



# **LOCATIONS WORKSHOP FILMING ROADS**

## **MANAGEMENT & RESTRICTIONS**

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## Introduction

- Purpose of a road / public right of way
- Increase in car ownership > increased traffic
- Change in traffic patterns
- Changes in urban dynamics
- Role of public transport
  - My Citi
  - GABS
  - Metered Taxi's
  - General Taxi's
  - Rail
- Safety of film crew, general public
- Good communication
- Letter drops
- Consent
- Radio announcements
- Advertising in the press

# Road Classifications

Class 1: Freeways, Expressways:



N2 / Settlers Way



N7 / Vanguard Dr

Class 2: Primary Arterials:



Mike Pienaar Blvd, Bellville



Camps Bay Drive

Class 3: Secondary Arterials:



Main Rd, Observatory



Voortrekker Rd, Bellville

Class 4: Local Distributors:



Constitution St, District Six



Main Rd, Strand

Class 5: Local Streets:



Penz Dr, Table View



Baxter Way, Edgemoor

## Types of Closures

- **Partial Closure**
- **Intermittent Closures**
  - No longer than 3 minutes followed by a non-closure period of at least 10-15 minutes
- **Full Closure**
  - Traffic deviations required
- **Rolling Closures**
  - Experienced traffic escort team required

## Transport Management Plans/ Signage (1 of 8)

- Any road closure requires a **transport management plan**.
- How are **vehicles, public transport, pedestrians and non-motorised transport, parking, access, goods deliveries** etc. to be accommodated.
- **Signage plan** – to include the use of temporary direction / detour signage trail blazing the alternate / detoured route.
- If necessary, engage the services of a professional **traffic engineer**.
- All **signs, barricades** indicating the temporary closure shall be erected and displayed in strict accordance with Chapter 13 of the **SA Road Traffic Signs Manual, Roadworks Signage**
- The use of a series of reflectorized **traffic cones** placed across the road at the points of closure will be accepted.
- The temporary closure must be accompanied by the necessity **STOP-GO** or **NO ENTRY-ROAD CLOSED** signage.

