MUNICIPAL DISASTER RISK MANAGEMENT PLAN

REVISION 2 - May 2008

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Date : 2008-05-06

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AMENDMENTS / UPDATES

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

MUNICIPAL DISASTER RISK MANAGEMENT PLAN

1  INTRODUCTION

The Municipal Disaster Risk Management Plan serves to confirm the organisational and institutional arrangements within the City of Cape Town to effectively prevent disasters from occurring and to lessen the impact of those hazards that cannot be avoided. Essentially, this Plan serves as the strategic co-ordination and co-operation mechanism between all the relevant Entities and is therefore the DRM Master Plan at the highest hierarchical level. The special hazard / risk-specific DRM Plans and the Directorate / Entity DRM Plans and related emergency procedures are to be designed for the tactical and operational levels and must be considered as being subsidiary to the Municipal Disaster Risk Management Plan.

Disaster Risk Management is defined as “a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures aimed at disaster prevention, mitigation, preparedness, response, recovery, and rehabilitation” - as per Section 1 of the Disaster Management Act 57 of 2002.

The slogan to best describe this initiative is :- "Disaster Risk Management is Everybody’s Business "

2  BACKGROUND

The preventative and risk-reduction elements of the Municipal DRM Plan must be implemented and maintained on a continuous basis. The emergency or re-active elements of the Municipal DRM Plan will be implemented in the City of Cape Town whenever a major incident or disaster occurs or is threatening to occur in its area of jurisdiction.

The definition of a disaster is : “a progressive or sudden, widespread or localised, natural phenomena or human-caused occurrence which –

(a) causes or threatens to cause -

   (i) death, injury or disease;

   (ii) damage to property, infrastructure or the environment; or

   (iii) disruption of a community; and

(b) is of a magnitude that exceeds the ability of those affected by the disaster to cope with its effects using only their own resources”.

(Disaster Management Act 57 of 2002)

In terms of the City of Cape Town’s Multi-Disciplinary Incident Management Plan (MIMP), which advocates a co-ordinated and standardised approach to incident response activities in the City, an incident is defined as : “a general description of a hazard occurrence or situation requiring intervention ranging from a limited co-ordination of emergency resources to a more extensive multi-disciplinary operation. This scenario may also develop into an emergency or disaster situation “.

A major incident is defined as : “a more complex situation requiring the co-operation and co-ordinated response of multiple emergency disciplines and resources and operations as set out in the MIMP. This scenario may also develop into an emergency or disaster situation “.

An emergency is defined as : “an event that requires the prompt implementation of actions, or the special regulation of persons or property, to limit the risk to health, safety or welfare of people, or to limit damage to property or the environment. Response actions should be co-ordinated on the basis of the MIMP “.

The Disaster Management Act places the responsibility for the implementation of the Municipal Disaster Risk Management Plan for the City on the appointed Head (Manager) of the Disaster Risk Management Centre.
The Disaster Management Act requires the City to take the following actions:

- to prepare a Municipal Disaster Risk Management Plan for its area according to the circumstances prevailing in the area and incorporating all municipal entities;
- to co-ordinate and align the implementation of its Municipal DRM Plan with those of other organs of state, institutional and any other relevant role-players; and
- to regularly review and update its Municipal DRM Plan. (Disaster Management Act 57 of 2002 - Section 48).

The City must submit a copy of its Municipal Disaster Risk Management Plan and any amendment to the said Plan to the National Disaster Management Centre and to the Disaster Management Centre of the Western Cape Province.

The Municipal Disaster Risk Management Plan should:

- form an integral part of the City’s IDP so that disaster risk reduction activities can be incorporated into its developmental initiatives,
- anticipate the likely types of disaster that might occur in the City’s area and their possible effects,
- identify the communities at risk,
- provide for appropriate prevention, risk reduction and mitigation strategies,
- identify and address weaknesses in capacity to deal with possible disasters,
- facilitate maximum emergency preparedness,
- establish the disaster risk management policy framework and organisation that will be utilized to mitigate any significant emergency or disaster affecting the City of Cape Town,
- establish the operational concepts and procedures associated with day-to-day operational response to emergencies by City Departments and other entities. These SOPs will also form the basis for a more comprehensive disaster response, as referred to in the CoCT MIMP document,
- incorporate all special Hazard / Risk-specific and Departmental DRM Plans and related emergency procedures that are to be used in the event of a disaster. These will provide for –
  
  (i) the allocation of responsibilities to the various role players and co-ordination in the carrying out of those responsibilities;
  (ii) prompt disaster response and relief;
  (iii) disaster recovery and rehabilitation focused on risk elimination or mitigation;
  (iv) the procurement of essential goods and services;
  (v) the establishment of strategic communication links;
  (vi) the dissemination of information.

3 PURPOSE

The Municipal Disaster Risk Management Plan is designed to establish the framework for implementation of the provisions of the Disaster Management Act 57 of 2002, as well as the related provisions of the Municipal Systems Act 32 of 2000.

The purpose of the DRM Plan is to outline policy and procedures for both the pro-active disaster prevention and the reactive disaster response and mitigation phases of Disaster Risk Management.

It is intended to facilitate multi-agency and multi-jurisdictional co-ordination in both pro-active and re-active programmes.
4 THE CITY OF CAPE TOWN’S APPROACH TO DISASTER RISK MANAGEMENT

4.1 CITY OF CAPE TOWN’S DISASTER RISK MANAGEMENT POLICY FRAMEWORK
(DISASTER MANAGEMENT ACT 57 OF 2002 - SECTION 41)

The City of Cape Town’s Municipal Disaster Management Advisory Forum (MDMAF) must establish and implement a policy framework for Disaster Risk Management in the municipality aimed at ensuring an integrated and common approach to Disaster Risk Management entities in its area.

The City of Cape Town Municipal Disaster Risk Management Policy Framework will be –
(a) consistent with the provisions of the Disaster Management Act;
(b) consistent with the National Disaster Risk Management Framework; and
(c) consistent with the Disaster Risk Management Policy Framework of the Provincial Government: Western Cape.

The Disaster Risk Management Centre (DRMC) will be the custodian of the Municipal (or City-wide) Disaster Risk Management Plan for Cape Town. Individual services, departments and entities will be responsible for the compilation and maintenance of their own Service’s / Entity’s Disaster Risk Management plans. Along with the various specific Hazard DRM Plans, the Service / Entity DRM Plans will be considered as integral parts of the Municipal Disaster Risk Management Plan.

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

![Disaster Risk Management Continuum](image)

Figure 1: Disaster Risk Management Continuum

Figure 1 illustrates the DRM Continuum – it should be noted that Disaster Risk Management is not only reactive, but also involves actions aimed at preventing disasters, or mitigating the impact of disasters, i.e disaster risk reduction. Different line functions and departments must contribute in varying degrees to Disaster Risk Management in the various phases of the Disaster Risk Management Continuum. The needs identified in the Municipal Disaster Risk Management Plan will indicate where the different Directorates, Departments, Branches and other Entities should contribute. These contributions must then be included in the respective Directorate’s or Entity’s Disaster Risk Management Plans and in the special risk-specific DRM Plans which have been drafted.
Disaster Risk Management Plans must cover the whole Disaster Risk Management continuum and must address all actions before, during and after disasters. Disaster Risk Management Plans are compiled on the basis of a generic plan which will include references to any standard operating procedures (SOP’s), legislation and best practice of the respective Services or Entities. These generic plans can be adapted to suit type of hazard / disaster-risk being dealt with. The respective Directorate / Department / Entity Disaster Risk Managements Plans must be integrated with the relevant multi-disciplinary hazard / risk-specific plans so that all aspects are covered.

5 INSTITUTIONAL ARRANGEMENTS FOR DISASTER RISK MANAGEMENT

5.1 MUNICIPAL MANAGEMENT STRUCTURE AND ARRANGEMENTS

In terms of a management structure for Disaster Risk Management, the principle of functioning within the established structure of the City of Cape Town as far as possible will be adhered to.

