.za	
	A. Gcotyelwa	0283848300	0784531625	agcotyelwa@overstrand.gov.za	
EMS	Yvonne Patterson	0283123219			
Division Officer Fire & Rescue	B. Lobb	0283848350	0823380983	blobb@overstrand.gov.za	
Superintendent Traffic	T. Blakenberg	0283848342	0762792243	tblakenberg@overstrand.gov.za	
Area Manager Law Enforcement	D. Esau	0283138996	0725753965	desau@overstrand.gov.za	
Media Liaison	N. Zweni	0283138911	0835525192	tzweni@overstrand.gov.za	
Communication Equipment	E. Smit	0283138025		esmit@overstrand.gov.za	
Police	Kapt Smith	0283840201	0827787085	aheslop@hermanus.co.za	
Red Cross	Angela Heslop		0726098655		
Eskom	Call centre	0860037566			
Cape Nature	Dion Geldenhuys	0283140062			
Control Room		028 312 2400			
		028 313 8111			
				dgoldenhuys@capenature.co.za	

## **MANAGER: DISASTER MANAGEMENT**

### **FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL DISASTER:**

1.
  - a. The incident is reported to a responsible discipline or control room.
  - b. The responsible Discipline head informs the Manager: Disaster Management
  - c. The Manager: Disaster Management reports incident to:
    - i. Director Protection Services (reports incident to Municipal Manager)
    - ii. Disaster Management Coordinator
    - iii. Takes the decision if a JOC should be establish
    - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
  - d. Disaster Management Coordinator reports incident to role players as per schedule.
  - e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
    - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
    - ii. life and property threatening situations
    - iii. immediate mitigation operations
    - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
    - v. projected short and long term implications of the incident
    - vi. the impact the incident has on road and access for emergency transport and teams to incident
    - vii. any other aspect that needs immediate response for rapid service delivery continuation
    - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

**THE JOC PERFORMS THE FOLLOWING FUNCTIONS:**

2. a. Coordinates operations according to priorities for
  - i. early warning of potentially afflicted areas
  - ii. the saving of lives
  - iii. emergency housing
  - iv. emergency rations
  - v. other disaster management mitigation strategies
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.



**Appendix C**  
**DISASTER MANAGEMENT PREPAREDNESS PLAN**  
**HERMANUS AREA**

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<b>General Description of the Area:</b>	
<b>Area:</b> Approximately 5660 ha	
<b>Topographical Characteristics:</b> Mossel-, Onrus- and Bot Rivers flows through the area with the Klein River Mountain situated to the north.	
<b>Vegetation:</b> Fynbos	
<b>Connectivity Routes:</b> R43 (Connect Gansbaai, Onrus, Hawston, Fisherhaven & Kleinmond with Hermanus)	
<b>Infrastructures</b>	
Formal structures:	12682
Informal Settlements:	1117
Hospital:	Hermanus Provincial Hospital
Clinics:	Hermanus Mediclinic; Zwellihle; Onrus; Hawston
Schools:	Hermanus Primary and Secondary School Zwellihle Primary and secondary School Hawston Primary and Secondary School Mount Pleasant Primary School
Community Halls:	5 (Refer to Appendix E)
Bridges:	Concrete construction
Roads:	Tar and gravel roads.
Power Station:	Substation.
Power Lines:	Present in area
Sewage Pipelines:	Present in area.
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.



**DISASTER MANAGEMENT PREPAREDNESS  
PLAN HERMANUS AREA**

Action		Disaster Management			
1. Establishment of a JOC (Joint Operations Centre)					
Resources					
Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director:	N. Michaels	0283138054	0715849214	nmichaels@overstrand.gov.za	
Fire Chief:	L. Smith	0283135041	0829789493	lestersmith@overstrand.gov.za	
Coordinator:	M.D. Rust	0282718489	0827769287	mrust@overstrand.gov.za	
Area Manager:	D. Kearney	0283138000		dkearney@overstrand.gov.za	
	- Transport	0282718000		jhanekom@overstrand.gov.za	
	- Essential Services	0282718492	0822738257	pburger@overstrand.gov.za	
	- Housing	0282718146	0823724450	bfortuin@overstrand.gov.za	
EMS	Yvonne Patterson	0283138000			
Station Commander Fire Services	A. Aplon	0283122400	0795077297	aaplon@overstrand.gov.za	
Superintendent Traffic	S.G. Drury	0283138000	0825347502	sdrury@overstrand.gov.za	
Area Manager Law Enforcement	D. Esau	0283138996	0725753965	desau@overstrand.gov.za	
Media Liaison	N. Zweni	0283138911	0835525192	tzweni@overstrand.gov.za	
Communication Equipment	E. Smit	0283138025		esmit@overstrand.gov.za	
Police	Supt Chityana	0283138000		aheslop@hermanus.co.za	
Red Cross	Angela Heslop	0283138500	0726098655		
United Churches	M. Herringshaw				
Eskom	Call centre	0283123936			
Cape Nature	Dion Geldenhuys	0860037566	0824963395	dgeldenhuys@capenature.co.za	
Control Room		0283140062			
		028 312 2400			
		028 313 8111			

## MANAGER: DISASTER MANAGEMENT

### FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL

1. a. The incident is reported to a responsible discipline or control room.
- b. The responsible Discipline head informs the Manager: Disaster Management
- c. The Manager: Disaster Management reports incident to:
  - i. Director Protection Services (reports incident to Municipal Manager)
  - ii. Disaster Management Coordinator
  - iii. Takes the decision if a JOC should be establish
  - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
- d. Disaster Management Coordinator reports incident to role players as per schedule.
- e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
  - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
  - ii. life and property threatening situations
  - iii. immediate mitigation operations
  - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
  - v. projected short and long term implications of the incident
  - vi. the impact the incident has on road and access for emergency transport and teams to incident
  - vii. any other aspect that needs immediate response for rapid service delivery continuation
  - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

## THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Coordinates operations according to priorities for
  - i. early warning of potentially afflicted areas
  - ii. the saving of lives
  - iii. emergency housing
  - iv. emergency rations
  - v. other disaster management mitigation strategies
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.



