

MINUTES -

**OF A MEETING OF THE ADJOURNED COUNCIL OF THE CITY OF CAPE TOWN
HELD ON FRIDAY, 1 NOVEMBER 2002 AT 10:30 IN THE COUNCIL CHAMBER, 6 TH
FLOOR, PODIUM BLOCK, CIVIC CENTRE, 12 HERTZOG BOULEVARD, CAPE
TOWN.**

**C 30/11/02 PROPOSED POLICY IN DEALING WITH THE REDUCTION OF
SPC 17/10/02 CHARGES RELATING TO TRAFFIC ASSISTANCE AT PUBLIC
AND PRIVATE EVENTS**

The words "Coon Carnival" are to be deleted and replaced with the words "Minstrels Carnival" under the heading "Category A" of paragraph 4 of the report dated 2002-04-19.

Cllr Joubert, duly seconded, moved that paragraph 4 under the heading "Category A" of the report dated 2002-04-19 be amended by the inclusion of the following areas:

Athlone Stadium

CBD nightmarket

Formerly disadvantaged areas

The motion was CARRIED.

RESOLVED that:

(a) the draft policy as amended, attached to the report dated 2002-10-02 be approved

(b) the recommendations of the Executive Councillor be accepted in support of the draft policy as follows:

1. that the issue of the payment for the services of traffic officers for facilities such as Newlands Rugby and Cricket Grounds and Kenilworth Racecourse (Category A) of the policy be reviewed in the light of the consideration of rates relief to these properties. Further, that a rationalisation of traffic resources deployed at these venues be considered.

ADOPTED BY ORDINARY RESOLUTION

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TOWN.**

2. that the cost of additional traffic resources be charged for at the existing tariff for major street events listed in Category B of the policy, of the policy provided that written quotations be issued by the Branch before the event. That this tariff be limited to the additional traffic officers required to facilitate the actual event (intersection point duty) and not in respect of traffic control in the vicinity of the event.

3. that the City Police Chief, in conjunction with the Director : Income, be authorised to consider and determine appeals for the reduction of charges for the provision of traffic services in the case of charitable events which take place on public streets or squares (Category C) of the policy. Reduction of down to 50% may be negotiated. If further reductions are requested, such applications must be considered by Council subject to budgetary provisions/grants-in-aid from the relevant line department.

4. that the cost related to traffic coverage at charitable fundraising events, which take place in off-street venues (Category D) of the policy, be borne by the City.

5. that the traffic charges pertaining to non-profit events which take place on public streets or squares (Category E) of the policy, be borne by the City.

6. that the existing tariff be applicable to all events listed in Category F of the policy, irrespective of whether the event takes place during or after normal day shift.

ADOPTED BY ORDINARY RESOLUTION

EXECUTIVE COMMITTEE -- 618
COUNCIL
REPORT TO THE EXECUTIVE COMMITTEE
(Operating Budget Provisions)

15 OCTOBER 2002
29 OCTOBER 2002

SAF 07/09/05

**PROPOSED POLICY IN DEALING WITH THE
REDUCTION OF CHARGES RELATING TO TRAFFIC
ASSISTANCE AT PUBLIC AND PRIVATE EVENTS**

FOR DECISION BY COUNCIL

EXCO 49/10/02

SPC 17/10/02

(HO.13/5/P)
MR A KRUPANDAN
4001404
2002-10-02

1. EXECUTIVE SUMMARY

On 2002-05-09 the Portfolio Committee considered the attached report dated 2002-04-19 from the City Police Chief and resolved that the recommendations contained therein be adopted.

On 2002-08-20 the Executive Committee resolved that attached report dated 2002-06-06 from the Chairperson of the Safety Portfolio Committee be **referred back to the Directorate: Community Services** in order that the impact of the proposals on the budget may be established.

Following the discussions held by the Executive Committee member Councillor Ian Neilson with the responsible officials from the Community Services Directorate the Executive Councillor made certain recommendations which are contained in this report.