The various levels making up the management structures for Disaster Risk Management in the City will respectively plan to maintain existing services and adapt to deal with the changed circumstances during major incidents or disasters. The planning, prevention and response management structure for the City of Cape Town is as follows:

![Figure 2: City of Cape Town Disaster Risk Management Structure](image.png)

The first objective of the above structure must be to achieve disaster prevention, risk reduction and mitigation efforts in the day-to-day activities of the entities in the City of Cape Town. The second but equally important objective is to ensure effective disaster response, relief and rehabilitation efforts.

The Disaster Response and Recovery section is described in Paragraph 12.
5.2 DISASTER RISK MANAGEMENT MULTI-DISCIPLINARY CO-ORDINATION ARRANGEMENTS

The CoCT Municipal Disaster Management Advisory Forum (MDMAF) will comprise of the following functionaries:

5.2.1 Internal to the City :-

- City Manager
- Chief Audit Executive
- Executive Director: Corporate Services
- Executive Director: Finance
- Executive Director: Health
- Executive Director: Strategy and Planning
- Executive Director: Economic and Social Development
- Executive Director: Community Development
- Executive Director: Housing
- Executive Director: Safety and Security
- Executive Director: Transport, Roads and Stormwater
- Executive Director: Utility Services
- Executive Director: Service Delivery Integration
- Director: City Emergency Services
- Director: Communications
- Manager / Head: Disaster Risk Management Centre
- Chief Fire Officer: Fire and Rescue Service
- Chief: Metropolitan Police
- Chief: Traffic Services
- Chief: Law Enforcement & Security

Representation may be adjusted by the Forum in accordance with the identified risks to the City which are being dealt with.

5.2.2 External entities :-

- PG:WC Disaster Management Centre
- PG:WC Emergency Medical Services
- PG:WC Social Services and Poverty Alleviation
- PG:WC Traffic Control
- SA Police Services - Western Cape
- SA National Defence Force - Western Cape
- plus representation from the CTIA, V & A Waterfront, SANP, NPA, Metrorail, Spoornt, the Disaster Relief NGO’s and the broader Community

* N.B. : Representation may be adjusted by the Forum in accordance with the identified risks to the City which are being dealt with over a particular period.

5.3 LINES OF COMMUNICATION AND INTER-GOVERNMENTAL RELATIONS

In terms of Section 43 (1) of the Disaster Management Act 57 of 2002, it is incumbent on the City to establish in its administration, a Disaster Risk Management Centre for its municipal area. Lines of communication and the relationship between the various Disaster Risk Management formations of the different spheres of government are illustrated in Figure 3.

The City of Cape Town’s Disaster Risk Management Centre liaises with the Provincial Disaster Management Centre, which in turn liaises with the National Disaster Management Centre.

Figure 3: Lines of Communication
5.4  CITY OF CAPE TOWN DISASTER RISK MANAGEMENT CENTRE (DRMC)

The DRMC must specialise in issues concerning disasters and Disaster Risk Management within the City of Cape Town. In this regard it must promote an integrated and co-ordinated approach to the function, with special emphasis on prevention and mitigation.

The DRMC must perform functions and exercise powers as stipulated in Section 44 of the Disaster Management Act, 57 of 2002.

The DRMC will act as a repository and conduit for information concerning disasters, impending disasters and Disaster Risk Management in the municipal area.

The Disaster Risk Management Centre will perform its functions –

(a) within the national, provincial and municipal Disaster Risk Management frameworks;
(b) subject to the City IDP and other directions of the City Council; and
(c) in accordance with the administrative instructions of the municipal manager.

It will liaise with and co-ordinate its activities with those of the National Disaster Management Centre and the Western Cape Provincial Disaster Management Centre and render assistance as required in legislation.

The hazard-specific and Departmental planning committees, the functioning of the Disaster Co-ordination Team (DCT) in the Disaster Operations Centre (DOC) and the On-site (mobile) Joint Operations Centre, etc. will be described in later sections of this document.

6  RESPONSIBILITIES

The main stakeholders in the City of Cape Town's Municipal Disaster Risk Management Plan are listed in this Section and their respective specific responsibilities in both the disaster prevention / disaster risk reduction / mitigation / preparedness and their disaster response, relief and rehabilitation requirements are indicated.

In terms of the Municipal DRM Plan, the primary objective of each stakeholder must be to prevent the occurrence of emergencies or disasters that threaten life, property, the environment or economic activity in the City of Cape Town. Failing the prevention of emergencies or disasters through the elimination of disaster risk, the secondary objective is to reduce disaster risk and vulnerability and thus lessen the possible impact of emergencies or disasters.

6.1  MUNICIPAL DISASTER MANAGEMENT ADVISORY FORUM (MDMAF)

It is the responsibility of the CoCT Municipal Disaster Management Advisory Forum to approve the compilation and maintenance of a Municipal Disaster Risk Management Plan which will be compiled and maintained by the CoCT Disaster Risk Management Centre, as well as the incorporation of the relevant supportive hazard or risk-specific and Service / Entity DRM Plans.

The Disaster Management Advisory Forum shall review of the Municipal DRM Plan on an annual basis. It must make recommendations for changes that are considered appropriate and that the required support documents, organisation, resources, training and facilities are in place at all of the participating Entities to ensure a viable emergency / disaster response structure for the City.

The Municipal DMAF must oversee the assigning project teams to address specific risks and develop risk-specific plans by the Joint Disaster Risk Reduction Management Committee (JDRRMC) - refer to the functions of the JDRRMC in Paragraph 6.4.

The Municipal DMAF must ensure that the following actions, which are in line with the benchmarked disaster risk management principles, take place during the following disaster phases :-
Risk-reduction and preparedness phases:

- ensuring that regular Disaster Risk Assessments are undertaken in the City,
- assessing capacity of the City to implement emergency / disaster response actions,
- oversee the formulation of plans and projects to **reduce disaster risk**, including the integration with CoCT IDP initiatives.

During any major emergency or disaster response and relief phases:

- assessing the effect of any disaster which has occurred in the City and examine any further consequences and disaster risk in the emergency area(s) led by the DCT (refer para. 6.3),
- assess the consequences and disaster risk to the remainder of the City, if any,
- assessing all response actions by the Entities participating in this Plan, and
- advise and formulate recommendations on the response actions, including the mitigation of any further disaster risk, as required.

During the recovery and rehabilitation phases:

- ensuring a return to normal functioning of affected communities as soon as possible,
- provide input on disaster prevention or mitigation through disaster risk elimination or reduction.

### 6.2 JOINT DISASTER RISK REDUCTION MANAGEMENT COMMITTEE (JDRRMC) AND HAZARD (RISK-SPECIFIC) AND SERVICE / DEPARTMENTAL PROJECT TEAMS

The Joint Disaster Risk Reduction Management Committee (JDRRMC) will comprise designated senior personnel from each of the City’s Directorates who will be the Disaster Management “links” or “nodal points” into their respective Directorates and will be the conduit for especially proactive/ risk reduction initiatives. Senior external Organisations’ staff will also serve on the JDRRMC and will fulfill similar roles to those of the City representatives. Special Hazard / Risk-specific Project Teams will be responsible to plan, manage and complete multi-disciplinary projects and produce the necessary DRM Plans in the pre-disaster risk reduction and preparedness phases. They will continue with DRM Plan maintenance and readiness programmes on an ongoing basis.

Special Project Teams may also be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phases. Such Teams will determine their respective terms of reference and deliverables under the direction of the JDRRMC and the CoCT Disaster Risk Management Advisory Forum, in association with the Disaster Co-ordination Team (DCT), as may be required by the nature and extent of the Incident.

