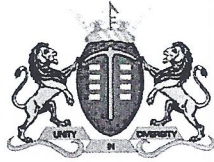


APPENDIX D



GAUTENG
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

Inter Government Relations: Gauteng Department of Education and Ekurhuleni Metropolitan Municipality

DATE: 09 February 2018

TIME: 09:30 – 13:00

VENUE: EMM: City Planning Corporate Office, front boardroom (Cnr. Margaret Ave and Kempton Rd. Kempton Park)

AGENDA

1. Welcome and Introduction
2. Purpose of Meeting
 - 2.1. Background to Gauteng Planning Forum outcomes
 - 2.2. Intergovernmental Relations (IGR)
3. Gauteng Department of Education
 - 3.1. GDE project list
4. Ekurhuleni Metropolitan Municipality
 - 4.1. Project response
 - 4.2. Pilot Project discussion
5. Discussions
6. Way forward

ATTENDANCE REGISTER

Meeting with Gauteng Department of Education and City of Ekurhuleni

9 February 2018

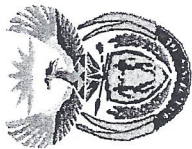
09:30AM



City of Ekurhuleni

City Planning Corporate Office, Kempton Park

Name and Surname	Department/Organization	Contact	Email Address	Signature
MANNINI MAKHELE	GPD - COP	071 495 0860 011 298 5614	mannini.makhele@gauteng.gov.za	
NEO MOKATSHI	GDE - INFRASTRUCTURE	0714 746034 011 843 6809	neomokatshe@gauteng.gov.za	
Mothione Alless	COE	011 999 4011	mothione.alless@ekurhuleni.gov.za	
Estée Compton	COP - GPD	011 298 5619	Estee.Compton@gauteng.gov.za	
Travor du Plessis	GDE	083 300 4024	travor.duplessis@gauteng.gov.za	
Kico M. Brown	GDE	071 474 6083 011 298 5615	Kico.M.Brown@gauteng.gov.za	
Aletia du Toit	COP - SPP	011 298 5634	Aletia.dutoit@gauteng.gov.za	
NEELS DU TOIT	COP - GPP	011 298 5615	neels.dutoit@gauteng.gov.za	
Pieter Sunepel	COE: City Planning	011 999 4035	pieter.sunepel@ekurhuleni.gov.za	
Baby-gil Chumene	COE city planning	011 999 4571	baby-gil.chumene@ekurhuleni.gov.za	
Sindiswa Makh	COE City Planning	011 999 5024	sindiswa.makh@ekurhuleni.gov.za	
Milt O. Mngapi	City Planning	011 999 8284	milton.mngapi@ekurhuleni.gov.za	
Carmen Prussis	City Planning	011 999 7350	Carmen-prussis@ekurhuleni.gov.za	



public works

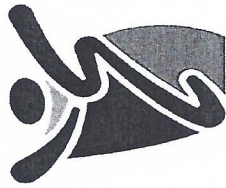
Department:
Public Works
REPUBLIC OF SOUTH AFRICA

ATTENDANCE REGISTER

INTERACTION MEETING BETWEEN DPW EKURHULENI MUNICIPALITY

14 DECEMBER 2017, 09H30 – 12H00, 6th FLOOR BOARDROOM, ROOM A605, CGO BUILDING

NO.	NAME & SURNAME	UNIT/BRANCH /DEPT	CONTACT NUMBERS	EMAIL ADDRESS	SIGNATURE
1.	SINDISWA MOKA	CITY PLANNING SPECIALIST PROJECT	011 999 5044	Sindiswa.moka@ekurhuleni.gov.za	
2.	Khomo Ratando	Real Estate Kempston Park	011 999 6040	khomotsoratio@ekurhuleni.gov.za	
3.	Micmie van Nieuwkoop	COE Human Settlements	011 999 7404	mizmic.vmn@ekurhuleni.gov.za	
4.	Samuel Ndondolo	Real Estate Springs	011 999-8880	samuel.ndondolo@ekurhuleni.gov.za	
5.	Frits Strydom	"	011 999 3729	Frits.Strydom@ekurhuleni.gov.za	
6.	Zenzo Nduma	Real Estate: South	011 999 9956	zenzo.nduma@ekurhuleni.gov.za	
7.	Zelmarie van Rooyen	PPD:DPW	0824477705	zelmarie.vanrooyen@ekurhuleni.gov.za	
8.					



Ekurhuleni
METROPOLITAN MUNICIPALITY

CITY PLANNING
PRASA CAPITAL PROJECT MEETING
15 FEBRUARY 2018
FRONT BOARDROOM
10:00-12:00

ATTENDANCE REGISTER

	NAME & SURNAME	CCA/CORPORATE	CONTACT NO.	SIGNATURE
1.	SINDISWA MAKH	CITY PLANNING: SPECIALIST PROJECTS	011 999 5044	
2.	SISA MABOZA	PRASA SNP	012 748 7270	
3.	Chifondo Mkhlanolomo	PRASA SIP7	012 748 7075	
4.				
5.				
6.				
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9.				
10.				



national treasury

Department
National Treasury
REPUBLIC OF SOUTH AFRICA



prasa

PASSENGER RAIL AGENCY
OF SOUTH AFRICA

AGENDA	
Planning Alignment Meeting between National Treasury, City of Ekurhuleni and PRASA	
12 December 2017	
TIME: 10:00 - 13:00	
VENUE: City of Ekurhuleni, City Planning Department Corner Margaret and Kempton streets, Kempton Park	