**Appendix D**  
**DISASTER MANAGEMENT PREPAREDNESS PLAN**  
**KLEINMOND AREA**

<b>General Description of the Area:</b>	
<b>Area:</b>	Approximately 5560 ha
<b>Topographical Characteristics:</b>	Bot-, Palmiet- and Rooiels River flows through the area with the Kogel Mountain situated to the north.
<b>Vegetation:</b>	Fynbos
<b>Connectivity Routes:</b>	R43 (Connect Stanford with Hermanus) R44 (Connect Betty's Bay, Pringle Bay, and Gordon's Bay)
<b>Infrastructures</b>	
Formal structures:	4550
Informal Settlements:	437
Hospital:	none
Clincs:	Proteadorp
Schools:	Kleinmond Primary School Siya Bulela ; Over the Hills and Heidelberg Pre Primary Schools Sandhoogte Primary School
Community Halls:	5 (Ref to Appendix E)
Bridges:	Concrete construction
Roads:	Tar and gravel roads. Substation.
Power Station:	Present in area
Power Lines:	Present in area.
Sewage Pipelines:	
Tele Communications:	Are provided via Telkom under and above ground lines. Three (3) Cellular networks have coverage. Internal communications i.e. telephones, facsimile, cell phone services and radio communications.

E1/4



**MANAGEMENT PREPAREDNESS PLAN  
KLEINMOND AREA**

*Early*

Action		Disaster Management			
1. Establishment of a JOC (Joint Operations Centre)					
Resources					
Role Players	Name	Telephone	Cellular Telephone	E-mail	
Director:	N. Michaels	0283138054	0715849214	nmichaels@overstrand.gov.za	
Fire Chief:	L. Smith	0283135041	0829789493	lestersmith@overstrand.gov.za	
Coordinator:	M.D. Rust	0282718489	0827769287	mrust@overstrand.gov.za	
Area Manager:	D.Laakey	0282718413	0824568026	dlaakey@overstrand.gov.za	
	D.van Rhodie	0282718432	0828208005	dvanrhodie@overstrand.gov.za,	
	J. Smith	0282718431		jsmith@overstrand.gov.za,	
	Yvonne Patterson	0282718425	0823341348		
EMS	M.D.Rust	0283123219		mrust@overstrand.gov.za	
Division Officer Fire & Rescue	L.Hannekom	0282718489	0827769287	lhannekom@overstrand.gov.za	
Superintendent Traffic	A. Lucus	0282718175		alucas@overstrand.gov.za	
Area Manager Law Enforcement	N.Zweni	0283138911	0835525192	tzweni@overstrand.gov.za	
Media Liaison	E. Smit	0283138000	0827737749	esmit@overstrand.gov.za	
Communication Equipment	Capt.Kutu	0282718200		kleinmondSAPS@saps.org.za	
SAPS	Angela Heslop	0282718200	0827786793	aheslop@hermanus.co.za	
Red Cross	Call centre		0726098655		
Eskom	Dion Geldenhuys	0860037566		dgoldenhuys@capenature.co.za	
Cape Nature		0283140062			
Control Room		028 312 2400			
		028 313 8111			

## **MANAGER: DISASTER MANAGEMENT**

### **FUNCTIONS DURING ANY SERIOUS INCIDENT / POTENTIAL**

1. a. The incident is reported to a responsible discipline or control room.
- b. The responsible Discipline head informs the Manager: Disaster Management
- c. The Manager: Disaster Management reports incident to:
  - i. Director Protection Services (reports incident to Municipal Manager)
  - ii. Disaster Management Coordinator
  - iii. Takes the decision if a JOC should be establish
  - iv. If, Where? Identify hot or cold sites before the time in order to prepare the site if you have to work from there.
- d. Disaster Management Coordinator reports incident to role players as per schedule.
- e. All discipline heads arrange for immediate size-up of the incident regarding the impact it has on its particular discipline, to determine within it's own line function.
  - i. damage to infra structure (eg water delivery, sewage, electricity, roads/bridges, roadways, housing, and commercial/industrial institutions)
  - ii. life and property threatening situations
  - iii. immediate mitigation operations
  - iv. auxiliary resources need (eg. Private contractors, specialist equipment, other external institutions/organizations, including NGO's)
  - v. projected short and long term implications of the incident
  - vi. the impact the incident has on road and access for emergency transport and teams to incident
  - vii. any other aspect that needs immediate response for rapid service delivery continuation
  - viii. give a regular situation report to the Head of disaster management in order for him to be informed of the total picture

## THE JOC PERFORMS THE FOLLOWING FUNCTIONS:

2. a. Coordinates operations according to priorities for
  - i. early warning of potentially afflicted areas
  - ii. the saving of lives
  - iii. emergency housing
  - iv. emergency rations
  - v. Other disaster management mitigation strategies.
- b. Coordinate recovery:
  - i. The line function is responsible for maintaining the service; it is also responsible for the recovery of that service/infrastructure.
- c. Debrief at JOC.

# BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT




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## Veld Fire Management Plan

Read in conjunction with Overstrand Fire Management Plan

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### INTRODUCTION

The purpose of this plan is to minimize the fire risks for Overstrand Area.

This operational manual was set up using known best practices to help Overstrand Municipality and private property owners/managers and lessee's of property to best manage their property within the laws regulating fire on properties (non-structural fires), set norms and standards for the management of fires and fire prevention in the best interest of biodiversity management and public safety.

### BACKGROUND

In order to ensure that both the fire-dependent vegetation and private property are managed correctly during a fire, it is imperative to have a Veld Fire Management Plan from which the property owner, manager or the lessee of the property can gain the required information to manage their property.

It is the objective of this guideline document to provide brief but essential user-friendly information for the site manager to have in place preventative measures in the event of a fire occurring on their property.

### FIRE DEPENDENT ECOSYSTEMS

A great deal has been written about the vegetation of the Western Cape and the extraordinarily rich variety of plant species that occur there, many of them being found nowhere else.

#### Ecological principles of fynbos management using fire

The application of fire is the major management practice in fynbos ecosystems.

- Fynbos requires fire to maintain its diversity, to maintain ecosystem processes and to maintain its plant and animal communities in a healthy condition.
- If fynbos is left unburnt for too long, typically 25 or more years, it will become moribund. There is a tendency to believe that there is an "ideal" time to burn, and that all fires should occur at this time, but this is not so.
- Fynbos ecosystems require variation between successive fires in order to maintain the diversity of species because different fires favour different species.
- These species has survived and coexisted because they are adapted to a particular fire regime.

**Key components of a fire regime involve at least the following:**

- Fire frequency – a probability distribution of the intervals between successive fires;

- Fire season – a probability distribution of fires in each month of the year; and
- Fire intensity – a range of fire intensities.

If the natural fire regime in an area is well understood, then management actions that mimic this regime are highly likely to result in the maintenance of the biodiversity of plant communities.

# BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT




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## Flood Contingency Plan

Read in conjunction with Overstrand Disaster Management Plan

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### 1. EMERGENCY FLOOD PLAN

Flood plans can enable a flexible response to problems caused by flooding. Although barriers may protect potential flood areas from predictable tidal or storm surges, flooding can occur at any time due to:

- Prolonged or intensive rainfall
- Abnormally high river levels
- Major storms, tidal waves or tsunami

### 2. FLOOD WARNINGS

Overstrand Head of Fire- & Disaster Management is kept informed by District Municipality Head of Disaster Management as well as City Cape Town Head of Disaster Management. A typical flood warning time is around 30 to 60 minutes. Overstrand Head of Fire- & Disaster Management has the capability to issue flood warnings via sms, radio or public address systems.

Sample flood warning messages are:

- Flood Alert – Flooding is possible
- Flood Warning – Flooding of homes, businesses and main roads is expected
- Severe Flood Warning – Severe flooding may cause Imminent danger
- All Clear – No Flood Alerts or Warnings are in force

### 3. ROLES AND RESPONSIBILITIES

When a flood warning message is received, Overstrand Disaster Management will alert relevant agencies/ departments. Depending upon the scale of potential flooding, the main difficulties are:

- Care of evacuated, hurt or homeless people
- Protecting of utilities
- Availability of transport
- Flood alleviation e.g. clearing blocked culverts and drains
- Providing emergency health advice
- Providing road barriers and signs
- Coordinating emergency support

#### **4. LOCAL AUTHORITIES (SAPS, LAW ENFORCEMENT AND TRAFFIC)**

Primary responsibilities:

- Assist evacuation
- Provisionally identify deceased victims (SAPS)
- Restore normality

#### **5. FIRE & RESCUE SERVICES**

Primary fire service responsibilities:

- Rescue trapped casualties
- Control fires, released chemicals and other hazards
- Assess hazards concerning evacuation
- Ensure safety of rescue personnel
- Minimize environmental dangers
- Recover dead in conjunction with the police
- Stand by during recovery Deploy sandbags for flood defense

#### **6. AMBULANCE SERVICES**

Primary ambulance service responsibilities:

- Save life in conjunction with other emergency services
- Extricate, assist and stabilize injured people
- Provide ambulances, medical staff, equipment and resources
- Establish effective triage points and systems
- Provide a central point for medical resources
- Alert receiving hospitals
- Provide transport for medical teams and their equipment
- Arrange transport for injured people
- Maintain emergency cover

#### **7. DISASTER MANAGEMENT**

Primary Disaster Management responsibilities:

- Coordinate local resources and use of equipment
- Liaison with relevant emergency services
- Provide communication facilities

- Advise residents of flood prone areas to obtain sandbags
- Advise on weather, water flow, warnings and evacuation
- Issuing warning messages to local authorities
- A single point of contact for information
- Issue media statements
- Issue situation updates

## 8. ADVICE FOR PUBLIC

- FLOOD WARNING: 'GO IN, STAY IN, TUNE IN'
- Stay calm
- Ensure that neighbors know of the warning, and be prepared to help them
- Keep a list of useful telephone numbers
- Monitor local radio
- Make a flood kit: medications, warm clothing, sealed food, blankets, matches, candles, flashlights, portable radio, spare batteries, rubber gloves, personal documents

## 9. PERSONAL FLOOD PLANS

- Discuss a plan with family members, friends and neighbours
- Know how to disconnect gas, electricity and water supplies
- Know where to move vehicles in an emergency.
- Store valuable property in a raised secure location
- Fill containers with clean water (Avoid using flood waters or local water)
- Care for the needs of pets and domestic animals

