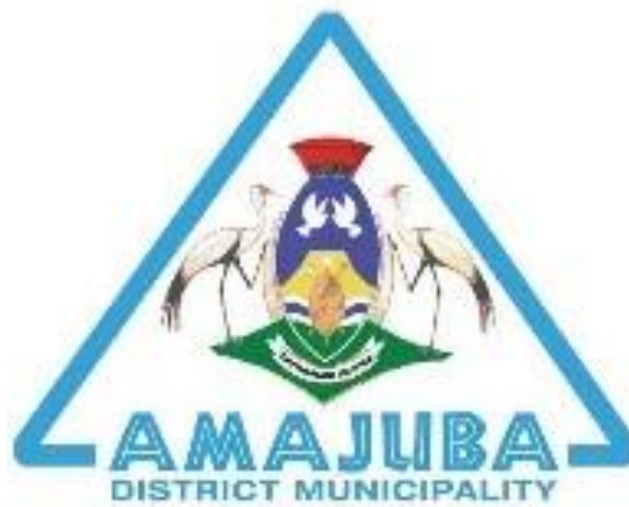


AMAJUBA DISTRICT MUNICIPALITY

COVID-19 Policy & Strategy

Fighting the Spread of COVID-19



20/06/2020

Council Resolution Number: C195:30/06/2020

To Together, waging a war against the spread of the COVID-19 pandemic.

Contents

Contents

1. PREAMBLE	3
2. DEFINITIONS.....	3
3. LEGAL FRAMEWORK.....	3
4. SCOPE AND APPLICATION	3
5. OBJECTIVE OF THE POLICY	4
6. INSTITUTIONAL ARRANGEMENT	4
7. DELEGATED MANDATE	6
8. APPLICATION OF THE POLICY	6
9. DATE OF EFFECT	6

1. PREAMBLE

The Amajuba District Municipality's COVID-19 Policy and Strategy is aimed at creating the strategic blueprint that will form the basis of all the strategic and operational plans and activities that are geared towards the curbing of COVID-19 in the municipality.

2. DEFINITIONS

The following terms and phrases used in this **Policy and Strategy** shall have the meaning assigned to them hereunder:

"Constitution" shall mean the Constitution of the Republic of South Africa, 1996.

"Council" shall mean the Municipal Council of Amajuba District Municipality.

"Systems Act" shall mean the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000).

"Structures Act" shall mean the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998).

"Executive Committee" shall mean the committee appointed in terms of Section 42 (2) of the Structures Act.

"District Municipality" shall mean Amajuba District Local Municipality.

"Local Municipalities" shall mean Newcastle, Dannhauser and Emadlangeni Local Municipalities.

"Institutions" shall mean all structures that are established with a view to coordinate efforts to curb COVID-19.

3. LEGAL FRAMEWORK

- Constitution of the Republic of South Africa, 1996
- Disaster Management Act (57 of 2002)
- Disaster Management Act: Regulation and Circulars
- MFMA Circular

4. SCOPE AND APPLICATION

This policy shall apply to all employees and Councillors of Amajuba District Municipality.

5. OBJECTIVE OF THE POLICY

The purpose of this policy and strategy is to ensure that all plans, strategies, and activities that are undertaken by Amajuba District Municipality relating to the fight against the spread of COVID-19 are coordinated and informed by this policy blueprint.

6. INSTITUTIONAL ARRANGEMENT

The following shall constitute an institutional arrangement that shall be responsible for the coordination of COVID-19 related activities in the Amajuba District Municipality:

6.1 MUNICIPAL COUNCIL

Chairperson: Speaker

Function, duties and responsibilities: Council shall be responsible for the approval, monitoring of policies that are aimed at dealing with the spread of COVID-19 in the municipality, this to include activities that affect the broader society in the district,

6.2 EXECUTIVE COMMITTEE

Chairperson: Mayor

Function, duties, and responsibilities: The Committee shall perform all other activities that are assigned to it by Council, this to provide strategic guidance and leadership to the Accounting Officer and management on matters pertaining to COVID-19 related matters.

6.3 PORTFOLIO COMMITTEES (s80)

Chairpersons: Portfolio Chairpersons

Function, duties, and responsibilities: Portfolio Committees shall assist the Executive Committee in the execution of its delegated functions, this to include the provision of support to the Executive Committee on matters pertaining to COVID-19 matters.

6.4 MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

Chairperson: Chairperson of MPCA

Function, duties, and responsibilities: This committee of Council shall assist Council in ensuring an effective oversight over the Executive and Administration, especially when implementing COVID-19 related matter,

6.5 AUDIT COMMITTEE

Chairperson: Audit Committee Chairperson

Function, duties, and responsibilities: This committee of Council shall assist Council in its oversight role over the implementation of the policy and the COVID-19 related activities,

6.5 TOP MANAGEMENT COMMITTEE

Chairperson: ADM Accounting Officer

Function, duties, and responsibilities: The TMC shall be responsible for the overall strategic management of all COVID-19 related matters involving staff, this to include the development and implementation of policy, strategies and plans relating to COVID-19.

6.6 **OCCUPATIONAL HEALTH AND SAFETY COMMITTEE**

Chairperson: Designated official from the Corporate Services Department.

Function, duties, and responsibilities: The administrative Committee that is established to coordinate and report on all OHS related activities, this to include COVID-19 activities in the municipality,

6.7 **ADM INTERNAL COVID-19 COMMITTEE**

Chairperson: Manager Environmental Health Management

Function, duties, and responsibilities: The committee, which shall be comprised of representatives from all internal departments and organised labour, shall coordinate internal activities and the compilation of reports to be submitted to the Accounting Officer,

6.8 **DISTRICT CORONAVIRUS COMMAND CENTRE**

Chairperson: District Mayor

Function, duties, and responsibilities: The committee constituted by and coordinate the activities of municipalities in the district and the provincial sector departments on COVID-19 matters,

6.9 **DISTRICT CORONAVIRUS TECHNICAL TASK TEAM**

Chairperson: District Accounting Officer

Function, duties, and responsibilities: As the subordinate committee of the **District Coronavirus Command Centre**, and it is constituted by the officials from the municipalities and sector departments, and it reports directly to the above (6.8) committee,

6.10 **DISTRICT CORONAVIRUS CLUSTERS**

Conveners: Municipal Managers of Local Municipalities

Function, duties, and responsibilities: The following Clusters are constituted by the representatives from municipalities and sector departments:

- Joint Operations Centre (JOC)
- Governance Cluster
- Social Cluster
- Justice Cluster
- Communications Cluster
- Economic Cluster

7. DELEGATED MANDATE

The priority of the above structures is to coordinate the development of the following documents to be approved by Council as part of the curbing of COVID-19:

- 7.1 Organizational COVID-19 Strategy including Risk Strategy
- 7.2 Workplace Checklist
- 7.3 COVID-19 Risk Management Register
- 7.4 COVID-19 Procurement Plan
- 7.5 Departmental and Unit Operational Plans,
- 7.6 Business Continuity Plan
- 7.7 Post Lockdown Recovery Plan
- 7.8 Post Economic Recovery Plan
- 7.9 Alignment of the above documents to the Alert Levels as announced by government.

8. APPLICATION OF THE POLICY

The COVID-19 Policy of Amajuba District Municipality shall apply to staff and Councillors, and all participants to the above institutional arrangement.

9. DATE OF EFFECT

The Amajuba District Municipality's COVID-19 Policy shall come into effect upon its adoption by Council.

ADOPTED BY COUNCIL BY VIRTUE OF RESOLUTION NO. C195:30/06/2020 OF 30 JUNE 2020.