

- b) The application for a gathering is submitted to the **Authorised Member** of the Event Safety and Security Planning Committee who is appointed by the National Commissioner of the South African Police Service.
- 2) The *Safety at Sports and Recreational Events Act* (Act No. 2 of 2010):
- a) Recognises that the Government must:
- i) Promote and protect the physical well-being and safety of all persons attending sports, recreational, religious, cultural, exhibitional, organisational or similar events as well as the safety of their property:
- (1) At stadiums or other venues; and,
(2) Along a route in the case of a race, tour or procession.
- ii) Protects the rights of persons who attend sports, recreational, religious, cultural, exhibitional, organisational or similar events.
- b) The application for an event is submitted to the **Responsible Officer** who is appointed by the Local Authority, namely the City of Johannesburg.

The City of Johannesburg has decided that the application for approval of a Gathering or a Sport and Recreational Event must be submitted to the City's **Joint Operations Centre** (JOC) that shall process all such applications.

STEP 2: APPLICATION AND RISK ASSESSMENT

Purpose: For the **Event Organiser** to provide details of the Gathering or Sport and Recreational Event for evaluation and action by the City's **Joint Operations Centre**.

The **Event Organiser** shall complete and submit the Application Form and, for a sport and recreational event, also the Risk Assessment Form.

STEP 3: CONFIRM RISK ASSESSMENT

Purpose: For the **JOC** to review the application and confirm the risk assessment.

The **JOC** shall review the Application Form and, for a sport and recreational event, confirm the Risk Assessment. Then the **JOC** shall determine if road closures and/or traffic control and inform the Event Organiser of their decision.

STEP 4: APPLY FOR ROAD CLOSURES, TRAFFIC CONTROL AND WAYLEAVE

Purpose: For the **Event Organiser** to apply for road closures, traffic control and wayleave, in accordance with the JOC's directions.

The **Event Organiser** shall apply to JMPD for an assessment of the required road closures and traffic control.

The **JMPD** shall work with the Event Organiser to review the proposed event and recommend the proposed road closures and the traffic control measures to be applied, which shall be submitted to the City's Traffic Engineering Department for review.

The City's **Traffic Engineering Department** shall review JMPD's recommendation and either accept, modify or reject the recommendation. If rejected, or modified, then JMPD will be requested to modify their recommendation and resubmit. If accepted, then the recommendation will be returned to the Event Organiser for inclusion with a wayleave application.

The **Event Organiser** shall apply for an Event Wayleave and submit the application to the relevant Wayleave Office.

The **Wayleave Office** shall review the application and recommendation before either setting the conditions for an approved wayleave or rejecting the application.

STEP 5: IMPLEMENT EVENT IN THE ROAD RESERVE

Purpose: For the **Event Organiser** to implement the event in accordance with the agreed plans.

The **Event Organiser** shall implement the event and comply with:

- a) The approved recommendation for the road closures and traffic control; and,
- b) The approved wayleave and associated conditions.

Within 24-hours of the completion of the event, which includes all clean-up activities, the **Event Organiser** shall submit a Completion Notice to the Wayleave Office.

STEP 6: FINAL COMPLETION

Purpose: For the **Wayleave Office** to review the compliance with the wayleave conditions.

On receipt of the Completion Notice, the Wayleave Office shall arrange for a site inspection with the Event Organiser to review compliance with the wayleave conditions. Any items to be rectified will be listed and the **Event Organiser** has three (3) working days to rectify these items.

Once all items are rectified, then the **Wayleave Office** shall issue a Completion Certificate.

APPLICATION FORM FOR EVENT

Application is hereby made by the undersigned to work within the road reserve as detailed below. The Wayleave Applicant undertakes to do the work according to the latest edition of the *CODE OF PRACTICE FOR WORK IN THE ROAD RESERVE*, as contained in Schedule 2 to the *Public Road and Miscellaneous By-laws, 2004*.

The Wayleave Applicant agrees that:

- a) No work shall commence before a Wayleave is issued.
- b) The wayleave application fee is to accompany this application,

DETAILS OF PROFESSIONAL ENTITY RESPONSIBLE FOR APPLICATION:

NAME OF ORGANISATION:

PHYSICAL ADDRESS:

POSTAL ADDRESS:

CONTACT PERSON: POSITION:

CONTACT TEL.: CONTACT FAX: E-MAIL:

MOBILE: ID No.¹: PI INSURANCE.¹: YES NO

WAYLEAVE APPLICANT'S DETAILS:

APPLICANT'S ORGANISATION:

APPLICANT TYPE: (MARK BOX) CITY EXTERNAL SERVICE AGENCY PRIVATE

PHYSICAL ADDRESS:

POSTAL ADDRESS:

CONTACT PERSON: POSITION:

CONTACT TEL.: CONTACT FAX: E-MAIL:

MOBILE: PROJECT NO.: SLA / ORDER NO.:

The following service agencies are aware that the applicant will be working within the vicinity of their services, have given the applicant their conditions for Working within the vicinity of their services and therefore have no objection to the applicant applying for a wayleave.