## 10. REMEMBER

If you live in a flood risk area, have:

- Sufficient sandbags or other devices to block doors, ventilators and openings
- Appropriate insurance cover
- Essential sealed foods, as food supplies may become limited

If evacuated, you may not be able to return to your property for some time

## 11. IF FLOODING IS IMMINENT

- Turn off electricity and gas

- Move family members, pets and supplies upstairs

## 12. SANDBAGS

- Fill sandbags not more than  $\frac{3}{4}$  full
- Lay them in layers with each row tight to each other, end to end
- Stamp them down before laying another row on top
- If a wall is more than two sandbags high, place a double line of bottom sandbags, followed by a second double line, then a single line on top.
- Make sandbags with compost bags, carrier bags or pillowcases filled with sand or earth
- Put a plastic sheet down first to act as an extra seal
- Protect all water entry points including air bricks, air vents and utility openings
- If gas vents are sealed, disconnect any gas supply. Seals around doors and windows should be made watertight
- It can take 60 sandbags to correctly seal an external door

## 13. GENERAL HEALTH AND SAFETY

- Do not walk, drive or swim through floods
- Be aware of hidden dips in a road
- Floods often contain sewage - avoid food that may have been contaminated by floodwater
- Avoid wet electrical equipment
- Ventilate your property as much as possible, while maintaining security. If evacuation is necessary follow police advice

# BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT




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## Conflict Contingency Plan

Read in conjunction with Overstrand Disaster Management Plan

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### 1. PURPOSE

The objective of the plan is as follows:

- To regulate the Disaster Response to the benefit of all Communities and Visitors
- To respond effectively to the requirements of individuals towards the protection of life and property.
- To establish those most vulnerable and at risk.
- To provide temporary shelter accommodation, clothing and feeding arrangements for persons evacuated or temporarily made homeless.
- To restore normality to the affected community within a reasonable timescale, dependent on the seriousness of the incident.

### 2. RESPONSE AND RELIEF ACTIVITIES

#### Action Steps

- Activate JOC
- Establish needs
- Monitor safety (establish are of impact)
- Ensure communication (Liaison Officer)
- Establish safe location pro-active identification
- Activate relevant role players
- Plan for feeding
- Admin System (Record keeping)
- Security (Mobilization of Law Enforcement)
- Storage facilities
- Request SAPS support
- Implement access Control – Support at site
- Activate responsible services.

**Take Note**

- Ensure correct info
- Ensure health standards
- Ensure adequate ablution facilities
- Identify social problems
- Avoid over crowding
- Observe special population (religion) groups
- Control public donation

**Primary Role Players**

- \* SAPS - Illegal or violent action
- \* Municipal Disaster management
- \* Overberg District Municipality Disaster Management
- \* Municipal Law Enforcement
- \* National Intelligence Agency
- \* Social Development
- \* Dept Community Safety
- \* Municipal Solid Waste
- \* Media
- \* Municipal Engineering
- \* Municipal Water
- \* Emergency Medical Services

**Supporting Role Players**

- Red Cross
- Municipal Fire Services
- SANDF
- Private Companies
- Provincial Social Security Agency
- Provincial Dept of Safety & Security
- World Food Bank

**3. 'DISPLACED PERSONS' TEMPORARY PLACE OF SAFETY**

1. Hermanus (Auditorium)
2. Hawston (Thusong Centre)
3. Zwelhle Community Hall
4. Mount Pleasant (Moffat Hall)
5. Sandbaai (De Wet Hall)
6. Gansbaai (Buffeljachts Hall)
7. Gansbaai (Eluxolweni Hall)
8. Gansbaai (Masakhane Hall)
9. Gansbaai (Blompark Hall)
10. Gansbaai (Baardskeerdersbos Hall)
11. Stanford (Community Hall)

12. Kleinmond (Town Hall)
13. Kleinmond (Proteadorp Hall)
14. Kleinmond (Overhills Hall)
15. Betty's Bay (Mooiuitsig Hall)
16. Betty's Bay (Cassula Hall)
17. Pringle Bay (Community Hall)

### **Displaced Persons' Temporary Place of Safety : Inspection Guidelines**

#### **Important because**

- Prevent disease
- Ensures a safe well run camp and reduces the risk of problems
- Identify problems
- Opportunity to chat and meet displaced people, answer questions and provide information

#### **Who should do the inspection – daily senior persons**

- Municipality
- Red Cross
- Health Inspectors
- Church groups/other groups

#### **What to inspect**

- Water
- Toilets/drains/portaloos
- Rubbish
- Fires/cooking fires
- Security
- Too crowded
- Cold children, mothers
- First Aid kits available
- Kitchen condition, enough food
- Clinic services
- Sick people/children
- Personal security (guards)
- Special diet needs i.e. Halal, etc

#### 4. SAFETY MANAGEMENT PLAN: REQUIREMENTS

- Venue
- Structures
- Capacity, Duration
- Food
- Toilets
- Fire precautions
- Emergency Medical Care
- Access and exits

#### 5. XENOPHOBIA SPECIFIC CONTACT NUMBERS:

Designation	Name	Telephone	Additional Contact number
Head Fire & Disaster Manager	L Smith	028 313 5041	082 978 9493
Disaster Management Co-ordinator	M D Rust	028 271 8400	082 776 9287
Housing/Emergency Shelter	F Frans	028 313 8111	073 227 8166
SAP Hermanus	Lt-Col De Wet	028 313 8500	082 469 1017
SAP Kleinmond	Capt Grimley	028 271 8200	
SAP Gansbaai	Capt Smit	028 384 0201	082 778 7085
SAPS Stanford	Capt Coetzee	028 341 0601	082 778 6842

# BRANDWEERDIENSTE / RAMPBESTUUR FIRE / DISASTER MANAGEMENT



## OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT PLAN EMERGENCY RESOURCE TELEPHONE LIST

Read in conjunction with Overstrand Disaster Management Plan

### 1. GREATER HERMANUS

#### 1.1 General Medical Practitioners: Hermanus

In case of disaster incidences general medical practitioners will be recommended by local hospitals.

