



## Office of the Mayor

### **MAQUASSI HILLS LOCAL MUNICIPALITY CONTINGENCY PLAN FOR PROVISION OF ESSENTIAL SERVICES DURING LOCKDOWN**

#### **1. Purpose**

To alert the community about the contingency plan put in place in order to provide essential services during the national lockdown period (27 March 2020 to 16 April 2020).

#### **2. Background**

The president of the republic declared the national lockdown effective from mid-night 27 March 2020 in order to combat the spread of coronavirus.

The Regulations were issued by the Minister of Co-operative Governance and Traditional Affairs to ensure that essential services will not be compromised during this trying period. In the light of the above, the following are the essential services as identified:

- Water provision
- Sanitation
- Electricity provision
- Waste management
- Public safety

The municipality will therefore develop and implement the contingency plan and previously published corona virus mitigating measures, a contingency plan which will ensure that provision of essential service is not compromised

In its mitigating strategy, the Municipality has identified the essential services and appointed officials to provide such services, identified contact people in different sections and draw up a programme of implementation. In order to avoid abuse and confusion, all the employees appointed will be issued with name tags authorising them to work during this period.

### **3. Provision of water and sanitation**

The Municipality will provide portable water through tankering in highly populated density settlements. In the following areas: Tsweleng extension 13,17 and 18 water will be supplied through tankering. A roster has been developed for the implementation of this initiative. The contact details of the people who will perform this essential service are indicated below.

Where there are water supply disruptions as a result of the power supply challenges (Eskom at the side of Sedibeng) and communication breakdown (Telkom at the side of Sedibeng) the municipality will communicate to Sedibeng for them to make contingency plans. Communities are reminded to observe the lock down as announced by the President of the country. Water and sanitation is available at the taxi ranks, the Municipality will collaborate with the taxi association to be in constant contact with the Municipality to ensure that water is constantly available and inform the Municipality of any disruptions.

### **4. Communication, awareness and hygiene education**

The Municipality has engaged in a plan to provide wide-spread and consistent messaging and communication. Posters and pamphlets have been distributed within the all the offices of the municipality and in collaboration with the Department of Health ensure wider distribution of information and awareness material with the Maquassi Hills Local Municipality. The Communication material addresses issues such as prevention methods, infection

control, emergency contacts, communication protocols for the reporting of cases relating to employees and councillors.

The Municipality has formed partnership with the Department of Health, which has already co-ordinated other government departments within the local municipality. The fight against the COVID 19, needs the concerted efforts of all the stakeholders.

The Municipal Facebook pages will also be used to disseminate information (**Office of The Mayor- Maquassi hills**), (**Maquassi Hills local Municipality**) and the twitter account **@office\_mayors**

District COVID 19 CALL CENTRE has been launched and the following are the contact numbers:

- **079 577 7530**
- **084 751 5762**
- **066 132 0090**
- **079 640 9745**
- **Hotline 080029999**
- **WhatsApp line 060 012 3456**

## **5. Waste Management, cleansing and sanitization**

The Municipality has identified the following areas as hot spots for the Corona Virus (COVID 19):

- Densely populated Human Settlements (informal settlements)
- Funerals
- Taxi Ranks

The Municipality has bought sanitizers for the employees and front-line staff who contact communities. Waste management employ are provided with masks and gloves.

The municipality will make spot checks in collaboration with the Department of Health and the Dr Kenneth Kaunda Environmental Services on institutions which will be opened during the lock down to ensure compliance with health precautions such as sanitizing and social distance.

## **6. Municipal Public Spaces**

- The municipal libraries has been closed for the duration of the lock-down.
- No community halls will be made available for community events.
- No street vendors will be allowed and only the food markets will be allowed to trade.
- No community gatherings other than funerals will be allowed. However, communities are requested to observe social distance requirements.

## **7. Isolation and Quarantine**

The Municipality has, together with the Department of Health identified a suitable quarantine site to be used by the Department of Health.

We will work with SAPS and other Law Enforcement Agencies to monitor social distancing in communities. The Municipality will identify and work with the SAPS in terms of directing them to areas where there seems not be adherence.

We will as the Municipality identify three schools with hostels for the isolation of street kids and street adults. It is also important to isolate these people to comply with the lock-down as announced by the State President.

## **8. Municipal Operations and Governance**

The Municipality has written to the Provincial Treasury alerting them to the foreseen failure to table the budget due to the lock

down considerations. The Municipality will look at other methods of consultations such as electronic media, websites, etc.

The Municipality will endeavour to perform various legislated functions in so far as compliance with the lock-down is concerned.

All ordinary council meetings falling within the lock-down period will be suspended. Budgets will be revised to prioritize spending on prevention and control of the corona virus.