AGENCY	REMARKS/SIGNATURE/DATE
JRA Traffic Engineering	
Johannesburg Metro Police Department	
JOC	

.....

¹ Attach evidence.

.....
Initials of Wayleave Applicant



Name of Wayleave Applicant

Signature of Wayleave Applicant

Date of Application

FOR JRA OFFICE USE ONLY

.....
Date Received

.....
Name of Official

.....
Signature of Official

(Mark the applicable boxes with an 'X')

POSITION OF PROPOSED SERVICE IS APPROVED: YES NO

METHOD STATEMENT IS APPROVED: YES NO

TRAFFIC MANAGEMENT PLAN IS APPROVED: YES NO

BACKFILL FOR ROAD CATEGORY: Arterial, Collector, Distributor or Industrial Road Local Street

PROTECTED ROAD RESERVE: Roadway Footway Precinct None

PERMANENT REINSTATEMENT OF ROAD RIDING SURFACE BY: Road Authority Wayleave Holder

APPROVED: YES NO

WAYLEAVE NO:

WAYLEAVE EXPIRY DATE:

.....
Date Issued

.....
Name of Official

.....
Signature of Official

LIST OF REGIONAL WAYLEAVE REGISTRATION OFFICES

REGION	WAYLEAVE OFFICIAL	ADDRESS	CONTACT No.	E-MAIL
A	Vusi Radebe	No. 6 Dale Road, Corner Glen and Austin Road. Midrand	087 285 0014 076 602 1083	vradebe@jra.org.za
B	Siphamandla Mavuso	No. 1 Hanschoeman Road, Strydom Park	011 699 5326 083 279 4388	smavuso@jra.org.za
C	Daniel Matjeding Godfrey Legodi	159 Hamburg Road. Florida	011 298 2676 082 561 4804 082 726 5129	dmatjeding@jra.org.za glegodi@jra.org.za
D	Dolly Sefatlhe Doreen Jacobs	No.2 Jonas Moabi Street. Dobsonville.	011 988 0736 083 664 5328 082 330 1546	dsefatlhe@jra.org.za djacobs@jra.org.za
E	Khulu Ngcobo	15 Short Road, Norwood.	011 727 5336 082 726 5128	kngcobo@jra.org.za
F	Makhosi Ndaba Rhulani Ngobeni Tshepiso Matjie	185 Main Road, Newtown.	011 870 4200 082 726 5136 073 754 6476 079 484 0614	mndaba@jra.org.za rngobeni@jra.org.za tmatjie@jra.org.za
G	Montsho Mohapi Margaret Bereng	1 Calendular Street, Klipspruit. Soweto	011 947 1002/3/5 079 403 9445 082 555 2091	mmohapi@jra.org.za mbereng@jra.org.za
Traffic Engineering	William Mabotja	JRA Head Office 66 Pixley ka Isaka Seme Street Cnr Rahima Moosa Street Johannesburg 2001	011 298 5229	wmabotja@jra.org.za
Wayleaves Manager	Ntokozo Mkwebane	JRA Head Office 66 Pixley Ka Isaka Seme Street Cnr. Rahima Moosa Street Johannesburg, 2001	011 298 5274 083 566 7339	nmkwebane@jra.org.za

SCHEDULE OF FEES FOR REINSTATEMENT OF EXCAVATIONS: 2017/2018

(NOTE: Fees are revised annually as from 1 July)

Standard Activity	Unit of Measurement	New Tariff
Road Riding Surface	Square meter (m ²)	R 1 200.00
Backfilling	Square meter (m ²)	R 870.00
Paved Footways	Square meter (m ²)	R 545.00
DCP Testing (excluding transport, labour and administration)	Per test	R 185.00
Unpaved Footways	Square meter (m ²)	R 535.00
Kerbing	Linear meter (m)	R 805.00
Temporary Reinstatements	Square meter (m ²)	R 405.00
Wayleave processing fee	Sum per project application per suburb	R 735.00
Wayleave process fee for unplanned work (emergencies)	Sum per application per suburb	R 650.00
For Re-inspection where previous inspection had failed and work was redone	Penalty / Fine	R 2 500.00
Penalty for failed reinstatements done by own agent	Penalty / Fine	R 10 000.00



City of Johannesburg
Johannesburg Roads Agency

66 Pixley Ka Isaka Same Street
Cnr. Rehana Moosa Str.
Johannesburg
2001

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