#### 1.2 Medical Clinics

Hawston	George Viljoenstraat	028 3151602
Hermanus	Harmony Street	028 3138140
Mount Pleasant	Heide Street	028 3121536
Onrusrivier	Molteno Street	028 3162550
Zwelihle	Hlobo Street	028 3138164

#### 1.3 Hospitals

Medi Clinic	Hospital Street	028 3130168
Provincial	Hospital Street	028 3121166

#### 1.4 Elderly

Huis Lettie Theron	De Goede Street, Hermanus	028 3123721 / 2
Kidbrook Place	Chanteclair Drive, Onrus	028 316 2361
Hermanus Senior Centre	40 Marine Dr Hermanus	028 312 2515
SOFA	Hospital Street Hermanus	028 312 3236
Overstrand Care Centre	169 Church Street, Hermanus	028 315 2527

#### 1.5 Accommodation: (more than 40 persons)

Arabella Western Cape Hotel & Spa	R 44 Arabella Country Estate	028 2840000
Auberge Burgundy	16 Harbour Rd Hermanus	028 3131201
Baleens	310 10 <sup>th</sup> Street Voëlklip	028 3140006
Harbour House Hotel	Harbour Road	028 3121799
Marine Hotel	Marine Drive Hermanus	028 3131000
Misty Waves	21 Marine Drive Hermanus	028 3124695

Quarters Hotel	Harbour Rd	028 3137700
Whale Rock Lodge	26 Springfield Avenue Hermanus	028 3130014
Windsor Hotel	49 Marine Drive Hermanus	028 3123727

### 1.6 Schools

Bosko Christian School/ Pre Primary & Jolly Tots	<a href="mailto:ministry@bosko.org.za">ministry@bosko.org.za</a>	028 3122552
Christian Academy Ms Dawn Pearman	<a href="mailto:hca@mijn.co.za">hca@mijn.co.za</a>	028 3161910
Hawston Primary Mr J Swarts	<a href="mailto:admin@hawstonps.wcschool.za">admin@hawstonps.wcschool.za</a>	028 3151631
Hawston Secondary Mr I Adams		028 3151992
Hermanus High School Mr W Ladewig	<a href="mailto:wladewig@hhadmin.co.za">wladewig@hhadmin.co.za</a>	028 3123760
Hermanus Primary Mr J B Cilliers	<a href="mailto:Herm.prim@co.za">Herm.prim@co.za</a>	028 3123670
Lukhanyo Primary Mr Tshabalala		028 3121552
Mount Pleasant Primary Mr M Hull	<a href="mailto:admin@mountpl.wcschool.za">admin@mountpl.wcschool.za</a>	028 3130816
Overstrand Learning Academy Mrs M Venter	<a href="mailto:Molly.v@mweb.co.za">Molly.v@mweb.co.za</a>	028 3161998
Qhayiya Secondary Mr Geldenhuys	<a href="mailto:qhayiyass@hermanus.cc">qhayiyass@hermanus.cc</a>	028 3130001

### 1.7 Bus services

Hanekoms Transport	Cape Town – they have busses in Hermanus	021 9331452
Taxi Association	Julia Alam Sharon Talling	079 8024241 072 3946697

### 1.8 Major Construction Companies

Bishop WA Transport	10 Arum Street Hermanus	028 312 2298
D J Transport & Excavating	2 Mimosa Street Hermanus	028 3123116
Peter Starke Civils	1602 Bergsig Street Sandbaai	028 316 3980
Alan Bailey Civil Engineering & Construction	20 Argon Street Hermanus	028 3132110
Overberg Consulting Engineers	7 Magnolia Street Hermanus	028 3132600

### 1.9 General Stores

Pick n Pay	81 Main Rd Hermanus	028 3121137
Checkers	Checkers Mall	028 3137480
Spar - Eastcliff	251 Main Rd Hermanus	028 3130062
Spar – Gateway	Main Rd Hermanus	028 3130085



## OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT PLAN TELEPHONE LIST

### 2. HANGKLIP/KLEINMOND AREA

#### 2.1 General Medical Practitioners: Kleinmond

In case of disaster incidences general medical practitioners will be recommended by local hospitals.