It is considered important for the City to continue providing the services requested relating to orderly pedestrian and vehicular traffic control particularly at the many public events that take place in the City. These major events impact on the social and financial fabric of the City.

2. BUSINESS PLAN REFERENCE

Directorate: Community Services
Department: City Police Service
Business Plan Head: Safety and Security

3. COMPLIANCE WITH STRATEGIC OBJECTIVE

To ensure public safety and to reduce crime.

4. DELEGATED AUTHORITY

Policy to be agreed upon by Council.

5. ANNEXURES

1. Report dated 2002-04-19 from the City Police Chief.
2. Report dated 2002-06-06 from the Chairperson of the Safety Portfolio Committee
3. Extract of the Minute of the Executive Committee meeting held on 2002-08-20.

6. POLICY

Policy to be determined as mentioned in this report.

7. LEGAL REQUIREMENTS

Legal ramifications relate to the financial aspects of granting concessions or waivers by the City.

8. FINANCIAL IMPLICATIONS

Financial implications would entail those costs associated with publishing a notice in the press requesting community participation.

It is considered important to mention that in determining the applicable tariff for traffic charges, cognisance was taken of the real costs (salary, petrol used, vehicles, etc.) as well as the full cost (the actual cost plus all on costs such as pension contributions, medical aid, housing subsidies, etc.) The real or actual cost amounts to 50% of the existing tariff (of R100). Thus, if deductions of up to 50% were allowed in terms of this policy, the City would not be financially prejudiced. The impact on the operating budget would be nominal.

9. STAFF IMPLICATIONS

None

10. PUBLICITY IMPLICATIONS

The Communications Directorate would be consulted at a later stage regarding public participation.

11.1 RECOMMENDATIONS OF THE EXECUTIVE COUNCILLOR


That the following be accepted as a draft policy required to be approved by the Council in dealing with the reduction of charges relating to traffic assistance at public and private events, to be subjected to a process of public participation:

1. That the issue of the payment for the services of traffic officers for facilities such as Newlands Rugby and Cricket Grounds and Kenilworth Racecourse (**Category A**) be reviewed in light of the consideration of rates relief to these properties. Further, that a rationalisation of traffic resources deployed at these venues be considered.
1. That the cost of additional traffic resources be charged for at the existing tariff for major street events listed in **Category B**, provided that written quotations be issued by the Branch before the event. That this tariff be limited to the additional traffic officers required to facilitate the actual event (intersection point duty) and not in respect of traffic control in the vicinity of the event.
2. That the City Police Chief, in conjunction with the Director: Income, be authorised to consider and determine appeals for the reduction of charges for the provision of traffic services in the case of charitable events which take place on public streets or squares (**Category C**). Reduction of down to 50% may be negotiated. If further reductions are requested, such applications must be considered by Council subject to budgetary provisions / grants-in-aid from the relevant line department.
3. That the cost related to traffic coverage at charitable fundraising events, which take place in off-street venues (**Category D**), be borne by the City.
4. That the traffic charges pertaining to non-profit events which take place on public streets or squares (**Category E**) be borne by the City.
5. That the existing tariff be applicable to all events listed in **Category F** irrespective of whether the event takes place during or after normal day shift.

11.2 RECOMMENDATION

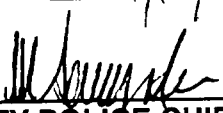
It is accordingly recommended that:

- the attached draft policy be approved;
- the recommendation of the Executive Councillor be accepted in support of the draft policy.




AUTHOR OF REPORT
MR A KRUPANDAN

DATE 04/10/2002.



CITY POLICE CHIEF
MR M SANGSTER

DATE 4/10/2002.



EXECUTIVE DIRECTOR: COMMUNITY SERVICES
MR A EBRAHIM

DATE 4/10/2002.