	AGENDA ITEM	PERSON RESPONSIBLE
1.	Opening and Welcome	Mr. Seth Maqetuka (Chairperson)
2.	Introduction & Apologies	All
3.	Purpose of Meeting	Chairperson
4.	City Support Programme	National Treasury
5.	PRASA	PRASA
	➤ Group and Divisions	
	➤ Strategic Network Planning	
	➤ Modernization Programme	
	➤ SIP 7	
6..	City of Ekurhuleni	City of Ekurhuleni
	➤ BEPP and IDP	
	➤ Integrated Public Transport Network Plan (IPTN)	
	➤ Integrated Human Settlements Plan	
7.	Consolidation and way forward	All
8.	Closure	Chairperson



Ekurhuleni
METROPOLITAN MUNICIPALITY

CITY PLANNING
JOINT PLANNING COE PRASA MEETING
12 DECEMBER 2017
FRONT BOARDROOM
09:00-13:00

ATTENDANCE REGISTER

	NAME & SURNAME	CGA/CORPORATE	CONTACT NO.	SIGNATURE
1.	SINDISWA MATA	CITY PLANNING	011 999 5044	
2.	HISHAM EMERAN	PRASA	012 748 7241	
3.	CHIKOVELA M DLAMKOMO	PRASA SIP7	012 748 7075 082 331 6000	
4.	SISA MABOZA	PRASA CORP	012 748 7270	
5.	Rethabile Seatsanyane	City of Ekurhuleni Transport Planning	011 999 3467	
6.	Yvonda Langa	City of Ekurhuleni Transport Planning	011 999 2075	
7.	Mumsy Mshatsheeni	PRASA	012 748 7277	
8.	Yasmin Coovadia	National Treasury	083 291 2723	
9.				
10.				

Memorandum



Ekurhuleni
METROPOLITAN MUNICIPALITY

TO	CITY MANAGER	HEAD OFFICE Transport, Planning & Provision 6 th Floor Kempton Park Civic Centre Cnr Pretoria Rd & CR Swart Dr KEMPTON PARK 1619 Private Bag X017 KEMPTON PARK 1620 Tel : +(2711) 999-3467 Fax : +(2711) 975-6545 www.ekurhuleni.com
ATTN	Dr I Mashazi	
TEL	(011) 999 0760	
EMAIL	imogen.mashazi@ekurhuleni.gov.za	
FROM	Lusanda Madikizela	
ENQ	Rethabile Seotsanyane	
TEL	011 999 3467	
REF	Prasa-MOU (RS 03.109/2017)	
DATE	9 March 2017	

REQUEST FOR APPROVAL: MEMORANDUM OF UNDERSTANDING ON EMM PASSENGER RAIL LIASON STRUCTURES

The Memorandum of Understanding (MOU) on EMM passenger rail liaison structures has reference.

1. Background

The following relevant sections of the National Land Transport Act (NLTA) 2009; were considered in developing the MOU.

Chapter 2. The municipal sphere of government is responsible for-

Section 11 (c) (iii) ensuring co-ordination between departments and agencies in the municipal sphere with responsibilities that impact on transport and land use planning issues, and bringing together the relevant officials;

(iv) in its capacity as planning authority, preparing transport plans for its area, ensuring the implementation thereof and monitoring its performance in achieving its goals and objectives;

(xix) in relation to the planning functions contemplated in paragraph (iv), the municipality must include service level planning for passenger rail on a corridor network basis in consultation with the South African Rail Commuter Corporation.

2. Integrated Planning Committee (IPC)

In terms of the NLTA Chapter 2, Section 15 (1) stipulates that every municipality that is establishing an integrated public transport network or has significant passenger rail services in its area must establish an intermodal planning committee consisting of the prescribed technical officials and prescribed representatives of rail operators, other public transport modes, users and organised business.

Section 15 (2) states that the function of an intermodal planning committee is to co-ordinate public transport between the modes in order to achieve the objects of this Act.

As per the requirement of the NLTA, led by the Transport Planning Division, the Transport Planning and Provision Department established the IPC, of which all technical officials in the transport fraternity (i.e.

internal departments – Roads and Stormwater, City Planning, Human Settlements, external stakeholders – PRASA, Transnet, ACSA, Cross-Boarder, Gautrain, Gauteng Department of Roads & Transport) are active members.

Function of IPC

The function of the IPC, is to coordinate and integrate public transport as well as non-motorized and freight transport. In addition, where there are significant passenger rail services in the area, the IPC must facilitate the conclusion of appropriate service level agreements between the municipality and the PRASA. It is intended that a close cooperation between the parties will result in good coordination and alignment of plans and projects in Ekurhuleni. These include:

- a. Comprehensive Integrated Transport Plans (CITP);
- b. Integrated Public Transport Network (IPTN) Development;
- c. PRASA Strategic Plan (for Gauteng);
- d. Joint projects (station precincts e.g. Kempton Park station);
- e. Development of a Memorandum of Understanding (in future possibly a Memorandum of Action);
- f. Sharing of information (land use, ownership, zoning, feasibility studies, prioritization etc.).

3. EMM relationship with PRASA

There is a long standing relationship between PRASA and the EMM. Therefore, the purpose of the MOU between EMM and PRASA is to encourage stronger co-operation between the two entities.

PRASA reports to the Executive Authority on a quarterly basis on the activities and progress regarding the work of the EMM IPC.

4. Comments on the MOU

The Transport and Provision Department's Legal Division has commented on the draft MOU, and it has supported it. Legal comments are attached to the draft MOU for ease of reference.

5. Request to the City Manager

Based on the above discussion **attached** find the MOU for your consideration and / or approval. After your approval the signed MOU will be send to Prasa for final signature.