#### 2.2 Clinics

Provincial Clinic
028 271 4951

#### 2.3 Elderly Homes

Owner (Carl Pieterse)	<a href="mailto:carel@gerimed.co.za">carel@gerimed.co.za</a>	Cel: 082 851 4189 Tel: 028 271 3994 Fax: 028 271 3488
Manager (Tikie Moller)	<a href="mailto:tikie@gerimed.co.za">tikie@gerimed.co.za</a>	Cel: 028 271 4189 Tel: 028 271 3994 Fax: 028 271 3488

#### 2.3 General Stores

<b>OK Mini Market</b>		
Manager (Riaan Smit)	<a href="mailto:okmmkleinmond@gmail.com">okmmkleinmond@gmail.com</a>	Cel: 082 333 6755 Off: 028 3271 4747

<b>Spar Super Market</b>		
Owner (GJ Le Roux)	<a href="mailto:Kleinmond@retail.spar.co.za">Kleinmond@retail.spar.co.za</a>	Cel: 082 452 1777
Manager B.J. Pretorius	<a href="mailto:Kleinmond4@retail.spar.co.za">Kleinmond4@retail.spar.co.za</a>	Cel: 078 558 0292
Manager (W. Coetzer)	<a href="mailto:Kleinmond1@retail.spar.co.za">Kleinmond1@retail.spar.co.za</a>	Cel: 072 605 9414

## 2.4 Schools &amp; College

<b>LAERSKOOL KLEINMOND</b>		
PRINCIPAL (Mr G. Huysamen)		Tel: 028 271 5286 Cel: 083 3974
VOORMAN (W. Hugo)		Cel: 084 721 1058
SECRETARY (A. de Jager)		Cel: 073 255 3043
School Buses X2 (14 SEATER)		
<b>KLEINMOND PRIMERE SKOOL</b>		
VICE PRINCIPAL (Mr Goliath)	<a href="mailto:admin@kmp.wk.school.za">admin@kmp.wk.school.za</a>	Cel: 073 990 9513
<b>BOLAND COLLEGE</b>		
C. Nel	<a href="mailto:carrin@bolandcollege.com">carrin@bolandcollege.com</a>	Cel: 082 612 3696 Tel: 028 271 3246
<b>MTIMKULU VILAGE</b>		
OPS MANAGER (A. Coughlan)	<a href="mailto:alison@grailprogrammes.org.za">alison@grailprogrammes.org.za</a>	Cel: 083 270 3626 Tel: 028 271 5213



## OVERSTRAND MUNICIPALITY DISASTER MANAGEMENT PLAN TELEPHONE LIST

### 3. GANSBAAI / STANFORD AREA

#### 3.1 General Medical Practitioner:

In case of disaster incidences general medical practitioners will be recommended by local hospitals.

#### 3.2 Clinics

Provincial Clinic
028 384 1917

#### 3.3 Elderly Homes

Silverjare Diens Sentrum	028 384 2109
Herberg Aan See	028 384 0501

#### 3.4 Stores

Super Spar	028 384 0269
O K Foods	028 384 0001

#### 3.5 Hardware shops

Overstrand Build It	028 384 1543
Piet Bokkie Hardware	028 384 1314

#### 3.5 Schools

Academia	028 384 2370
Gansbaai Primary	028 384 0061

# DISASTER RISK REGISTER

# APPENDIX I

5/1

HAZARD	HAZARD			Vulnerability						CAPACITY							Relative Risk Rating	Relative Risk Priority	
	Probability	Frequency	Severity	Hazard Rating	Vulnerability Score: 4. Extremely Vulnerable 3. Seriously Vulnerable 2. Slightly Vulnerable 1. Not Vulnerable						Physical Planning and Engineering	Societal Capacity	Economic Capacity	People Capacity and Competencies	Management Capacity	Institutional capacity			Capacity Rating
					Political	Economical	Sodal	Technological	Environment	Vulnerability Rating									
Light	3	3	4	10	1	4	4	3	4	2	2	3	3	3	3	11	14,545	extremely high	
land fire	4	4	4	12	1	3	3	2	2	2	2	3	2	3	2	14	9,429	high	
ial conflict	3	4	3	10	1	4	4	2	2	2	2	2	2	3	3	13	9,231	high	
namt	3	1	3	7	1	4	4	3	3	2	2	2	2	2	2	11	8,909	high	
ctural fire	4	4	3	11	2	2	2	2	2	1	2	2	2	2	2	13	7,615	high	
ital erosion	3	4	2	9	1	2	2	2	2	3	2	2	2	2	2	12	7,500	high	
MAT: ocean spill	2	2	4	8	1	2	2	1	4	2	2	2	2	2	1	11	7,273	high	
infestation	3	4	2	9	1	3	3	1	3	3	2	3	2	3	2	15	6,600	tolerable	
lear event	1	1	4	6	1	3	3	2	4	3	3	2	2	2	2	12	6,500	tolerable	
anism	3	4	2	9	1	3	3	1	3	3	3	2	3	3	2	16	6,188	tolerable	
er supply disrupbbon	3	4	2	9	1	3	3	2	1	2	2	3	2	3	2	15	6,000	tolerable	
MAT: road	3	2	2	7	1	2	2	2	2	3	2	2	2	2	2	12	5,833	tolerable	
uption of electricity	4	4	2	10	1	2	2	2	1	2	2	2	2	3	2	15	5,333	tolerable	
-ds	4	3	3	10	1	2	2	2	1	2	2	2	2	3	3	15	5,333	tolerable	
ping incident	2	2	3	7	1	2	2	1	3	2	2	2	2	2	2	12	5,250	tolerable	
level rise	3	1	2	6	1	2	2	2	3	2	2	2	2	2	2	12	5,000	tolerable	
m surge	3	3	2	8	1	2	2	2	2	2	2	2	2	2	2	15	4,778	tolerable	
an diseases	4	4	3	11	1	2	2	1	4	3	3	3	3	3	3	18	4,278	tolerable	
re weather	3	4	1	8	1	2	2	2	1	2	2	2	2	3	3	15	4,267	tolerable	
raft incident	2	2	2	6	1	2	2	2	2	2	2	2	2	3	3	16	3,375	low	
l incident	4	4	1	9	1	1	2	1	1	1	1	3	3	3	3	17	3,176	low	

Source by WCDM



**Notice of Overstrand Municipality's Draft Disaster Management Plan**  
**Notice number: 70/2016**  
**The Disaster Management Act, Act No. 57 of 2002**

Overstrand Municipality hereby notify and invite all community members to comment on the Drafter Disaster Management Plan. Overstrand Municipality also remind community members to comment on the Draft Disaster Management Policy and Draft Policy for the Clearing and Maintenance of Vegetation on Open Land. The closing date for all comments is 28 May 2016.