The Municipal DMAF will delegate the JDRRMC to ensure that Project and Service / Departmental Teams are convened and maintained to address risk-specific Disaster Risk Management plans, such as plans for nuclear emergencies, flooding, major coastal oil spills, transport disasters, hazardous materials incidents or mass events preparedness. Policies, plans and procedures that address efficient incident management and inter-disciplinary co-operation during incidents are to be included in these DRM Plans. The input of specialist advisers in the various fields must be obtained on an ongoing basis.

In the recovery and rehabilitation phase, these Project Teams will take over responsibility for recovery and rehabilitation from the Disaster Co-ordination Team (DCT) once the DCT is demobilised and / or in cases where recovery and rehabilitation takes place over an extended and protracted period.

A Special Project Team under a specific line function / department may be convened to take responsibility for activities that address the causal factors of any disaster or major incident occurrence. Such Teams will receive a brief from, and report back to the Municipal Disaster Management Advisory Forum and to senior management, and will work in close co-operation with the DRMC. Their recommendations must be incorporated into the respective hazard / risk-specific and Departmental DRM Plans and, if necessary, be incorporated into the Municipal DRM Plan.
6.3 DISASTER RESPONSE CO-ORDINATION

The Disaster Co-ordination Team (DCT) shall be convened in the (off-site) Disaster Operations Centre (DOC) when an emergency or disaster has occurred or is likely to occur, in accordance with the following parameters :-

- where the size or seriousness of the emergency seems beyond the capability of a Service, in the opinion of the most senior on-duty official of that Service, the DRMC can be requested to activate the DCT,
- where the Head of the DRMC is of the opinion that it is necessary to activate the DCT in order to effectively manage an emergency which has occurred or is likely to occur, the DCT must convene in the DOC,
- the activating Service shall, via the Disaster Operations Centre’s, contact the Disaster Risk Management Duty Co-ordinator who shall immediately arrange to notify the designated members of the Disaster Co-ordination Team (DCT),
- the Disaster Risk Management Duty Co-ordinator shall request the DCT members to meet at the DOC in Goodwood or at any other viable alternate centre should the DOC not be available for whatever reason,
- the DCT will evaluate the situation and collaborate with the Head of the DRM Centre regarding the need for a declaration of a Local State of Disaster, as well as the continued activation or standing-down of the DCT.

All incidents will be managed by the Disaster Co-ordination Team in accordance with the principles and guidelines contained in the City of Cape Town Multi-Disciplinary Incident Management Plan (MIMP) and the Disaster Operations Centre’s Standard Operating Procedures.

The Disaster Co-ordination Team will be convened and chaired by the Head of the Disaster Risk Management Centre at the DOC in Goodwood or at another suitable facility which is appropriately removed from any direct hazard or risk if the DOC is unavailable for whatever reason. The DCT will be activated through the procedures outlined in the Disaster Response Plan section – refer to Paragraph 12.

6.3.1 CoCT DISASTER OPERATIONS CENTRE

The CoCT Disaster Operations Centre (DOC) staff must assist with the additional functions, (as listed below), under the guidance of the Disaster Co-ordination Team when these committees are convened / activated during any major Incident, Emergency or Disaster situation to oversee response and relief operations.

These additional functions are :-

- to maintain records of communications, decisions, actions and expenditures,
- have continuous communication and liaison with all Disciplines on-site through the On-site Joint Operations Centre (On-site JOC) and the respective Service Command Posts deployed on site,
- designate emergency area(s) and sites,
- decide on emergency measures and priorities,
- assess the impact / consequences resulting from the Incident,
- request emergency partner assistance / invoke mutual aid agreements as necessary,
- close public buildings as required,
- issue public warnings, orders and instructions as required,
- protect the health and safety of emergency responders,
- ensure an acceptable level of emergency services for the City outside emergency area(s),
- prepare lists of fatalities, casualties and missing persons,
- prepare lists of destroyed and damaged properties,
- consider the declaration of a Local State of Disaster,
- co-ordinate response with provincial ministries through the PG:WC Disaster Management Centre,
- co-ordinate response with non-governmental disaster relief organisations, neighbourhood and community organisations,
- identify all persons / organisations which can contribute to emergency response,
- provide information to the media for dissemination to the affected population(s) and the general public,
**6.4 CITY MANAGER**

To ensure that disaster prevention, disaster risk reduction, and disaster preparedness and response, the City Manager, assisted by the DRMC, must ensure that Disaster Risk Management is integrated into the functions of each discipline / entity within the organisation so that it is executed in an effective and efficient manner throughout the City of Cape Town.

During and after responses to major emergencies or disasters the City Manager will be responsible to personally or through a designated official to:

- Report, liaise and consult with councillors and external provincial and national government departments,
- Report on emergency impact and response to the Executive Mayor,
- Report on emergency impact and response to the councillor(s) for the affected area(s),
- Report on emergency impact and response to the remaining Councillors,
- Notify next-of-kin when a City employee is injured, missing or killed during any emergency situation,
- Authorize any extraordinary expenditures (access to disaster funding and / or any alternative emergency funding sources),
- Identify persons / organisations to receive recognition for contributions made to emergency response.

**6.5 CHIEF AUDIT EXECUTIVE**

The Chief Audit Executive must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Auditing and informing the relevant Disaster Risk Management Plans of Council Installations to ensure pro-active disaster risk reduction and compliance with relevant legislation, codes and regulations,
- Audit compliance of City services with the stipulations of the Municipal Disaster Risk Management Plan,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT).

**6.6 EXECUTIVE DIRECTOR: CORPORATE SERVICES**

The Executive Director: Corporate Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, including the Support Services, Personnel Services, Specialised Technical Services, Legal Services, Communication and Customer Relations Management, with specific reference to the following Departments:

**6.6.1 Director: Legal Services**

The Director: Legal Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- Monitoring compliance with relevant legislation, regulations, licenses and by-laws,
- Documenting information for potential legal actions,
- Documenting information for potential compensation claims,
- Identifying information to be documented for inquests or investigations under applicable laws.
6.6.2 **Director: Communication**

The Director: Communication must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Providing information to persons at emergency facilities (e.g. assembly points / evacuation centres / mass care facilities),
- Providing information to persons at special incident-related meetings,
- Providing information to City employees and their families who are affected by emergencies / disasters,
- Arranging site visits for persons affected by the emergency, e.g. families of deceased persons,
- Arranging anniversary events of disasters for affected persons in support of efforts to facilitate psychosocial coping mechanisms,
- Regularly updating on emergency situation to councillors,
- Supporting the DRMC in communicating status reports and public safety notices.
- Supporting the DRMC in risk-reducing public education and awareness programmes.
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes),

6.6.3 **Director: Personnel Services**

The Director: Personnel Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- Providing information to CoCT staff and their families regarding aspects of any emergency or disaster,
- Documenting information for remuneration of municipal employees involved in emergency response,
- Reporting to the Health and Safety Committees on the emergency responses undertaken in the City,
- Documenting potential Occupational Health and Safety issues,
- Documenting information for potential municipal labour relations issues.

6.6.4 **Manager: Customer Relations Management**

The Manager: CRM must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Customer relations enquiries of the City of Cape Town
- Operation of a Call Centre for non-urgent matters & assistance with emergency information dissemination, as required

6.6.5 **Director: Specialised Technical Services**

The Director: Specialised Technical Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- **Fleet & Workshop Management** to ensure that:
  - Appropriate staff have been placed on standby to cater for such occasions (supervisors, drivers, operators and labourers)
  - Appropriate vehicles are available for timeous response
  - Permits for low bed trailers, etc. are valid for such emergency response
  - Supplementary resources are available from private sector
  - Procedural guide and lists of internal and external contacts are available for standby teams
Call out procedures and contacts details are lodged with Haardekraaltjie TOC call centre and updated weekly

- **Radio and Technical Services** management to ensure continued reliable operation of the City’s radio trunking communication system, especially in times of emergencies, as it is utilised by all the City’s emergency services. For this the radio trunking infrastructure is currently being upgraded to ensure an effective and reliable infrastructure available at all times. This includes installation of dedicated carrier grade microwave links to all remote sites with redundancy in critical components and ring-feeds to the more important sites to improve the reliability, generator back-up at each site and redundancy in all critical equipment installed.

