



CITY OF JOHANNESBURG SECURITY ACCESS RESTRICTION REQUIREMENTS TO BE MET FOR APPLICATION

PERTAINING TO APPLICATIONS MADE IN TERMS OF SECTION 45 OF THE RATIONALISATION OF LOCAL
GOVERNMENT AFFAIRS ACT, NO. 10 OF 1998

DOCUMENT A

(To be filled in by the Applicant)

DATE OF APPLICATION:

SCHEME TITLE: *Please provide a short title based on the area of the application*

APPLICANT: *Please provide the name of a person, body or organisation applying for the security access restriction*

CONTACT DETAILS OF THE APPLICANT:

NAME *(of the person signing the agreement):*

STREET ADDRESS:

EMAIL:

TEL (H):

TEL (W):

TEL (CELL):

SIGNATURE OF APPLICANT:

Attach a copy of the ID Document or Drivers Licence of person signing the application to Document A.



DOCUMENT A

(To be filled in by the Applicant)

JURISTIC PERSON:

If the Applicant is a juristic person (i.e. a company or other corporate body), Document A must be accompanied by:

- a) A certified copy of the resolution authorising the application, and*
- b) A power of attorney authorising the person or persons who sign the application to act on behalf of the Applicant.*

OFFICE USE: FILE REFERENCE NUMBER:

DOCUMENT B*(Information to be provided by the Applicant)***LOCALITY PLAN/S**

Please include a locality map/s showing the following information:

- a) *The boundary of the area in respect of which access is to be restricted*
- b) *The location of all surrounding roads, clearly indicating the nearest external through-route on each side of the area;*
- c) *All internal roads*
- d) *Location of fire hydrants and water points for the connection of fire hoses within and on the perimeter of the area to be restricted*
- e) *Location of the following facilities impacted on by the application: central government, provincial government or municipal offices or facilities; courts; hospitals; police stations; fire stations; ambulance stations; medical facilities, including medical and dental surgeons and consulting rooms; universities, colleges, schools or other educational facilities or establishments; landfill sites; refuse or garden waste tip or disposal sites; libraries; parks; sports facilities; airports; public recreation grounds or recreational facilities; public transport facilities; parking grounds or parking garages available for use by the general public; hotels; restaurants; shopping centres; shops or private offices*
- f) *Locality map showing any through-routes to be restricted and their recommended alternative routes*

The Locality plan should be to a scale of 1:20 000 (or on good cause shown a locality plan to a scale other than 1:20 000)



DOCUMENT C

(Information to be provided by the Applicant)

FIXED PROPERTIES

Please list and indicate on a map the following information: All fixed properties which are served by the area in respect of which the application is made, specifying the zoning of each such property in terms of the applicable town planning scheme and the actual use to which each such property is put, the stand number or farm portion of each property and the name of the registered owner.



DOCUMENT D

(Information to be provided by the Applicant)

DESCRIPTION OF THE PUBLIC PLACE AND EXISTING SECURITY MEASURES

Please provide a brief description of the existing measures to secure property boundaries located on the periphery of the proposed access control area including measures presently in place to enhance safety and security in any road or area in respect of which the application is made, and if any measures have been tried but discontinued, the nature of the measures and the reasons for discontinuing them.



DOCUMENT E

(Information to be provided by the Applicant)

MOTIVATION FOR APPLICATION

Please provide as much information as possible for the period of six months preceding the date of application relating to:

- a) The seriousness and prevalence of crimes in the area;*
- b) Crime related statistics and if such statistics cannot be obtained, the reasons therefore must be set out in the application; and*
- c) The category and estimated number of persons affected by the circumstances giving rise to the application such as businesses which have been the victims of criminal activity, householders who have been the victims of burglary or an assault and persons who have suffered vehicle theft or hi-jacking*

DOCUMENT F*(Information to be provided by the Applicant)***PROPOSED SECURITY ACCESS RESTRICTION**

Full particulars of the following information is to be provided:

- a) The nature and extent of the restriction applied for;*
- b) The precise location of each proposed access control point;*
- c) How access control is to be regulated, clearly stipulating the type of proposed physical structure (e.g. fence, boom, gate) and the type of access control (e.g. manned, open, locked or automated);*
- d) The hours during which each access control point is to be open, manned or locked as the case may be;*
- e) The provision to be made for the parking of vehicles at each access control point and to enable vehicles to turn;*

A plan that depicts the following:

- a) The location of each Access Control Point;*
- b) If the application includes a request for an authority to restrict access to a road not having an access control point in it, by erecting a barrier at a particular point in that road the precise point in such road where the barrier is to be erected;*
- c) Depicts the location of each place referred to in sub-paragraph 4.3.9. of the policy, which is served by a road or is within the area in respect of which the application is made, or is on the periphery of such area.*

The proposed access restriction plan should be to a scale of 1:500 (or on good cause shown a plan to a scale other than 1:500)



DOCUMENT G

(Information to be provided by the Applicant where applicable)

SERVITUDES AND SERVICES OVER OR IN THE ROAD

Where applicable, provide proof whether the holder of any servitude or the owner of any service over or in such road (including the verge) supports the application



DOCUMENT H

(Information to be provided by the Applicant)

PERSONNEL ON DUTY

Please indicate the total number of personnel who, during each day and night, will staff each access control point, and the total number of such personnel who will be on duty at each such access control point at any given time.