Where there is emergency procurement required, supply chain processes be adhered to and further endeavour to keep this to the minimal. All financial transactions relating to the prevention and control of the corona virus will recorded and submitted to council for information after the lapse of the National State of Disaster.

## **9. Institutional arrangements and development of COVID 19 Response**

The Municipality has established a Municipal Task Team to support the provincial institutional arrangements. The Task Team is to work in collaboration with district and provincial administrations.

The Task Team is also to monitor the progress and impact of interventions and provide consolidated reports.

The Municipality also participate in the Joint District Disaster Management structure.

## **10. Development of the COVID 19 Response Plan**

The Municipality has developed a Response Plan covering the following areas:

- Establishment of coordinating, implementation and monitoring committee (Task Team)
- Identification of essential services
- Identification of personnel and vehicles
- Contingency plans of other external service providers of essential services
- Access control to the Municipality
- Information and awareness
- Provision of sanitizers, masks and gloves to the workers performing essential services
- Progress and monitoring meetings

The following have been identified as hot spots and risk areas:

- Densely populated Human Settlements (informal settlements)
- Funerals
- Taxi Ranks

These have been identified as high-risk areas because of the following:

- Inadequate supply of water in these human settlements
- They are densely populated and may make social distancing a challenge
- There is a lot of mobility in the taxi ranks

#### **11. Precautionary measures to mitigate employee health and safety risks.**

- Employees who are performing essential services have been provided with mask, gloves and sanitizers to prevent the person-to-person transmission

- Employees who are not performing essential services have been remanded to stay at home due to the lock-down announced by the President.
- Officials have been assigned to sanitize the people entering and leaving the municipal buildings.
- Sanitizers have been procured for the purpose of sanitizing in the reception areas and ablution facilities
- All reported or suspected cases will be reported to the Department of Health.

**STAY SAVE AND GOD BLESS AFRICA AND HER SONS AND DAUGHTERS**

## ENGINEERING SERVICES:

| ELECTRICITY |            |                           |
|-------------|------------|---------------------------|
| FROM        | TO         | Contact person:           |
| 27/03/2020  | 07/04/2020 | J. Phutiagae/ F. Delpoort |
| 08/04/2020  | 19/04/2020 | 0833183225/060962849      |

## WATER SERVICES:

| WATER- WOLMARANSSTAD |            |                 |
|----------------------|------------|-----------------|
| FROM                 | TO         | Contact person: |
| 27/03/2020           | 07/04/2020 | Gouws           |
| 08/04/2020           | 19/04/2020 | 0738954586      |

| WATER- WOLMARANSSTAD |            |                 |
|----------------------|------------|-----------------|
| FROM                 | TO         | Contact person: |
| 27/03/2020           | 07/04/2020 | K. Mashoba      |
| 08/04/2020           | 19/04/2020 | 0765240603      |

| WATER- MAKWASSIE |            |                 |
|------------------|------------|-----------------|
| FROM             | TO         | Contact person: |
| 27/03/2020       | 07/04/2020 | . Sakki         |
| 08/04/2020       | 19/04/2020 | 0738764059      |



| <b>WATER- MAKWASSIE</b> |            |                              |
|-------------------------|------------|------------------------------|
| FROM                    | TO         | Contact person: T.P Jantjies |
|                         |            | 0836940015                   |
| 27/03/2020              | 07/04/2020 | 0738764059                   |
| 08/04/2020              | 19/04/2020 |                              |

| <b>WATER- LEEUDORINGSTAD</b> |            |                          |
|------------------------------|------------|--------------------------|
| FROM                         | TO         | Contact person: Johannes |
|                              |            | 0820858825               |
| 27/03/2020                   | 07/04/2020 |                          |
| 08/04/2020                   | 19/04/2020 |                          |

| <b>WATER SUPPLY- /TANKERING</b> |            |                                 |
|---------------------------------|------------|---------------------------------|
| FROM                            | TO         | Contact person: Zikalala /Ntuli |
|                                 |            | 0736422217/ 0734164738          |
| 27/03/2020                      | 07/04/2020 |                                 |
| 08/04/2020                      | 19/04/2020 |                                 |