Further radio staff are on 24/7 standby as well as a 24/7 maintenance and support agreements with the contractor.

The technology is to be of such a standard that even if the Network Control Centre (NCC) should be destroyed, the remote sites will continue operating in local service (users in a specific area can still communicate). The system will only lose its capability for users to communication in wide area functionality. Even so, as services are co-ordinated over the entire City of Cape Town Municipal area, it could disrupt communications, and therefore Radio and Technical Services are investigating the provision of a back-up centre for the Radio Network Control Centre (RNCC) to reduce the possibility of sabotage.

The City operates the most advanced and reliable radio trunking network currently in South Africa and is preparing to be ready to provide and meet the 2010 FIFA World Cup™ communication requirements for the City.

- **Facility Management** preparations in terms of the emergency evacuation plans which are co-ordinated from the STS Facilities Emergency Control Room (ECR).

6.6.6 **Manager: Support Services**

The Manager: Support Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Providing administrative support including printing and courier services for distribution of disaster related printed material to depots and decentralised offices,
- Provision of registry and cell phone administration services.

6.7 **EXECUTIVE DIRECTOR: FINANCE**

The Executive Director: Finance must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, to lead and direct financial functions of the City of Cape Town so that the current and future effectiveness of Council services, programmes and operations are insured and these include Treasury, Budget, Revenue, Supply Chain Management, Valuations and Asset Management, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Documenting information for potential municipal insurance claims,
- Managing donations for emergency response,
- Facilitating emergency procurement,
- Initiating and facilitating efforts to make funds available for disaster management in the municipal area,
- Supplying financial resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).
6.8 EXECUTIVE DIRECTOR: HEALTH

The Executive Director: Health must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Steps to eliminate disaster risks presented by communicable diseases,
- Isolate person(s) in order to decrease or eliminate disaster risk presented by a communicable disease,
- Protect the health and safety of emergency responders,
- Monitor large groups of people for contamination and / or health effects,
- Preventative issues around communicable diseases for disrupted populations (may be general population or limited to vulnerable populations and essential service operators),
- Immunize large groups of people,
- Assist with the management of emergency shelter, evacuation assembly points and mass care facilities for persons displaced by emergencies or disasters
- Seize and dispose of food that poses a health hazard,
- Monitor the environment (air, water, and ecosystem) for contamination,
- Identify victims, responders or affected persons who may require medical follow-up and / or who may require psychosocial support and to facilitate this support which may be provided by the appropriate governmental and non-governmental agencies as applicable,
- Identify persons / organisations to contribute to post-emergency reports / debriefings regarding health matters,
- Supplying resources for Disaster Risk Management purposes as requested by the City Health representative(s) on the Disaster Co-ordination Team (DCT), if convened,
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).
- Liaise with the PG:WC Health Department who are responsible for the provision of curative and operative interventions during any major incident regarding the :-
  - care for evacuees and victims;
  - the provision of curative health care i.r.o. communicable diseases for disrupted populations (may be general population or limited to vulnerable populations and essential service operators).

6.9 EXECUTIVE DIRECTOR: STRATEGY AND PLANNING

The Executive Director: Strategy and Planning must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, and is required to provide strategy and management of the Environmental Resource Management, Spatial Planning & Urban Design, Strategic Development & GIS and the Planning & Building Development Departments, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Include the reduction of natural disasters as an element in environmental education programmes,
- Identify possible environmental disasters,
- Compilation of pro-active environmental Disaster Risk Management programmes to support risk reduction or elimination.
- Monitoring the environment (ground, air, water and the ecosystem) for contamination,
- Assist and advise on HAZMAT clean-up and decontamination of the environment
- Ensure linkages between this plan and infrastructure development framework.
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).
6.9.1 **Director: Strategic Development Information and GIS**

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Rendering support and advice throughout all phases of Disaster Risk Management planning activities,
- Compiling, exercising and carrying out adequate disaster recovery procedures for IT infrastructure and information management,
- Establishing and maintaining required informatics links to maintain the DRMC’s Disaster Risk Management Resources Database (DisRes),
- Supplying IT Infrastructure and assets to host and maintain DisRes, integrated GIS and any other IT systems which can assist in Disaster Risk Management,
- Act as a liaison between the City Manager and the Disaster Risk Management Centre.

6.9.2 **Director: Environmental Resource Management**

The Director: Environmental Resource Management must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Identifying persons / organisations to contribute to post-emergency reports / debriefings,
- Plan and ensure that risk reduction and disaster mitigation principles are adhered to in the recovery and redevelopment phases,
- Ensure that risk reduction and mitigation principles are applied as part of the environmental input into all development projects,
- Include the reduction of natural disasters as an element in environmental education programmes,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes),
- Identify possible environmental disasters,
- Identification of land for mass burials if required.

6.9.3 **Director: Spatial Planning and Urban Design**

The Director: Spatial Planning and Urban Design must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination through the long term spatial development framework to ensure integrated, proactive and decisive decision making on major infrastructure, investment, development and settlement issues, including directives for local area integrated human settlement planning and the provision of Urban Design inputs for corporate strategic programmes to improve settlement planning,
- Ensure that risk reduction and mitigation principles are applied as part of the environmental input into all development projects, including the identification of possible environmental disasters,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Identifying persons / organisations to contribute to post-emergency reports / debriefings,
- Plan and ensure that risk reduction and disaster mitigation principles are adhered to in the recovery and redevelopment phases,
- Include the reduction of natural disasters as an element in environmental education programmes,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.9.4 Director: Planning and Building Development

The Director: Planning and Building Development must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination through the planning and building development initiatives being undertaken under the guidance of the department,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency/disaster situations, especially where buildings and other structures have been affected by the Incident,
• Identifying persons / organisations to contribute to post-emergency reports / debriefings,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Coordination Team (DCT),
• Plan and ensure that risk reduction and disaster mitigation principles are adhered to in the recovery and redevelopment phases,
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.10 EXECUTIVE DIRECTOR: ECONOMIC AND SOCIAL DEVELOPMENT

The Executive Director: Economic and Social Development must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate and is required to provide strategy and management to the Property Management, Social Development, Economic Development and the Tourism Departments, with specific reference to the following:

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency/disaster situations,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Coordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.11 EXECUTIVE DIRECTOR: COMMUNITY DEVELOPMENT

The Executive Director: Community Development must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, and is required to provide strategy and management to the Sports & Recreation, City Parks and Library & Information Services Departments, with specific reference to the following:

6.11.1 Director: Sports and Recreation

The Director: Sports, Recreation and Amenities must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Emergency / contingency planning for all Council facilities used for mass events,
• Make available facilities for emergency assembly and / or shelter of persons displaced by emergencies or disasters,
• Plan and assist with the management of emergency shelter, evacuation assembly points and mass care facilities for persons displaced by emergencies or disasters,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.11.2 Director: City Parks

The Director: Sports, Recreation and Amenities must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Department, with specific reference to the following:

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency/disaster situations,
• Assist with the removal of vegetation proving to be hazardous, both pro-actively and re-actively after any Incident.
• Supplying any specific resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.12 EXECUTIVE DIRECTOR: HOUSING

The Executive Director: Housing must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate and is required to provide strategy and management of the Policy, Research Planning and Monitoring, Existing Settlements and New Settlements Departments, with specific reference to the following:

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Identify and make available alternative land and housing / shelter for persons displaced by an emergency or disaster,
• Plan and assist with the management of emergency shelter, evacuation assembly points and mass care facilities for persons displaced by emergencies or disasters,
• Ensure that all housing and servicing projects promote disaster risk reduction,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.13 EXECUTIVE DIRECTOR: SAFETY AND SECURITY

The Executive Director: Safety and Security must:

• Ensure that Disaster Risk Management Plans are compiled and maintained in his/her Directorate,
• Establish and ensure the effective functioning of the Disaster Risk Management Advisory Forum,
• When necessary and assisted by the Head: DRMC, submit reports containing recommendations for changes to the Municipal Disaster Risk Management Plan to Council.

