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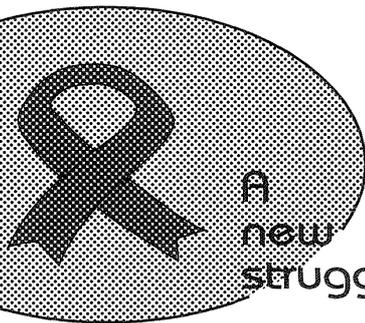
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No. 2280

We all have the power to prevent AIDS

AIDS
affects
us all



A
new
struggle

Prevention is the cure

**AIDS
HELPLINE**

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DEPARTMENT OF HEALTH

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LOCAL AUTHORITY NOTICE

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Department of Public Works, Roads and Transport

PUBLIC TRANSPORT POLICIES

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ACRONYMS, ABBREVIATIONS AND GLOSSARY

CBRTA	Cross Border Road Transportation
ACT	
DOT	Department of Transport
GDP	Gross Domestic Product
HAZMAT	Hazardous Material
MEGDP	Mpumalanga Economic Growth and Development Path
NATMAP	National Transport Master Plan
NDP	National Development Plan
NFLS	National Freight Logistics Strategy
NLTA	National Land Transport Act
PRASA	Passenger Rail Agency of South Africa
TRAC	Trans-African Concession
SADC	Southern African Development Countries
BBBEE	Broad Based Black Economic Empowerment
DPWRT	Department of Public Works, Roads and Transport
ID No	Identification Number
GIS	Geographic Information System
DoE	Department of Education
HOD	Head of Department

DEFINITIONS

Department

- Means the Mpumalanga Department of Public Works, Roads and Transport;

Special Needs

- Means, in respect of a learner, with a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of ability to perform an activity in the manner, or within the range, considered normal for a human being;

Distance

- Means the single distance between the first stop on the route and the school(s) concerned multiplied by two;

Head of Department

- Means the Head of Department of Mpumalanga Department of Public Works, Roads and Transport who is also the Accounting Officer;

Learners

- Mean pupils of the school to which the contract is applicable and who are authorized to make use of the transport scheme;

Management

- means an activity inclusive of control and performed on a daily basis, by any person who is a principal executive officer of the company, by whatever name that person may be designated, and whether or not that person is a director;

Nearest School

- Refers to a school that is nearer to the learner's home in line with this policy where the distance shall be five or more kilometres

DoE

- Means Mpumalanga Department of Education

Province

- Means the Mpumalanga Province as established in terms of Section 124 of the Constitution;

Route

- Means a fix path from origin in the settlement/village/suburb/farm to destination, i.e. a school or schools, along a series of roads with intermediate stops as specified or otherwise agreed to between the parties;

School Day

- Means the official school day as prescribed in the Department of Education school calendar that will exclude weekends, holidays and school vacation period;

Principal

- Means an educator appointed or acting as the head of the school whose learners are being transported;

Joint Technical Committee

- Means a consultative committee established in line with section 5.1.9 of this policy to ensure implementation of the Memorandum of understanding of both DPWRT and DoE.

Joint Steering Committee

- Means an consultative advisory committee established in line with section 5.1.9 of this policy to advise the Head of Department on strategic matters that warrants his/her attention regarding the affairs of scholar transport service.

“**Department**” means the Mpumalanga Department of Public Works, Roads and Transport;

“**National Department**” means the National Department of Transport

1. INTRODUCTION

This section focuses on the province of Mpumalanga in terms of geographical location relative to other South African provinces, neighbouring countries and the location and extent of its three districts. In addition, it briefly highlights the province's economic profile and its transport network. Understanding the linkage between the two (in the context of Mpumalanga) has a bearing on understanding freight transportation demand and supply based on the specific commodities being transported within and across the province.

Mpumalanga's Freight Transportation System has been characterised by poor infrastructure and facilities. Moreover, the increased volume of traffic generated by the Maputo Port in Mozambique has increased the truck congestion over the years.

Projections in mining, agriculture, and timber suggest continued growth. The National Government is also investing heavily in the energy sector. The demand for citrus fruit, sugarcane, and electricity production are also expected to increase. This will increase the strain on the already overburdened freight transportation systems within the province.

Serious concerns are being raised around land-use and the environment; safety and security and freight transport intermodalism. Freight Transportation system has not been linked to community and economic development needs. Movement of Hazardous substances has not yet been properly regulated. Full participation of all freight stakeholders has been lacking. Freight transport corridors remain predominantly road-based, with a lot of potentially rail friendly freight being transported on roads. Overall, the provincial transport network has been optimally utilized.

These problems have been exacerbated by low levels of investment in infrastructure and facilities, supply driven strategies that have not been responded to customer needs and demands and management challenges, primarily because of skilled manpower

shortages. The issue of ownership has also bearing on the financing of freight transportation infrastructure and facilities for development and maintenance.

2. OBJECTIVES

The objective of this policy is:

- 2.1 To promote a rail skewed freight transport modal split that relieves the strain on the roads.
- 2.2 To ensure an efficient and cost effective flow of goods to various destinations within and outside of the province, through infrastructure, facilities, institutional development and proper regulations
- 2.3 To promote safety and security of the goods transported human life and the environment.
- 2.4 To promote economic growth and development of Mpumalanga Province and contribute towards addressing challenges of unemployment, poverty and inequality.
- 2.5 To improve competitiveness of transport infrastructure and operations through greater effectiveness and efficiency to better meet the needs of the different customer groups.
- 2.6 To promote integration, intermodalism and provide infrastructure and operations which provide a measurable economic or financial return

3. REGULATORY FRAMEWORK

- 3.1 Cross Border Road Transportation Act, 1998 (Act No.4 of 1998)
- 3.2 National Development Plan
- 3.3 National Transport Master Plan
- 3.4 National Land Transport Act, Act No.5 of 2009
- 3.5 National Freight Logistics Strategy
- 3.6 National Road Traffic Act, Act No.93 of 1996
- 3.7 Provincial Freight Data Bank

3.8 Mpumalanga Economic Growth and Development Path

4. SCOPE OF APPLICATION

The purpose of this policy is to have a well-coordinated and integrated provincial freight movement that will support the development of integrated multi-modal infrastructure and facilities as well as economic growth and development in the province in line with the Mpumalanga Economic Growth and Development Path (MEGDP).

5 POLICY STATEMENT

“The freight system in South Africa is fraught with inefficiencies at system and firm levels. There are infrastructure shortfalls and mismatches; the institutional structure of the freight sector is inappropriate, and there is a lack of integrated planning. Information gaps and asymmetries abound; the skills base is deficient, and the regulatory frameworks are incapable of resolving problems in the industry”

The vision of the freight logistics system is to respond to the problems in the institutional and regulatory frameworks; infrastructure; ownership; management; operations; skills; financing structures and methodologies for the freight system.

The Government take more interventionist approach to regulating the freight system, to ensure that incidental costs of externalities and inefficiencies are not merely passed on to cargo owners, but are correctly allocated.

