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## Transport Department

# Memo

To: **Security Access Restriction Associations or Bodies** From: **Lisa Seftel**  
Executive Director: Transport Department

Cc: **Ms Nonhlanhla Makhuba**  
MMC Transport

Date: 03 March 2017

Re: **SECURITY ACCESS RESTRICTIONS POLICY: EXPLANATORY NOTES**

Dear Security Access Restrictions Associations or Committees

The City provides you herewith its Explanatory Notes on certain aspects of how it approaches access restriction applications in terms of the Security Access Restrictions Policy 2014. It explains what guides the City's officials in implementing aspects of the Policy and will be amended and updated from time to time. If you have any comments on the contents of this document or would like further issues addressed in explanatory notes please address them to Nobuntu Ciko Duze in writing on [nobuntuc@joburg.org.za](mailto:nobuntuc@joburg.org.za).

Kind Regards,

A handwritten signature in black ink, appearing to read "Lisa Seftel".

**Ms. Lisa Seftel**  
Executive Director: Transport Department

## **Explanatory Notes: Security Access Restrictions**

These explanatory notes have been prepared to provide clarity to applicants and officials on the CoJ approach in implementing the Security Access Restrictions (SAR) Policy.

These notes will thus be referenced by officials and made available to applicants on request. They do not amend the Policy, but are simply an aid to its application. The notes constitute guidelines in recognition that each application must be considered on its own merits. The CoJ may amend these notes from time to time.

### **1. PEDESTRIAN GATES AND CONDITIONS FOR ALLOWING THE LOCKING AT NIGHTS**

The SAR policy states that pedestrian gates should allow for 24 hour unhindered access. However, the City may relax this requirement at a particular pedestrian gate and allow the pedestrian gate to be used for limited periods. Approval for limited hours of operation of a pedestrian gate may be considered when:

- Pedestrian gates must be located within a 300m walking distance from or to a 24 hour manned boom entrance or another pedestrian gate that is open 24 hours.
- Pedestrian gates may be locked at night for a period specific in the access restriction conditions if they are adjacent to an environment that is not conducive to the safety and security of residents. These environments include neighbouring open velds, parks and green open spaces, highways or major arterials, hiking trails, rivers/spruits and informal settlements.

### **2. ELECTRONIC DEVICES AND AUTOMATION**

The SAR policy states that *“No form of discrimination can be applied when granting access to the security access restriction area. Thus access cannot be controlled by remotes and other such electronic means”*.

The decision to prohibit the use of electronic means was taken after the City established that Residents Associations were using the electronic means as a form of discrimination. In certain instances the general public was being denied access into the restricted areas thus treating them as private estates without taking into cognisance the fact that the roads are still public roads. The Policy does not prohibit the use of automatic/ electronic devices *per se*, rather it prohibits the use of such devices being used to the exclusion of manned boom gates.

Electronic devices and automation are elements which use an electrical current or signal in order to operate. For purposes of security access restrictions these include:

- Electrical motors on gates
- Remote controlled access
- Push button systems
- Camera installations in road reserve

- Biometric finger print systems
- Tag entry systems
- Powered spikes in roadway
- Hand gesture systems

Thus the electronic operation of a security access closure may be allowed at a 24 hour manned boom location as well as at gates with limited hours of operation but not at permanently locked gates.

Remote controlled booms shall be manned 24 hours with the guard being the only individual with a remote to operate the boom. Remotes shall not be given to a certain group of residents as this may give rise to discrimination. The City may consider revoking the approval should it be found that certain groups of residents have access to remotes.

Push button/hand gesture systems installed in the middle of the road shall not be allowed under any circumstances.

The installation of cameras on the road reserve is governed through the different Legislation. Thus approval for the installation of cameras on the road reserve is not approved under the Security Access Restrictions Policy. The unlawful installation of cameras is an invasion of the privacy of the public, and where the safekeeping of the images cannot be guaranteed or the dissemination of images and footage adequately controlled to protect the public's right of privacy it will not be condoned under an access restriction application.

Biometric finger print systems and tag entry systems are prohibited insofar as they allow third parties or the residents association to determine who has access to a public road and the right of access enjoyed by all should be Johannesburg citizens.

Powered spikes are prohibited on any road which falls under the custody of the CoJ/JRA.

### **3. UNIVERSAL ACCESS**

All pedestrian gates must be able to cater to all persons (able bodied and disabled) and therefore pedestrian gates must be able to accommodate a wheel chair with a recommended gate width of 750mm and vertical clearance if 2.1m. It needs to be borne in mind that if the security access closure was not in place people with disabilities would be accommodated on the road reserve. Therefore it is important that they are not prejudice and their needs are accommodated. Universal design must comply with the City of Johannesburg's Complete Streets Design Guideline Manual.