The specific responsibilities of the following key Departments and Services in this Directorate are as follows :-

6.13.1 Director: City Emergency Services

The Director: City Emergency Services is responsible for the effective planning and functioning of the City’s Emergency Services and Disaster Risk Management Centre throughout all the phases of the Disaster Risk Management Continuum.
He / she must ensure that Disaster Risk Management Plans are compiled and maintained in his / her directorate, with specific reference to the following:

- establishment and maintenance of the City of Cape Town Disaster Risk Management Centre and the Fire and Rescue Service,
- compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency / disaster situations.
- co-ordinating response and mutual aid agreements with adjacent District Councils in the Western Cape,
- protecting the health and safety of emergency responders,
- maintaining a central registry of evacuees,
- identifying persons who may require long term care and accommodation,
- identifying target audiences for post-emergency communications,
- ensuring acceptable level of emergency services for the city outside of the emergency area(s),
- identifying persons / organisations to contribute to post-emergency reports and debriefings,
- supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- establishing and maintaining a resources database that is integrated with the DRMC's Disaster Risk Management Resources Database (DisRes).

6.13.1.1 Manager / Head of the Disaster Risk Management Centre (DRMC)

The Manager: DRMC is responsible for the compilation, maintenance and distribution of the City’s Municipal Disaster Risk Management Plan and its supporting risk-specific and Departmental Disaster Risk Management Plans.

The Manager / Head: DRMC is also responsible for the performance by the Centre of its Disaster Risk Management functions as per Section 44 of the Disaster Management Act 57 of 2002, and to implement and co-ordinate the City's Municipal Disaster Risk Management Plan.

The Manager / Head: DRMC, in consultation with the Disaster Co-ordination Team (DCT), when convened, will determine the appropriate response structures to any incident, emergency or disaster situation, and when these structures can be de-activated or scaled down.

The Manager / Head: DRMC must:

- When deemed necessary, consider the declaration of a local state of disaster as per the Disaster Management Act, 57 of 2002,
- Liaise with provincial officials and national officials,
- Co-ordinate response with CBO’S and NGO’S,
- Authorize area evacuation / re-entry when area is safe,
- After consultation with the DCT authorise area evacuation / re-entry,
- Identify persons/organisations to receive recognition for contributions to the emergency response,
- Establish and maintain required telecommunications links with all the relevant departments and entities,
- Identify available resources for Disaster Risk Management purposes as requested by the DCT,
- Establish and maintain a resources database (DisRes),
- Ensure effective media liaison and public early-warning,
- Provide situation reports to all internal and external role-players on a regular basis.

6.13.1.2 Chief Fire Officer: Fire and Rescue Service

The Chief Fire Officer must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:
- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency/disaster situations,
- Preventing the outbreak or spread of fires,
- Fighting or extinguishing fires,
- Protecting life and property from fire or other threatening danger,
- Evacuating designated area(s) threatened by fire of both persons and livestock,
- Assist and manage hazardous material decontamination facilities and operations
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.13.1.3 Manager: 107 Public Emergency Communications Centre (107 PECC)

The Manager of the 107 PECC must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency/disaster situations,
- Provide and support the DRMC with a 24-hour communication facility for the notification of Major Incidents and any subsequent communication needs,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.13.2 Chief: Metropolitan Police Department

The Chief: Metropolitan Police Department must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination.
- Compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency/disaster situations.
- Co-ordinating Incident response with the South African Police Service and the other responding Emergency and Essential Services,
- Protecting the safety of emergency responders, evacuated areas, affected communities and damaged or threatened property,
- Controlling and dispersing crowds,
- Support the evacuation of designated area(s) which are threatened by any emergency of both persons and livestock,
- Control of access to and egress from emergency area(s),
- Protecting private and public property, as required,
- Identifying persons / organisations to contribute to post-emergency reports / debriefings,
- Protecting essential service facilities and infrastructure, as required,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).
6.13.3 Chief: Traffic Services

The Chief: Traffic Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination.
- Compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency/disaster situations.
- Co-ordinating Incident response with the South African Police Service and all the other responding Emergency and Essential Services,
- Assist the police with the controlling and dispersing crowds on the roadways,
- Support the evacuation of designated area(s) which are threatened by any emergency of both persons and livestock,
- Managing and controlling traffic in and around emergency area(s), on evacuation routes and on emergency vehicles’ access and egress routes,
- Identifying persons / organisations to contribute to post-emergency reports / debriefings,
- Protecting essential service facilities and infrastructure, as required,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.13.4 Chief: Law Enforcement and Security

The Chief: Law Enforcement and Security must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Service, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination.
- Compilation of reactive departmental Disaster Risk Management plans to ensure service continuation during emergency/disaster situations.
- Co-ordinating Incident response with the South African Police Service and the other responding Emergency and Essential Services,
- Assist with the protection of emergency responders, evacuated areas, affected communities and damaged or threatened property,
- Support the evacuation of designated area(s) which are threatened by any emergency of both persons and livestock,
- Control of access to and egress from emergency area(s),
- Protecting private and public property, as required,
- Identifying persons / organisations to contribute to post-emergency reports / debriefings,
- Protecting essential service facilities and infrastructure, as required,
- Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
- Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.14 EXECUTIVE DIRECTOR: TRANSPORT, ROADS AND STORMWATER

The Executive Director: Transport, Roads & Stormwater must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate, with specific reference to the following:

- Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
- Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
- Confining and containing flood water where possible,
• Providing technical advice in preventing or reducing the effects of flooding and storm-damage,
• Liaison with the Ministry of Water Affairs and Forestry as required,
• Removing debris and other obstacles from transportation routes and other sites as required,
• Repairing any damaged or disfunctional road infrastructure to restore optimal functioning of the transport network in the shortest possible time,
• Taking appropriate measures to accommodate traffic on the transport network in the most expedient manner under the prevailing circumstances,
• Liaison with the provincial and national transport departments as required,
• Assist and advise on HAZMAT clean-up and decontamination of infrastructure and the environment,
• identifying and prioritising essential services that may require restoration as the result of an emergency or disaster,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.15 EXECUTIVE DIRECTOR: UTILITY SERVICES

The Executive Director: Utility Services must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate and will be required to provide strategy and management of the Electricity Services, Water and Sanitation and Solid Waste Management Departments, with specific reference to the following:

6.15.1 Director: Electricity Services

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Co-ordinating response with businesses and industries affected by the emergency,
• Co-ordinating response with national and provincial Public Works departments,
• Co-ordinating response with Eskom regarding electricity supply to the City,
• Allocating available electricity,
• Planning alternate electrical supply,
• Arranging for an alternate telephone or communication service, if required,
• Controlling telecommunications system load,
• Identifying buildings which are electrically unsafe,
• Identifying and prioritising essential services that may require restoration as the result of an emergency or disaster,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.15.2 Director: Water and Sanitation

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Co-ordinating response with businesses and industries affected by the emergency,
• Controlling consumption of public water supply,
• Providing alternate water supplies (potable, industrial and for fire-fighting),
• Identifying and prioritising essential services that may require restoration as the result of an emergency or disaster,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.15.3 Director: Solid Waste Management

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Disposing of non-hazardous waste and refuse when and where required,
• Advising and providing facilities for the disposal of hazardous waste,
• Identifying and prioritising essential services that may require restoration as the result of an emergency or disaster,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

6.16 EXECUTIVE DIRECTOR: SERVICE DELIVERY INTEGRATION

The Executive Director: Service Delivery Integration must ensure that Disaster Risk Management Plans are compiled and maintained in his / her Directorate and will be required to provide strategy and management of the Development Services, IDP & Performance Management Systems, Information Systems & Technology, Urban Renewal Programme and the 2010 FIFA World Cup Department, with specific reference to the following Departments:

6.16.1 IDP and Performance Management Systems

• Ensure that the Municipal Disaster Risk Management Plan forms an integral part of the IDP,
• Ensure that risk reduction and mitigation principles are applied in all development projects.