The Mpumalanga Economic Growth and Development Path (MEGDP) is the new growth and development roadmap for the province. MEGDP seeks to address the *evil triplets* of unemployment, poverty and inequality. Its implementation requires collaborative effort from both government and the private sector. The growth path identifies key sectors expected to stimulate job creation in the near future. Ideally job

creation would include all areas (e.g. agriculture value chains, mining and mineral beneficiation, manufacturing value chains and infrastructure development). Most of the infrastructure projects for economic growth and development have a strong bearing on and find their expression in the provincial Freight Transport Plan. The implementation of the identified projects will instigate an increase in the demand and supply of freight infrastructure and facilities

6. ROLES AND RESPONSIBILITIES

Ownership of infrastructure varies from Public to Private sector institutions, The National Department of Transport (DOT) has established an agency (SANRAL) that is responsible for management of National Road Network, and some of the roads are concessioned to private sector institutions (TRAC). The province and municipalities have their own share of infrastructure.

There is a division of responsibilities between spheres of government in terms of Law Enforcement. The Road Traffic Management Corporation was established in terms of the Road Traffic Management Act, Act 20 of 1999. The purpose was to facilitate the co-operation and co-ordination of strategic and regulation of road traffic law enforcement by National, Provincial and Local government level. It has powers to appoint a provincial authority, local government body, SAPS, or any other institution vested by law with the power to execute road traffic law enforcement. RTMC/ Police / Traffic / Overloading Control Strategy / Self Regulation.

The transportation of freight in South Africa is regulated in terms of National Road Traffic Act as well as Provincial and Municipal By-Laws.

There is no economic regulation on the transportation of freight within the borders of the Republic of South Africa. The transportation of Road freight through the borders of South Africa it's regulated in terms of the Cross Border Road Transport Act, Act No.4 of 1998 as guided by Southern African Development Countries protocol.

The Railway Safety Regulator ("the RSR") is a public entity established in terms of Section 4 of the National Railway Safety Regulator Act, 2002 (Act No. 16 of 2002). The

RSR is governed and controlled by a board of directors, appointed by the Minister of Transport, who hold office for a period of three (3) years.

6.1 The mandate of the RSR can be summarised as follows:

- 6.1.1 To oversee safety of railway transport, while operators remain responsible for managing safety of their operations;
- 6.1.2 To promote improved safety performance in order to promote the use of rail;
- 6.1.3 To monitor and ensure compliance through the conducting of audits, inspections and occurrence investigations;
- 6.1.4 To develop regulations;
- 6.1.5 To conclude appropriate co-operative agreements or other arrangement with organs of state to ensure effective management and overseeing of safe railway operations and to minimise duplication;
- 6.1.6 To collect and disseminate information relating to safe railway operations;
- 6.1.7 To develop, adopt or accept standards for safe railway operations;
- 6.1.8 To collaborate with and conclude contracts, where appropriate, with any person, body or institution with the view to furthering the objects of the RSR, including scientific and technical information, and training;
- 6.1.9 To promote the harmonization of the railway safety regime of South Africa with SADC railway operations.

Transnet and the Passenger Rail Agency of South Africa (PRASA) control South Africa's rail network. The Mpumalanga rail system covers a distance of 2 233 km. As such, the province generates substantial freight traffic in South Africa and plays an important strategic role in the national economy. The Pretoria-Maputo and Johannesburg-Durban are the two most important lines. In addition to freight transportation, the rail network is also used for commuter services. Generally, industrial/manufacturing and mining activities are concentrated within and around the urban nodes of Nkangala and Gert Sibande. The Ehlanzeni area is more in agricultural activities. Consequently, Mpumalanga dispatches the highest volume of rail freight in the country. Metal industries are concentrated around or in close proximity to raw

materials. In the case of Mpumalanga, little conversion of primary material is done since most of it is either done in Gauteng or other provinces. It is also a strong exporter (70%), primarily to the Far East, the European Union and Africa. The amount of inbound freight is much lower than outbound, creating the challenge of *empty running*, which is not energy-efficient. The province aims to increase its share of export contribution towards the provincial Gross Domestic Product (GDP) by adding value to export products through beneficiation. The freight task in Mpumalanga is high due to the prominence of bulk commodities transported; such as coal, timber, iron ore, manganese and nickel.

7. MONITORING AND EVALUATION

The Department of Public Works, Roads and Transport must establish institutional arrangements that will address freight related issues in all spheres of government, like in the local municipality a transport forum will be established that shall report to the local municipal portfolio committee, then the portfolio committee shall report the District Transport Forum that reports to the District Municipality Portfolio Committee then it reports to the Provincial Freight Forum which is Chaired by the Department Of Public Works, Roads and Transport.

8. POLICY REVIEW

The policy shall be reviewed to factor in changes in Legal framework, organizational developments, political and economical trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

CHAPTER 2
INFRASTRUCTURE

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1. INTRODUCTION

- 1.1 To provide a framework on public transport infrastructure development.
- 1.2 To give precedence in the designing of inter-modal transport infrastructure.
- 1.3 To provide procedural intervention in developing rural transport.
- 1.4 To outline procedures in infrastructure development.

2. CHALLENGES

- 2.1 Rural communities are lagging behind in transport facilities and require basic transport infrastructure.
- 2.3 The total funds required for the ideal transport infrastructure are exceeded by the available budget.
- 2.4 Inadequate storm water management causes further damage to public transport infrastructure, poor traveling conditions and high costs.
- 2.5 Destination signs are lacking and the maintenance of existing signboards is poor.
- 2.6 The responsibility for infrastructure used by different transport modes is fragmented.
- 2.7 Amenities for passengers at public transport facilities (ablution facilities, shelters, water and lightning) are non-existent in most areas, particularly in rural areas.

3. REGULATORY FRAMEWORK

- 3.1 NLTTA
- 3.2 Mpumalanga Rural Transport Strategy.

4. STRATEGIC OBJECTIVE

- 4.1 To design and implement public transport infrastructure.

- 4.2 To maintain and protect transport infrastructure of all modes of transport in support of economic and social development.

5. SCOPE OF APPLICABILITY

- 5.1 In all Municipalities.

6. POLICY GOALS

- 6.1 To create social and economic development through infrastructure.
- 6.2 To implement multi-modal public transport and freight infrastructure to make traveling and loading and delivery of goods more efficient.
- 6.3 To create job opportunities through the implementation of infrastructure.
- 6.4 To implement IRMA projects in all municipalities
- 6.5 To implement the rural transport strategy.

7. POLICY STATEMENTS

7.1 Key Performance Area

- (a) To design and implement infrastructure or facilities and IRMA projects developed by the Municipal Planning section and where applicable freight infrastructure.
- (b) Ensure that the design and implementation of infrastructure or facilities are integrated into all transport programs and functional areas of the Department.
- (c) Advocate for the design of multi-modal infrastructure taking into account non-motorized transport.
- (d) Ensure that transportation improvements and programs are designed and implemented in a holistic approach that balances natural and physical environmental values.
- (e) To tailor infrastructure of transport operators and end users and promote sustainable economic development.

