

5.6	<b>INFRASTRUCTURE: (PC: CLLR J DE VILLIERS)</b>
5.6.1	<b>PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL PUBLIC TRANSPORT INSTITUTIONAL FRAMEWORK</b>

## 1. PURPOSE OF REPORT

To inform Council of the signing of a memorandum of agreement with the Western Cape Department of Transport and Public Works.

## 2. BACKGROUND

The Stellenbosch Municipality compiled a Comprehensive Integrated Transport Plan (CITP) which was approved by Council on 30 March 2016 (**APPENDIX 1**). The document was submitted to the MEC for approval as required in terms of the National Land Transport Act (**APPENDIX 2**). The CITP in Chapter 6 refers to the preparation of an Integrated Public Transport Network Plan (IPTN) and recommends the municipality apply for a Public Transport Network Grant (**APPENDIX 3**). The municipality has engaged with the Department of Transport and Integrated Planning in this regard and a Memorandum of Agreement (**APPENDIX 4**) was signed to guide and direct future engagement in support of its application for the Public Transport Network Grant.

The Province will through its Provincial Public Transport Institutional Framework assist the municipality with the development of an IPTN.

## 3. DISCUSSION

**The purpose of the Provincial Public Transport Institutional Framework is to:**

- Assist municipalities in accessing finance and technical resources for the Development and implementation of the Public Transport Network.
- Ensure a uniform approach of addressing public transport issues throughout the province.
- Address capacity constraints at municipal level.

The Stellenbosch municipal CBD is experiencing severe traffic congestion as a result of the limited space for widening of roads and provision of additional parking. Almost 50% of the trips attracted to the Stellenbosch CBD come from outside of Stellenbosch, resulting in the abnormal congested situation. The Western Cape Government acknowledged this reality and prioritised Stellenbosch as the first town in the Western Cape to assist under the PPTIF with the implementation of the Public Transport Network. The signing of a memorandum of agreement is the first step in the process to have access to this financial and institutional support from Province. This signed Memorandum of Agreement will pave the way for the implementation of the recommendations of the approved CITP.

**4. FINANCIAL IMPLICATIONS**

The entire funding for the planning design and implementation will be provided by Province. In subsequent years, Stellenbosch Municipality may budget for items in the process which might not be covered or included in Province's funding.

**5. COMMENTS FROM DIRECTORATES****5.1 Director: Public Safety & Community Services**

The Directorate: Public Safety and Community Services supports the cooperation agreement between Stellenbosch Municipality and the Provincial Government Western Cape's Department of Transport and Public Works.

**5.2 Director: Planning & Economic Development**

The Directorate Planning & Economic Development supports the cooperation agreement between Stellenbosch Municipality and Provincial Government Western Cape's Department of Transport and Public Works.

**5.3 Director: Strategic & Corporate Services (Legal Services – Ms E Rhoda)**

Supported. The CITP was already approved by Council on 30/3/2016 which supports the development of the Integrated Public Transport Network (IPTN).

**5.4 Director: Financial Services**

The Directorate: Financial Services supports the cooperation agreement between Stellenbosch Municipality and Provincial Government Western Cape's Department of Transport and Public Works.

**RECOMMENDED**

that the attached signed Memorandum of Agreement (**APPENDIX 4**) for Stellenbosch Municipality's participation in the PPTIF and the subsequent development of the IPTN, as it is aligned with the approved Comprehensive Integrated Transport Plan, **be noted**.

<b>Meeting:</b> Ref No:	Mayco: 2016-11-16 8/1Engineering	<b>Submitted by Directorate:</b> <b>Author:</b> Referred from:	Infrastructure W Pretorius
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Appendix 1:

8. **CONSIDERATION OF MATTERS REFERRED TO COUNCIL VIA THE MAYORAL COMMITTEE MEETING/S**
- 8.1 **DEVELOPMENT OF A COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP) FOR THE MUNICIPAL AREA**

*File number* : 17/9/2/2

*Report by* : Acting Director: Engineering Services

*Compiled by* : Acting Head: Transport Planning and Public Transport

*Delegated authority* : Council

***Strategic intent of item***

Preferred investment destination	<input checked="" type="checkbox"/>
Greenest municipality	<input checked="" type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input checked="" type="checkbox"/>
Good Governance	<input checked="" type="checkbox"/>

**1. PURPOSE OF REPORT**

To obtain endorsement of the Comprehensive Integrated Transport Plan from Council for submission of the plan to the Department of Transport and Public Works. Attached as **APPENDIX 1** is the executive summary and table of contents of the CITP.

