|  |
| --- |
| http://images.publicradio.org/content/2010/06/11/20100611_world-cup_33.jpghttp://www.nedbankarts.co.za/wp-content/themes/nedbank/thumb.php?src=http://www.nedbankarts.co.za/wp-content/woo_custom/151-act_top-1.jpg&h=267&w=400&zc=1&q=90 |



**CITY OF TSHWANE**

**EVENTS JOINT OPERATIONS COMMITTEE**

Each year, the City is involved in various types of events, many of which request the Executive Mayor’s attendance, assistance with event logistics and other City services. The City acknowledges the strategic role events can play in showcasing Tshwane to its people, the country and the world in a way that reinforces and enhances the City of Tshwane brand. The benefits of well-staged events are numerous and include high returns on investments, socio-economic upliftment, public participation and social cohesion. It is against this background that the City decided to centralise events within Communication, Marketing and Events in order to promote a more proactive, integrated, strategic and seamless way to execute events.

The City’s Events Joint Operations Committee (JOC) was instituted in August 2012 as an official structure to drive citywide event compliance. The responsibility of the Events JOC to provide safety and security and mitigate disasters is bestowed through a delegation of authority by the Safety at Sports and Recreational Events Act, 2010 (Act 2 of 2010), and becomes a collective responsibility between City services. The Events JOC seeks to provide measures to safeguard the physical well-being and safety of persons and property at sport, recreational, religious, cultural, exhibitional, organisational or similar events held in Tshwane.

To date, some of the events hosted within Tshwane do not comply with the Safety at Sports and Recreational Events Act, 2010 and other prescribed acts, regulations and by-laws. The principle of centralisation necessitates that the Events Compliance Office gives clear guidelines on how events should be run in order to ensure citywide event compliance.

**The Events JOC is informed and governed by some of the following prescribed acts, regulations and by-laws:**

* Constitution of the Republic of South Africa, 1996
  + Safety at Sports and Recreational Events Act, 2010
  + SANS 10366
  + South African Police Service Act, 1995 (Act 68 of 1995)
  + Road Traffic Management Corporation Act, 1999 (Act 20 of 1999)
  + City of Tshwane by-laws
  + Fire Brigade Services Act, 1987 (Act 99 of 1987)
  + Disaster Management Act, 2002 (Act 57 of 2002)
  + Gauteng Ambulance Services Act, 2002 (Act 6 of 2002)
  + SANS 10090 and National Fire Protection Association standards
  + National Crime Prevention Strategy, 1996
  + White Paper on Safety and Security, 1998
  + Explosives Act, 2003 (Act 15 of 2003)
  + Regulation of Gatherings Act, 1993 (Act 205 of 1993)

**In order for the Events JOC to execute its mandate, event organisers are requested to follow the following guidelines:**

**Step 1: APPLICATION**

Complete an application form to notify the Events Compliance Office of your proposed event 30 days before the event.

**Step 2:** **APPLICATION FORMS**

Complete and submit all application forms to the relevant offices as directed by the Events Compliance Office **20 days before the event date.**

**Step 3:** **JOINT OPERATIONS COMMITTEE PRESENTATION**

Compile a JOC file to present to the committee **three weeks before the event.** Presenters are requested to prepare **one** physical JOC file for the chairperson and five soft copies of thepresentation (USB) for JOC members.

**Event organisers are requested to note the following:**

* All events governed by the Regulation of Gatherings Act, 1993 will be referred to the Tshwane Metro Police Department Events Office (such as protests, marches and picketing).
  + Please note that all events held within Tshwane must be presented to the Events JOC.
* The Events JOC sits every Wednesday at Loftus Stadium in Kirkness Street.