- (f) To advocate and where necessary develop policies for the maintenance and protection of transport infrastructure of all modes of transport in support of economic and social development.
- (h) Ensure that the needs of disabled people are accommodated at transfer facilities and in public vehicles.
- (i) To prioritize the construction of ranks and shelters in rural areas.

7.2 Development of infrastructure at municipal level

- 7.2.1 Shall design and implement land public transport planning based on ITPs at urban and rural wards.
- 7.2.2 Shall design and implement actions plans based on the Mpumalanga Rural Transport Strategy.
- 7.2.3 Shall at least design and construct not less than four of the following projects per district municipality during a financial year-
 - (a) Multi-Modal public transport Infrastructure
 - (b) Multi-Modal Infrastructure
 - (c) Multi-Modal Facilities
 - (d) IRMA projects

7.3 Railway Infrastructure

- 7.3.1 Rail and transport networks shall be established and defined in conjunction with national infrastructure.
- 7.3.2 Corridors shall be built on strategic positions that stimulate ASGISA and financial viability.
- 7.3.3 The development of infrastructure shall integrate the accessibility of road freight vehicles.

- 7.3.4 Inter-modal interchange infrastructure that facilitates the integration of different transport modes shall be developed.
- 7.3.5 The application of IEM principles shall be implemented during construction and maintenance of infrastructure.
- 7.3.6 The provision and maintenance of rail infrastructure for general cargo freight and passenger transport shall be determined by market needs and commercial viability.
- 7.3.7 The section shall be responsible for commuter rail infrastructure including rolling stock and land associated with rail.
- 7.3.8 Rail operations under the responsibility of the Department shall be based on operating maintenance concessions.
- 7.3.9
- 7.3.10 The section shall ensure that old rail infrastructure is revitalized and work towards the construction of new rail tracks.
- 7.3.11 Demand for rail transport that stimulates economic growth shall be initiated.
- 7.3.12 Rail transportation of minerals and timber shall be prioritized over road transport.
- 7.3.13 The section shall promote the equal representation of women, the disabled and youth in rail maintenance projects.
- 7.3.14 The section shall promote the protection of the natural environment through an integrated environmental management approach.

7.4 Infrastructure and Facility Design and Implementation

- 7.4.1 The allocation of responsibilities for the provision and maintenance of transport infrastructure shall be done based on a classification process.
- 7.4.2 The classification process stipulated in 7.4.1 shall give effect to the identification of roads and streets under the responsibility of local government spheres.

- 7.4.3 Guidelines in consultation with local government spheres shall be formulated on expenditure and infrastructure development.
- 7.4.4 There shall be a monitoring procedure to ensure that allocated funds on infrastructure development incorporate the needs of women, the disabled and youth.
- 7.4.5 There shall be plans to extend the toll principle to provincial infrastructure.
- 7.4.6 Shall advocate that toll infrastructure be operated on a revenue principle to ensure that toll funds generate income into provincial government fiscus.
- 7.4.7 Infrastructure developments shall be planned to develop corridors taking into account non-motorized transport.

7.5 Public Transport Facilities

- 7.5.1 Private sector involvement representing women, the disabled and youth in the development and maintenance of transport infrastructure and facilities or IRMA projects shall be promoted and preferred.
- 7.5.2 The ownership of transfer facilities by transport operators shall be discouraged to allow for a negotiated contract system.
- 7.5.3 The right of access and the allocation of rights and queuing space in public transport facilities shall be controlled by an independent body established by local authorities.
- 7.5.4 The planning and provision of facilities shall be integrative of multi modal transport.
- 7.5.5 The provisioning of holding transport facilities shall be separated from boarding facilities.
- 7.5.6 Comprehensive guidelines shall be formulated for the provision of public transport facilities including the requirements and needs of service providers.

8. ROLES AND RESPONSIBILITIES

8.1 Role and responsibility of the Senior Manager

8.1.1 He/she shall attend IDP and strategic planning sessions of municipalities.

8.1.2 He or she shall supervise subordinates on implementing the policy within district municipalities

8.1.3 He or she shall continuously ensure that subordinates are trained to improve performance outputs based on the Infrastructure policy statements.

8.1.4 He or she shall monitor implementation of the policy through reports submitted by subordinates.

8.2 Roles and Responsibility of Middle Managers.

8.2.1 Middle management shall supervise subordinates on implementation of policy statements on this chapter.

8.2.2 Middle management shall continuously ensure that subordinates are trained to improve performance outputs based on the policy.

8.3 Roles of junior employees

6.3.1 Junior employees shall implement the policy at an operational level.

6.3.2 They shall ensure compliance to Batho Pele principles in executing their operational tasks.

8.4 KEY PERFORMANCE INDICATORS

8.4.1 Design and implementation of,

(a) Multi-modal public transport Infrastructure

(b) Multi-modal facilities

(c) IRMA projects

- 8.4.2 Shall design and implement action plans based on the Mpumalanga Rural Transport Strategy.
- 8.4.3 Policies developed on the maintenance and protection of transport infrastructure of all modes of transport in support of economic and social development.

9. MONITORING AND EVALUATION

The regulation and control unit and the Accounting Officer shall continuously do Monitoring and Evaluation.

10. POLICY REVIEW

The policy shall be reviewed to factor in changes in Legal framework, organizational developments, political and economical trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

APPROVAL

CHAPTER 3**INSTITUTIONAL MANAGEMENT****TRANSPORT SERVICES****TABLE OF CONTENTS**

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1. INRODUCTION

1.1 Institutional Management Policy intent to outline policy statements on the subsidization of public transport by the Institutional Empowerment section

2. STRATEGIC OBJECTIVES

2.1. To provide subsidization of public transport and related projects and programmes
2.2. Establish and sustain within district municipalities transport driven economic growth and programmes and projects for the poor and develop a transport tourism strategy for the province.

3. REGULATORY FRAMEWORK

- 3.1. Moving South Africa Agenda.
- 3.2. 1997 White Paper on Transport.
- 3.3. National Land Transport Act 2009, no 5
- 3.4. Public Transport Strategy

4. SCOPE OF APPLICABILITY

- 4.1. In all district municipalities

5. POLICY GOALS

- 5.1 Tendered contracts
- 5.2. Negotiated contracts
- 5.3. Interim contract

5. POLICY STATEMENTS

6.1 Key Performance Areas

The key performance areas shall be to;

6.1.1. Subsidize public transport.

6.1.2. Ensure the implementation and coordination of transport legislation and national policy in regulating responsibilities between the Department and the local sphere of government.