**2. BACKGROUND**

In terms of the Government Notice No R 1119 a Type 1 Planning Authority is required to prepare a Comprehensive Integrated Transport (CITP). This Plan must be prepared with due regard to the relevant Integrated Development Plan and land development objectives set in terms of the Development Facilitation Act.

The CITP for Stellenbosch Municipality will consist of the following chapters as specified in the Government Notice:

1. Introduction
2. Transport Vision & Objectives
3. Transport Register

4. Spatial Development Framework
5. Transport Needs Assessment
6. Public Transport Operational Strategy
7. Transport Infrastructure Strategy
8. Travel Demand Measures
9. Freight Logistics Strategy
10. Other Transport Related Strategies
11. Funding Strategy of Proposals and Programmes

The attached executive summary briefly outlines each of the above chapters and the table of contents shows the headings dealt with under each.

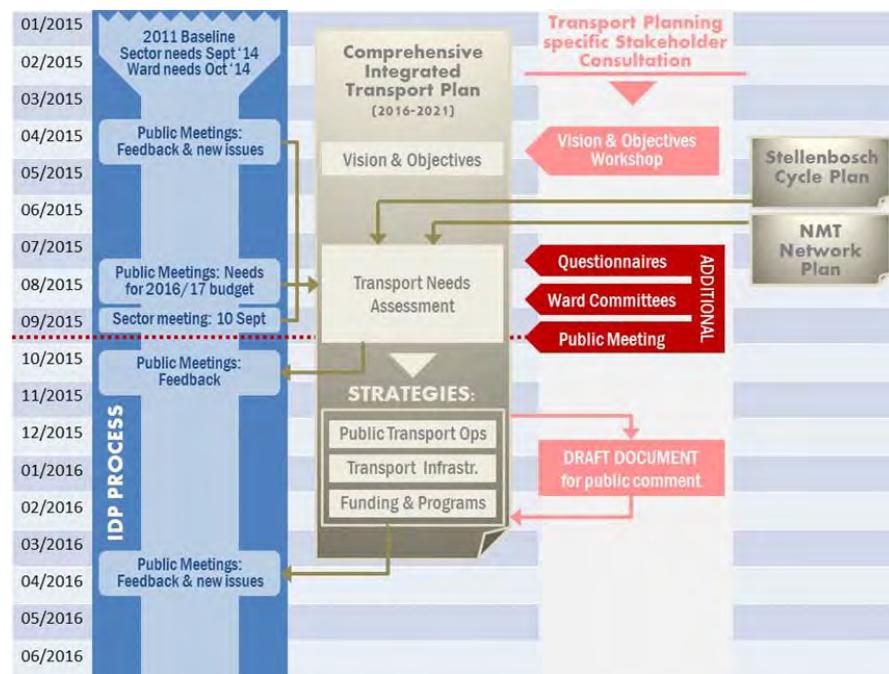
### **3. DISCUSSION**

#### **The Purpose of the CITP is to:**

- Giving structure to the function of municipal planning mentioned in Part B of Schedule 4 of the Constitution.
- Fostering integration between land development and land use planning.
- Forming an essential part of the Integrated Development Plan of the Municipality
- Giving effect to national and provincial transport strategies and policies.
- Providing plans and strategies for the improvement of transport infrastructure and systems to foster economic and social growth and to improve the quality of life of the residents in the Municipality.