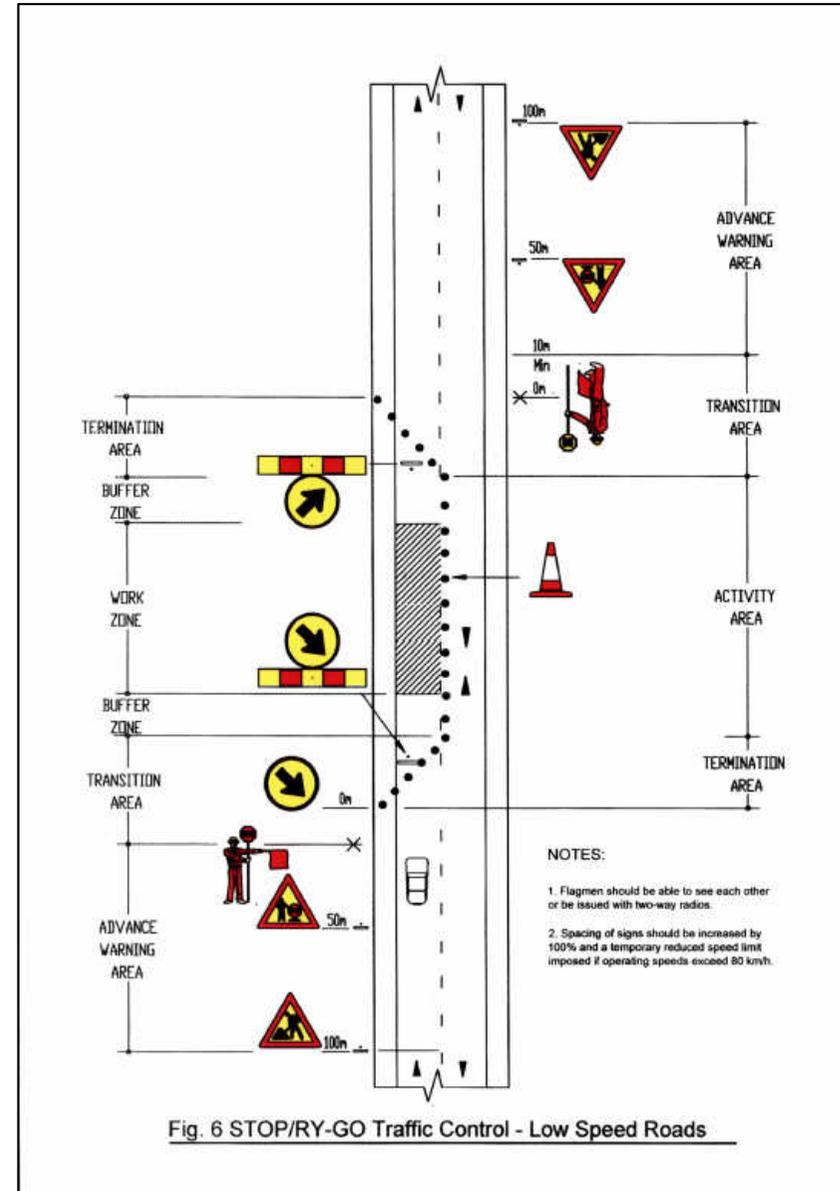
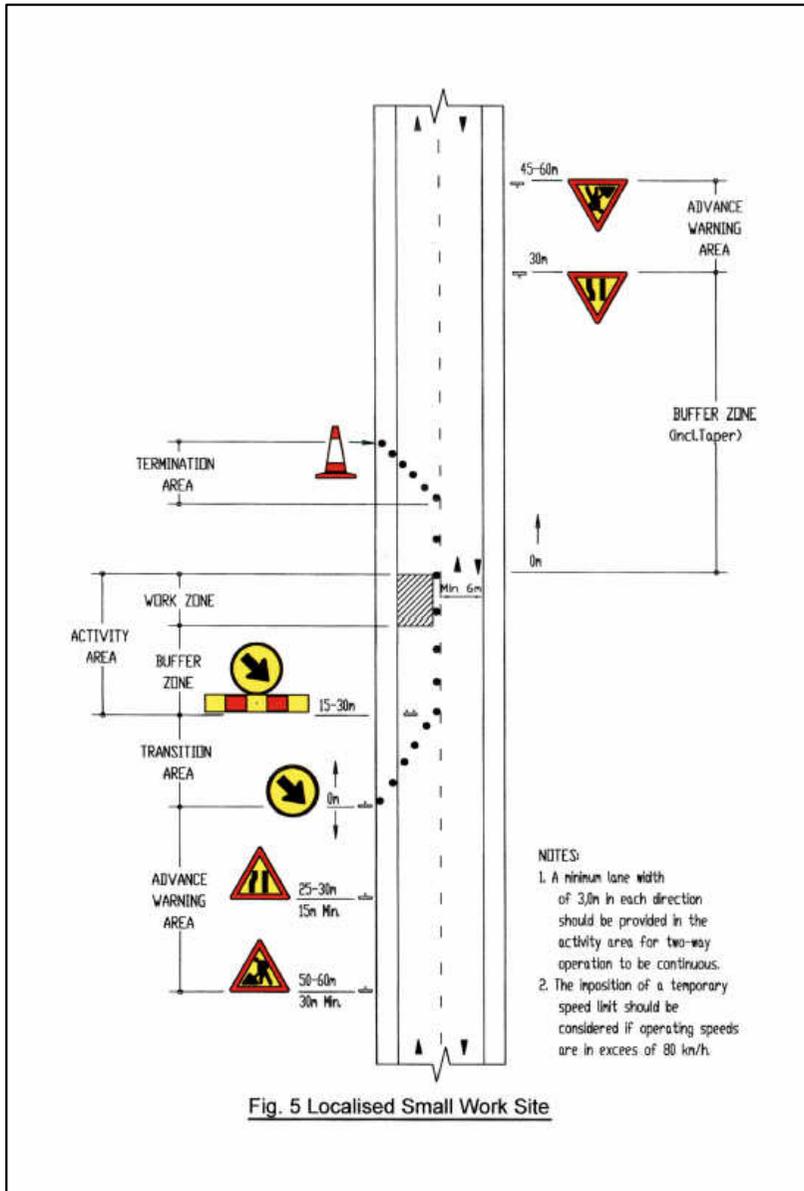
## Transport Management Plans/ Signage (2 of 8)