Yours Sincerely


.....
RETHABILE SEOTSANYANE
TRANSPORT PLANNING AND PROVISION DEPARTMENT
ACTING DIVISIONAL HEAD: TRANSPORT PLANNING


.....
LUSANDA MADIKIZELA
HOD: TRANSPORT PLANNING AND PROVISION DEPARTMENT

MEMORANDUM OF UNDERSTANDING

ON

EKURHULENI METROPOLITAN MUNICIPALITY PASSENGER RAIL LIAISON STRUCTURES

between

- 1) **DEPARTMENT OF TRANSPORT** (hereinafter referred to as "DoT" and herein represented by its Director General: Transport, or nominated representative)

and

- 2) **PASSENGER RAIL AGENCY OF SOUTH AFRICA** (hereinafter referred to as "PRASA" and herein represented by its Group Chief Executive Officer, or nominated representative)

and

- 3) **GAUTENG PROVINCIAL GOVERNMENT** (hereinafter referred to as "GPG" and herein represented by its Head of Department: Roads and Transport, or nominated representative)

and

- 4) **EKURHULENI METROPOLITAN MUNICIPALITY** (hereinafter referred to as "EMM" and herein represented by its Director: Transport, or nominated representative)

Initials:

March 2017

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1. DEFINITIONS AND INTERPRETATIONS
2. PREAMBLE
3. PURPOSE OF THE AGREEMENT
4. DESCRIPTION OF ROLES AS REGARDS THE PASSENGER RAIL SERVICES IN THE EKURHULENI METROPOLITAN MUNICIPAL AREA FOR THE PURPOSE OF THIS MOU
 - 4.1 Legal Responsibilities
 - 4.2 Strategic role of Each Party
5. RAIL STEERING COMMITTEE (RSC)
 - 5.1 Nature of Relationship within the RSC
 - 5.2 RSC Terms of Reference
 - 5.3 RSC Structure
 - 5.4 RSC Sub Committees
 - 5.5 Overview of Liaison Structure
6. GENERAL
7. SPECIFIC AREAS OF CO-OPERATION
8. WHOLE MEMORANDUM

- Annexure A: Map of the Local and Regional Passenger Rail Network**
- Annexure B: Membership of RSC and Sub Committees**
- Annexure C: Specific Areas of Co-Operation**
- Annexure D: Addenda of Agreement**

1 DEFINITIONS AND INTERPRETATIONS

CEO:	Chief Executive Officer
CITP:	Comprehensive Integrated Transport Plan
EMM:	Ekurhuleni Metropolitan Municipality
DoT:	Department of Transport
GPG:	Gauteng Provincial Government
GRPRP:	Gauteng Regional Passenger Rail Plan
IPC:	Intermodal Planning Committee
IPTN:	Integrated Public transport Network
KPI	Key Performance Indicator
Legal Succession Act:	Legal Succession to the South African Transport Services Act, 1989 (Act 9 of 1989), as amended
MoU:	Memorandum of Understanding
NLTA:	National Land Transport Act, 2009 (Act 5 of 2009), as amended
PLTF:	Provincial Land Transport Framework
PRASA:	Passenger Rail Agency of South Africa, including their Rail Operations division and PRASA CRES division, as well as the subsidiary Intersite
RSC:	Rail Steering Committee

2 PREAMBLE

WHEREAS all the signatories to this Memorandum of Understanding desire:

- 2.1 To acknowledge their legal responsibilities and give effect to the institutional arrangements as required in terms of the NLTA, and specifically as regards the Intermodal Planning Committee (IPC) in terms of clause 15 of the Act.
- 2.2 To acknowledge the need to (a) formalise appropriate structures in support of the IPC in order to ensure the incorporation of passenger rail into the Integrated Public Transport Network (IPTN) as well as (b) to deal with mode specific issues.
- 2.3 To acknowledge the need to re-align their current institutional arrangements and liaison practices in order to give effect to their aforementioned responsibilities.
- 2.4 To formalise and further develop the aforementioned shared view.

NOW THEREFORE, DoT, PRASA, GPG and the EMM have reached the following understanding relating to liaison on regional passenger rail matters.

3 PURPOSE OF THE AGREEMENT

- 3.1 The purpose of this agreement is to restructure and formalise the liaison between institutional role players on all Ekurhuleni local passenger rail matters in line with legal provisions and agreed liaison protocols.

4 DESCRIPTION OF ROLES AS REGARDS THE PASSENGER RAIL SERVICES IN THE EKURHULENI METROPOLITAN MUNICIPALITY FOR THE PURPOSE OF THIS MOU

4.1 Legal Responsibilities

- 4.1.1 *Department of Transport (DoT)*. The legal responsibility of the DoT, for the purpose of this MoU, is interpreted to be policy development and setting of national transport objectives, as well as support in terms of the implementation of land transport policy as set out in the NLTA.

- 4.1.2 **PRASA.** The legal responsibility of PRASA, for the purpose of this MoU, is interpreted to be the provision *inter alia* of passenger rail services on request of the DoT in the interest of the public, and the exploitation of its assets for financial gain as set out in the Legal Succession Act and the NLTA.
- 4.1.3 **GPG.** The legal responsibility of GPG, for the purpose of this MoU, is interpreted to include ensuring the integration of rail planning into the land transport policy and planning for the Gauteng Province, representing municipalities outside the metropolitan area that are impacted by the regional passenger rail services, and providing support in terms of the implementation of land transport policy as set out in the NLTA.
- 4.1.4 **Ekurhuleni Metropolitan Municipality.** The legal responsibility of the EMM, for the purpose of this MoU, is interpreted to be the management of land-use and spatial planning in support of public transport corridors, the preparation of the rail planning component of the CITP, including service level planning in consultation with PRASA, the implementation of complementary projects to support the local passenger rail services and monitoring the performance in achieving its goals and objectives.