The Draft Disaster Management Plan, Draft Disaster Management Policy and Draft Policy for the Clearing and Maintenance of Vegetation on Open Land are available on the Overstrand Municipal website, [www.overstrand.gov.za](http://www.overstrand.gov.za), for public comments.

The Disaster Management Act (sec 53) stipulates that each Municipality must prepare a Disaster Management Framework for its area according to the circumstances prevailing in the area.

The formulation and implementation of a Disaster Management Plan and Policy will form part of the IDP process for Overstrand Municipality. The purpose of the Disaster Management Plan and Policy [Disaster Management Act 57 Sect 53 (2)] is to ensure that there is Disaster Management at all times, enhancing Overstrand Municipality's ability to prevent and to deal with disasters, and to avoid development that is considered high risk in terms of the potential for disasters.

**Enquiries and Comments:**

<b>Chief Fire Officer</b>	L. Smith (Tel) 028 313 8980	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
<b>Div. Commander</b>	M. Rust (Tel) 028 313 8980	<a href="mailto:mrust@overstrand.gov.za">mrust@overstrand.gov.za</a>

**Kennisgewing van Konsep Overstrand Munisipaliteit Rampbestuur Plan**  
**Kennisgewingnommer: 70/2016**  
**Die Wet op Rampbestuur, Wet No 57 van 2002**

Overstrand Munisipaliteit stel in kennis en nooi alle lede van die gemeenskap om kommentaar te lewer op die Konsep Overstrand Rampbestuur Beleid. Overstrand Munisipaliteit herinner ook die gemeenskap lede om kommentaar te lewer op die Konsep Overstrand Munisipaliteit Rampbestuur Beleid en die Konsep Beleid vir die Skoonmaak en Instandhouding van Plantegroei op oop grond. Die sluitings datum vir alle kommentaar is 28 Mei 2016

Die Konsep Rampbestuur Plan, die Konsep Rampbestuur Beleid en die Konsep Beleid vir die Skoonmaak en Instandhouding van Plantegroei op oop grond is op die Overstrand Munisipale webwerf beskikbaar, [www.overstrand.gov.za](http://www.overstrand.gov.za), vir openbare kommentaar.

Die Wet op Rampbestuur (artikel 53) bepaal dat elke munisipaliteit 'n Rampbestuur Raamwerk moet voorberei vir sy gebied volgens die heersende omstandighede.

Die formulering en implementering van 'n Rampbestuurs Beleid sal deel vorm van die GOP-proses vir Overstrand Munisipaliteit. Die doel van die Rampbestuurs Plan en Beleid [Wet op Rampbestuur 57 Artikel 53 (2)] is om te verseker dat Rampbestuur ten alle tye beskikbaar is. Dit is die vermoë van die Overstrand Munisipaliteit om verbetering te verseker en te hanteer met enige ramp en ontwikkeling te vernu wat beskou word as 'n hoë risiko in terme van die potensiaal vir enige rampe.

**Navrae en kommentaar:**

<b>Brandweerhoof</b>	L. Smith (Tel) 028 313 8980	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
<b>Divisie Bevelvoeder M. Rust</b>	(Tel) 028 313 8980	<a href="mailto:mrust@overstrand.gov.za">mrust@overstrand.gov.za</a>

**Isaziso sikaMasipala waseOverstrand ngesicwangciso soLawulo lweeNtlekele oluQulunqwayo**  
**INombolo yeSaziso: 70/2016**  
**UMthetho woLawulo lweeNtlekele, umthetho No. 57 wowama-2002**

UMasipala waseOverstrand wazisa kananjalo emema onke amalungu oluntu ukuba anike izimvo zawo ngeSicwangciso esiQulunqwayo soLawulo lweeNtlekele. Kananjalo uMasipala waseOverstrand ukhumbuzisa amalungu oluntu ukuba lunika izimvo zalo ngoMgaqo-nkqubo oQulunqwayo woLawulo lweeNtlekele noMgaqo-nkqubo wokuGecwa kokhula kwiindawo ezivulekileyo. izimvo ziya kwamkelwa de ibe ngumhla we-28 Meyi 2016.

ISicwangciso sSiqulunqwayo soLawulo lweeNtlekele, uMgaqo-nkqubo oQulunqwayo woLawulo lweeNtlekele noMgaqo-nkqubo oQulunqwayo wokuGecwa kokhula kwiindawo ezivulekileyo ziyafumaneka kwiwebhusayithi kaMasipala waseOverstrand, [www.overstrand.gov.za](http://www.overstrand.gov.za), ukwenzela ukuba uluntu lunika izimvo zalo.

UMthetho woLawulo lweeNtlekele (icand. 53) uyacacisa ukuba uMasipala ngamnye makazilungisetela isikhokelo soLawulo lweeNtlekele kwindawo yakhe ngokweemeko eziziqubayo kwindawo yakhe.