6.1.3. Develop and revise provincial passenger transport policy.

6.1.4. Administrate subsidization of public transport.

6.1.5. Shall manage bus subsidies and contracts

6.1.6. Shall ensure transition from interim contracts to tendered or negotiated contracts.

6.1.7. Shall monitor subsidized public transport operators to meet the following requirements,

(a) Cleanliness.

(b) Scheduled timetables.

(c) Safety standards.

6.2 End Users

6.2.1 The objective of all transport services shall be monitored to ensure that passengers receive services based on customer satisfaction.

6.2.2. Recognition shall be given to any particular group that claims to represent end users, provided that proof of their mandate can be submitted.

6.2.3. Consultation of end users shall be established and maintained on a voluntary basis.

7. ROLES AND RESPONSIBILITIES

7.1. Roles and responsibility of the Senior Manager

7.2. He or she shall provide strategic leadership and management on implementing the policy.

7.3. He or she shall continuously ensure that subordinates are trained to improve performance outputs based on the policy.

7.2 Roles and Responsibilities of middle managers.

7.2.1 Shall supervise subordinates on implementing the policy within the province.

7.2.2 Shall continuously ensure that subordinates are trained to improve performance outputs based on the policy.

7.2.3 Shall monitor policy implementation through reports submitted by subordinates.

8. KEY PERFORMANCE INDICATORS

8.1. Tendered contracts shall be subsidized based on funds received from national government.

8.2. Emerging BEE companies shall be trained in the transport sector.

NON-MOTORIZED TRANSPORT

1. POLICY INTENT

1.1 To establish an operational procedure for the Non-Motorized section.

1.2 To outline the core business of the Non-Motorized section

2. STRATEGIC OBJECTIVES

2.1. To maximize the use of non-motorized transport to enable communities to access social and economic opportunities at a cheaper cost.

- 2.2. To promote cycling as a low cost mobility solution to low income households, targeting mainly scholars and the rural poor.

3. REGULATORY FRAMEWORK

- 3.1. Moving South Africa Agenda
- 3.2. National Land Transport Transition Act
- 3.3. National White Paper on Transport of 2002
- 3.4. Mpumalanga Rural Transport Strategy

4. SCOPE OF APPLICABILITY

- 4.1. The policy shall be applicable to all the beneficiaries

5. POLICY GOALS

- 5.1. To assist animal transport users sustain their mode of transport.
- 5.2. To manage and administrate bicycle shops.
- 5.3. To provide bicycles to poor people and to learners residing more than five kilometers from their respective schools.
- 5.4. To promote walking clubs in urban areas.
- 5.5. To advocate the implementation of non-motorized infrastructure.
- 5.6. To advocate pedestrian signage
- 5.7. To advocate the construction of non-motorized transport infrastructure.
- 5.8. Promote cycling events in the province.

6. POLICY STATEMENTS

6.1 Key Performance Areas

The key performance areas shall be to;

- 6.1.2. Promote the shovakalula programme in the province.
- 6.1.3. Subsidize bicycles donated to targeted beneficiaries.
- 6.1.4. Ensure that bicycles shops are managed and administrated in the interests of beneficiaries.
- 6.1.5. Train recipients of donated bicycles on their correct use and maintenance.
- 6.1.6. Advocate for the construction of non-motorized facilities and infrastructure within a multi-modal context.

6.1.7. Educate urban dwellers owning private transport on the importance of walking and cycling.

6.1.8. Assist animal transport users to sustain their mode of transport.

6.2. Categorization of non-motorized transport

6.2.1. Non-motorized transport shall be divided into three categories,

(a) Walking

(b) Animal transport

(c) Bicycle

6.3. Promotion of non-motorized transport

6.3.1. The section shall improve sidewalks, crosswalks, paths and bike lanes.

6.3.2. Correct specific roadway hazards to non-motorized transport (sometimes called "spot improvement" programs).

6.3.3. Shall advocate the building of elementary school close enough so that most children can walk from their dwelling.

6.3.4. Shall advocate that parks, trails and playgrounds are located and sited near every dwelling. This distance should not be more than 500 meters.

6.3.5. Shall ensure that street scapes are safe and inviting to pedestrians.

6.4. Promotion of Urbanist Development

6.4.1. Promote new Urbanist features that can be designed into new development or implemented incrementally in existing neighborhoods which, requires changes to street design standards, and to zoning laws to allow higher densities and mixed land use.

6.4.2. Shall champion and lobby relevant stakeholders in urban renovation projects that incorporate new urbanism features, including commercial infill and pedestrianization.

6.4.3. Shall champion an approach to building codes, called “form-based codes” which, provide guidelines and building requirements that define a particular type of development desired in a particular area to accommodate flexibility and coordination than conventional, land use based codes.

6.4.4. Develop a more connected street network and clustered development.

6.4.5. Improve urban streetscapes to support more multi-modal transportation and create more attractive and accessible communities

(a) Streetscape refers to urban roadway design and conditions as they impact street users and nearby residents. Streetscapes are an important component of the public realm (public spaces where people often interact), which help define a community’s transport conditions, activities, aesthetic quality and identity.

6.4.6. Shall advocate for Transit Oriented Development (TOD) on new development sites

(a) TOD refers to residential and commercial centers designed to maximize access by transit and non-motorized transportation, and with other features to encourage transit ridership. A TOD neighborhood has a center with a rail or bus station, surrounded by relatively high-density development, with progressively lower-density spreading outwards

6.5. Strategies for promoting bicycle use

6.5.1. Create a Multi-Modal Access Guide, which includes maps and other information on how to cycle to a particular destination where possible.

6.5.2. Shall advocate for the development of paths and bike lanes in old and new residential and development arrears.

6.5.3. Advocate for the improvement of bike parking in commercial and entertainment centers.

6.5.4. Shall provide bicycle rental and lending services at many locations.

6.5.5. Shall address security concerns of cyclists.

6.5.6. Shall promote the use of bicycles in rural and semi urban areas.

6.6. BUSINESS MODELS FOR ACCESSING BICYCLES

6.6.1. The following business models shall be used to access bicycles to beneficiaries,

- a. An NGO set-up where the organization is independent from government management processes and has a board of directors to run and monitor its affairs;
- b. Agri-cooperatives, Rural Extension Officers, local NGOs, Rural Development Centers, MPCC and interested local businesses to distribute the bicycles.
- c. An independent micro-business enterprises which has minimal links with government and receive start-up funds from provinces;
- d. A Shova Kalula set-up which is a quasi-government organization and receives technical support from government.
- e. The project costs may be shared with government and beneficiaries' government support may be on start-up funds for new sites and the cost of bikes shall be shared with the beneficiaries.
- f. Current Shova Kalula shops shall be funded to raise new stock to ensure that shops start without any debt.
- g. The money for subsidizing bikes shall be used to build or extend Shova Kalula sites.
- h. Shop managers shall have direct management of the implementation phase with the support of provincial program managers.

6.7 Promotion of walking

6.7.1 The section shall encourage walking in urban centers to improve public health and reduce the cost of automobile travel through the following methods.