#### **3.1 PUBLIC PARTICIPATION**

Public Participation is essential to the successful development of the CITP. The diagram below shows an outline of the public participation process that was followed:



As shown above, an extensive effort to obtain wide participation was followed. It included:

- Collaboration with the IDP process to ensure that inputs received during the IDP's public participation also flow through into the CITP.
- Stakeholder organisations such as the Chamber of Commerce and the Disability Association and others were involved through the Transport Working Group who held a special CITP Vision and Mission Workshop, and received progress at their quarterly meetings.
- Ward Committees were briefed at their meeting on 28 July 2015.
- A public meeting specifically on Transport Planning was widely advertised in various newspapers and was held on 15 October 2015 in the Town Hall.
- Snap Surveys was distributed throughout the Municipal Area. Ward committees assisted with this effort. Interviewers were also sent to wards to ensure that all communities had an opportunity to participate. A total of 512 responses were received.
- A workshop on the key issues of the CITP was held with Council on 23 November 2015.
- Following the above efforts, those members of the public who indicated their interest in participating in the CITP process by attending the public meeting on 15 October 2015 as well as the organisations involved through the Transport Working

Group had an opportunity to comment on the draft CITP before it was finalised for the Portfolio Committee, MAYCO and Council. The input received and the Project teams response is tabled in **APPENDIX 2**.

The snap surveys identified the following three CITP focus areas:

- Implement a local scheduled public transport service (52.5%)
- Build new roads to provide alternative routes and relieve congestion (45.7%)
- Create more parking in the Stellenbosch CBD (39.8%)

### **3.2 KEY ISSUES**

The CITP's key principles are:

- Promote development and growth to create jobs
- Link communities to social and economic nodes
- Economic and environmental sustainability

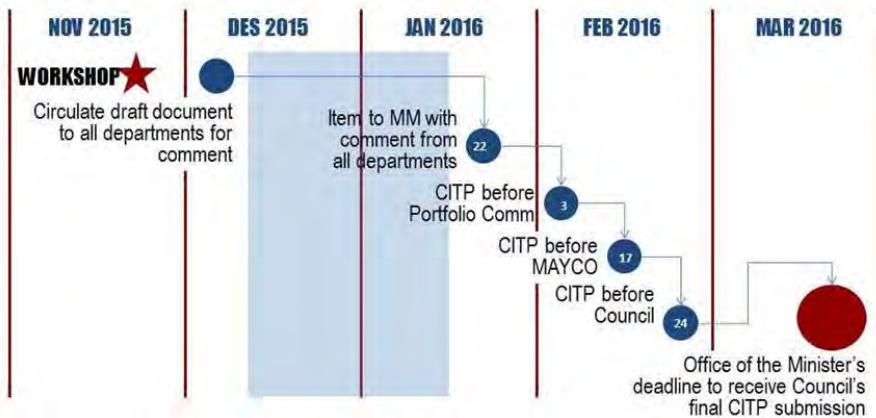
The following priorities are highlighted in the CITP document:

- The provision of a high quality, sustainable public transport network
- Improved accessibility to transport for learners and persons with disabilities
- The improvement of facilities for pedestrians and non-motorised transport in Stellenbosch as well as the surrounding, smaller settlements and rural areas
- The need to improve mobility on the major road network by reducing congestion and the provision of alternative routes and corridors
- The need to identify and source additional funding to implement projects included in the CITP.

### **3.3 WAY FORWARD**

With regards to public Transport, the Integrated Public Transport Network (IPTN) - a separate legislative requirement – will be completed by June 2016 and will provide more detail on the way forward for public transport in the municipal area.

The diagram below shows the timeline for submitting the CITP to the Western Cape Department of Transport and Public Works by their deadline at the end of the provincial financial year in March 2016.



#### 4. FINANCIAL IMPLICATIONS

Various projects with budgets are identified in the CITP as expounded in Section 12 of the document. These projects and budgets will be used as inputs in the municipal budgeting process during the next 5 years.