6.16.2 Director: Development Services

• Compilation of pro-active departmental Disaster Risk Management programmes to support disaster risk reduction or elimination,
• Compilation of reactive departmental Disaster Risk Management Plans to ensure service continuation during emergency / disaster situations,
• Submit development plans to the DRMC for input regarding disaster risks and hazards,
• Supplying resources for Disaster Risk Management purposes as requested by the Disaster Co-ordination Team (DCT),
• Establishing and maintaining a resources database that is integrated with the DRMC’s Disaster Risk Management Resources Database (DisRes).

7. DISASTER FUNDING ARRANGEMENTS

If the execution of obligations and duties as outlined in this Plan entails costs for any Service, provision must be made in the relevant Service’s own budget.

Under certain circumstances the City will be re-imbursted by National Government for disaster response efforts. However, the Disaster Management Act 57 of 2002, Chapter 6, states that the Minister of Provincial Affairs and Local Government, may in the case of disaster relief funding, prescribe a percentage of the budget of a local authority which can be used as a threshold for accessing additional funding from the Department for response efforts.

This implies that the amount set as a threshold will have to be spent by the City on disaster response and relief before financial assistance may be considered by National Government.
The financial assistance to be provided by National Government may take into account what planning, prevention and mitigation measures were taken pro-actively and whether the situation could have been avoided or minimised had the City implemented the aforementioned actions.

If planning and prevention strategies have not been implemented the local authority may be penalised from a financial point of view. It is therefore vital that comprehensive Disaster Risk Management Plans are in place to substantiate any possible future financial claims.

8. SERVICE / ENTITY DISASTER RISK MANAGEMENT PLANS

Each individual Directorate, Department and Service of the City of Cape Town, as well as applicable external entities, as indicated in the City’s Disaster Risk Management Framework, are responsible for submitting their Service’s Disaster Risk Management Plan to the Disaster Risk Management Centre as required in Section 52 of the Disaster Management Act 52 of 2002. Disaster risk reduction aspects contained in these Service DRM Plans should also be incorporated into that Service’s submission to the Integrated Development Plan (IDP) to achieve the development targets of the City.

All Discipline (Service) DRM Plans, especially where these Disciplines / Services / Entities are identified as the Lead Combating Agency or as the Support Agency should primarily be directed at hazard prevention or disaster risk reduction, but disaster response and rehabilitation aspects must be included and regularly exercised to ensure that Department’s readiness for any catastrophic event in the City.

Aspects to be addressed in any Disaster Risk Management Plan should encompass the following :-

8.1 Planning Framework & Scope of the DRM Plan
- the way in which the concept and principles of Disaster Risk Management are to be applied in the Department’s functional area;
- the relevant Department’s role and responsibilities in terms of the national, provincial or municipal Disaster Risk Management frameworks;

8.2 Applicable References, Statutory Requirements and Linked Documents / SOP’s

8.3 Abbreviations and Definitions Used

8.4 Hazard Identification, Risk (including Disaster-risk) and Vulnerability Assessments, leading to a needs analysis (refer also to Paragraph 9 for the Level 1 Disaster Risk Assessment for the City of Cape Town, undertaken in September 2007 by the DRMC)

8.5 (Disaster) Risk Management Efforts -

a. Evaluation and description of Infrastructure / Organisation available
   e.g. The Discipline’s own Disaster Risk Management Resources Database
   (Its capacity to fulfil its role and responsibilities)

b. Prevention through risk elimination
   e.g. The Discipline’s initiative to remove hazards / alternative processes
   (Particulars of its Disaster Risk Management strategies)

c. Mitigation through risk reduction
   e.g. The Discipline’s engineering solutions / legislative compliance / safety culture / etc.

8.6 Preparedness planning for major risks that cannot be eliminated
   e.g. The Discipline’s contingency strategies and emergency procedures in the event of a disaster, including measures to finance these strategies

a. Contingency Planning based on risks and vulnerabilities
   e.g. Fire / Chemical spills / Engineering aspects

b. Emergency organisation, internal and external
- Emergency management structure and allocation of responsibilities
- Standard Operating Procedures
- Integrated communications systems and other resources

c. Response planning
e.g. The Discipline’s Role and responsibilities regarding a response to an emergency / disaster situation:
- Emergency response teams (groups with special responsibilities during emergencies)
  (i) Notification and Activation Procedures:
  - Stand-by Lists / Emergency contact numbers
  - Resources to be used / additional resources

  (ii) Recovery plans:
  Service’s role and responsibilities regarding post-disaster recovery and rehabilitation;
  - Business Continuity / Disaster Recovery for IT systems, etc.
  - May also lead to reconstruction and redevelopment projects and programmes

d. Lines of communication (Protocols) and liaison and integration with other Services
Internal and external communication lines (who informs who, who reports to whom).
Each Discipline must co-ordinate and align (integrate) the implementation of its DRM Plan with those of other co-responding role-players / entities. The DRM Plan must be regularly reviewed and updated.

e. Awareness and Education Efforts
The Discipline’s strategies BEFORE (Prevention, Mitigation and Preparedness)
DURING THE INCIDENT (Notifications, actions and advisories)
AFTER (Advisories, Public information and education) – then, re-align the strategies and start again at the “BEFORE” to be ready to deal with the next hazard.

f. Evaluation and Maintenance programmes.
The Discipline’s strategies in this regard.

9. MACRO DISASTER RISK AND VULNERABILITY PROFILES FOR THE CITY OF CAPE TOWN

The assessed disaster risk and vulnerabilities that a particular hazard poses will determine the priorities for disaster risk management programmes and projects. The amount of possible benefit to be derived from a project in terms of lives protected, livelihoods secured and property or natural resources defended, will be the criteria that determines priorities.

The following hazards have been macro-assessed and rated for their individual disaster risk profile by the CoCT Disaster Risk Management Centre (a Level 1 Disaster Risk and Vulnerability Assessment completed in December 2007). A more in-depth (comprehensive) disaster risk and vulnerability assessment for the City, incorporating a city-wide and community-based assessments, will be undertaken shortly for the City to comply with the standards envisaged by the Disaster Management Act 57 of 2002 and the Disaster Management Framework, 2005 (Levels 2 and 3).

These hazards MAY pose a risk (threat) to either the City as a whole or to a section of the City. Each hazard’s disaster risk profile is made up of its LIKELIHOOD (PROBABILITY) of occurrence and the CONSEQUENCES it may have, i.e. the IMPACT it may pose and the VULNERABILITY of population it may effect.