EXECUTIVE COMMITTEE MEMBER
COUNCILLOR IAN NEILSON

DATE 4/10/2002

SAFETY PORTFOLIO COMMITTEE

ANNEX ~~SAF 01/05/02~~**PROPOSED POLICY IN DEALING WITH THE REDUCTION OF CHARGES RELATING TO TRAFFIC ASSISTANCE AT PUBLIC AND PRIVATE EVENTS**

(HO.13/5/P)
AJ VISSER / M SANGSTER
CITY POLICE
400-1405
2002-04-19

1 THIS REPORT DEALS WITH:

(Cross block Adjacent to Applicable Report)

Formulation of Policy	x	Formulating by-laws	
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2 STATUS QUO REPORT

Prior to the formation of the new City of Cape Town, each administration dealt with applications to waiver the traffic charges at public and private events in respect of the guidelines and policy applicable to that administration at that time. With the formation of the new City of Cape Town on 2000-12-05, tariffs were standardised and existing policies were amended since the interim delegations came into effect. Organisations were billed according to the tariffs and no mechanism currently exists to review, reduce or waiver any of the charges currently levied by Council.

Cape Town has become a very popular location for international film shoots and has recently hosted many world class sporting events in addition to the events on the City's existing calendar. Examples of these events are the Two Oceans Marathon, the Argus Cycle Tour, the Community Chest Team Run, the Cape Town Marathon, the Burger / Argus Cycling Challenge, etc. The popularity of the City is growing and many local organisations are planning and hosting events within the new City of Cape Town area. Many of the events require additional traffic assistance to ensure the safety of the participants. It is anticipated that more events will be hosted within the City within the forthcoming years. If one considers that the tariffs and charges have now been standardised across the new City, many of these organisations will have no choice, but to request a reduction for the charges rendered by traffic services. In some instances, organisations will apply to have the costs waived in its entirety.

3 WHERE DID REQUEST FOR PROPOSED POLICY/BY-LAW ORIGINATE FROM

The process was initiated by the Administration as a result of various requests received from Community Organisations for the reduction of charges.

4 IDENTIFICATION OF MAIN POLICY OBJECTIVES TO BE ADDRESSED IN PROPOSED POLICY/BY-LAW

It should be borne in mind that the core function of a traffic service is to enforce traffic rules and regulations with a view to encouraging voluntary compliance. Many deaths and injuries occur as a result of indiscriminate behaviour and driving patterns that exist on Cape Town's roads. Law enforcement plays a major role in curbing such behaviour with the recent demands being placed on traffic services. They have been removed from the core function of law enforcement to deal with point duty, escorts and road closures and in so doing provide assistance at marches, sporting events, big walks and the like. Since many of the officers involved in these events have to do so as overtime, it became necessary to bill organisations for the specific services rendered by traffic officials.

Examples of various special events which require additional traffic control services are reflected below and are grouped in categories.

Category A

Profit events which take place in special off-street venues, e.g. stadia, such as:-

- Bellville Vellodrome
- Newlands Cricket
- Newlands Rugby
- Kenilworth Horseracing
- Soccer and athletics at sports stadia
- Major events at exhibition centres, e.g. Good Hope Centre
- Coon carnival and pop concerts at stadia

Category B

Profit events which take place on public streets, squares, etc., such as:-

- Jazz concerts
- Music festivals
- Product promotions
- Street parties (public)
- Commercial filming

Category C

Charitable fund-raising events which take place in public streets or squares, but for which an entry fee may be charged such as:-

- Gun Run half marathon
- Fun runs
- The Big Walk
- Cycle races
- Twilight run from Greenmarket Square

Category D

Charitable fund-raising events which take place in off-street venues, such as:-

- Community Chest Carnival at Maynardville
- Large church or school bazaars, fetes or public entertainment events

Category E

Non-profit events which take place on public streets or squares, such as:-

- Motorcycle escorts for VIP's
- Opening of Parliament
- Protest marches / gatherings
- State funerals
- Public celebrations, e.g. Freedom Day, Heritage Day, Founder's Day, Remembrance Day, etc.
- New Year's Eve street gatherings
- Guy Fawkes displays
- Military parades
- UCT Rag procession (100% charitable event)

Category F

Private events which take place at private venues or on public streets or square

- Street parties
- Large weddings

At present only private functions such as large weddings, commercial filming and major street marathons, major cycle races and the like are charged the cost for the provision of additional traffic control services (R250 per hour per traffic officer).

