



**" The City of Heritage "**



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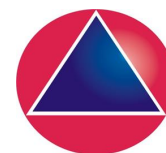
## **DISASTER RISK MANAGEMENT SECTOR PLAN**



**ULUNDI LOCAL MUNICIPALITY**

**FEBRUARY 2020**

### **1. LOCATION OF ULUNDI LOCAL MUNICIPALITY**



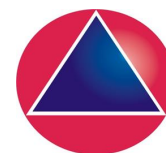
### Location of Ulundi municipality



**Ulundi Local Municipality** is a [local municipality](#) located on the southern boundary of the [Zululand District Municipality](#) in northeastern [KwaZulu-Natal](#), [South Africa](#). It is a mainly rural municipality that encompasses the town of [Ulundi](#). Total area is 3250 km<sup>2</sup> (1250sq mi) made up of 24 Wards and the total population of 200 000 people.

The census divided the municipality into the following main places;

Place	Area (km <sup>2</sup> )	Population
Babanango	6.54	1,297
Buthelezi Empithimpithini	464.49	49,553
Inhlazatshe	13.60	1,214
Kwazunyawo	5.91	1,298
Mahlabatini	8.21	2,342



Mbatha	124.05	9,954
Mpungose	158.64	27,726
Ndebele	93.44	14,799
Nobamba	684.56	41,286
Ulundi	10.27	18,420
Ximba	298.34	19,330
Zungu	321.98	17,228
<i>Remainder of the municipality</i>	1,561.36	8,017

## **2. INSTITUTIONAL CAPACITY DISASTER MANAGEMENT AND FIRE RESCUE**

### **2.1 STRUCTURE FOR FIRE & DISASTER EMERGENCY CENTRE**

The focal point of all in disaster risk management lies in the Fire & Disaster Emergency Centre. The center is required to fulfill numerous important disaster risk management functions; namely planning, institutional capacity, Capacity building, response and recovery including funding. The disaster management and fire are strategically placed under the fire station to meet all the requirements as they are the first responders.

Fire and disaster management fall under the responsibility of Director Protection Services with direct reporting to the Municipal Manager. Current personnel capacity state as following;

- The personnel corps of the Ulundi Disaster Management and Fire Service consists of a Director: Protection Services, Disaster Management Centre, Manager, Disaster Management Officer and 9 fire fighters or Firemen. Very limited equipment is available and with what is available and in working order only very basic fire brigade incidents can be handled.

The management structure will plan to maintain existing services and to adapt to deal with the changed circumstances during major incidents or disasters. The planning, prevention and response management structure for the Ulundi Local Municipality is as follows:



### **2.1.1 Primary Disaster Management Structure**

- Disaster Management Portfolio Committee
- Disaster Management Advisory Forum
- Communications / Control Centre
- Departmental and Regional Disaster Management Task Teams & Risk Mitigation Project Teams
- Risk Assessment
- Disaster Management Plan
- IDP
- Appointment of a Disaster Management Official

The primary objective of the above structure must be to achieve disaster prevention and risk elimination in the day-to-day activities of the municipality. Its secondary objective is to ensure effective risk reduction through disaster preparedness and risk mitigation.

Due to the nature of activities during the response phase, the Disaster Response Procedure forms a separate part of the Disaster Management Plan.

#### **2.1.1.1 Ulundi Disaster Management & Public Safety Portfolio Committee**

##### **Committee Membership:**

- Mayor
- Chairman: Disaster Management Portfolio Committee (Councillor)
- Municipal Manager
- Head of Corporate Services
- Head of Finance
- Head of Technical
- Head of Protection Services
- IDP Manager

The functions of the Disaster Management Portfolio Committee are:



- To ensure that the Municipality develops and maintains -
  - (a) a disaster management framework ; and
  - (b) a disaster management plan; as required by the Act;
- To appoint and maintain a Disaster Management Committee, involving senior representatives of the Abaqulusi local municipality, Local Provincial Government Departments, Zululand District Municipality, Non-Government Organisations and Community Organisations and Traditional Leaders;
- To actively promote the Comprehensive Hazard and Risk Management Program throughout all areas of the management of the Municipality, strengthening the linkages to sustainable development through the Integrated Development Plan;
- To foster comprehensive disaster management in the area, in the spirit of the legislation, through the employment of the Comprehensive Hazard and Risk Management Program as developed with the Disaster Management Advisory Forum;

#### **2.1.1.2 ULUNDI DISASTER MANAGEMENT ADVISORY FORUM (ADMAF)**

##### **Committee Membership:**

Members: Senior representatives of: *(Indicative listing only)*

- Abaqulusi Municipality – (Nominated elected members and representatives of the various functional areas of Ulundi municipality, eg. engineering, environmental health, water services)
- Head of District Disaster Management Center
- Provincial Disaster Management Support Team
- South Africa Red Cross
- Chamber Of Commerce
- KwaZulu Natal Road Traffic Inspectorate
- South African Police Services
- Department Of Labour
- Local Protection Services
- Department Of Traditional And Local Government Affairs
- Department Of Social Development



- SASA
- Department Of Water Affairs And Forestry
- Department Of Transport
- Department Of Health
- Department Of Agriculture
- Department Of Education
- Department Of Public Works
- Department Of Economic Development And Tourism
- KZN Wildlife
- Eskom
- Emergency Medical Rescue Services
- South African National Defence Force
- Spoornet
- Telkom
- NGO's

*\*\*\* Representatives of other agencies may be co-opted to the Forum as required.*

The DMC shall be responsible for the review of the corporate plan on an annual basis. It is also responsible to make recommendations for changes that are considered appropriate and the verification of the required support documents, resources, training, and facilities to ensure that the plan is maintained.

The DMC will also have the responsibility of assigning project teams to address specific risks and develop risk-specific plans

In order for the Committee to perform its task effectively, it must ensure that the following actions take place:

- Risk-reduction phase:
- Risk assessment in the municipal area,
- Assessing capacity of the municipality to implement emergency response actions,
- Formulate plans and projects to reduce risk.
- During emergencies or disasters:
  - Assessing risks in the emergency area(s),
  - Assessing risks to the remainder of the District.
- Recovery and rehabilitation phase



- Ensuring a return to normal functioning of affected communities as soon as possible,
- Disaster prevention or mitigation through risk elimination or reduction.

Disaster management and risk reduction principles must be applied throughout these phases

### **Frequency of Meetings**

The committee should meet quarterly, on a regular day (to be decided).

Where circumstances require additional or urgent meetings, these should be accommodated.

Meetings will be held at the Municipal Offices or Protection Services.

Administrative requirements for the Disaster Management Committee (DMC) and meetings of the Committee will be the responsibility of the Ulundi Head of Public Safety.

### **Review of the Plan**

#### **Main Plan**

The Ulundi Municipality Disaster Management Plan should be reviewed by a working group from the DMC as follows:-

#### **July/Done**

Working group reviews and amends (as required) the main plan

#### **September / Done**

Draft plan submitted to full Disaster Management Portfolio Committee for Acceptance / amendment

#### **October/ Done**

Reviewed plan submitted to Executive Committee for endorsement, and endorsed plan submitted to full Council for approval.



The master contact list for all organisations/persons involved in the Municipality's disaster management arrangements should be updated at each Committee meeting and will be held by the DMC control room.

### **Training Program**

The Disaster Management Officer will ensure that a suitable disaster management training program is designed and implemented, in collaboration with any training provided by the National, Provincial or District Disaster Management Centres. The training program will include specific training, through workshops, discussion forums and formal instruction, in order to maintain the disaster management knowledge and understanding levels of all participants at the highest possible level.