4.2 Strategic role of Each Party

4.2.1 Department of Transport (DoT):

- 4.2.1.1 To ensure an enabling passenger rail environment through the provision of legislation, policy and strategic directives linked to an appropriately funded mandate based upon motivated passenger rail plans.

4.2.2 Passenger Rail Agency of South Africa (PRASA):

- 4.2.2.1 To ensure an enabling passenger rail environment through the provision of appropriate policy and strategic directives, in line with legislation and national, provincial and local policies.
- 4.2.2.2 To develop, implement, manage and report on the delivery of the GRPRP, in conjunction with the EMM and the GPG.
- 4.2.2.3 To ensure that the appropriate process is followed to obtain the necessary approvals for the GRPRP and its inclusion, or the essence thereof, in the rail components of planning documents, e.g. the Consolidated National Passenger Rail Plan, the PLTF, the EMM's CITP and so forth.
- 4.2.2.4 To implement agreed and approved projects emanating from the GRPRP.
- 4.2.2.5 To provide the necessary information to enable the RSC to perform its mandate / objective, the detail of which will be determined by the RSC.

Initials:

- 4.2.2.6 To conduct service level planning for local passenger rail services in conjunction with the EMM.

4.2.3 Gauteng Provincial Government (GPG):

- 4.2.3.1 To ensure an enabling passenger rail environment through the provision of appropriate policy and strategic directives, in line with national policies and legislation.
- 4.2.3.2 To integrate an appropriate regional passenger rail component into the PLTF.
- 4.2.3.3 In co-operation with PRASA and the EMM, to jointly develop the regional passenger rail component of planning documents.
- 4.2.3.4 To implement agreed and approved projects which are complementary to, and in support of the GRPRP.
- 4.2.3.5 To ensure that the appropriate linkages are provided between the EMM and other local authorities with respect to regional passenger rail.
- 4.2.3.6 To support the agreed priorities associated with both operational and investment capital funding requirements.

4.2.4 Ekurhuleni Metropolitan Municipality (EMM):

- 4.2.4.1 To ensure an enabling local passenger rail environment through the provision of appropriate policy and strategic directives, in line with national and provincial policies and legislation.
- 4.2.4.2 To integrate an appropriate local passenger rail component into the CITP.
- 4.2.4.3 As the Planning Authority, in terms of the NLTA, to conduct service level planning for local passenger rail in conjunction with PRASA.
- 4.2.4.4 In cooperation with PRASA and GPG, to jointly develop the local passenger rail component of planning documents.
- 4.2.4.5 To implement approved, co-ordinated and complementary projects to support the GRPRP.
- 4.2.4.6 To support the agreed priorities associated with both operational and investment capital funding requirements.
- 4.2.4.7 To monitor the performance in achieving its goals and objectives as Planning Authority.

Initials:

5 RAIL STEERING COMMITTEE (RSC)

The RSC facilitates effective liaison between the respective stakeholders on matters related to passenger rail plans and services, serves as a sub-structure of and reports to the Intermodal Planning Committee (IPC).

5.1 Nature of Relationship within the RSC

- 5.1.1 Noting all statutory and legislative inter-governmental requirements, the relationship amongst all parties associated with the RSC is one of co-operation, integration of funding, systems and information, alignment of purpose, support for the process and oversight of the transport components of planning documents, the monitoring of the implementation of such plans; and enhancing the ability of each party to fulfil their respective legal responsibilities and strategic roles.
- 5.1.2 In addition to representing its own mandate, each signatory to this Memorandum will, where applicable, also ensure that the interests/issues of other role players are taken into account in its deliberations at the structured meetings.

5.2 RSC Terms of Reference

The terms of reference of the RSC is:

- 5.2.1 To fulfil the role and responsibilities ascribed to it by the IPC.
- 5.2.2 To facilitate, in support of the IPC, the planning and provision of local and regional rail passenger services, and in particular the development of the respective rail planning documents.
- 5.2.3 To oversee the implementation of the rail planning and provision of local and regional passenger rail services, including the development and management of a service level agreement between the EMM and PRASA for local passenger rail services.
- 5.2.4 To oversee the establishment and on-going functioning of agreed sub-structures in terms of their respective Terms of References, deliverables, membership and general working.
- 5.2.5 To regularly review the overall effectiveness of the liaison arrangements in overseeing the rail function in the metropolitan area, and to consider adjustments as required.
- 5.2.6 Based on the abovementioned, the RSC will focus on three aspects:

Initials:

- 5.2.6.1 Strategic issues regarding the provision of local and regional passenger rail services.
- 5.2.6.2 Identification of issues that need to be elevated to the IPC.
- 5.2.6.3 Effective functioning of the liaison structure including the respective sub committees.

5.3 RSC Structure

- 5.3.1 The RSC is to meet on a quarterly basis or as mutually agreed. The meeting is to be hosted and chaired by the EMM.
- 5.3.2 The agenda of the RSC will be determined by usual secretariat processes and agreement by the members, but must include regular report back, in an agreed format, if required, by the chairs of the respective agreed sub-structures. If a chair of a sub-structure is not able to attend a RSC meeting, he or she will make appropriate arrangements for another member of the committee to do so on behalf of the chair.
- 5.3.3 GPG will represent the interests of the GPG as well as local authorities that are outside the municipal area of the EMM and are affected by the local and regional passenger rail services provided by PRASA.
- 5.3.4 EMM Transport department will ensure that other City's directorate's considerations are adequately represented. Other EMM directorates may be requested to send representation as and when required.
- 5.3.5 Representation of other parties' interests may involve direct attendance of the meetings by such parties as and when required.