Profit events as reflected under Category A have required substantial traffic officer coverage, and have been provided at no charge to the organisers. The rationale has been that events at venues such as the Newlands Rugby and Cricket grounds take place on private property and consequently the organisers contend that parking and vehicle and pedestrian movement is not their responsibility. In addition, these venues are now liable for the payment of municipal rates and it seems that the sporting bodies believe that traffic control is part of the municipal services which should be covered by rates. This issue should be taken further in the debate relating to rates relief for sporting bodies currently receiving attention. Similarly, events in Council owned stadia, etc. are hired out at a commercial tariff and the same argument is put forward in these cases.

It seems that in the case of Category B events, the organisers have not been charged for traffic services in a consistent manner. There does not appear to be any good reason why they should not all be charged for the cost of these services.

Under Category C, only major street events such as the Two Oceans Marathon, the Big Walk, the Argus Cycle Tour, the Gun Run and some others are charged for additional traffic officer coverage. This should perhaps continue, but a written quotation should in future be given to the organisers so that no dispute over costs can arise afterwards. It should also be decided that the cost of only those traffic

officers who are deployed to facilitate the event, i.e. point duty at crucial intersections, should be for the account of the organiser. The cost of additional traffic control in the vicinity of the event should perhaps be the responsibility of the Council.

Category D events should be for the account of the individuals concerned, while it would seem that events listed under Category E are the responsibility of the Council.

5. **PROPOSAL ON PUBLIC PARTICIPATION AND FINANCIAL IMPLICATIONS THEREOF**

As a wide range of community and charitable organisations, sports bodies and event organisers need to be afforded the opportunity to comment on the draft policy, it is suggested that an invitation to this effect be directed to the public by means of the print media.

The financial implications of a public participation process need to be investigated and the vote number, amount and availability of funds, confirmed.

6. **ASSISTANCE REQUIRED FROM THE EXECUTIVE**

The attendance of the Traffic Managers of the various administrations at the deliberation of the Committee is suggested.

7. **AT WHAT STAGE OF CONSULTATION BY THE PORTFOLIO COMMITTEE IS THE REPORT**

This is the first report to the Safety Portfolio Committee.

8. **TO WHICH LEVEL OF THE EXECUTIVE IS THE RECOMMENDATION FOR APPROVAL OF POLICY TO BE MADE AND WHEN WILL THE FINAL RECOMMENDATION BE MADE**

This policy is to be approved by the Executive Member for Health and Safety. The target date for policy implementation is June 2002.

9. **RECOMMENDATION**

(a) That the following be accepted as a draft policy in dealing with the reduction of charges relating to traffic assistance at public and private events, to be subjected to a process of public participation:

1. That the City Police Chief, in conjunction with the Director: Income, be authorised to consider and determine appeals for the waiving or reducing the charges for the provision of traffic resources in the case of charitable events which take place on public streets or squares (Category C). If further reductions are requested, such applications must be considered by Council. Reductions of down to 50% may be negotiated.

2. That the cost of additional traffic resources be charged for at the existing tariff for major street events listed in Categories B and C, provided that written quotations be issued by the Branch before the event.
 3. That the tariff for 2 above be limited to the additional traffic officers required to facilitate the actual event (intersection point duty) and not in respect of traffic control in the vicinity of the event.
 4. That the existing tariff be applicable to all events listed in Category F, irrespective of whether the event takes place during or after normal day shift.
- (b) That the issue of the payment for the services of traffic officers for facilities such as Newlands Rugby and Cricket grounds and the Kenilworth Racecourse be reviewed in the light of the consideration of rates relief to these properties. Further, that a rationalisation of traffic resources deployed at these venues be considered.