#### 5. COMMENTS FROM DIRECTORATES

##### 5.1 Director: Public Safety & Community Services

No comments received

##### 5.2 Director: Planning & Economic Development

No comments received

##### 5.3 Director: Strategic & Corporate Services (Legal Services)

No comments received

##### 5.4 Director: Financial Services

Finance supports the Item. Implementation will be budget dependent. Public Private Partnerships could possibly also be explored to implement; finance and management some of the projects

##### 5.5 Director: Housing & Property Management

No comments received.

#### RECOMMENDED

that the Comprehensive Integrated Transport Plan (CITP) be endorsed for submission to the MEC of Transport for approval.

(ACTING DIRECTOR: ENGINEERING SERVICES TO ACTION)

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2016-03-02: ITEM 6.1.2**

**RESOLVED (nem con)**

that the Manager: Transport and Roads & Stormwater provides the required additional information with regard to the Transport Plan for submission to the Mayoral Committee and Council.

**RECOMMENDED**

that the Comprehensive Integrated Transport Plan (CITP) be endorsed for submission to the MEC of Transport for approval.

**(ACTING DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**FURTHER COMMENTS BY THE MANAGER: TRANSPORT AND ROADS  
STORMWATER**

The Comprehensive Integrated Transport Plan (CITP) does not specifically mention the lack of a fence along the railway line from du Toit Station to Koelenhof Station through the urban area as a concern. It is proposed that the section on Public Transport Safety and Security in the CITP be expanded to include this need.

The CITP was compiled with the 2013 Spatial Development Framework (SDF) as basis, and therefore does not specifically cater for the Northern Extension Project. The CITP does however address the need for a Transit-Orientated Development (TOD) node at Kayamandi, the Western bypass feasibility and the upgrade of the R304. All these projects will be triggered and supported by the Northern Extension Project.

**FOR CONSIDERATION**

**MAYORAL COMMITTEE MEETING: 2016-03-23: ITEM 5.1.4**

The following comments from the various Directorates were received:

**Director: Planning & Economic Development**

The item as well as the Comprehensive Integrated Transport Plan are supported.

**Director: Strategic & Corporate Services (Legal Services)**

The item is supported. The complete CITP is to be made available for Council scheduled for 2016-03-30.

**Director Public Safety and Community Services**

The item as well as the Comprehensive Integrated Transport Plan are supported. The Directorate was instrumental in compiling the Intergrated Transport Plan which includes all comments, views and future Traffic Law Enforcement strategies for the Greater Stellenbosch.

#### **Director: Housing & Property Management**

##### **1. Taxi Rank in Kayamandi**

Although the Bergzicht Taxi Rank does provide for taxi's from Kayamandi, there are no formal, dedicated taxi rank in Kayamandi. It is critical that a formal taxi rank(s) be constructed in Kayamandi.

##### **2. Taxi permits: Travel between Franschhoek and Stellenbosch**

At the moment the taxi permits does not take note of the new municipal area, i.e. travel between Franschhoek and Stellenbosch. For this reason people must travel to Pniel, then move over to another taxi to take them to Stellenbosch.

No formal taxi rank/*"transfer station"* is provided in Pniel. Taxi permits should be reconsidered to cater for a non-stop service between Franschhoek and Stellenbosch.

##### **3. Obligation on housing projects to cater for upgrade of road infrastructure**

When low-cost housing projects are planned, it is expected from housing projects to attend to upgrade of road infrastructure, at the cost of the municipality. This puts extra pressure on the municipality/project.

Seeing that housing is a provincial function, the provincial government should take more responsibility in the upgrade of roads infrastructure when it comes to low cost housing projects (e.g Longlands development delayed for almost 5 years due to access issues).

#### **RECOMMENDED BY THE EXECUTIVE MAYOR**

- (a) that the Comprehensive Integrated Transport Plan (CITP) be endorsed for submission to the MEC of Transport for approval;
- (b) that the section on Public Transport Safety and Security in the Comprehensive Integrated Transport Plan include the need to address the safety considerations for residents living along the railway line between du Toit Station and Koelenhof Station; and
- (c) that cognisance be taken of the matter relating to School Street, Jamestown, and that further engagement on said matter take place with the MEC for Local Government.