5.4 RSC Sub Committees

- 5.4.1 The secondary structure for consultation between the parties consists of theme based sub committees. Their general purpose will be to liaise and coordinate between the respective parties from a planning to implementation stage, including operational matters of mutual interest as agreed.
- 5.4.2 The following sub committees are instituted:
 - 5.4.2.1 Rail Safety Committee.
 - 5.4.2.2 Rail Operations Committee.
 - 5.4.2.3 Rail Infrastructure Committee.
 - 5.4.2.4 Rail Planning Committee.

- 5.4.3 The theme enforcement should ideally be dealt with under the Land Transport Enforcement Steering Committee once an appropriate working group has been established.
- 5.4.4 The sub committees will operate under the guidance of and report to the RSC.
- 5.4.5 The RSC can institute additional sub committees on a project basis or as and when required by agreement by all parties.
- 5.4.6 The current agreed mandate and responsibilities of the respective sub committees are indicated in paragraph 5.6 of this MoU and it will apply unless amended by agreement by all parties.
- 5.4.7 The sub committees will focus on passenger rail only, but will take cognisance of the interaction between passenger and freight rail operations.
- 5.4.8 The agendas for the respective meetings are to be compiled in co-operation with all participants and administrated by the chairing organisation.
- 5.4.9 The sub committees are to meet at least once between RSC meetings but more frequent where justified and by joint agreement.

5.5 Overview of Liaison Structure

- 5.5.1 The liaison structure consisting of the RSC and sub committees is provided below.

Liaison Structure: RSC and sub committees

Rail Steering Committee (RSC)

Terms of Reference for quarterly meetings:

To facilitate, in support of the IPC, the planning and provision of local and regional passenger rail services, and in particular the development of the metropolitan component to the GRPRP and the implementation thereof as approved.

The RSC will focus on:

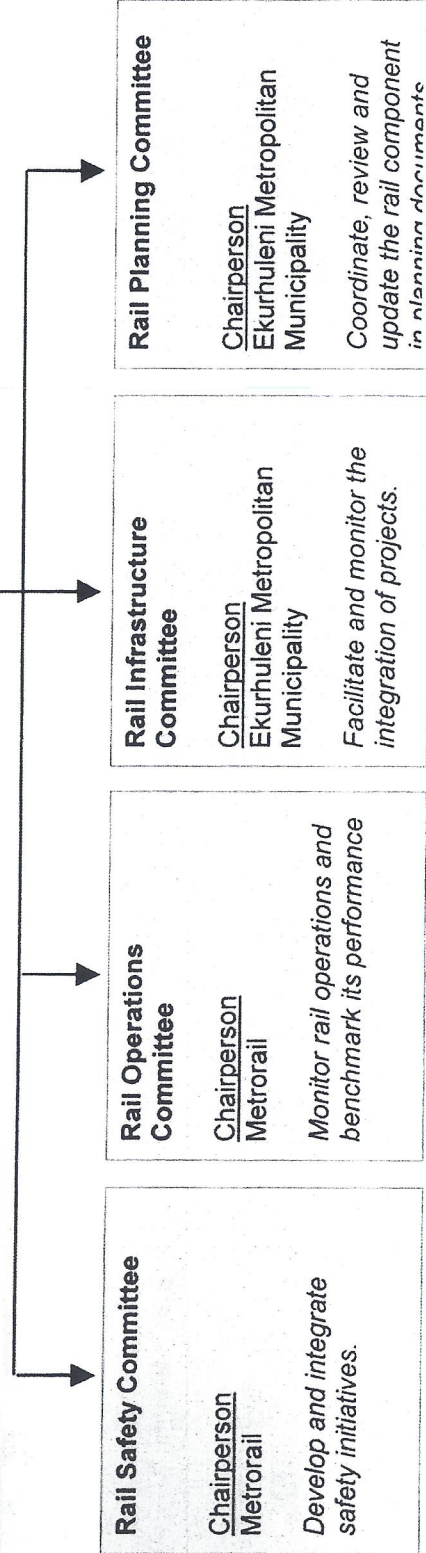
- Strategic issues regarding the provision of local and regional passenger rail services.
- Identification of issues that need to be elevated to the IPC.
- Effective functioning of the liaison structure including the respective sub committees.

Chairperson
Ekurhuleni Metropolitan Municipality

Standing Members

- Chamber of Commerce
- Ekurhuleni Metropolitan Municipality
- Department of Transport
- Intersite
- Metrorail / PRASA Rail
- GPG: Roads & Transport
- PRASA Corporate
- PRASA CRES

(See annexure B for membership and distribution list)



Rail Safety Committee

Chairperson
Metrorail

Terms of Reference for monthly meetings:

The Rail Safety Committee derives its mandate from the RSC with the aim to develop and integrate rail safety initiatives to address rail safety issues on the short, medium and long term.

The Rail Safety Committee will also examine the effectiveness of rail safety initiatives.

The Rail Safety Committee will focus on passenger rail, as well as freight rail where it impacts on passenger rail safety.

The chair or a representative of this committee will attend the quarterly RSC meetings, giving a committee progress report.