The Disaster Management Official will liaise with the District and Provincial Disaster Management Centre in relation to accessing training programs and will arrange for members of the Disaster Management Committee to be made aware of training courses being offered.

### **Reporting Requirements**

The DMC will report annually (and at other times as may be directed) regarding its activities to the Executive Committee of the Ulundi Municipality. The annual report shall include such content as is required by the Act, and copies thereof shall be furnished to the National Disaster Management Centre, the Provincial Disaster Management Centre and the District Disaster Management Centre.

### **Public Education**

The community should be informed of the Disaster Management arrangements the Municipality has in place by conducting public meetings, information distribution, newspaper articles, advertisements and brochures as follows.

### **Council Offices**

- The DMC is to ensure each Municipality public office has on display any public awareness material available
- The current copy of the Municipal Disaster Management Plan is to be available for public viewing in the head office of the Municipality.

### **Business**





- The DMC should ensure all Parks, Game Reserves, Tourist Information Centres, Resorts and other centres have ample supplies of brochures and information on the Municipality's disaster management arrangements.

### **Industry**

- The DMC should conduct meetings with industry groups to ensure their members are aware of the Municipality's Disaster Management arrangements.

### **Community**

- The DMC should conduct public information sessions to present the current arrangements in place to assist the community to prepare for potential hazard impacts or threats. Such meetings should be held in all areas of the Municipality, and should be tailored to be language appropriate.

### **Media**

- The Council should provide a media release on the adoption of the new Disaster Management Plan, and following any subsequent annual updates of the Plan.

#### **2.1.1.3 RISK MITIGATION PROJECT TEAMS**

Project teams can be convened to address specific risk-mitigation issues during the post-disaster recovery and rehabilitation phase or the pre-disaster risk reduction and preparedness phase.

Such a team will determine its terms of reference and deliverables in consultation with Disaster Management Advisory Forum, and will be responsible to plan, manage and complete multi-disciplinary projects.

The DMC will ensure that project teams are convened and maintained to address risk-specific disaster management plans, such as plans for aircraft emergencies, flooding, large fires in informal settlements and other transport disasters, hazardous materials incidents or mass events.

Policies, plans and procedures that address efficient incident-management and inter-disciplinary cooperation during incidents are included in this category of plans. The input of specialist advisers in the various fields must be obtained on an ongoing basis.