(a) Formation of walking clubs.

- a. Lobby private sector companies to brand advertising with walking.
- b. Organize intellectuals' discussions on walking and publish discussions in the print media.

(e) Organize radio slot to encourage walking by urban residents.

6.7.2 Shall advocate Streetscaping programs which include changes to the road cross section, traffic management, sidewalk conditions, landscaping, street furniture (utility poles, benches, garbage cans, etc.), and building fronts and materials specifications for improving signage.

6.8 Animal transport

- 6.8.1 Shall develop a profile system of the areas where animals are used as transport means for leisure traveling and commercial purposes.
- 6.8.2 Shall develop an intergovernmental partnership with the Mpumalanga Dept of Agriculture to improve the livelihood of animals used for transport purposes.
- 6.8.3 Shall champion the design of animal transport signage in roads neighbored by communities using animal transport.
- 6.8.4 Shall establish an organization of animal transport users to establish a structured relationship with the Organization.

6.9 Signage improvement

- 6.9.1 Shall on an annual basis develop a project schedule on pedestrian signage.
- 6.9.2 Shall collaborate with the Department of Local Government and Housing and the Department of Education with the purpose of providing signage to houses, schools and health centers build.
- 6.9.3 Signage shall be improved at schools, hospitals, public transport terminals and along roads.

7. ROLES AND RESPONSIBILITIES

Roles and responsibilities of the senior manager

- 7.1 Manage project and finances of the section.
- 7.2 Identify policies for bicycle shops and indigent policies for stakeholders.
- 7.3 Conceptualize provincial programs and projects.
- 7.4 Develop a networking strategy for the advocacy for urbanist development approach in residential and commercial centers.
- 7.5 Represent or delegate subordinates in non-motorized conferences.

ROLES AND RESPONSIBILITIES OF MIDDLE MANAGERS

- 7.6. Shall supervise subordinates on implementing the policy within district municipalities.

- 7.7. Shall continuously ensure that subordinates are trained to improve performance outputs based on the policy.
- 7.8. Shall monitor policy implementation through reports submitted by subordinates.

8. KEY PERFORMANCE INDICATORS

- 8.1. Co-operatives shall be formed to donate bicycles to targeted beneficiaries.
- 8.2. Donations of bicycles to poor communities and learners shall be prioritized.
- 8.3. Urbanist development in commercial and residential areas shall be advocated.
- 8.4. Donations from developed countries shall be sought.
- 8.5. Intervention strategies to improve animal transport shall be developed.
- 8.6. Walking clubs shall be formed in urban residential areas.
- 8.7. Cycling event shall be organized on an annual basis.

9. MONITORING AND EVALUATION

The Institutional Management unit and the Accounting Officer shall continuously do Monitoring and Evaluation.

10. POLICY REVIEW

The policy shall be reviewed to factor in changes in Legal framework, organizational developments, political and economical trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

APPROVAL

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1. INTRODUCTION

To develop, standardize and institute integrated plans and projects that will direct and facilitate public transport programs from provincial to local municipal level.

To create and maintain an Information Systems to handle the mass of increasingly complex and varied land transport data needed by clients.

2. OBJECTIVES

- 2.1 To provide policy statements applicable to planning and co-ordination of transport at local government level on transport infrastructure and facilities.
- 2.2 To outline responsibilities for transport planning, policy development and intervention strategies within district municipalities to affect an efficient transport service based on community needs.
- 2.3 To give effect to the design of the IPTIS that shall support the Department to store and process information on public transport in the province.

2.2.1 CHALLENGES

- 2.2.1.1 Land use and transport development in Mpumalanga is not integrated and creates dislocation of the various transport modes available.
- 2.2.1.2 Local government structures do not have public transport business units aligned to the Department.
- 2.2.1.3 Municipalities do not have public transport revenue collection strategies.
- 2.2.1.4 Poor planning in the past has created inordinate settlements and urban sprawl resulting in long commuting distances and resulting in high transport costs.

2.2.1.5 The Department has not been able to compete globally with information storage and dissemination due to a lack of a Provincial Transport Information Systems.

2.2.1.6 The lack of an IPTIS creates inefficiency in real-time travel information and efficient public transport traffic management.

2.2.1.7 Although there is a freight Data Bank, information from the data bank cannot be utilized comprehensively due to lack of integrated information systems.

3. STRATEGIC OBJECTIVE

4. REGULATORY FRAMEWORK

4.1 Moving South Africa Agenda

4.2 Mpumalanga Multi-Modal Transport Infrastructure Plan

4.3 National Land Transport Transition Act 22 of 200

5. SCOPE OF APPLICABILITY

5.1 The policy shall be applied in all municipalities in the province.

6. POLICY GOALS

6.1 To provide Integrated Transport Plans based on Integrated Development Plans to district municipalities.

6.2 Ensure that integrated Transport Plans provide for multi-modal transport infrastructure, facilities and IRMA projects and submit such plans for designs and implementation to the Infrastructure section.

6.3 Ensure that ITP's are not in contradiction with the LFA.

6.4 Develop transport revenue strategies for district municipalities.

6.5 Establish Transport authorities in all district municipalities and develop

policies on their establishment, composition, administrative and financial functions.

- 6.6 Ensure that district municipalities or transport authorities where established developed CPTRs in the areas of jurisdiction.
- 6.7 Ensure the design and function of the IPTIS.
- 6.8 Establish and sustain transport forums in all district municipalities.

7. POLICY STATEMENTS

Key Performance Areas of the section

- 7.1.1 The Municipal Planning section shall,
- 7.1.2 Assist municipalities to establish public transport business units aligned to this policy to integrate public transport service delivery.
- 7.1.3 Assist municipalities to facilitate integrated transport planning and development of infrastructure, transport operations and land use.
- 7.1.4 Carry out transport plans in close co-operation with other provincial departments to affect interdepartmental integrated and sustainable economic development plans.
- 7.1.5 Establish and sustain Public Transport Forums and Local Liaison Committees in all municipalities to provide corrective measures to effect compliance to transport legislation.
- 7.1.6 Foster cooperative relations with any role player within a jurisdiction area on matters promoting its sectional mandate.
- 7.1.7 Enforce compliance promulgated by transport legislation on spatial development processes on public transport corridors and nodes.

- 7.1.8 Intervene on urban sprawl constraining provincial spatial development plans through the RDP framework.
- 7.1.9 Through ITPs put in place programs to discourage dispersed employment activities with the purpose of decreasing transport costs.
- 7.1.10 Design and implement the IPTIS informed by relevant data within all local municipalities in the province.
- 7.1.11 Organize end users to participate in transport forums to continuously improve the quality of public transport through participation.
- 7.1.12 Assist district municipalities to form transport contingency plans.