### Some Signage Examples

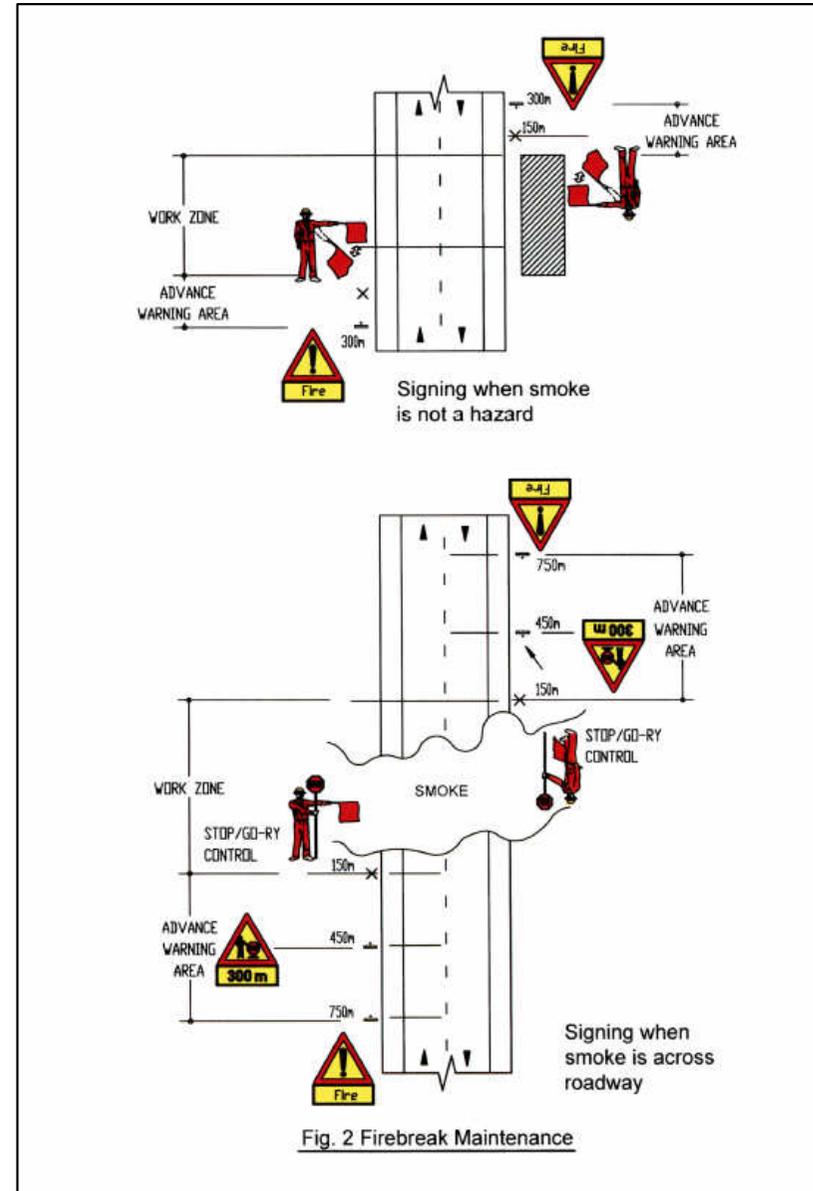
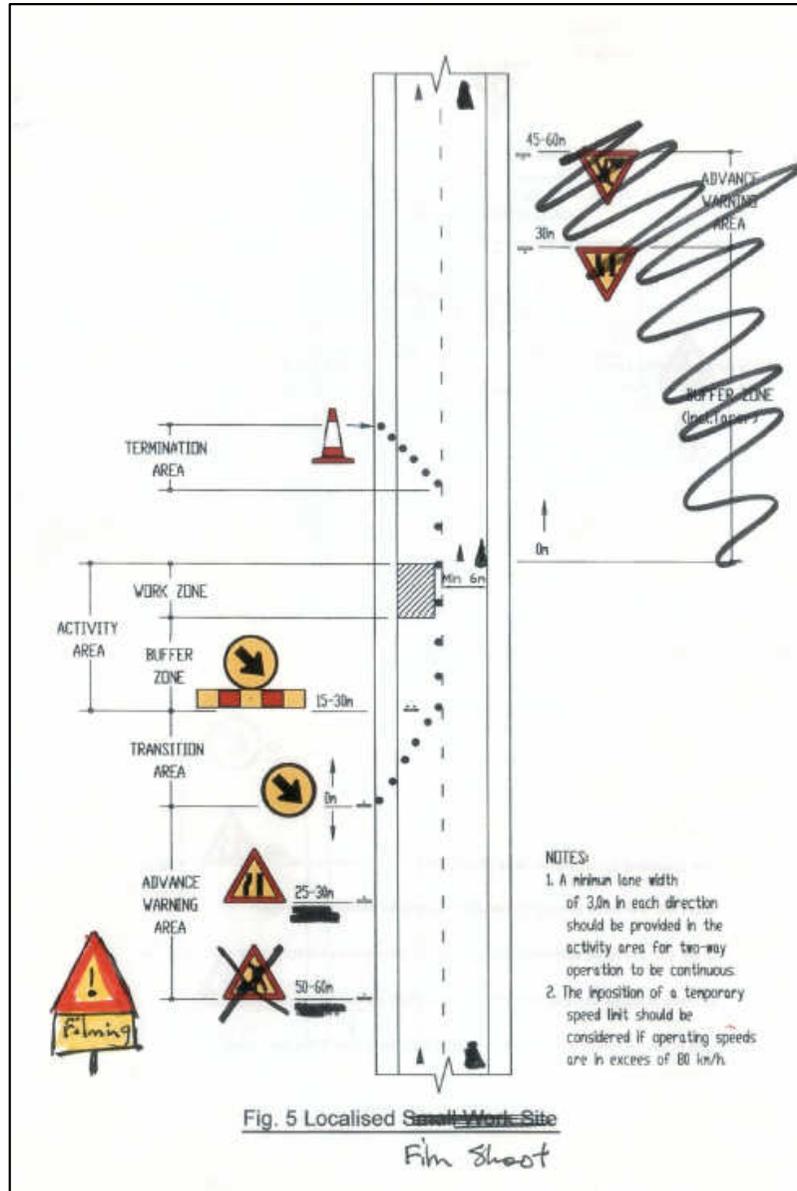
- Partial Closures
- Intermittent Closures
- Full closure