- the City of Cape Town Disaster Risk profile Quantification Table is attached overleaf ........
## CITY OF CAPE TOWN – MACRO DISASTER RISK PROFILE QUANTIFICATION TABLE (Dec. 2007)

### A. RAPID-ONSET HAZARDS

#### TECHNOLOGICAL HAZARD CATEGORY

<table>
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<th>HAZARD CATEGORIES &amp; LISTING OF HAZARDS WITH A DISASTER RISK</th>
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<th>AREA NORTH - RISK PROFILE</th>
<th>AREA CENTRAL - RISK PROFILE</th>
<th>AREA EAST - RISK PROFILE</th>
<th>RISK PROFILE OF THE WHOLE CAPE TOWN MUNICIPAL AREA</th>
</tr>
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<tbody>
<tr>
<td>DMP 1</td>
<td>KOEBERG NUCLEAR POWER STATION EMERGENCY</td>
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<td>DMP 2</td>
<td>HAZMAT INCIDENT – FIRE / SPILL / LEAK (Site or Along Transport Routes)</td>
<td>4</td>
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<td>DMP 3</td>
<td>COASTAL OIL SPILL</td>
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<td>DMP 4 (G)</td>
<td>ENVIRONMENTAL POLLUTION (GROUND)</td>
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<td>DMP 4 (W)</td>
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<td>DMP 5</td>
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<td>DMP 6</td>
<td>DAM / WATER RESERVOIR FAILURE</td>
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#### TRANSPORTATION HAZARD CATEGORY

<table>
<thead>
<tr>
<th>DM Plan No.</th>
<th>HAZARD CATEGORIES &amp; LISTING OF HAZARDS WITH A DISASTER RISK</th>
<th>AREA WEST - RISK PROFILE</th>
<th>AREA NORTH - RISK PROFILE</th>
<th>AREA CENTRAL - RISK PROFILE</th>
<th>AREA EAST - RISK PROFILE</th>
<th>RISK PROFILE OF THE WHOLE CAPE TOWN MUNICIPAL AREA</th>
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<tbody>
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<tr>
<td>DMP 12</td>
<td>FLOODING &amp; STORMS</td>
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<td>3</td>
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<td>DMP 13</td>
<td>WILDFIRE</td>
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<td>DMP 14</td>
<td>LANDSLIDE / MUDSLIDE / ROCKFALL / LAND SUBSIDENCE</td>
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<td>DMP 15</td>
<td>EARTHQUAKE</td>
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<td>DMP 16</td>
<td>SEA SURGE / TSUNAMI / TIDAL-WAVE</td>
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<td>DMP 17</td>
<td>EPIDEMIC / INFECTIOUS DISEASE (HUMAN)</td>
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<td>EPIDEMIC / INFECTIOUS DISEASE (ANIMAL)</td>
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<td>DMP 18</td>
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<td><strong>HUMAN-INDUCED AND OTHER HAZARDS CATEGORY</strong></td>
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<td>FIRE - STRUCTURAL (FORMAL AREAS)</td>
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<td>FIRE - STRUCTURAL (INFORMAL SETTLEMENT)</td>
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<td>DMP 21</td>
<td>NATIONAL KEY POINT EMERGENCY</td>
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<td>DMP 21</td>
<td>CRITICAL INFRASTRUCTURE EMERGENCY</td>
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<td>DMP 22</td>
<td>INCIDENT AT MASS EVENT / STADIUM / ARENA</td>
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<td>DMP 23</td>
<td>BOMB THREAT / HOSTAGE-TAKING</td>
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<td>DMP 24</td>
<td>BOMBING / EXPLOSION / TERRORISM</td>
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<td>DMP 25</td>
<td>BIOLOGICAL / CHEMICAL AGENTS' RELEASE</td>
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<td>CIVIL UNREST / RIOTING / PUBLIC DISORDER</td>
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<td>DMP 27</td>
<td>DISRUPTION OF ELECTRICITY SUPPLY</td>
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<td>4</td>
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<td>DMP 28</td>
<td>DISRUPTION OF WATER SUPPLY</td>
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<tr>
<td>DMP 29</td>
<td>DISRUPTION OF TELE-COMMUNICATIONS &amp; I.T. SERVICES</td>
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<td>4</td>
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<tr>
<td>DMP 30</td>
<td>DISRUPTION OF TRANSPORTATION SERVICES</td>
<td>4</td>
<td>3</td>
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</table>
### D. DISRUPTION OF SERVICES

| DMP 31 | DISRUPTION OF REFUSE REMOVAL SERVICES | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 |
| DMP 32 | DISRUPTION OF SEWERAGE & DRAINAGE (STORMWATER) SYSTEMS | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 |
| DMP 33 | DISRUPTION OF HEALTH SERVICES | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| DMP 34 | DISRUPTION OF GOVERNMENTAL SERVICES | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 |
| DMP 35 | DISRUPTION OF COMMERCIAL ACTIVITIES | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 | 3 | 2 |

### B. SLOW-ONSET HAZARDS

| DMP 36 | PEST INFESTATION / PLANT DISEASES | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| DMP 37 | DROUGHT (incl. WATER SHORTAGE / FAMINE / CROP-FAILURE) | 4 | 3 | 4 | 3 | 4 | 3 | 4 | 3 | 4 | 3 |
| DMP 38 | GLOBAL WARMING / CLIMATE CHANGE | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 |
| DMP 39 | DEFORESTATION / ENVIRONMENTAL DEGRADATION | 5 | 4 | 4 | 3 | 4 | 3 | 4 | 3 | 4 | 3 |
| DMP 40 | DESERTIFICATION / EROSION | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 | 4 | 2 |

### REFERENCE: DISASTER RISK PROFILE - SCALE OF MEASURES OF LIKELIHOOD & CONSEQUENCE OF IDENTIFIED HAZARDS

<table>
<thead>
<tr>
<th>SCALE</th>
<th>MEASURE OF LIKELIHOOD, INCL. THE ESTIMATED FREQUENCY OF OCCURRENCE</th>
<th>MEASURE OF CONSEQUENCE : THE ESTIMATED IMPACT (SEVERITY) &amp; VULNERABILITY OF THE AFFECTED POPULATION or AREA</th>
<th>SCALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Highly Unlikely / Rare Event : every 100 - 200 years</td>
<td>Very Low : Small Loss or Damage or Impact</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Unlikely / Improbable : every 30 - 100 years</td>
<td>Low : Medium Loss or Damage or Impact</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Occassional / Slight Chance : every 10 - 30 years</td>
<td>High : Large Loss or Damage or Impact</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>Moderate / Likely : every 3 - 10 years</td>
<td>Very High : Severe loss or Damage or Impact</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>Frequent / Very Likely : every 1 - 3 years</td>
<td>Catastrophic : Massive Loss or Damage or Impact</td>
<td>5</td>
</tr>
</tbody>
</table>
As can be seen from the preceding Disaster Risk Profile Table, all the communities in Cape Town have a degree of vulnerability to many of the disaster-causing hazards mentioned above, but especially those communities living in the informal settlements are the most vulnerable to these hazards. Excluding exposure to the natural disaster hazards which may occur anywhere, the communities living in the proximity of certain installations, industry or transport routes are exposed to a greater disaster risk, viz. more vulnerable, because of this technology.

In terms of capacity to address and therefore reduce risks, there currently is a strong emphasis on preparedness and response planning. This means that capacity and planning in terms of mitigation and prevention should be strengthened.

The following have been identified as critical Disaster Risk Management issues and should receive priority attention in the IDP:

- Integrating Disaster Risk Management programmes of all entities with those in the IDP;
- To maintain risk-specific safety infrastructure and plans e.g. nuclear, fuel storage, etc.
- The adequate functioning of a Disaster Risk Management Centre for the City of Cape Town;
- To establish disaster prevention / risk reduction programmes that focus on the most vulnerable communities and which endeavor to support sustainable livelihoods.
- To design a programme in support of fire protection on the urban fringe;
- To refine disaster loss tracking and establish a culture of scientific disaster risk analysis utilising the latest ICT technologies available in the City;
- To establish and maintain multi-disciplinary co-operation and co-operative partnerships to ensure that integrated programmes are being undertaken;
- To establish pro-active media liaison and rapid response to media inquiries.
- To contribute to preventative and reactive management strategies for the HIV/AIDS pandemic.
- Undertake extensive education and awareness programmes on best practice before, during and after disasters.
- The development of an extensive CCTV camera network in the City to monitor and assist in the management of any disaster situation.

10. PRE-DISASTER RISK REDUCTION

Pre-disaster risk reduction is the primary objective of this Municipal Disaster Risk Management Plan. All City Departments must pursue disaster-risk reduction and mitigation in all their activities. The pre-disaster risk reduction responsibilities of each Department of the City of Cape Town are described under Section 6 of this Plan.