7.2 Transport Authorities

- 7.2.1 The section shall establish three transport authorities constitutive of the district municipality and local municipality within its jurisdiction.
- 7.2.2 A policy guideline based on the NLTTA shall be developed on the composition and functioning of a transport authority.
- 7.2.3 The transport authority shall immediately after its establishment be responsible for CPTRs in its area of jurisdiction.
- 7.2.4 Transport authorities shall develop their vision and mission statement based on the NLTTA.
- 7.2.5 The administrative structure of transport authorities shall be mimicry of the administrative structure of the Transport division.
- 7.2.6 Where applicable, the MEC shall forward temporary or full time employees to the administrative function of transport authorities.
- 7.2.7 Where transport authorities are formed, funding of municipalities within that transport authority shall be through that authority.
- 7.2.8 Transport authorities shall in their immediate establishment be assisted to form Land Transport Contingency Plans to respond to any form of disasters.

7.3 Planning approaches of the Planning section

-
- 7.3.1 Shall provide strategic advice to the municipal on public transport.
- 7.3.2 Shall attend strategic planning sessions of District municipalities, Department of Local Government and Housing to develop a holistic approach on municipal transport planning.
- 7.3.3
- 7.3.4 Determine strategic service delivery initiatives that can be carried out with the Department of Local Government
- 7.3.5 Together with municipalities develop and determine their financial need for municipalities and financing strategy.
- 7.3.6 Make provision for financial assistance to municipalities provided the assistance is not in contravention with any transport policy or legislation.
- 7.3.7 Assist municipalities in compiling CPTRs.
- 7.3.8 Capacitate district municipalities on the mandates conferred by the NLTTA.
- 7.3.9 Ensure that the DFA is adhered to by municipalities.
- 7.3.10 Shall emphasize on the IDPs as the main agent in regulating the working relationship between the Department and municipalities.
- 7.3.11 In all cases of cross border services the section shall be responsible for coordinating and consulting stakeholders.
- 7.3.12 Different planning approaches shall be applied between urban and rural areas.
- 7.3.13 Transport planning in rural areas shall be undertaken in recognition and consultation with Traditional Leaders.
- 7.3.14 Shall work with other development stakeholders in ensuring that transport corridors are built to provide limited travel distance and cost.

- 7.3.15 The conservation of the environment shall be given particular focus in all transport related projects.
- 7.3.16 Planning of transport systems shall support the national objectives of densification and contain urban sprawling.
- 7.3.17 During the last quarter of a financial year, the section shall provide a report on Land use and Public Transport in the province”

7.4 Environmental Management

- 7.4.1 The section shall consider international protocol environmental management of which national government is signatory to during the development of infrastructure and facilities.
- 7.4.2 The section shall not encourage the design and implementation of infrastructure in wetlands, or habitat that consists of endangered species.
- 7.4.3 To comply with 7.4.2 the section shall have a databank of all wetlands and endangered habitat stored in the IPTIS.
- 7.4.4 It shall be party to environmental management conferences organized by the national Department of Environment and Tourism to keep track on environmental management matters.
- 7.4.5 Land that is a tourist destination shall not be opted for infrastructure and facility development.

7.5 INFRASTRUCTURE PLANNING

- 7.5.1 Together with the municipality through IDPs the section shall determine the development of the following facilities and infrastructure
- (a) Integrated Rural Mobility Access
 - (b) Multi-modal infrastructure
 - (c) Non-motorized infrastructure
 - (d) Public transport shelters and ranks

- 7.5.2 Identified facilities and infrastructure to be implemented shall be submitted to the Infrastructure section for designing and implementation in the proceeding financial year.
- 7.5.3 Shall be informed of the infrastructure budget to assist municipalities
Prioritize infrastructure projects for implementation in the proceeding financial year.
- 7.5.4 Shall develop a facility infrastructure contingency plan for intervention during emergency caused by natural disasters, terrorism or any other cause.

7.6 Municipal policy development

- 7.6.1 The section shall assist municipalities to develop policy statements on establishing public transport business units,
- 7.6.2 It shall develop a policy agenda for district municipalities to advocate the development of welfare policies and or system policies, these policies shall,
- (a) Assist municipalities to develop spatial development policies.
 - (b) Spell out the preservation of existing facilities and their optimal utility,
 - (c) Incentives and penalties to the cleansing of public transport terminals, ranks, stops and the control of advertising,
 - (d) Any other policy that is not in contravention with the constitution of the Republic of South Africa.

7.7 Core functions of the IPTIS

- 7.7.1 The core business of the IPTIS shall be,
- (a) To establishment and maintain a Provincial Freight Information Systems Programmed on inter-modal transport.
 - (b) Gather and store information on designed and implemented infrastructure.
 - (c) To empower and support human interactions by providing context on specific information to travelers advising on the best travel choices at the time of the journey and costs.

- (d) Provide integrated information transport information to the Department's webmaster for public consumption.
- (f) To capture, process and store information on completed projects that can be used for future benchmarks.

7.8 Managing the IPTIS

- 7.8.1 The section shall have intellectual property rights of all information contained in the IPTIS.
- 7.8.2 National Intelligence Agency policies shall be applicable where relevant in managing the IPTIS.
- 7.8.3 The section shall develop a policy on the management and utility of the IPTIS.

7.9 Municipal Data Integration

- 7.9.1 Municipalities shall be encouraged to provide the following information on monthly basis for processing and storage in the IPTIS.
 - 1. Developments on non-motorized projects,
 - 2. Pedestrian signage,
 - 3 Completed IRMA projects,
 - 4 Completed public transport facilities,
 - 5 Completed Multi-modal projects
 - 6 Traffic congestion patterns,
 - 7 Traffic accidents patterns and trends,
 - 8 Changes in Freight logistics,
 - 9 Tourism trends and modes of transport used,
 - 10 New public Transport routes and their services providers,

7.10 Collaboration with DOT on IPTIS

- 7.10.1 The section shall collaborate with the DoT with the purpose of integrating its information into the national ITS.
- 7.10.2 The interpretation and synthesis of data in the IPTIS software shall be configured with the recommendations of the DoT.

8. ROLES AND RESPONSIBILITIES

8.1 Role and responsibility of the Senior Manager

- 8.1.1 He or she shall provide strategic leadership and management on the implementation of the policy statements of the section.
- 8.1.3 He or she shall attend all district municipal planning sessions.
- 8.1.4 He or she shall ensure that policy statements of the section are developed into the Department's strategic plan.
- 8.1.5 He or she shall represent the section on Transport Municipal Planning matters and conferences at national and provincial level.

8.2 Roles and Responsibility of Middle Managers

- 8.2.1 Shall supervise subordinates on implementing the policy within district municipalities.
- 8.2.2 Shall continuously ensure that subordinates are trained to improve performance outputs based on the policy.
- 8.2.3 Shall monitor policy implementation through reports submitted by subordinates.

8.3. Roles of Junior Employees

- 8.3.1 Junior employees shall implement the policy statements of the section at an operational level.
- 8.3.2 They shall ensure compliance to Batho Pele principles in executing their operational tasks.

