

# **SP1: Terms of Reference for the Composition, Role and Functioning of the Waterberg District Intermunicipality Committee on Disaster Risk Management**

## **Purpose**

The Waterberg District Intermunicipality Committee on Disaster Risk Management (DICDRM) must be established by the Executive Mayor (or Mayor, as the case may be). The DICDRM is accountable to the municipal council and must advise and make recommendations to the council on municipal disaster risk management policy and issues relating to disaster risk management in the municipality.

## **Management and administration**

The DICDRM must be chaired by the councillor responsible for the department in which the Waterberg District Municipal Disaster Risk Management Centre is located.

The disaster risk management centre must provide the secretariat for the DICDRM and must maintain accurate records of the activities of the DICDRM.

## **Composition of the DICDRM**

The DICDRM must consist of councillors from the district municipality whose portfolios include departments or other municipal entities involved in the management of disaster risk or in the administration of any other national legislation aimed at dealing with an occurrence defined as a disaster in terms of section 1 of the Disaster Management Act No. 57 of 2002 (DM Act).

The DICDRM must therefore include, but need not be confined to, councillors holding the portfolios listed below.

- .....
- .....
- .....
- .....
- .....
- .....
- .....
- .....

In addition, each of the local municipalities in the district must be represented on the DICDRM by those councillors appointed by their municipal councils to deal with disaster risk management in their municipal areas.

Organised local government must be represented by a person designated by the South African Local Government Association (SALGA).

## **Scope of responsibilities**

The DICDRM must:

- establish mechanisms and integrated institutional capacity to give effect to the responsibilities vested in the district council in terms of the DM Act, the National Disaster Management Framework (NDMF), the disaster risk management policy framework of the province, and other related regulations and directives;
- give effect to the principles of co-operative governance in accordance with Chapter 3 of the Constitution (Constitution of the Republic of South Africa Act No. 108 of 1996) in the implementation of the DM Act in the district municipality;
- provide a political forum for the coordination, through joint standards of practice, of disaster risk management policy in the district municipality, local municipalities and other municipal entities operating within the jurisdiction of the district municipality;
- establish joint standards of practice for the departments and entities in the district municipality, in the local municipalities in the district and other relevant external role players;
- advise and make recommendations to the district municipal council on the establishment of a disaster risk management framework for the district and on issues relating to disaster risk management, including making recommendations to the Executive Mayor (or Mayor) on the declaration of a local state of disaster;
- develop and establish a disaster risk management policy framework which makes provision for an integrated and uniform approach to disaster risk management by all municipal departments and entities, statutory functionaries, non-governmental organisations (NGOs) involved in disaster risk management, the private sector and individuals operating in the area of the district municipality; and
- establish mechanisms for coordinated disaster risk management in the district municipality and in the local municipalities and municipal entities, and for the application of joint standards of practice by district and local municipal departments and entities and statutory functionaries in departments in these municipalities and entities.

## **Frequency of meetings**

The DICDRM must meet at least four times a year. Circumstances prevailing at the time may determine whether the chairperson:

- convenes a full meeting of the DICDRM;
- convenes a meeting of only those members directly involved or affected by the business in hand;
- refers the matter to any portfolio or standing committee/s of the district municipality; or
- opens the DICDRM meeting to councillors who carry other relevant portfolios.

Apart from addressing disaster risk management issues in meetings of the DICDRM, the chairperson may also choose to raise disaster risk management issues in the mayoral committee meetings of the district municipality and at meetings of the Waterberg District Intergovernmental Forum.