10.1 PREVENTION AND RISK REDUCTION STRATEGIES

Integrated City-wide strategies must be developed and implemented covering disaster prevention and disaster risk reduction through the following:
- Policies and legislation
- Economic development programmes / IDP
- Risk reduction studies and projects
- Training and community awareness
- Environmental Impact Assessments
- Hazard management
- Community education and capacity building

Each Department of the City is responsible for the compilation of pro-active Departmental Disaster Risk Management programmes to support disaster-risk reduction or elimination.

10.2 MITIGATION STRATEGIES

Integrated City-wide strategies must be developed and implemented covering disaster mitigation through the following:
- Insurance
- Recovery planning
- Early warning systems
10.3 DISASTER PREPAREDNESS

Integrated City-wide strategies must be developed and implemented covering disaster preparedness through the following:

- Recovery planning
- Emergency and contingency planning
- Drills, rehearsals and exercises
- Training and exercises
- Management and institutional arrangements
- Mutual Aid agreements
- Early warning systems

10.4 STANDARD OPERATING PROCEDURES (SOPs)

All Services / Entities are encouraged to formulate SOPs outlining the details of their own systems of operating / actions under especially emergency conditions and to create this awareness amongst its staff members. These will be linked to the their Service’s / Entity’s Emergency Plans to expand on the specific operations required during a particular situation.

11. CLASSIFICATION OF DISASTERS

When an event of disaster proportions occurs or is threatening to occur in any part of the City, the Head of the Disaster Risk Management Centre will determine whether the event can be classified as a Local State of Disaster in terms of the Disaster Management Act 57 of 2002 and, if so, the DRM Centre will immediately:

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

When informing the Western Cape Provincial and National Disaster Risk Management Centres, the Head of the DRM Centre may make recommendations regarding the classification of the disaster as may be appropriate in terms of Section 49 of the Disaster Management Act 57 of 2002.

Irrespective of whether a local state of disaster has been declared or not, the City is primarily responsible for the co-ordination and management of local disasters that occur in its area, in terms of Section 55 (1) of the Disaster Management Act 57 of 2002.

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 City of Cape Town.

Declaration of a local state of disaster:- In terms of Section 55 of the Disaster Management Act 57 of 2002, in the event of a local disaster, the City 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 deal effectively with the disaster, or if there are any other prevailing or special circumstances that warrant the declaration of a local state of disaster.

If a local state of disaster has been declared, the City Council may make by-laws or issue directions, or authorise 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. POST DISASTER RESPONSE AND RECOVERY (DISASTER RESPONSE PLAN)

12.1 DISASTER RESPONSE CO-ORDINATION

The Disaster Co-ordination Team (DCT) shall be convened in the (off-site) Disaster Operations Centre (DOC) when an emergency or disaster has occurred or is likely to occur, in accordance with the following parameters:

- where the size or seriousness of the emergency seems beyond the capability of a Service, in the opinion of the most senior on-duty official of that Service, the DRMC can be requested to activate the DCT,
- where the Head of the DRMC is of the opinion that it is necessary to activate the DCT in order to effectively manage an emergency which has occurred or is likely to occur, the DCT must convene in the DOC,
- the activating Service shall, via the Disaster Operations Centre’s, contact the Disaster Risk Management Duty Co-ordinator who shall immediately arrange to notify the designated members of the Disaster Co-ordination Team (DCT),
- the Disaster Risk Management Duty Co-ordinator shall request the DCT members to meet at the DOC in Goodwood or at any other viable alternate centre should the DOC not be available for whatever reason,
- the DCT will evaluate the situation and collaborate with the Head of the DRM Centre regarding the need for a declaration of a Local State of Disaster, as well as the continued activation or standing-down of the DCT.

All incidents will be managed by the Disaster Co-ordination Team in accordance with the principles and guidelines contained in the City of Cape Town Multi-Disciplinary Incident Management Plan (MIMP) and the DRMC DOC SOPs.

12.2 DISASTER OPERATIONS CENTRE (DOC)

All the co-ordination and response integration activities by the various responding disciplines will be managed from the City’s Disaster Operations Centre (DOC) whose functions and responsibilities are described under DOC’s Standard Operating Procedures.

12.3 REQUESTS FOR PROVINCIAL AND NATIONAL GOVERNMENT ASSISTANCE

Under certain circumstances, National (including SANDF), Provincial Department and even International assistance, may be requested from the Western Cape Provincial Disaster Management Centre or the National Disaster Management Centre. This will be in the instance where the emergency / disaster has been declared a provincial or national state of disaster, when a joint disaster management co-ordination system will be put in place.

12.4 RECOVERY AND REHABILITATION OPERATIONS

Post-disaster recovery and rehabilitation operations, which may include reconstruction or redevelopment efforts, will normally take on the nature of special programmes and projects.

The Disaster Risk Management Centre will assist with the identification of needs and will facilitate recovery and rehabilitation operations. The function or department with the most direct involvement in the operation will take responsibility for project management and delivery. Project Teams convened for these purposes must report to the CoCT Municipal Disaster Management Advisory Forum on a regular basis (as determined by the MDMAF).

In this regard the causal factors of disasters must be addressed and disaster prevention through risk elimination should be pursued in the rehabilitation, reconstruction or redevelopment efforts in order to avoid a repetition of the disaster.

13. REVIEWING AND UPDATING OF THE MUNICIPAL DISASTER RISK MANAGEMENT PLAN

The City of Cape Town will regularly review and update the Municipal Disaster Risk Management Plan, as required by Section 53 of the Disaster Management Act 57 of 2002.
14. ABBREVIATIONS

The following abbreviations are used in the Municipal Disaster Risk Management Plan:

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>CoCT</td>
<td>City of Cape Town</td>
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<tr>
<td>DCT</td>
<td>Disaster Co-ordination Team</td>
</tr>
<tr>
<td>DisRes</td>
<td>Disaster Resources Database</td>
</tr>
<tr>
<td>DRMC</td>
<td>Disaster Risk Management Centre</td>
</tr>
<tr>
<td>DOC</td>
<td>Disaster Operations Centre</td>
</tr>
<tr>
<td>EMS</td>
<td>Emergency Medical Services</td>
</tr>
<tr>
<td>IDP</td>
<td>Integrated Development Plan</td>
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<td>JDRRMC</td>
<td>Joint Disaster Risk Reduction Management Committee</td>
</tr>
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<td>JOC</td>
<td>Joint Operations Centre</td>
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<tr>
<td>MDMAF</td>
<td>Municipal Disaster Management Advisory Forum</td>
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<tr>
<td>MIMP</td>
<td>Multi-disciplinary Incident Management Plan</td>
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<td>MPD</td>
<td>Metropolitan Police Department</td>
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<td>NDMC</td>
<td>National Disaster Management Centre</td>
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<td>PDMC</td>
<td>Provincial Disaster Management Centre</td>
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<td>PECC</td>
<td>Public Emergency Communications Centre : 107</td>
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<td>PG:WC</td>
<td>Provincial Government: Western Cape</td>
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<td>SANDF</td>
<td>South African National Defence Force</td>
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<tr>
<td>SAPS</td>
<td>South African Police Service</td>
</tr>
<tr>
<td>SOP</td>
<td>Standard Operating Procedure</td>
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</tbody>
</table>

15. REFERENCES

- Disaster Management Act 57 of 2002
- A Policy Framework for Disaster Risk Management in South Africa, 29 April 2005
- Western Cape Disaster Risk Management Policy Framework
- City of Cape Town Disaster Risk Management Policy Framework
- Fund Raising Act 107 of 1978
- Social Assistance Act 59 of 1992
- Western Cape Department of Social Development: Outline for the proposed interim policy for the provisioning of social relief in the event of a disaster
- Major Hazardous Installations Regulations of the Occupational Health and Safety Act
- Fire Brigade Services Act 99 of 1987
- City of Cape Town Community Fire Safety By-Law
- City of Ottawa Official Emergency Plan
- Marin County Emergency Operations Plan