Ukuqulunqwa nokufezekiswa komGaqo-nkqubo ongoLawulo lweeNtlekele kuya kuba yinxalenye yenkqubo ye-IDP yoMasipala iOverstrand. Injongo yomgaqo-nkqubo ongolawulo lweeNtlekele (umThetho ongoLawulo lweeNtlekele, umThetho 57, icandelo 53(2)) kukujinisekisa ukuba kukho uLawulo lweeNtlekele maxesha onke, ukwandisa ukubanakho kukaMasipala iOverstrand ukuthintela nokujongana ngqo neentlekele kunye nophapha uphuhliso olungathatyathwa njengolungumgqibheko omkhulu xa kuphononongwa ubukho baentlekele.

**Imibuzo nokuvelisa izimvo:**

<b>IGosa eliyiNtloko kwezemiLilo</b>	uLester Smith (iFowuni) 028 313 8980	<a href="mailto:lestersmith@overstrand.gov.za">lestersmith@overstrand.gov.za</a>
<b>UKomanda weCandelo uM. Rust</b>	(iFowuni) 028 313 8980	<a href="mailto:mrust@overstrand.gov.za">mrust@overstrand.gov.za</a>

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**Kennisgewing van Konsep Overstrand Munisipaliteit  
Rampbestuur Plan**



**Kennisgewingnommer: 70/2016**

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**Divisie Bevelvoeder M. Rust**

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**Isaziso sikaMasipala waseOverstrand ngesicwangciso soLawulo lweNtlekele oluQulunqwayo**



**INombolo yeSaziso: 70/2016**

**UMthetho woLawulo lweNtlekele, uMthetho No. 57 wowama-2002**

UMasipala waseOverstrand wazisa kananjalo emema onke amalungu oluntu ukuba anike izimvo zawo ngeSicwangciso esiQulunqwayo soLawulo lweNtlekele. Kananjalo uMasipala waseOverstrand ukhumbuza amalungu oluntu ukuba lunike izimvo zalo ngoMgaqo-nkqubo oQulunqwayo woLawulo lweNtlekele noMgaqo-nkqubo wokuGecwa kokhula kwiindawo ezivulekileyo. Izimvo ziya kwamkelwa de ibe ngumhla we-28 Meyi 2016.

ISicwangciso eSiqulunqwayo soLawulo lweNtlekele, uMgaqo-nkqubo oQulunqwayo woLawulo lweNtlekele noMgaqo-nkqubo oQulunqwayo wokuGecwa koKhula kwiiNdawo ezivulekileyo ziyafumaneka kwiwebhusayithi kaMasipala waseOverstrand, [www.overstrand.gov.za](http://www.overstrand.gov.za), ukwenzela ukuba uluntu lunike izimvo zalo.

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**Imibuzo nokuvelisa izimvo:**

**IGosa eliyiNtloko kwezemiLilo uLester Smith (iFowuni) 028 313 8980**  
[lestersmith@overstrand.gov.za](mailto:lestersmith@overstrand.gov.za)

**UKomanda weCandelo uM. Rust (iFowuni) 028 313 8980** [mrust@overstrand.gov.za](mailto:mrust@overstrand.gov.za)

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

Dear Director

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

D

**Desir e Arrison**

**Director: Management Services / Direkteur: Bestuursdienste  
Overstrand Municipality/Munisipaliteit**

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

**Overstrand Municipality**

A: 1 Magnolia Street, Hermanus, 7200 | P: P.O Box 20, Hermanus, 7200  
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Vision Statement: "To be a centre of excellence for the community"

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

Dear Directors

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

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

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

Thanking you in anticipation.

Kind Regards

L2/3

**Lester Smith - INPUTS - Fwd: Fire Management Policy & Fire Services Vehicle Maintenance and Replacement Policy**

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

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Dear All,

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

Vriendelike groete / Kind regards,

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

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

Dear Directors

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

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

The following documents are attached.

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

Kindly distribute amongst employees for their comments.

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

Kind regards

C2/3

Lester Smith  
Chief Fire&Rescue and Disaster Management  
Overstrand Municipality  
Tel: 028 3135041  
Cel: 082 9789493  
e-mail:lestersmith@overstrand.gov.za  
Extension 5042

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**AGENDA of the****Portfolio Committee : Protection Services****Portfolio Committee : Finance****Portfolio Committee : Management Services****Portfolio Committee : Community Services****Portfolio Committee : Economic Development & Tourism****Portfolio Committee : Infrastructure & Planning****18 October 2016****(Also the agenda for the Mayoral Committee Meeting : 26 October 2016)**

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**6.****SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)****FIRST QUARTERLY REPORT: JULY-SEPTEMBER 2016****2/12/1/1****R Louw****(028) 313 8071****Corporate Head Office****20 September 2016**

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**REMARK :****THIS ITEM WAS CONSIDERED AS ITEM 2 AT THE MANAGEMENT SERVICES PORTFOLIO COMMITTEE MEETING**

**AGENDA of the**

**Portfolio Committee : Protection Services**

**Portfolio Committee : Finance**

**Portfolio Committee : Management Services**

**Portfolio Committee : Community Services**

**Portfolio Committee : Economic Development & Tourism**

**Portfolio Committee : Infrastructure & Planning**

**18 October 2016**

**(Also the agenda for the Mayoral Committee Meeting : 26 October 2016)**

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**6.**

**SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)**

**FIRST QUARTERLY REPORT: JULY-SEPTEMBER 2016**

**2/12/1/1**

**R Louw**

**(028) 313 8071**

**Corporate Head Office**

**20 September 2016**

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**REMARK :**

**THIS ITEM WAS CONSIDERED AS ITEM 2 AT THE MANAGEMENT SERVICES PORTFOLIO COMMITTEE MEETING**