Discussion items to include:

- Rail level crossings
- Fencing
- Informal settlers along railway lines

Deliverables:

- Short term safety initiatives
- Medium term safety initiatives
- Long term safety initiatives
- Quarterly progress report (for submission to the RSC)

Standing Members:

- Ekurhuleni Metropolitan Municipality: Transport
- Metrorail / PRASA Rail
- GPG: Transport & Public Works
- RSR
- PRASA CRES
- SAPS
- EMPD
- Transnet Freight Rail

(See annexure B for membership and distribution list)

Rail Operations Committee

Chairperson
Metrorail

Terms of Reference for quarterly meetings:

The Rail Operations Committee derives its mandate from the RSC with the aim to monitor rail operations and benchmark its performance against agreed KPIs.

The Rail Operations Committee will focus on passenger rail only, but will take cognisance of the interaction between passenger and freight rail operations.

The chair or a representative of this committee will attend the quarterly RSC meetings, giving a committee progress report.

Standing Members:

- Ekurhuleni Metropolitan Municipality
- Metrorail / PRASA Rail
- GPG: Roads & Transport
- PRASA CRES
- Shosholozza Meyl

(See annexure B for membership and distribution list)

Discussion items to include:

- Patronage
- Rolling Stock availability
- Reliability / Timekeeping
- Fare Evasion
- Holiday Services
- Passenger information
- Overcrowding
- Results of passenger perception surveys
- Complaints management
- Other (incl graffiti)
- Evacuation routes / areas
- Subways (street-to-street)
- Bridges (street-to-street)
- Special Events

Deliverables:

- Monthly statistics (as agreed by committee)
- Quarterly progress report (for submission to the RSC)

Rail Infrastructure Committee

Chairperson
Ekurhuleni Metropolitan Municipality

Terms of Reference for monthly meetings:

The Rail Infrastructure Committee derives its mandate from the RSC with the aim to facilitate and monitor the integration of projects (project planning, implementation, maintenance and management) of infrastructure related to rail. This will include the sharing of information on all proposed land and infrastructure projects by the respective parties.

The chair or a representative of this committee will attend the quarterly RSC meetings giving a committee progress report.

Standing Members:

- Ekurhuleni Metropolitan Municipality
- Metrorail
- GPG: Roads & Transport
- PRASA CRES

(See annexure B for membership and distribution list)

Discussion items to include:

- Planned project briefs
- Current project co-ordination
- Future project co-ordination
- Joint funding arrangements
- Joint Management Agreements

Deliverables:

- Project briefs
- Funding agreements
- Quarterly progress report (for submission to the RSC)
- Joint Management Agreements

Rail Planning Committee

Chairperson
Ekurhuleni Metropolitan Municipality

Terms of Reference for quarterly meetings (or as required):

The Rail Planning Committee derives its mandate from the RSC with the aim to coordinate, review and update the rail component in planning documents.

The Rail Planning Committee supports the update of the GRPRP and the passenger rail planning components to the ITP and the PLTF, as well as other planning documents that may have impact on passenger rail operations. In addition, the Rail Planning Committee will explore best practices and possible implementation thereof.

This committee will focus on passenger rail only, but will take cognisance of the interaction between passenger and freight rail operations.

The chair or a representative of this committee will attend the quarterly RSC meetings, giving a committee progress report.

Discussion items to include:

- Metrorail GRPRP
- EMM Spatial Development Framework
- EMM Spatial Development District Plans
- EMM ITP
- EMM Travel Demand Management Strategy
- PLTF
- Other relevant planning documents that may impact passenger rail.

Deliverables:

- Input to planning processes and documents as and when required.
- Quarterly progress report (for submission to the RSC)

Standing Members:

- Ekurhuleni Metropolitan Municipality
- Metrorail / PRASA Rail
- GPG: Roads & Transport
- PRASA CRES
- PRASA Corporate

(See annexure B for membership and distribution list)

6 GENERAL

- 6.1 This Memorandum reflects the ongoing understanding of the parties of their respective roles and is deemed to be applicable unless and until written amendment thereof is indicated by any party and accepted in writing by all other participating parties.
- 6.2 The parties agree that this document reflects the nature of the relationship at strategic level between themselves prior to arrangements which may evolve in response to statutory requirements resulting from enactment of legislation.
- 6.3 It is specifically recorded that attendance by the parties' respective nominated members (or duly appointed representatives) at regular committee meetings is deemed to be a high priority.
- 6.4 Any party to this Memorandum may request, and expect to be provided with, information or a position paper on any subject from another party in order to facilitate planning, monitoring and co-operation between the respective parties.

7 SPECIFIC AREAS OF CO-OPERATION

- 7.1 Specific areas of co-operation are listed in Annexure C to this document as amended from time to time at the direction of the RSC. The purpose thereof is to indicate areas where specific ad hoc joint teams may be required or even formalised agreements in terms of this main agreement and as sanctioned by the RSC. A record of such Developed Memoranda of Agreement, are listed in Annexure D to this document (as amended from time to time).
- 7.2 Additional to the above areas of co-operation specific Memoranda of Agreement may be prepared between various stakeholders under this Memorandum of Understanding.

8 WHOLE MEMORANDUM

- 8.1 The parties agree that this document comprehensively reflects the nature and extent of the relationship at strategic level between themselves whilst providing more detail only on selected tactical and operational priority areas.

SIGNED AT ON THIS DAY OF 2017.

AS WITNESSES:

..... 1.

DIRECTOR GENERAL:
DEPARTMENT OF TRANSPORT

2.

SIGNED AT ON THIS DAY OF 2017.

AS WITNESSES:

..... 1.

CHIEF EXECUTIVE OFFICER:
PASSENGER RAIL AGENCY
OF SOUTH AFRICA

2.

SIGNED AT ON THIS DAY OF 2017.

AS WITNESSES:

..... 1.