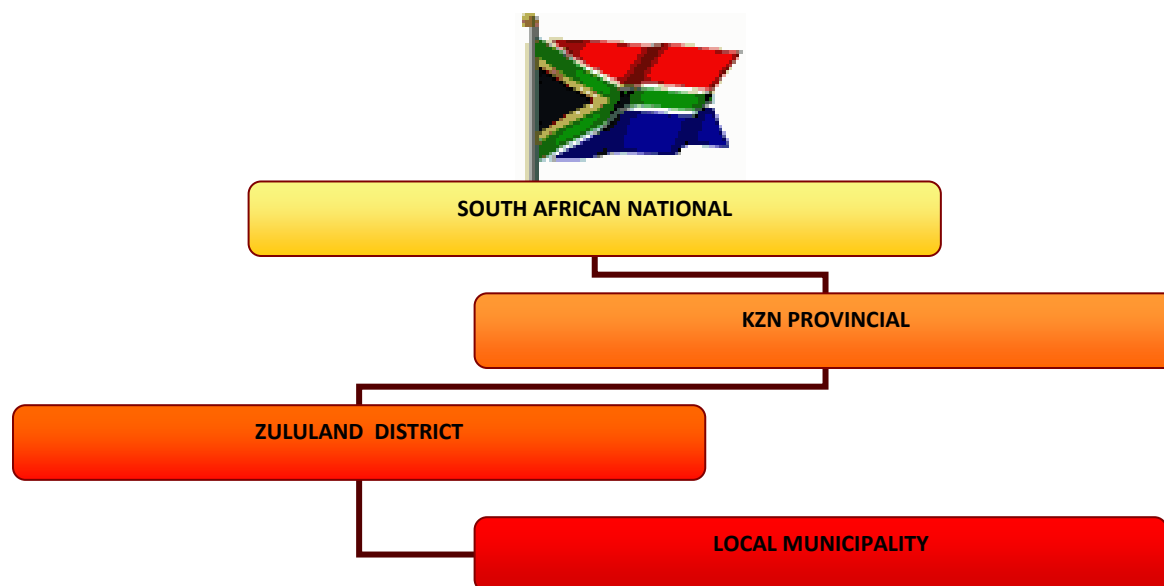


In the recovery and rehabilitation phase, these project teams will take over responsibility once the DMTT is demobilized and / or in cases where recovery and rehabilitation takes place over extended periods.

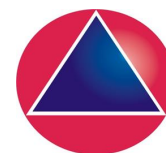
A project team under a line function can be convened to take responsibility for activities that address the causal factors of a disaster / incident. Such teams will receive a brief from and report back to the Disaster Management Committee as well as senior management, and work in close co-operation with the DMC.

#### 2.1.1.4 LINES OF COMMUNICATION

In terms of the Disaster Management Act (Section 42(1)) it is incumbent on the District Municipality to establish in its administration a disaster management centre for its municipal area. Lines of communication and the relationship between the various disaster management structures of the different spheres of government are illustrated in Figure 6.



**Figure 6 : Lines of Communication**

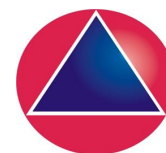


## 2.2 Disaster Management Policy Framework

The main disaster management business processes are outlined in the table below, with reference to the specific requirements of the act;

<b>Elements</b>	<b>Section of the ACT</b>
Communication with all disaster management role players	46(a)
DMIS	Addressed in the NDMF/PDMF
Information gathering, contributions to the central repository	46(1)(b)
Disaster Management Plans and Strategies	46(1)(c)
Monitoring and Quality Assessment on DMPs	48
Actions in the case of disaster	49
Advice and Guidance	As per DMAF
Annual Reports and recording of disasters	50
Declaration of a disaster	55
Funding of Post Recovery and Rehabilitation	56
Disaster Management Volunteers	58
Establishment of by-laws	55(2)

## 2.3 Disaster Management Plan



## Ulundi Local Municipality Disaster Management Plan Level 1

### 2.4 Disaster Management Inter-Departmental Committee

The Inter- Departmental will still be established after has been tabled to the Portfolio Committee, EXCO and the Council in due cause.

### 2.5 Disaster Management Advisory Forum

Disaster Management Advisory Forum has been established

## 3. DISASTER RISK ASSESSMENT

### 3.1 Priority Risks (Hazards)

Risk and vulnerabilities will determine the priorities for Disaster 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 determine priorities.

In a generic sense, the following physical hazards were found to pose the highest risks area - wide;

<b>Fire</b>	<b>Transportation</b>	<b>Environmental</b>
<b>Severe Weather</b>	<b>Mass Events</b>	<b>Service Disruption</b>
<b>Lightning</b>	<b>Epidemic</b>	<b>Violence</b>
<b>Drought</b>		

*Table 1 : Hazards that pose highest risk in the Ulundi Local Municipality*

Communities in informal settlements mud houses with thatched roof are the most vulnerable to many of these physical risks, but proximity to certain installations or hazards also exposes other communities to risks.

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 influence of poverty, rapid population growth, unsafe building practices, lack of infrastructure and accessibility places these communities at risk of disasters.



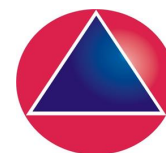
Recent Incidents shown below had a big impact to the community at large;



*Pic.1 Drought*

*Pic.2 House Fire*

Emergency shelter and water supply in crises is of great concern. There are few community halls in their vicinity and it was found that the disaster stricken persons often refuse to leave their property for facilities in other areas.



