

10 Preparedness Plans

10.1 Preparedness Plans for the Bergrivier Local Municipality

Listed in the attached preparedness plan document, **Annexure B**.

10.2 Preparedness capacity for the Bergrivier Local Municipality

The organizational structure for preparedness within the municipality includes Bergrivier Disaster Management, the Disaster Management Advisory Forum, the Interdepartmental Disaster Management Committee, the nodal points for disaster management within municipal departments, departmental planning groups, preparedness planning groups, Joint Response & Relief Management Teams, Recovery & Rehabilitation Project Teams, and the Bergrivier Emergency Control Group. See Figure 1: Municipal Disaster Management Structure on page 10.

The total structure of the municipality, with every member of personnel and every resource can potentially form part of preparedness capacity.

On-going capacity building programmes will be required to ensure the availability of adequate capacity for disaster preparedness.

The Bergrivier JOC is responsible for the operational procedures associated with day-to-day operational response to emergencies by municipal departments.

The Bergrivier JOC and the Bergrivier Interdepartmental Disaster management Committee are jointly responsible for the emergency management policy framework and organization that will be utilized to mitigate any significant emergency or disaster affecting the municipality.

11 Response and Recovery

During response and recovery operations the relevant disaster preparedness plans of the municipality will be executed by the disaster management structures.

See **Annexure B**, Disaster Preparedness Plans, **Annexure C**, Emergency Numbers as well as **Annexure D**, Disaster Risk Response Checklist

11.1 Declaration of a state of disaster and disaster classification

When a disastrous event occurs or is threatening in the area of the municipality, the DMC /Section will determine whether the event is a disaster in terms of the Act, and, if so, the Head of the Centre will immediately

- initiate efforts to assess the magnitude and severity or potential magnitude and severity of the disaster;
- alert Disaster Management role players in the municipal area that may be of assistance in the circumstances;
- initiate the implementation of the disaster response plan or any contingency plans and emergency procedures that may be applicable in the circumstances; and
- inform the National Centre and the Western Cape Provincial Disaster Management Centre of the disaster and its initial assessment of the magnitude and severity or potential magnitude and severity of the disaster.

When informing the National Centre and the Western Cape Provincial Disaster Management centre the Centre may make recommendations regarding the classification of the disaster as may be appropriate.

Irrespective of whether a local state of disaster has been declared or not, the municipality is primarily responsible for the co-ordination and management of local disasters which occur in its area.

Whether or not an emergency situation is determined to exist, municipal and other agencies may take such actions under this plan as may be necessary to protect the lives and property of the inhabitants of the municipality.

Declaration of a local state of disaster:

In the event of a local disaster the municipal council may, by notice in the provincial gazette, declare a local state of disaster if existing legislation and contingency arrangements do not adequately provide for the municipality to effectively deal with the disaster; or other special circumstances warrant the declaration of a local state of disaster.

If a local state of disaster has been declared, the Council may make by-laws or issue directions, or authorize the issue of directions to:

- Assist and protect the public;
- Provide relief to the public;
- Prevent or combat disruption; or
- Deal with the destructive and other effects of the disaster.

12 Testing and Review of the Plan

The municipality will regularly review and update its plan, as required by Section 48 of the Disaster Management Act. The Disaster Risk Management Advisory Forum shall be responsible for the review of the corporate plan on an annual basis.

13 Recommendations

13.1 Negotiate agreement with West Coast District Disaster Management (Priority No 1)

Negotiate a formal agreement with West Coast District Disaster Management concerning fire services and DisMan protocol. Responsibilities and tasks should be clearly defined in this agreement.

The same agreements should also be negotiated with Swartland Municipality; Saldanha Municipality; Cederberg Municipality; Drakenstein Municipality; PPC De Hoek and Airport Base Langebaanweg.

13.2 Personnel(Priority No 2)

Appoint a specialist in the position of Disaster Management Officer. The specialist should be responsible for the following:

- To function as local first-line specialist in disaster management as to risk-reduction, training as well as disaster management.
- To keep and maintain a list of all role players and organizations at least every six months.
- Inspection of installations, firebreaks and identify risks and reduce risks in the municipal area.
- To organize simulation exercises and communicate with all role players, build relationships and expertise.
- Recruitment and training of volunteers
- Take responsibility for maintenance of emergency supplies, materials and equipment.
- Report to the head of Disaster Management, traffic at the moment and advice.
- Take responsibility for Hazmat actions as specialist in recovery and leadership.

- Create Disaster Management Plans for each department and appoint disaster management teams.

Job Specification

- Formal training in Disaster management;
- Knowledge and experience of Disaster Management (Senior Fire Brigade);
- Create reports and training materials;
- Ability to train, organize and recruit volunteers;
- Ability to communicate with high level officials from district as well as provincial departments.

13.3 Equipment (Priority No 3)

Equipment needs should be addressed as soon as possible. Another two fire fighting vehicles is needed at Porterville as well as Velddrif. The vehicles should have the following specifications:

- 4X4 for mountainous terrain
- 1,000 liter water holding tank with pump
- 1.5 Ton;
- Turbo-Diesel for high power in difficult terrain as well as a heavy-duty clutch.
- Mobile Emergency Centre (Equipped Caravan)

13.4 Implementation

As soon as priority no 2 is set in place (Appointment of Disaster Manager) , the following tasks should be implemented

- Implement Disaster Management Plan;
- Draw up detailed list of role players and contacts
- Simulation practice every six months,
- Training and recruitment of Volunteers

14 Bibliography

1. IRCA Global Corporate Risk Division September 2007
2. Socio-Economic Profile, West Coast District: 2007
3. Bergrivier IDP 07-08
4. West Coast District Municipality, Disaster Management Plan:2007
5. West Coast Civil Defense Emergency Management Group Plan, New Zealand:2005

15 Annexures/ Aanhangsels

- Annexure A: Disaster Risk Reduction plan
- Annexure B: Preparedness Plan
- Annexure C: Emergency Numbers Lists for Bergrivier
- Annexure D: Disaster Risk Response Checklist
- Annexure E: Standard operating Procedures for JOC