HEAD OF DEPARTMENT:
ROADS & TRANSPORT
GAUTENG PROVINCIAL GOVERNMENT

2.

SIGNED AT *Boksburg* ON THIS *18* DAY OF *April* 2017.

AS WITNESSES:

[Handwritten Signature]
.....

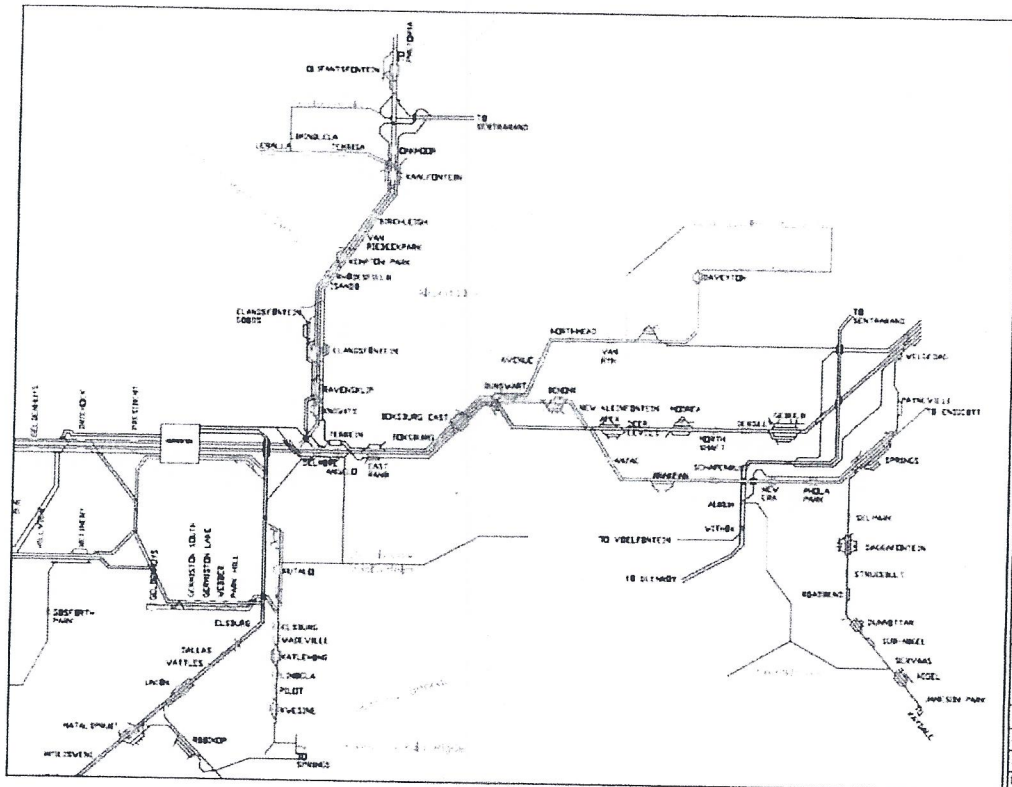
1. *[Handwritten Signature]*
.....

MUNICIPAL MANAGER
EKURHULENI METROPOLITAN MUNICIPALITY

2.
.....

ANNEXURE A

MAP OF THE LOCAL AND REGIONAL PASSENGER RAIL NETWORK



1. The information contained in this report is for the use of the client only and is not to be used for any other purpose without the written consent of the consultant. The consultant shall not be held responsible for any errors or omissions in this report.



LEGEND

- Existing Infrastructure
- - - Proposed Infrastructure
- Area of Study



SOUTHERN GAUTENG NETWORK DIAGRAM EAST RAND

Compiled	T.S.
Checked	
Approved	
Date	01/2014

ANNEXURE B

MEMBERSHIP OF RSC AND SUB COMMITTEES

ANNEXURE B: MEMBERSHIP OF RSC AND SUB COMMITTEES

<u>Title</u>	<u>Chair</u>	<u>Name</u>	<u>Organisation</u>
Rail Steering Committee		Standing Members Additional distribution	
Rail Safety Committee		Standing Members Additional distribution	
Rail Operations Committee		Standing Members Additional distribution	
Rail Infrastructure Committee		Standing Members Additional distribution	
Rail Planning Committee		Standing Members Additional distribution	

ANNEXURE C

SPECIFIC AREAS OF CO-OPERATION

ANNEXURE C: SPECIFIC AREAS OF CO-OPERATION

Specific areas of include the following:

- Aligning Consultants' Briefs
- Bridges
- Fare Policy
- Information Sharing
- Land Development
- Land Encroachment & Building Lines
- Major Project Consultation
- Other areas as added or amended from time to time.
- Park & Ride facilities
- Passenger Charter
- Safety and Security
- Service Level Agreement
- Special Events
- Strategic Land Holdings
- Tourism
- Transport Information Centre (TIC)
- Utilities

ANNEXURE D

MEMORANDA OF AGREEMENT

ANNEXURE D: MEMORANDA OF AGREEMENT

Last date amended: 19 April 2016 (Version 1)

The following Memoranda of Agreement has been endorsed by the RSC:

<u>Title</u>	<u>Signatories</u>	<u>Date Signed</u>	<u>Date noted by RSC</u>
• Memorandum of Understanding for Funding Specific Projects	Ekurhuleni Metropolitan Municipality (EMM); and The Passenger Rail Agency of South Africa (PRASA)	2011/11/18	
• Memorandum of Agreement for the Development of an Intermodal Public Transport Facility at Germiston Railway Station Precinct	Gauteng Department of Roads & Transport (GDRT); and the Passenger Rail Agency of South Africa (PRASA)	2012/03/20	
• Memorandum of Agreement for the Re-Development of Germiston Station	Ekurhuleni Metropolitan Municipality (EMM); and The Passenger Rail Agency of South Africa (PRASA)	2013/03/25	