**(ACTING DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**39<sup>TH</sup> COUNCIL MEETING: 2016-03-30: ITEM 8.1**

**RESOLVED** (nem con)

- (a) that the Comprehensive Integrated Transport Plan (CITP) be endorsed for submission to the MEC of Transport for approval;
- (b) that the section on Public Transport Safety and Security in the Comprehensive Integrated Transport Plan include the need to address the safety considerations for residents living along the railway line between du Toit Station and Koelenhof Station and that high level engagement be embarked upon with the Rail Safety Agency; and
- (c) that cognisance be taken of the matter relating to School Street, Jamestown, and that further high level engagement on said matter take place with the MEC for Local Government.

**(ACTING DIRECTOR: ENGINEERING SERVICES TO ACTION)**

Appendix 2 :



**STELLENBOSCH**  
STELLENBOSCH • PNIEI • FRANSCHHOEK  
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



Ons Verw/Our Ref: 17/9/2/

31 May 2016

Minister Donald Grant  
MEC for Transport & Public Works  
9 Dorp Street  
**CAPE TOWN**  
8000

Dear Minister Grant

**STELLENBOSCH MUNICIPALITY COMPREHENSIVE INTEGRATED TRANSPORT PLAN - 2016**

Attached herewith please find a copy of the recently completed CITP – revision 12 February 2016.

At its 39th Council Meeting on 2016-03-30 under Item 8.1, Stellenbosch Municipal Council has taken the following decision regarding the attached CITP document:

- a) That the Comprehensive Integrated Transport Plan (CITP) be endorsed for submission to the MEC of Transport for approval;
- b) That the section on Public Safety and Security in the Comprehensive Integrated Transport Plan include the need to address the safety considerations for residents living along the railway line between du Toit Station and Koelenhof Station and that high level engagement be embarked upon with the Rail Safety Agency; and
- c) That cognisance be taken of the matter relating to School Street, Jamestown, and that further high level engagement on said matter take place with the MEC for Local Government.

You are hereby requested to consider this document for approval. Please liaise with the Acting Director Engineering Services, Mr Marius Wüst, should you have any queries or wish to propose amendments to this document.

You are thanked for your input in this document and we commit to work with your Department to successfully implement this plan.

Yours faithfully

**Conrad Sidego**  
EXECUTIVE MAYOR

**Richard Bosman**  
ACTING MUNICIPAL MANAGER



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Ref: TPW 20/R

Mr EJ Wentzel  
Manager: Transport, Roads and Stormwater  
Stellenbosch Municipality  
PO Box 17  
**STELLENBOSCH**  
7599

Dear Mr Wentzel

**PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK AND THE PROVINCIAL PUBLIC TRANSPORT INSTITUTIONAL FRAMEWORK**

Your letter 17/9/1/2 dated 26 April 2016 has reference.

Many thanks for your letter, the content of which is noted. The Department of Transport and Public Works (DTPW) is pleased to hear about the intentions of the Stellenbosch Municipality in the improvement of mobility in the municipality through the formulation and implementation of an Integrated Public Transport Service Network (PTSN). We note the milestones for the first phase of the project as follows:

- Approval by the Stellenbosch Municipality of the initial system concept and principles as set out in the CITP;
- Preparation of demand forecasts, a proposed route network and operational parameters;
- Development of an initial Operations and Business Plan for submission to the Department of Transport for approval of funding through the PTN Grant;
- Stakeholder consultation; and
- The submission of an application to the DOT for grant funding.

Your reference to the Provincial Public Transport Institutional Framework (PPTIF) is also noted, and your statement that Stellenbosch Municipality has been identified as a priority municipality for implementation of the PPTIF is correct.

The DTPW has developed the PPTIF with the primary aim of addressing the key constraints to improving both public and non-motorised transport in the non-Metro areas of the Western Cape, through the development of a refined strategic approach for achieving progress. The PPTIF has identified the following key constraints to improvement in public and non-motorised transport in the province:

- Capacity constraints at the municipal level;
- The lack of dedicated funding streams for local public and non-motorised transport improvement;
- The lack of well-defined or developed approaches to public and non-motorised transport in non-metropolitan contexts; and
- The complexity of industry transition.