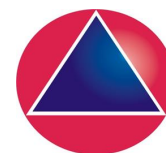
The following have been identified as critical Disaster Management issues and should receive priority attention in the IDP;

- Integrating risk management programs with the IDP;
- To maintain risk specific safety infrastructure and plans e.g. Aircraft, railway and major road accidents;
- To establish disaster prevention programmes that focus on the most vulnerable communities and endeavor to support sustainable livelihoods.
- To design a program to improve fire protection on the urban fringe and rural areas;
- To establish and maintain multi-disciplinary co-operation and co-operative partnerships;
- To establish pro-active media liaison and rapid response to media inquiries.
- To contribute to preventive and reactive management strategies for the HIV/AIDS pandemic.
- Education and awareness programmes

#### 4. DISASTER RISK REDUCTION

##### 4.1 Disaster Management Programmes / Projects by Ulundi for 5 years(2023)

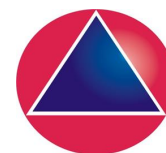
NAME OF THE PROJECT	BUDGET	TARGETED AREAS	DATE
Human Resource: Employment of Staff; 1 Disaster Manager	R400 000 R450 000	End of June 2020	2019/2020
Review of DMP	NIL	End of October 2020	Actual



Advisory Forum	NIL		June 2020
Community Awareness Campaigns	NIL	Rural Areas	Monthly
Planning and Construction of Disaster & Fire emergency Centre	R25 000 000.00		
Establishment of Control Room including installation of Early Warning System	NIL	Ulundi Jurisdiction	2019/2020
Procure Relief Stock ( Blankets, Temporal Structures, Food Parcels, Plastic Sheeting and Kitchen Accessories Starter Packs	R1 000 000		2019/2020 November
Procurement of Equipment e.g. Vehicle, Fire Truck, entry tools	DONE		
Capacity Building; Training, Workshops, Seminars and Conferences	NIL	Staff, Stakeholders and Councilors	

#### 4.2 Disaster Management Programmes/ Projects by Stakeholders

NAME OF THE PROJECT	BUDGET	TARGETED AREAS	DATE
DAFF			
Transport			
Health			
Education			
E.t.c			



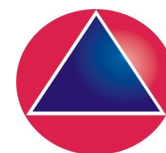
## 5. DISASTER RESPONSE AND RECOVERY

### 5.1 Capacity in terms of Response and Recovery

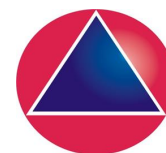
The stakeholders applicable to this disaster risk, with their primary roles and responsibilities include, but are not limited to the following:

STAKEHOLDER	PRIMARY ROLES AND RESPONSIBILITY
Ulundi Local Municipalities	<p>The Ulundi Municipality take primary responsibility for a disastrous and is the primarily responsible for response and recovery and management of local disasters that occur in its area and the following function;</p> <ul style="list-style-type: none"> <li>• Provide a representative on the JOC;</li> <li>• Conduct assessment of the effect of the Severe Weather;</li> <li>• Provide emergency relief of victims;</li> <li>• Accommodate victims in emergency venue (e.g. halls schools etc.)</li> <li>• Compile required reports;</li> <li>• Compile beneficiary lists;</li> <li>• Accommodate victims in emergency venue org halls schools etc.</li> <li>• Provide the required report to applicable sectors (e.g. Zululand &amp; PDMC).</li> </ul>
Zululand Disaster Management Centre	<p>The District Municipality has the secondary responsibility to assist the Local Municipality in the coordination following function;</p> <ul style="list-style-type: none"> <li>• Coordination of JOC</li> <li>• Provide relief to victims;</li> <li>• Support in terms of Funding Arrangements</li> </ul>
Road Traffic Inspectorate	<p>The Road Traffic Inspectorate is to provide the following function</p> <ul style="list-style-type: none"> <li>• Upon receipt of information from the DDMC or SAP provide traffic control services including assistance with road closures and identifying alternative routes;</li> <li>• Provide a representative on the JOC; and</li> <li>• Provide a required report to the JOC.</li> </ul>
Department of Health	<p>The Department of Health is to provide the following functions upon receipt of information from DDMC</p> <ul style="list-style-type: none"> <li>• Coordination of medical resources for injured people ;</li> <li>• Provision of medical health care services;</li> <li>• Appropriate pre-hospital on-site medical and health response management for casualties;</li> <li>• Psychological and counselling services for victims of the event.</li> </ul>





