

# INTEGRATED DISASTER MANAGEMENT RESPONSE POLICY FOR 2025/2026 FY



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## 1. DEFINITIONS

### **Disaster**

A progressive or sudden, widespread or localized, natural or human-caused occurrence which causes or threatens to cause death, injury or diseases, 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.

### **Disaster Risk Management**

The systematic process of using administrative decisions, organization, operational skills 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 all forms of activities, including structural and non-structural measures to avoid (prevention) or to limit (mitigation and preparedness) adverse effects of hazards.

### **Disaster Management Centres (DMSs)**

The Disaster Management Centre is the physical location at which the coordination of information and resources takes place to support incident management activities. The DMC may be a temporary facility or may be lasted in a more central or permanently established facility, perhaps at the higher level of organization within a jurisdiction. DMSs may be organized by major functional disciplines (e.g. fire, law enforcement, and medical services).

### **Early Warning System**

The set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss. A people-centred early warning system necessary comprises four key elements; knowledge of the risks; monitoring, analysis and forecasting of the hazards.

**Hazard**

A Hazard can be 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 characterized by its location, intensity, frequency and probability.

**Joint Operations Committee (JOC)**

A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. JOC is the combination of facilities, equipment, personnel, procedures, and designed to aid in the management of resources during incidents it is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. JOC is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations

**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.

**Vulnerability**

The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazard.

## 2. INTRODUCTION

The approach to disasters and therefore disaster management in South Africa has changed and are aligned with international trends. This was accomplished by adopting measures to reduce or prevent the risk of disasters by integrating risk reduction strategies into future development project plans or (closing the gap between development and disasters) in order to create resilient communities rather than dealing with disasters once it occurred. The Disaster Management Act, Act No. 57 of 2002 (hereafter referred to as the Act), provides for an integrated and coordinated Disaster Management Policy that focuses on preventing and reducing the risk of disasters, mitigating and severity of disaster, emergency preparedness, rapid and effective response to disaster and post disaster recovery.

Mbhashe Disaster Management Policy must be read in conjunction with the Act, National and Provincial Disaster Management Framework respectively as well as the Amathole District Municipality Framework. The policy allows for the establishment of disaster management organization structures and capability at municipal level.

Inter-Governmental committees  <i>IGRFA</i>	Advisory Forum  <i>Section 37 Section 51</i>	Framework  <i>Section 28 Section 42</i>	Disaster Management Centre  <i>Section 31 Section 45</i>	Appoint Head of Centre  <i>Section 31 Section 45</i>	Disaster Management Plans  <i>Section 38 Section 52</i>
Disaster Forum Politicians	Disaster Forum Officials	Policy Documents	Powers & Functions (Facility)	Administration (Personnel)	Powers & Functions, Declaration of Disasters (IDP's)

**Figure 1. Six Focal Areas of Disaster Management**

Disaster management is a continuous and integrated multi-sectoral and disciplinary process of planning and implementation of measures aimed at prevention of, mitigation and preparedness for and recovery after a disaster. This policy tends to establish a disaster management culture, which focuses on risk reduction and prevention, mitigation, response and recovery. This will require a dedicated effort by all directorates and all its members to develop a proactive stance towards risk reduction and a proactive disaster management culture.

What is required is an institutional practice of communication, consultation and collaboration that will bring together the many important stakeholders involved in order to achieve a disaster management best practice methodology. Top management support and Disaster Management leadership in the Mbhashe will set the context for the successful institutionalization of appropriate integrated disaster management in the Mbhashe Municipality.

### **3. LEGAL REQUIREMENTS**

3.1 The Act as well as the Disaster Management Framework of 2005 is very prescriptive with regard to the implementation of the disaster management functions

3.2 The Act requires, among others, that the municipality:-

3.2.1 Prepare a disaster management plan for its area

3.2.2 Co-ordinate the implementation of the plan with other role players

3.2.3 Regularly review and update the plan

3.2.4 Consult the local community on the preparation or amendment of the plan

3.2.5 Integrate their disaster management plan with their IDP

3.3 The Local municipality within the area of the district municipality must prepare their disaster management plans after consulting each other.

3.4 The Mbashe Municipality Disaster Management Plan must be prepared and executed in line with the National, Provincial and Amathole District Municipal Disaster Management Frameworks

3.5 A copy of the plan and any amendments must be submitted to the Disaster Management Centres of Amathole District Municipality and Eastern Cape Province.

### **4. VISION**

The vision of disaster management in the Mbashe Municipality is to ensure a safe, secure, sustainable and resilient environment that is conducive to socio-economic growth and development.

### **5. PURPOSE**

The purpose of disaster management is:-

5.1 To plan and execute disaster management operations in an integrated manner

5.2 To co-ordinate municipal resources through the assistance of line-function management  
 5.3 To assist with the co-ordination and facilitation of district or provincial resources and/or other resources.