## SANITATION SERVICES:

| <b>SEWER- Wolmaransstad</b> |            |                            |
|-----------------------------|------------|----------------------------|
| FROM                        | TO         | Contact person: Modukanele |
|                             |            | 0732510208                 |
| 27/03/2020                  | 07/04/2020 |                            |
| 08/04/2020                  | 19/04/2020 |                            |

| <b>SEWER- ALL TOWNS</b> |            |                         |
|-------------------------|------------|-------------------------|
| FROM                    | TO         | Contact person: Makhasa |
|                         |            | 0660834967              |
| 27/03/2020              | 07/04/2020 |                         |
| 08/04/2020              | 19/04/2020 |                         |

| <b>SEWER- ALL TOWNS</b> |            |                            |
|-------------------------|------------|----------------------------|
| FROM                    | TO         | Contact person: Modukanele |
|                         |            | 0732510208                 |
| 27/03/2020              | 07/04/2020 |                            |
| 08/04/2020              | 19/04/2020 |                            |

| <b>SEWER- Wolmaransstad</b> |            |                          |
|-----------------------------|------------|--------------------------|
| FROM                        | TO         | Contact person: Rakgoale |
|                             |            | 0604552928               |
| 27/03/2020                  | 07/04/2020 |                          |
| 08/04/2020                  | 19/04/2020 |                          |

| <b>SEWER- Leedoringstad</b> |            |                         |
|-----------------------------|------------|-------------------------|
| FROM                        | TO         | Contact person: Sebolai |
|                             |            | 0794879796              |
| 27/03/2020                  | 07/04/2020 |                         |
| 08/04/2020                  | 19/04/2020 |                         |

| <b>HONEY SUCKER- ALL TOWNS</b> |            |                          |
|--------------------------------|------------|--------------------------|
| FROM                           | TO         | Contact person: Majalisa |
|                                |            | 0710333959               |
| 27/03/2020                     | 07/04/2020 |                          |
| 08/04/2020                     | 19/04/2020 |                          |

| <b>SEWER- Makwassie</b> |    |                       |
|-------------------------|----|-----------------------|
| FROM                    | TO | Contact person: Koaho |
|                         |    | 0836738206            |

|            |            |  |
|------------|------------|--|
| 27/03/2020 | 19/04/2020 |  |
|------------|------------|--|

## COMMUNITY SERVICES:

### WASTE MANAGEMENT

| REFUSE- 27/03/2020- 16/04/2020  |   |           |             |                |                       |
|---------------------------------|---|-----------|-------------|----------------|-----------------------|
| TOWN&                           | AREA  | DAY       | TIME        | CONTACT PERSON | CONTACT NUMBERS       |
| <b>Makwassie</b>                | Makwassie town and businesses                               | Monday    | 12h30-16h30 | K. Medupe      | 0764447984/0625385623 |
|                                 | Lebaleng- all extensions                                    | Wednesday | 08h30-12h30 |                |                       |
| <b>wolmaransstad</b>            | Wolmaransstad town-residential                              | Thursday  | 08h30-11h30 | Sakeng         | 0606466672            |
|                                 | Tswelelang proper, ext 1,2 & 3                              | Thursday  | 12h30-16h30 | Moeng          | 0786868646            |
|                                 | Tswelelang proper, ext 4,10,15,13, indian center and unit u | Tuesday   | 08h30-12h30 |                |                       |
| <b>Leeudoringstad/ Witpoort</b> | Leeudoringstad and businesses                               | Friday    | 08h30-12h30 | E.Boko         | 0731664882            |
|                                 | Kgakala all extensions                                      | Friday    | 13h30-16h30 |                |                       |
|                                 | Rulaganyan g and witpoort                                   | Monday    | 08h11h30    |                |                       |

## PUBLIC SAFETY

| PUBLIC SAFETY- ALL TOWNS |            |   |
|--------------------------|------------|---|
| FROM                     | TO         | Contact person: B. Van loggenberg<br>0836738206 |
| 27/03/2020               | 19/04/2020 |   |

# PAYMENT OF SERVICES MEASURES

|                       |                             |  |                     |
|-----------------------|-----------------------------|--|---------------------|
|                       |                             | <p>The following link has been created for customers to register and view their municipal accounts:</p> <p><a href="http://maquassi.cabedocs.com">http://maquassi.cabedocs.com</a></p> <p>You will only need an email address, municipal account number and password to register and it will only take you less than three minutes to do so.</p> |                     |
|                       | <b>2. Booking of Graves</b> | <p>Customers are advised to pay their municipal accounts at the bank... Caretakers will issue grave numbers and file the supporting documents.</p> <p>Proof of payment can be given to the caretakers of the specific town and they will issue a burial order together with a grave number to the applicant at the municipal grave yards</p>     |                     |
| <b>Grave bookings</b> | <b>Contact Person</b>       | <b>Place</b>   | <b>Contact no:</b>  |
|                       | <b>Mr Vincent Sebekedi:</b> | <b>Leeudoringsatd</b>  | <b>082 975 5658</b> |
|                       | <b>Mr Diketso Tladi</b>     | Wolmaransstad/Tsw<br>elelang   | <b>083 695 0309</b> |
|                       | <b>Mr Sue Molaetsi</b>      | Makwassie/Lebaleng   | <b>073 858 5931</b> |

**FOR ALL QUIRIES PLEASE CONTACT MR. D. MARAKE – 0810974849  
OR ALTERNARTIVELY SUPERVISORS**