**For more information and assistance, please contact the Events Compliance Office as follows**:

|  |  |  |  |
| --- | --- | --- | --- |
| Events Compliance Office email: [eventsjoc@tshwane.gov.za](mailto:eventsjoc@tshwane.gov.za) | | | |
| Director: Denzel Burgess  012 358 5937/082 312 8102  [denzelb@tshwane.gov.za](mailto:denzelb@tshwane.gov.za) | Lindiwe Lesola  012 358 4716/082 812 1074  [lindiwel@tshwane.gov.za](mailto:Lindiwel@tshwane.gov.za) | | Abram Mampye  012 358 4714/083 484 2522  [abrammam@tshwane.gov.za](mailto:AbramMam@tshwane.gov.za) |
| Physical address | | West Wing, 1st Floor South, Tshwane House, 320 Madiba Street, Pretoria, 0002 | |
| Postal address | | PO Box 440, Pretoria, 0001 | |

**City of Tshwane Events JOC members**

|  |  |  |
| --- | --- | --- |
| **Department** | **Function**  **Contact person** | **Contact details** |
| South African Police Service | **Event Risk Categorisation** SAPS Provincial: Brigadier Kruger | 011 248 1126/1100  [gauteng.events@saps.gov.za](mailto:gauteng.events@saps.gov.za) |
| Emergency Services Department | **Disaster Management**  Phillip Shaba | 012 358 9625/083 493 6770  [mambos@tshwane.gov.za](mailto:mambos@tshwane.gov.za) |
| **Fire Operations: Fire Brigade**  Hannes Swanepoel | 012 358 6227/076 777 9339  [HannesSw@tshwane.gov.za](mailto:HannesSw@tshwane.gov.za%20) |
| **Emergency Medical Services**  Peter Mashikinya | 012 358 6276/1944/083 494 1108  [petermas@tshwane.gov.za](mailto:petermas@tshwane.gov.za) |
| **Fire Safety**  Stephen Mokoena | 012 358 6313/083 509 8137  [stephenm@tshwane.gov.za](mailto:stephenm@tshwane.gov.za) |
| Tshwane Metro Police Department | | 012 358 7004  [tmpdevents@tshwane.gov.za](mailto:tmpdevents@tshwane.gov.za) |
| Tshwane emergency number (disaster, ambulance and fire) | | 107 |
| Environment and Agriculture Management Department | **Parks**  Alvene Nason | 012 358 0353  [alvenen@tshwane.gov.za](mailto:alvenen@tshwane.gov.za) |
| **Waste Management** Thomas Mabena | 012 358 7786/081 527 3963  [thomasmab2@tshwane.gov.za](mailto:thomasmab2@tshwane.gov.za) |
| Communication, Marketing and Events | **Strategic Marketing**  Kopano Molefe | 012 358 4724/076 669 4663 [kopanom@tshwane.gov.za](mailto:kopanom@tshwane.gov.za) |
| **Strategic Communication**  Antoinette Mostert | 012 358 4719/082 374 2061  [antoinettem@tshwane.gov.za](mailto:antoinettem@tshwane.gov.za) |
| Economic Development and Spatial Planning Department | **Economic Development**  Theunis J Pretorius | 012 358 4383  [theunisp@tshwane.gov.za](mailto:theunisp@tshwane.gov.za) |
| **Building Control**  Peter Phala | 012 358 7998/073 284 3190 [peterp@tshwane.gov.za](mailto:peterp@tshwane.gov.za) |
| Office of the Executive Mayor | **Protocol Services**  Millicent Burgess | 012 358 8007/072 356 9692  [milliem@tshwane.gov.za](mailto:milliem@tshwane.gov.za) |
| Health Department | **Municipal Health Services**  Johan Human | 012 358 4583/082 784 6513  [johanhu@tshwane.gov.za](mailto:johanhu@tshwane.gov.za) |
| Regional Operations and Coordination | **Region 3**  Kea Motseto | 012 327 2394  [keamogetswem@tshwane.gov.za](mailto:keamogetswem@tshwane.gov.za) |
| **SAMRO** | Southern African Music Rights Organisation NPC | **Business Development Associate**  Karabo Modise | [karabo.modise@samro.org.za](mailto:karabo.modise@samro.org.za) |

1