AUTHOR OF REPORT

DATE

24/4/02


HEAD OF DEPARTMENT/INTERIM MANAGER

TELE NO

DATE

25/4/02

Comment


STRATEGIC EXECUTIVE/EXECUTIVE
DIRECTOR/DIRECTOR


TELE NO

DATE

4001340

25/4/02

Comment


PORT FOLIO COMMITTEE CHAIRPERSON

DATE

29.04.2002

Comment

ANNEX 2

FOR DECISION BY COUNCIL

PROPOSED POLICY IN DEALING WITH THE REDUCTION OF CHARGES RELATING TO TRAFFIC ASSISTANCE AT PUBLIC AND PRIVATE EVENTS

EXCO 31/08/02

(HO.13/5/P)
AJ VISSER / M SANGSTER
CITY POLICE
400-1405
2002-06-06

1 EXECUTIVE SUMMARY

This report seeks approval for the adoption of a draft policy in dealing with the reduction of charges relating to traffic assistance at public and private events, to be subjected to a process of public participation.

2 BUSINESS PLAN REFERENCE

Directorate: Community Services
Department: City Police Services
Business Plan Heading: Safety and Security

3 COMPLIANCE WITH STRATEGIC OBJECTIVE

This report complies with the priority of the prevention of crime as contained in Council's Vision Statement adopted on 14 February 2001.

4 DELEGATED AUTHORITY

This policy is to be approved by the Executive Committee.
Functions and Delegation of Powers of Councils' Political Structures.

"8.4.1.5 Sets policy in respect of matters falling within the delegated powers of the Executive Committee or within the powers of the executive below itself."

5 ANNEXURES/ADDENDA

None

6 POLICY

None

7 LEGAL REQUIREMENTS

None

8 BACKGROUND/INTRODUCTION

Prior to the formation of the new City of Cape Town, each administration dealt with applications to waiver the traffic charges at public and private events in respect of the guidelines and policy applicable to that administration at that time. With the formation of the new City of Cape Town on 2000-12-05, tariffs were standardised and existing policies were amended since the interim delegations came into effect. Organisations were billed according to the tariffs and no mechanism currently exists to review, reduce or waiver any of the charges currently levied by Council.

Cape Town has become a very popular location for international film shoots and has recently hosted many world class sporting events in addition to the events on the City's existing calendar. Examples of these events are the Two Oceans Marathon, the Argus Cycle Tour, the Community Chest Team Run, the Cape Town Marathon, the Burger / Argus Cycling Challenge, etc. The popularity of the City is growing and many local organisations are planning and hosting events within the new City of Cape Town area. Many of the events require additional traffic assistance to ensure the safety of the participants. It is anticipated that more events will be hosted within the City within the forthcoming years. If one considers that the tariffs and charges have now been standardised across the new City, many of these organisations will have no choice, but to request a reduction for the charges rendered by traffic services. In some instances, organisations will apply to have the costs waived in its entirety.

9 DISCUSSION/MOTIVATION

It should be borne in mind that the core function of a traffic service is to enforce traffic rules and regulations with a view to encouraging voluntary compliance. Many deaths and injuries occur as a result of indiscriminate behaviour and driving patterns that exist on Cape Town's roads. Law enforcement plays a major role in curbing such behaviour with the recent demands being placed on traffic services. They have been removed from the core function of law enforcement to deal with point duty, escorts and road closures and in so doing provide assistance at marches, sporting events, big walks and the like. Since many of the officers involved in these events have to do so as overtime, it became necessary to bill organisations for the specific services rendered by traffic officials.