8.4 KEY PERFORMANCE INDICATORS

8.4.1 Transport Authorities shall be established at Ehlanzeni, Enkangala and Gert Sibande district municipalities.

8.4.2 Transport policies shall be developed at district municipalities.

8.4.3 Multi-modal infrastructure and facility plans shall be developed in all district municipalities.

8.4.4 **Through ITPs the section shall determine the development of the following facilities and infrastructure**

8.4.4.1 Integrated Rural Mobility Access

8.4.4.2 Multi-modal infrastructure

8.4.4.3 Non-motorized infrastructure

8.4.4.4 Public transport shelters and ranks

8.5 Shall have the Provincial Land Transport framework reviewed.

8.5.1 Municipalities shall be granted financial assistance.

8.5.2 Shall have CPTRs updated annually.

8.5.3 Shall have ITPs incorporated within IDPs.

8.5.4 Shall submit annual environmental assessment reports to the General Manager Transport Public Transport.

8.5.5 Shall develop transport risk management plans for district municipalities.

9. MONITORING AND EVALUATION

The regulation and control unit and the Accounting Officer shall continuously do Monitoring and Evaluation.

10. POLICY REVIEW

The policy shall be reviewed to factor in changes in Legal framework, organizational developments, political and economical trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

APPROVAL

CHAPTER 5
REGULATION AND CONTROL POLICY

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1. INTRODUCTION

The Public Transport Services and regulation policy shall provide guidelines, principles for public transport service provision, including the social responsibilities, the administrative arrangements and regulation of public transport. In this regard both national white paper and the Act are fairly specific and detailed in terms of the national policy requirements.

2. OBJECTIVES

The objective of this policy is:

- 2.1 To focus on meeting customer/ commuters needs transparent, consultative, coordinated, accountable process and comprehensive information.
- 2.2 To minimize the constraints to the mobility of passengers, maximizing the speed and service.
- 2.3 To allow customers choice of transport mode where it is economically and financial viable.
- 2.4 To improve the safety, security, reliable quality, and speed of transporting goods and people.
- 2.5 To improve competitiveness of transport infrastructure and operations through greater effectiveness and efficiency to be better meet the needs of the different customer groups.
- 2.6 To promote integration, intermodalism and provide infrastructure and operations which provide a measurable economic or financial return.

3 REGULATORY FRAMEWORK

- 3.1 Constitution of the Republic of South Africa
- 3.2 White paper on national transport policy.
- 3.3 Act no.5 of 2009: national land transport Act, 2009

4 SCOPE OF APPLICATION

This policy shall be applicable to all transport users and customers in Mpumalanga Province.

5 POLICY STATEMENT

To ensure that the mobility of the people in the Province is enhanced through the provision of affordable and regulated public transport services provided by the private sector within the framework of government programs.

5.1 PROVINCIAL LICENSING BOARD AND OPERATING LICENSES

5.1.1 The ACT specifies the manner in which the operating licensing board are to be established, functions and duties,

5.1.2 All procedures to be followed and how applications for operating licenses are to be made prerequisites for the operation of public transport services.

5.2.1 The registrations process focus on the details about the provincial taxi register and registrar, its function, registration of associations, procedures regarding issuing of certificates, constitution of associations, codes of conduct, registration or cancellation of associations members.

5.3 PROVINCIAL POLICY ISSUES

The following key issues have been identified with regard to the provision and regulation of public transport services in the Mpumalanga Province

5.3.1 Community Needs

- 5.3.1.1 Public transport service do not meet the needs of all people, particular the elderly, scholars and the People with disability.
- 5.3.1.2 Scheduled, subsidised services are also only available at specific places and along transport corridors, whilst people in other areas have no such services available.
- 5.3.1.3 It is therefore a question of geographic inequities, coupled to the affordability problem from the view point of both the users of transport as well as the ability of government to provide services.
- 5.3.1.4 The provision and affordability of school bus services is particularly a major problem.

5.4 INSTITUTIONAL ISSUES, PLANNING, MODAL INTEGRATION AND COORDINATION.

- 5.4.1 A major problem is the non-existence of recognized and dedicated transport authorities.
- 5.4.2 It is the result of the fact that no transport authorities were declared in Mpumalanga within the framework of the urban transport Act and because the provincial authority prior to 1994 was mainly task with road.
- 5.4.3 It had the combined effect that very little detailed planning for public transport services had been done previously.

5.4.4 Modal integrated is nonexistent and past policies allowed the operators to determine to a large extent what will be provided for the users.

5.4.5 Public transport services were planned in fragmented way that and often time schedules were not set, monitored and published.

5.6 Intermodal Competitions

It is difficult for the taxi industry to compete with the large operators, some of these large operators often linked to government institutions, particularly bus operators that have not privatized fully. Involvement of the small operators has a limitations and to find ways to overcome.

5.6.1 Taxi industry

5.6.1.1 Regulation and co-ordination of the industry is lacking and taxi violence and unhealthy competition are common.

5.6.1.2 It contributes threats and manipulation, not only within the taxi industry but against other modes of transport, particularly bus operators.

5.6.2. Bus industry

5.6.2.1 Generally the bus industry only serves some areas and some people whilst there is a lack of service quality in many areas, although other areas are fairly well served.

5.6.2.2 The bus tender contract is only valid for a specified number of years after which a new tender would be issued.

5.6.2.2 The bus industry is fairly monopolized with very little opportunity for small operators to take part in the government support programs whilst there are complaints that bus operators do not always to schedules.

6. ROLES AND RESPONSIBILITIES

6.1 ACCOUNTING OFFICER

The Accounting Officer is responsible for the following:

6.1.1 Overseeing the policy implementation process and reporting about the operations

6.2 EMPLOYER:

The Employer is responsible for the following:

Shall ensure timeous the implementation of the policy

Monitoring and evaluation

6.3 Provincial Regulatory Entity

7. MONITORING AND EVALUATION

The regulation and control unit and the Accounting Officer shall continuously do Monitoring and Evaluation.

8. POLICY REVIEW

The policy shall be reviewed to factor in changes in Legal framework, organizational developments, political and economical trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

9. APPROVAL

CHAPTER: 6
SCHOLAR TRANSPORT

1. INTRODUCTION

The Department of Public Works, Roads and Transport is committed to streamlining the provision of scholar transport in Mpumalanga and assist the Department of Education in the promotion of access to education through an effective and efficient scholar transport system.

2. OBJECTIVES

The policy aims at providing guidance to the provision of scholar transport services to learners who have to walk five or more kilometers to the nearest public schools.

The objectives of the policy are:

- 2.1. To ensure that transport acts as one of the key catalysts for education through access to schools.
- 2.2. To ensure the provision and maintenance of safe and secure scholar transport services.
- 2.3. To ensure the procurement and formalisation of scholar transport services in a transparent and accountable manner whilst promoting BBBEE.
- 2.4. To promote the co-ordination and co-operation with respect to scholar transport services amongst all stake holders.
- 2.5. To monitor and evaluate scholar transport services and the impact of the policy.