	<ul style="list-style-type: none"> <li>• Provide a representative on the JOC.</li> <li>• Provide the required report to the JOC.</li> </ul>
Department of Social Development	<p>The Department of Social Development is to provide the following function</p> <ul style="list-style-type: none"> <li>• Upon receipt of information from the PDMC;</li> <li>• Carry out assessment of families in need of assistance;</li> <li>• Provide appropriate relief as necessary;</li> <li>• Provide a representative on the JOC; and</li> <li>• Provide report to the JOC.</li> </ul>
Department of Transport	<p>The Department of Transport is to provide the following function</p> <ul style="list-style-type: none"> <li>• Carry out assessments of any infrastructure that has been effected by severe weather;</li> <li>• Give guidance on alternative routes where necessary (e.g. Orders and other machinery);</li> <li>• Assist with traffic control where necessary;</li> <li>• Provide Tractors where needed;</li> <li>• Provide the required reports to the JOC;</li> <li>• Provide the required reports to the JOC;</li> <li>• Provide a representative on the JOC; and</li> </ul>
Department of Agriculture	<p>The Department of Agriculture will to provide the following, upon receipt of information from the DDMC</p> <ul style="list-style-type: none"> <li>• Assist in assessment of agricultural activities</li> <li>• Provide the required report to the JOC; and</li> <li>• Provide a representative on the JOC.</li> </ul>
Department of Education	<p>The Department of Education is to provide the following functions, upon receipt of information from DDMC that the department is responsible for</p> <ul style="list-style-type: none"> <li>• Provide the required report to the JOC; and</li> <li>• Provide a representative on the JOC.</li> </ul>
SASSA	<p>SASSA is provide the following function upon receipt of information from the DDMC</p> <ul style="list-style-type: none"> <li>• Assess need of community members who have lost official documents (e.g. pension cards, child grant documents)</li> <li>• Provide reports to the JOC.</li> </ul>
Department of	<p>The Department of Home Affairs is to provide following functions, upon</p>



Home Affairs	receipt of information from the DDMC <ul style="list-style-type: none"> <li>• Assess need of community members who have lost official documents (e.g. identity documents; married certificates etc.);</li> <li>• Assist community in replacing lost or damaged official documents</li> <li>• Provide reports to the JOC</li> </ul>
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## 5.2 List of Contact Details for Stakeholders (Attached)

### 5.3 MITIGATION AND PREVENTION ACTIONS

ACTION	RESPONSIBILITY
Damage Infrastructure Residential	<ul style="list-style-type: none"> <li>• Department of Transport</li> <li>• Department of Environmental Affairs</li> <li>• Department of Human Settlement.</li> </ul>
Funding Sources – Municipal, Provincial, National and Private Sector. Donation	<ul style="list-style-type: none"> <li>• District Disaster Management Centre.</li> </ul>
Project Programs	Municipality – Local and District
Reconstruction Contracts	Municipality – Local and District. Department of Transport Department of Human Settlement

## 6. Funding

Ulundi Local Municipality shall endeavor to budget the identified projects and programmes for fire and disaster management with the effort of complying with its Disaster Management Framework as well as the statutory documents as required. Where the municipality cannot afford a certain project or programme due to shortage of funds, the municipality shall endeavor to apply to relevant spheres of government to ensure that the project or programme is realized.