Examples of various special events which require additional traffic control services are reflected below and are grouped in categories.

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Newlands Cricket

Newlands Rugby
Kenilworth Horseracing
Soccer and athletics at sports stadia
Major events at exhibition centres, e.g. Good Hope Centre
Coon carnival and pop concerts at stadia

Category B

Profit events which take place on public streets, squares, etc., such as:-

Jazz concerts
Music festivals
Product promotions
Street parties (public)
Commercial filming

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Charitable fund-raising events which take place in public streets or squares, but for which an entry fee may be charged such as:-

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Community Chest Carnival at Maynardville
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Under Category C, only major street events such as the Two Oceans Marathon, the Big Walk, the Argus Cycle Tour, the Gun Run and some others are charged for additional traffic officer coverage. This should perhaps continue, but a written quotation should in future be given to the organisers so that no dispute over costs can arise afterwards. It should also be decided that the cost of only those traffic officers who are deployed to facilitate the event, i.e. point duty at crucial intersections, should be for the account of the organiser. The cost of additional traffic control in the vicinity of the event should perhaps be the responsibility of the Council.

Category D events should be for the account of the individuals concerned, while it would seem that events listed under Category E are the responsibility of the Council.

10 FINANCIAL IMPLICATIONS

As a wide range of community and charitable organisations, sports bodies and event organisers need to be afforded the opportunity to comment on the draft policy, it is suggested that an invitation to this effect be directed to the public by means of the print media.

Financial implications would therefore entail those costs associated with publishing a notice in the press.

11 STAFF IMPLICATION

Staff will be required to work overtime

12 COMMENTS FROM OTHER DIRECTORATES

None

13 RECOMMENDATION

- (a) That the following be accepted as a draft policy in dealing with the reduction of charges relating to traffic assistance at public and private events, to be subjected to a process of public participation:
1. That the City Police Chief, in conjunction with the Director: Income, be authorised to consider and determine appeals for the waiving or reducing the charges for the provision of traffic resources in the case of charitable events which take place on public streets or squares (Category C). If further reductions are requested, such applications must be considered by Council. Reductions of down to 50% may be negotiated.
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 4. That the existing tariff be applicable to all events listed in Category F, irrespective of whether the event takes place during or after normal day shift.
- (b) That the issue of the payment for the services of traffic officers for facilities such as Newlands Rugby and Cricket grounds and the Kenilworth Racecourse be reviewed in the light of the consideration of rates relief to these properties. Further, that a rationalisation of traffic resources deployed at these venues be considered.


RECOMMENDATION FROM THE SAFETY PORTFOLIO COMMITTEE:

632

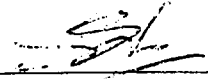
**SAF 07/09/05 PROPOSED POLICY IN DEALING WITH THE
REDUCTION OF CHARGES RELATING TO TRAFFIC
ASSISTANCE AT PUBLIC AND PRIVATE EVENTS**

RECOMMENDED that:

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CHAIRPERSON OF PORTFOLIO COMMITTEE
DATE 11/09/2002

Comment:


EXECUTIVE MEMBER
DATE 7/3/2002

Comment

I do not agree with (a)3 -
traffic control should also
be considered for

MINUTES

OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE CITY OF CAPE TOWN HELD IN THE COUNCIL CHAMBER, 6TH FLOOR, PODIUM BLOCK, CIVIC CENTRE, CAPE TOWN ON TUESDAY, 20 AUGUST 2002 AT 09h00

EXCO 31/08/02 PROPOSED POLICY IN DEALING WITH THE
REDUCTION OF CHARGES RELATING TO TRAFFIC
ASSISTANCE AT PUBLIC AND PRIVATE EVENTS

HO 5/9/P

RESOLVED that the report dated 2002-06-06 be
REFFERED BACK to the Directorate : Community Services
in order that the impact of the proposals on the budget may
be established.

ADOPTED BY ORDINARY RESOLUTION