ANNEXURE E

COMMENTS FROM TRANSPORT PLANNING AND PROVISION DEPARTMENT

LEGAL DIVISION



Ekurhuleni
METROPOLITAN MUNICIPALITY

To: Ms Uyanda Langa
Divisional Head:
Transport Planning

From: Kabelo Mothobi

Enquiries: Kabelo Mothobi

Reference: PKM/TP/1

Email: kabelo.mothobi@ekurhuleni.gov.za

Date: 26 May 2016

Head Office

**TRANSPORT PLANNING &
PROVISION**
6th Floor Kempton Park Civic Centre
Cnr. Pretoria Rd & CR Swart Drive,
Kempton Park

Private Bag X 017
Kempton Park
1620

Tel: +(2711) 999-3649
Cell: +27 83 655 3513
www.ekurhuleni.com

Dear Uyanda

MEMORANDUM OF UNDERSTANDING: EMM PASSENGER RAIL LIAISON STRUCTURES TO BE ENTERED INTO BETWEEN DOT; PRASA, GPG AND EMM

Background

Your instructions to review and comment on the proposed Memorandum of Understanding between the parties mentioned above are acknowledged.

We have noted and established that this is not the first MoU to be entered into and have accordingly took the liberty of having regard to an earlier MoU between PRASA and the City of Cape Town signed in 2009. Though that MoU went further to also touch on spatial planning.

We found striking similarities in the provisions and in certain provisions exact use of the same language and nuance. The draft under review has been greatly re-arranged but in the main contains similar provisions.

In commenting on the Draft MoU we have taken into account the long term plans that the EMM has and the extent to which these plans must support the integration of all modes of transport whilst promoting the region's economic development.

Discussion

The draft MoU recognises the respective mandates of the contracting parties. It re-enforces the autonomy of each of the parties and clearly promotes the ideal of integration and co-operation in the promotion of the common good.

There are no legal impediments to EMM entering into this agreement and in fact this is supported by the NLTA in this regard one can refer to Chapter 2 sections 11, 12, 13, 14 and 15. It is not the writer's intention to deal with these provisions in detail to illustrate why it is desirable to conclude the MoU. There are also no policy clashes in the matters that relate to the draft MoU.

The individual provisions of the MoU are dealt with in detail in body of the MoU and to a great extent the issues dealt with relate to the drafting approach and emphasis in what one wants to achieve by the MoU. To that extent it may be preferable that the writer could deal directly with the drafters on the other side which will expedite agreement on the key provisions.

Recommendation

It is the writer's considered opinion that this MoU must be supported subject to the proposed amendments.



Kabelo Motrobi

DEPARTMENT:
CLS
DIVISION: MUNICIPAL
COURTS, BY-LAW
ENFORCEMENT AND
COMPLIANCE.

DIVISION COMMENT

TO: CITY MANAGERS OFFICE- PENELOPE NKWANYANA
DESCRIPTION: Memorandum of Understanding between DoT , PRASA , GPS and EMM on passenger rail liaison structures
REFERENCE: Draft Memorandum of Understanding

DATE RECEIVED	DATE COMPLETED	LEGAL ADVISER	CONTACT DETAILS
30/03/2017	05/04/2017	Tanya August	EGSC Building Mobile: 0725068671

COMMENT/ OPINION

1. Instructions Summary:

We have been requested to provide comments on the vetting of a memorandum of understanding between EMM and DoT, PRASA and GPS on passenger rail liaison structures.

2. Legal and Regulatory Framework

- Municipal Systems Act 32 of 2000
- National Land Transport Act 5 of 2009 as amended
- Sources of contractual law

3. Background

The parties mentioned above are in the process of entering into a memorandum of understanding in respect of passenger rail liaison structures. We have been requested to vet the above mentioned memorandum of understanding and to provide comments.

On perusal of the documentation, we found that the legal responsibilities of parties are clearly set out in the Memorandum of Understanding and that the parties may proceed to finalize same.

4. Recommendation(s):

We recommend that the department may proceed to finalize the memorandum of understanding.

Drafted by: Tanya August

Legal advisor

Date: 05/04/2017

Checked by: L. Thosago

Acting Divisional head

Date: 05/04/2017.

T August

signature

L Thosago

signature



OFFICE OF THE EXECUTIVE MAYOR

Ekurhuleni Metropolitan Municipality | 1st Floor Civic Centre
Cnr Queen and Cross Streets | Germiston | PO Box 145 | Germiston | 1400
Tel: +27 11 999 0906/7 | Fax: +27 11 999 1564 | Website: www.ekurhuleni.gov.za

Memorandum

To: Mark Wilson
HOD: Energy

From: Cllr Mzwandile Masina
Executive Mayor

Subject: Appointment as the Acting City Manager on 17 – 25 April 2017

Dear Mark,

In the period of 17 – 25 April 2017 Dr Imogen Mashazi, the City Manager of Ekurhuleni Metropolitan Municipality will be away on council business.

I Mzwandile Masina: Executive Mayor of Ekurhuleni Metropolitan Municipality, with powers vested in me by Local Government Municipal Systems Act, Act 32 of 2000 herein appoint you to act in the position of the City Manager.

I therefore entrust you with full delegated powers as assigned to the City Manager by relevant legislations and EMM council resolution on delegation of powers.

Yours sincerely,

Cllr Mzwandile Masina
Executive Mayor

Date: 11/04/2017

cc Speaker
Chief Whip
Members of Mayoral Committee
Senior Management