In response to these constraints, the PPTIF has developed an Incremental Approach to public transport improvement characterised by the following principles:

Impact	Description
Demonstrable improvement to public transport user experience	The Incremental Approach focusses on the "low hanging fruit" first in achieving rapid and demonstrable improvement in the transport experience of public transport users. Thus real improvements are achieved in the short term, whilst moving towards a broader, fully integrated network solution over the longer term.
Limits the capacity burden on government	Incremental implementation of improvement initiatives over time provides government with the time to progressively increase capacity and learn through experience, rather than being required to take on full responsibility for managing an IPTN all at once.
Lowers the cost of improvement	The Incremental Approach does not advocate for the rapid and full scale formalisation of public transport. Rather, the focus is on improving the condition for NMT, limited formalization on priority public transport routes, with the network being built up over time as and when the necessary resources become available. In addition, the phased approach aims to limit the need for costly compensation of public transport operators, contributing toward an overall reduction in the cost of system improvement.

Reduces the risk of transformation to the public transport industry	The Incremental Approach lowers the risk to the public transport industry by reducing the risk of each step in the process. The industry's business model is gradually adjusted over time, rather than being fully subsumed. This process inherently lowers risk and enhances the potential of successful engagement and transformation.
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The Incremental Approach includes three stages. It provides a framework which can be applied to different contexts and adapted accordingly, and it provides strategic guidance on what aspects of the transport system should be addressed or improved at what stage.

The PPTIF also includes proposed institutional arrangements for the implementation of the Incremental Approach at both provincial and municipal levels, and identifies priority municipalities for the implementation of the PPTIF.

The Department is in the process of submitting the PPTIF for cabinet approval.

Within this context, the Department would like to initiate a discussion with the Stellenbosch Municipality towards the implementation of the PPTIF in the municipality. We note your reference to national grant funding through the PTNG for your PTSN, and highlight that the Department secured PTNG funding for the George Integrated Public Transport Network, and that a core element of the PPTIF is securing funding for PPTIF implementation projects, including through joint applications to the DOT.

Our PPTIF programme manager, who is also my Chief Director of Public Transport, Ms Deidre Ribbonaar, will be in touch with yourselves to initiate the engagements. We look forward to forging a successful working relationship towards the implementation of the PPTIF and the improvement of public and non-motorised transport in the Stellenbosch Municipality.



JACQUELINE GOOCH  
HEAD OF DEPARTMENT  
DATE: 25/5/2016



Our Ref/Ons Verw: 179/3/2  
Your Ref/U Verw:

25 April 2016

Department of Transport and Integrated Planning  
Western Cape Government  
140 Loop Street  
CAPE TOWN  
8001

Attention: Me Deidre Ribbonaar

### **STELLENBOSCH MUNICIPALITY: COMPREHENSIVE INTEGRATED TRANSPORT PLAN – PLANNING OF AN INTEGRATED PUBLIC TRANSPORT SERVICE NETWORK**

The Stellenbosch Municipality, Comprehensive Integrated Transport Plan (CITP) was approved by the Stellenbosch Council on 30 March 2016 and was submitted to the MEC on 06 April 2016. The CITP proposes that the existing, un-coordinated, conventional bus and minibus-type public transport services operating in the Stellenbosch municipal area be transformed into a quality Public Transport Service Network (PTSN) based on a reformed business model, including adherence to all standards and requirements set out in the National Land Transport Act and other applicable legislation and includes the requirement to upgrade existing services to be fully universally accessible over a reasonable period of time.

The purpose of this letter is to inform you of the scope of the planning and implementation of the initial pilot phase of the proposed public transport service network and to request the participation and assistance of the Western Cape Government in this process.