The following additional requirements may be required to be submitted by the Applicant:

- a) *If an access control point is to be operated and manned by a security service provider as contemplated in the Private Security Industry Regulation Act, 2001, (Act No. 56 of 2001), the following must be provided:*
- 1. The name and address of the service provider,*
 - 2. Written proof that such service provider is duly registered in terms of Section 21 of that Act; and*
 - 3. A copy of the service provider's current registration certificate.*

DOCUMENT I*(Information to be provided by the Applicant)***ERECTION AND MAINTENANCE OF BUILDINGS AND FACILITIES**

Please indicate the following:

- a) How the buildings, structures, equipment, machinery and barriers which are proposed will be built, erected, installed or used at each access point and whether any municipal services will be required;*
- b) The toilet facilities to be provided for personnel manning each access control point, their precise location and how such facilities are to be managed and maintained;*
- c) The arrangements made or to be made to ensure that all buildings, structures, equipment, machinery, barriers, signs and notices to be built, erected or installed at an access control point will be regularly inspected and maintained by a suitably qualified and experienced person;*
- d) Any sign or notice which it is proposed to erect to indicate the presence of an access control point or barrier, including a drawing of each such sign or notice, giving its dimensions, specifying whether it will be made of reflective material, and setting out any wording or symbol which it will contain; and*
- e) How the implementation of the authorisation to restrict access applied for will be funded, including the funding of the maintenance of such buildings, structures, equipment, machinery, barriers, signs and notices and the cost of taking out such insurance cover and providing such indemnities as the Council may require.*



DOCUMENT J

(Information to be provided by the Applicant)

DETAILS AS TO THE AFFECTED PERSONS

The following information should be furnished:

- a) *An estimate of the number of persons owning and/or residing in premises served by any road in respect of which the application is made*
- b) *An estimate of the number of persons who work but do not reside in premises served by any road in respect of which the application is made;*
- c) *The basis on which the estimates was made.*

Number of people owning and/or residing in premises: _____

Number of people who work but do not reside in premises: _____

Number of people in support of the restriction: _____

DETAILS OF CONSULTATION AND THE VIEWS OF AFFECTED PERSONS

Please provide proof (copies of the signed documents) that at least two-thirds (67%) of the Affected Persons support the restriction on access which is being sought by means of a signed document of sufficient detail including proposed road closure points and proposed conditions of operation which the Affected Persons in writing must-

- a) *Acknowledge that they have read and understood the application;*
- b) *State their support for it;*
- c) *State their reasons for supporting it and how they were affected by the circumstances giving rise to the application;*
- d) *State their full names and addresses; and*
- e) *Sign the document and give the date of signature.*



DOCUMENT K

(Information to be provided by the Applicant)

TRAFFIC IMPACT STUDY OR MOTIVATION

Please include a copy of the traffic impact study or a motivation setting out why a traffic impact study is not required, prepared by a professional traffic engineer.



Applications to be submitted to:

*City of Johannesburg
Johannesburg Roads Agency
66 Pixley Seme Street (previously Sauer Street)
Cnr Rahima Moosa Street (previously Jeppe Street)
Johannesburg
2001*

Tel: +27(0) 11 298 5000



CHECKLIST OF DOCUMENTS TO BE PROVIDED

INFORMATION	DOCUMENTS	OFFICE USE CHECKLIST Y/N
APPLICANT INFORMATION	DOCUMENT A	
LOCALITY INFORMATION	DOCUMENT B	
FIXED PROPERTIES	DOCUMENT C	
DESCRIPTION OF THE PUBLIC PLACE AND EXISTING SECURITY MEASURES	DOCUMENT D	
MOTIVATION FOR APPLICATION	DOCUMENT E	
PROPOSED SECURITY ACCESS RESTRICTION AND PLAN	DOCUMENT F	
SERVITUDES AND SERVICES OVER OR IN THE ROAD	DOCUMENT G	<i>Only if applicable</i>
PERSONNEL ON DUTY	DOCUMENT H	
IMPLEMENTATION AND MAINTENANCE OF BUILDINGS AND FACILITIES	DOCUMENT I	
DETAILS AS TO THE AFFECTED PERSONS AND CONSULTATION OF AND THE VIEWS OF AFFECTED PERSONS	DOCUMENT J	
TRAFFIC IMPACT STUDY OR MOTIVATION	DOCUMENT K	