**6. AIM**

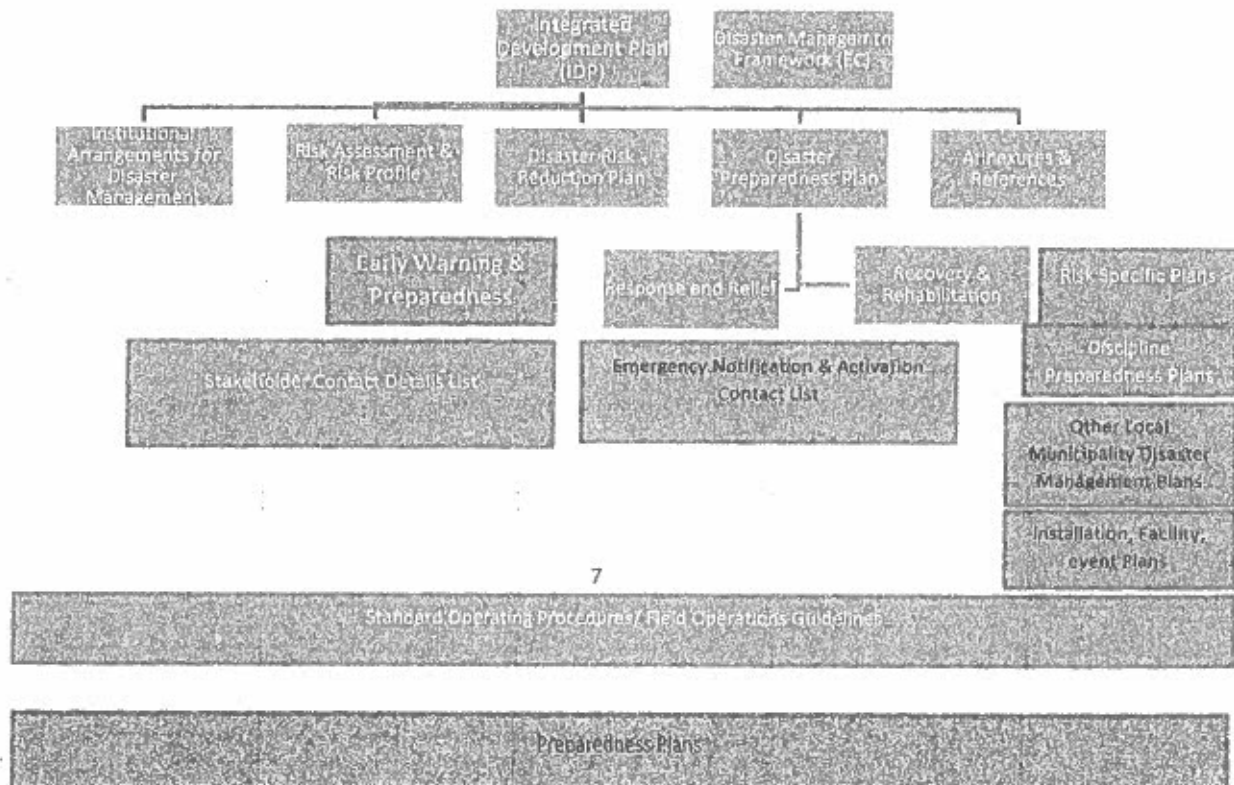
Disaster management aims to identify, reduce or prevent disaster from happening and soften the impacts of disasters that are inevitable

**7. OBJECTIVES**

The objectives of this policy is to co-ordinate the following functions:

- 7.1 Building of institutional capacity within the Mbashe Municipality.
- 7.2 Perform disaster risk reduction initiatives to ensure safer and resilient communities;
- 7.3 Ensure implementation of community safety programs and campaigns to promote safe resilient sustainable communities
- 7.4 Establishing of efficient and timely early warning system.
- 7.5 Improving of emergency preparedness in vulnerable communities; and
- 7.6 Ensure appropriated response by relevant services to emergencies and disasters within the Mbashe Municipality

**8. STRUCTURE OF THE MBASHE DISASTER MANAGEMENT PLAN**



## **9. DIRECTIVES**

9.1 The responsibility for reducing disaster risk, preparing for disasters and responding to disasters is shared among:-

9.1.1 All departments and employees of Mphashe Municipality.

9.1.2 Amathole District Municipality

9.1.3 Neighbouring local municipalities within the Amathole District.

9.1.4 All provincial and national organs of state operating within the borders of Mphashe;

9.1.5 All sectors of society within the municipality; and

9.1.6 All the residents of Mphashe

9.2 Although the Department: Development Planning Unit of the Mphashe Municipality is assigned with the disaster management function to direct and facilitate the disaster management process, it cannot perform the entire spectrum of disaster risk management activities on its own and therefore directives will be developed for all directorates.

9.3 The Disaster Officer: Mphashe Local Municipality is responsible to direct and facilitate the disaster management processes. However, it should be noted that disaster management is not a line function, but an advisory coordination function.

9.4 Disaster risk management is everybody's responsibility and forms part of everyday activities. It is required that each Director be the nodal point for disaster management activities in the particular directorate.

9.5. The disaster management activities performed within departments will include participating in disaster risk reduction strategies as well as preparedness and response.

9.6 The Disaster Officer: Mphashe Local Municipality will update quarterly contact details of responsible directors and managers to ensure that the information in the Disaster Management Plan remains current.