3. REGULATORY FRAMEWORK

- 3.1. The Constitution of the Republic of South Africa, 1996
- 3.2. National Land Transport Transition Act, Act 22 of 2000
- 3.3. National Land Transport Strategic Framework
- 3.4. The Public Transport Strategy and Action Plan (2007)
- 3.5. The South African Schools Act No. 84 of 1996.
- 3.6. The draft National Scholar Transport Policy.

- 3.7. The National Education Policy Act, Act 27 of 1996.
- 3.8. Public Finance Management Act, Act 1 of 1999.
- 3.9. Broad-Based Black Economic Empowerment Act, Act 53 of 2003

4. SCOPE OF APPLICATION

This policy shall be applicable to all Mpumalanga public school learners (Grade R to Grade 12) who walk five or more kilometres to the nearest school.

5. POLICY STATEMENT

In support of the Constitutional right to basic education, the Department of Public Works, Roads and Transport strives to provide scholar transport services to learners staying five or more kilometers from public schools.

5.1. PRINCIPLES OF SCHOLAR TRANSPORT POLICY FRAMEWORK

- 5.1.1. Sector integrated and co-ordinated planning must occur so that schools are located closer to communities to minimize travelling.
- 5.1.2. The roles and responsibilities of different departments and parties involved in scholar transport should be clearly defined and agreed to in writing.
- 5.1.3. Where provided, scholar transport service should be free of charge to learners.
- 5.1.4. The standard of service of scholar transport service must provide value for money spent by the Department.
- 5.1.5. Scholar transport service must reasonably address user needs, including the needs of learners with disabilities.
- 5.1.6. The scholar transport service must run according to the agreed schedule.

- 5.1.7. Licensed public transport vehicle used must be roadworthy and safe. The security of the learners on the vehicles must be of high standard.
- 5.1.8. The system and service must be reliable, effective and efficient.
- 5.1.9. Institutional structures should be created to ensure efficient planning and implementation.
- 5.1.10. All scholar transport services must be procured within the procurement legislation.
- 5.1.11. All scholar transport services must be monitored and inspected to ensure that they meet the required service and safety standards

5.2. ELIGIBILITY FOR SCHOLAR TRANSPORT SERVICE

5.2.1. Beneficiaries of Scholar Transport

Scholar transport service will be provided to learners who are:

- 5.2.1.1. Scholar transport service is intended for Mpumalanga school learners who travel five kilometres or more to the nearest public school.
- 5.2.1.2. Scholar transport service must be provided only for travel between home and school on school calendar days, not any other school activities.
- 5.2.1.3. Every attempt should be made to cater for learners with special needs.
- 5.2.1.4. Scholar Transport Services should be provided for learners only. Where necessary, schools may nominate an educator/responsible person to travel on a scholar transport service to supervise learners in the vehicle.
- 5.2.1.5. Curriculum choice and school preference should not be used as criteria for the provision of scholar transport service (unless approved by the Head of Department for Education).

5.2.1.6. A minimum number of ten (10) learners are required for the provision of scholar transport service on a particular route.

5.2.2. Process of identifying beneficiaries.

5.2.2.1. Learners who are eligible for scholar transport service must be identified and verified by the school, circuit and the District (DOE).

5.2.2.2. A list of scholar transport needs, signed by the HOD of DOE must be submitted to the HOD of PWR&T.

5.2.2.3. The list of scholar transport needs must be considered and recommended to the Department by the joint Technical and Steering Committees of DPWR&T and DOE.

5.2.2.4. The DPWRT should establish a tool like Geographic Information System (GIS) with the location of all schools mapped, as well as the areas to be served by each school as the nearest available school. The home location of learners applying for transport service should then be checked against the GIS, and mapped to assist in route design.

6. ROLES AND RESPONSIBILITIES

Responsibilities of the parties;

6.1. Mpumalanga Department of Education

6.1.1. It is the responsibility of Mpumalanga Department of Education to provide schools which are accessible to communities.

6.1.2. Sector integrated and co-ordinated planning must occur so that schools are located closer to communities they serve in order to minimize travelling.

6.1.3. Key stakeholder in the Scholar Transport System

- 6.1.4. Ensure that the Constitutional obligation of the right to Education is upheld;
- 6.1.5. Provision of annual statistics of learners who are eligible for Scholar Transport service on or before 31 March of each year;
- 6.1.6. Monitor scholar transport service provided
- 6.1.7. Maintain data of learners and schools benefiting from scholar transport service

6.2. Department of Public Works, Roads and Transport

- 6.2.1. Implementing Department in the Provision of the Scholar Transport Service in accordance with a transportation plan.
- 6.2.2. Accountable and responsible for Scholar Transport Policy Development and implementation thereof;
- 6.2.3. Responsible for consulting with stakeholders in developing and implementation of the Scholar Transport Policy;
- 6.2.4. Responsible for compilation, submission and management of Scholar Transport budget;
- 6.2.5. Conduct risk assessment and management thereof;
- 6.2.6. Enter into contracts with Scholar Transport Service Providers;
- 6.2.7. Ensure compliance with agreed contract requirements (Pre, during and post) and Management of the contract life cycle;
- 6.2.8. Payment of Scholar Transport Service Providers within the budget provided to the Department for this purpose;
- 6.2.9. Design and plan Scholar Transport routes in line with DoE needs.
- 6.2.10. Plan and conduct Road Safety education Awareness;
- 6.2.11. Monitoring of service performance;
- 6.2.12. Ensure that contracted Service Providers adhere to the agreed route specifications and contractual stipulations;

- 6.2.13. Facilitate the scheduled and unscheduled testing of the vehicles of service providers to check the roadworthiness in collaboration with Traffic Authorities and Vehicle Testing Stations; and
- 6.2.14. Maintain a database of all Scholar Transport contracts and vehicles.

6.3. **Service Providers**

- 6.3.1. Service providers shall honour contractual obligations at all times
- 6.3.2. Keep their vehicles clean and maintained conducive for transporting learners

6.4. **School Governing Body**

- 6.4.1. Assist in identifying learners scholar transport service needs for their respective school
- 6.4.2. Handle and report challenges faced by learners in the provision of the scholar transport service

6.5. **Learners**

- 6.5.1. Learners shall arrive at pick-up points in time
- 6.5.2. Keep safe distance from the road while waiting for the bus
- 6.5.3. Report, to the principal, failure of the service provider to keep time and any matter that may involve safety and maintenance of the vehicle

7. **MONITORING AND EVALUATION**

Scholar transport directorate shall monitor and evaluate implementation of this policy and report any deviation to the HOD in writing

8. **POLICY REVIEW**

The policy shall be reviewed to factor in changes in legal frameworks, organizational development, political and economic trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

9. APPROVAL

APPROVED

KM MOHLASEDI
HEAD OF DEPARTMENT
DATE: _____