As stated in the CITP, the guiding principles for the PTSN are as follows:

- The PTSN will be planned and developed in compliance with the "Guidelines and Requirements: Public Transport Network Grant: 2015/2016, for Business Plan preparation underpinning Budget Proposals for MTEF 2016/17 to 2018/19" of the Department of Transport dated 30 May 2015, with the intention of the Stellenbosch Municipality submitting an application to secure grant funding.
- The PTSN will be planned and developed in consideration of and parallel to the transformation, empowerment and upliftment of the local Stellenbosch public transport industry.

- The objective of the PTSN will be to improve public transport service levels and the quality of life of the residents in the Stellenbosch Municipal area.
- The PTSN will be developed in phases with the ultimate goal of the introduction of an Integrated Public Transport Network in accordance with the National Transport Policy and the National Land Transport Act.
- The PTSN will be planned with the objective of achieving financial sustainability.

In the "Guidelines and Requirements: Public Transport Network Grant: 2015/2016, for Business Plan preparation underpinning Budget Proposals for MTEF 2016/17 to 2018/19", the Department of Transport sets out the various project types that qualify for investments from the national Public Transport Network (PTN) Grant. These include, not only Bus Rapid Transit systems with dedicated priority infrastructure more appropriate for large cities, but includes support for improved conventional bus and minibus services (a quality Public Transport Service Network) in smaller cities and towns provided that certain requirements, such as the transformation of the business and operational model, compliance with universal accessibility and operational improvements are introduced.

In the case of the Stellenbosch Municipality, neither the resources nor the space in the historical part of the town of Stellenbosch are available for consideration of a "full" BRT system. It is thus proposed that the latter option be pursued and that a PTSN be planned and implemented, in stages, with the focus on transformation of the existing bus and minibus system, the implementation of an initial pilot phase and an overall phased approach.

The proposed process for the development of the PTSN is indicated in the Annexure hereto and is in compliance with the Department of Transport Guidelines and Requirements for funding from the PTN Grant as well as a parallel process with a strong focus on the transformation of the existing public transport industry. The following key milestones set the framework for the first phase of the project:

- Approval by the Stellenbosch Municipality of the initial system concept and principles as set out in the CITP
- Preparation of demand forecasts, a proposed route network and operational parameters
- Development of an initial Operations and Business Plan for submission to the Department of Transport for approval of funding through the PTN Grant
- Stakeholder consultation

- The submission of an application to the DOT for grant funding

The consultation phase will include the establishment of a consultative forum or steering committee. Town Councillors should be delegated to participate in this process in order to provide political support.

Other important role-players that must be included in the consultation and planning process are educational institutions. The University of Stellenbosch has an important role to play as it is a high trip generator and it has already proposed a public transport system to serve the University.

During the process of the preparation of the CITP, the Project Team was informed of the initiative of the Western Cape Government to develop a Provincial Public Transport Institutional Framework (PPTIF) with the primary aim of addressing the key constraints to improving both public and non-motorised transport in the non-metropolitan areas of the Western Cape and to incorporate lessons learnt through the implementation of public transport improvement initiatives in South Africa, particularly in George and Cape Town by developing a flexible and context specific approach to public and non-motorised transport improvement, the development of enhanced institutional and organisational models and the development of a cost model and funding strategy.

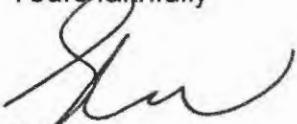
It was indicated that the Stellenbosch Municipality has been identified as one of the priority areas to benefit from this programme over the next five years.

I trust that the above explanation captures the intentions of the Stellenbosch Municipality with regard to improving mobility through enhanced public transport services. The success of this process will depend on the participation of the key role-players, of which the support of the Western Cape Government is paramount. A vital aspect of the support required is the proposed application to the Department of Transport for financial assistance through the Public Transport Network Grant. Your timely advice on formulation a successful grant application would be appreciated.

We look forward to your inputs at meetings of the Transport Committee that has been established at Council level and at meeting of the technical project team.

Please advise if there are issues which require further clarity.

Yours faithfully



Mr EJ Wentzel  
Manager: Transport, Roads and Stormwater