## **10. APPROACH TO DISASTER MANAGEMENT**

Mphashe Local Municipality will make use of early warning systems; strategic direction, command and control systems; risk assessment and risk reduction systems; education, training and awareness systems, response and recovery systems. The planning and execution of disaster management operations in the Mphashe area will be through its Disaster Management (DMC), Joint Operation Centre (JOC) in an effort to optimize risk reduction efforts and ensure rapid response and recovery, as well as all related activities ensuing from such disasters.

### **10.1 Risk reduction project teams**

A multi-disciplinary project team will be convened to address and reduce a specific disaster risk. It will be coordinated by the primary role-players for that risk and supported by Disaster Management. The primary role-players for specific disaster risks, in collaboration with the Disaster Officer will establish and manage risk-reduction project teams as required or requested.

#### **10.2 Preparedness planning groups**

A multi-disciplinary planning group will be convened to ensure a high level of preparedness for a specific disaster risk. It will be coordinated by the primary role-player for the risk and supported by Mbhashe Disaster Management.

#### **10.3 Joint response and relief management teams**

These teams, normally flowing from a preparedness planning group, are multi-disciplinary teams that will be mobilized to deal with the immediate response & relief required during or immediately after major incidents/disasters. Response and relief teams will convene in the Disaster Management Centre (DMC), Joint Operation Centre (JOC).

#### **10.4 Recovery and rehabilitation project teams**

Project teams will be convened to manage recovery and rehabilitation after disasters/major incidents, on a project management basis. Disaster recovery and rehabilitation must focus on risk elimination or mitigation. Departments who are responsible for the maintenance of specific infrastructure are responsible for the repair or replacement of such infrastructure after disaster.

### **11. DEPARTMENTAL RESPONSIBILITIES**

- Departments must be responsible for specific hazards and disaster risk as a result of their core operating function. Where a department has primary responsibility for a specific hazard, the department must play a guiding role in managing the risk for that specific hazard.
- The department will have to lead risk reduction as well as preparedness activities due to its expertise in the field.
- Mbhashe Disaster Management can support such a department with advice, information, facilitation and coordination. The Disaster Officer will attend any relevant meetings as requested for the identification of disaster management mitigation projects and inputs.

### **11.1 Departmental Planning Groups**

Planning groups must be established within directorates to deal with disasters related to departmental core business and function. It is envisaged that the Senior Manager of each department will establish these planning groups.

### **11.2 Assignment of responsibility to deal with specific disaster risks**

Departments that are responsible for specific services in normal conditions will remain responsible for such services during disasters e.g. the ADM responsible for water or sewerage will remain responsible for such service during disasters.

The declaration of a state of disaster and the coordination instituted during disasters does not absolve any agency of its assigned responsibilities.

## **12. DISASTER MANAGEMENT ADVISORY FORUM**

Amathole District Municipality has established a Disaster Management Advisory Forum as prescribed by section 51 of the Act. Meetings take place at least once a quarter or as required. Mbhashe Municipality, forms part of quarterly seatings of this forum and uses the forum to coordinate strategic issues related to disasters in the Mbhashe Municipal area. Moreover, Mbhashe Local Municipality must establish its own Disaster Advisory Forum, comprising of the following functionaries:

### **13.1 Municipal**

- (a) Senior Manager: Development Planning
- (b) Officer responsible for disaster
- (c) Senior Manager or representative from Community Services, Infrastructure and
- (d) Mayor's office
- (e) Traffic control
- (f) Ward Councilors
- (g) Representatives from Ward Committees

### **13.2 External entities:**

- (a) Local Department of Health
- (b) Provincial Government: Eastern Cape: Disaster Management
- (c) Provincial Government: Eastern Cape: Emergency Medical Services
- (d) Provincial Government: Eastern Cape: Traffic Control
- (e) Provincial Government: Eastern Cape: Social Development
- (f) South African Police Services (SAPS)
- (g) SASSA

- (h) Businesses
- (i) Animal Welfare Societies
- (j) Churches
- (k) Non-governmental Organizations like Humana, World Vision

### **13. PROCESS TO BE FOLLOWED IN RESPONDING TO DISASTER OCCURRENCES**

- Urgent JOC meeting is called between Mphashe LM and ADM to determine whether to declare the occurrence as a “Local Disaster”
- If the occurrence is declared as “Local Disaster” both Councils of Mphashe LM and ADM need convene special Council meetings, so that the resolutions of declaration of “Local Disaster” can be submitted to Amathole Disaster Management Centre, which upon receipt of submission will then submit to Provincial Disaster Management Centre, for official declaration “Local Disaster”.
- Simultaneously, in that process, an Emergency Response Team comprising of various role players from different institutions and agencies is dispatched to the affected areas to determine and assess the extent of damages.
- Subsequent to assessments on the ground, if the need arises, Disaster Emergency Applications are submitted to the relevant departments: Emergency Housing – Department of Human Settlement for Temporary Residential Units (TRUs)
- Moreover, if funding route is to be followed for the damaged economic infrastructure such as road networks and other infrastructure, project plans for Infrastructure Disaster Grants for each project are to be submitted to the relevant department.