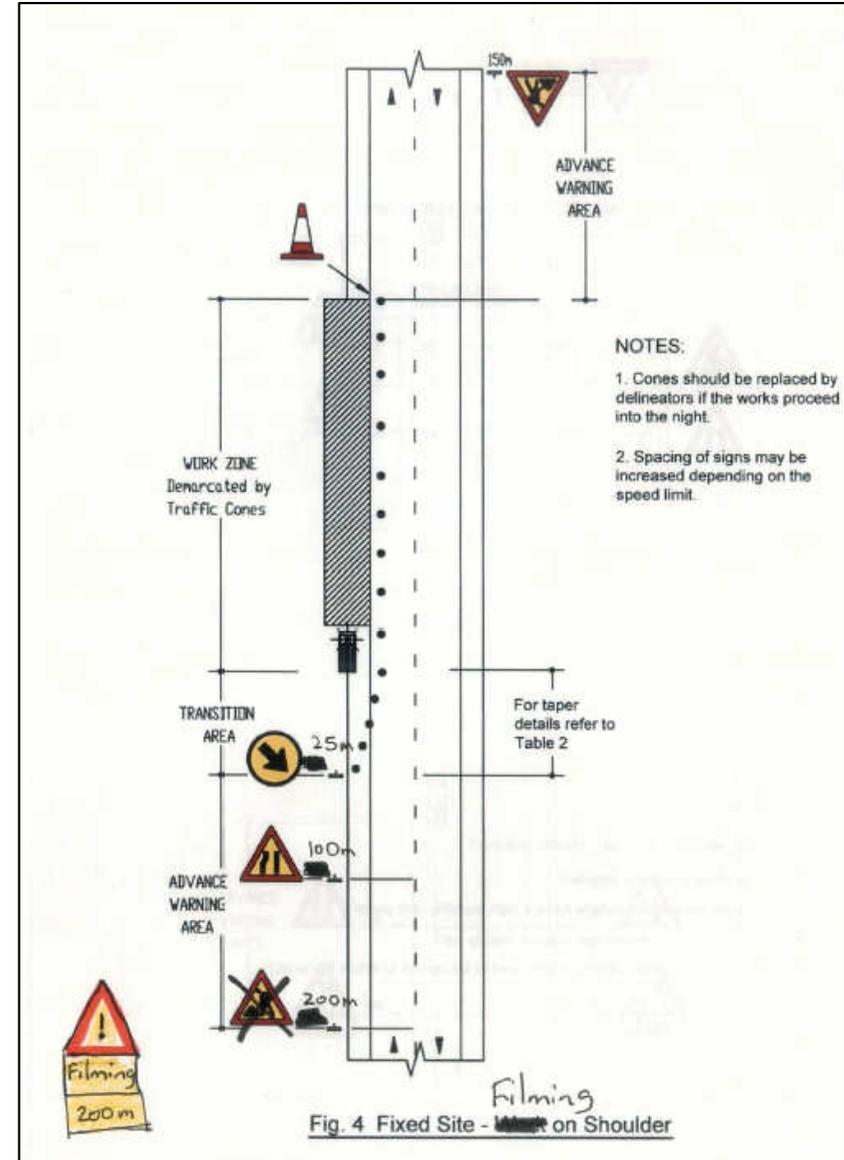
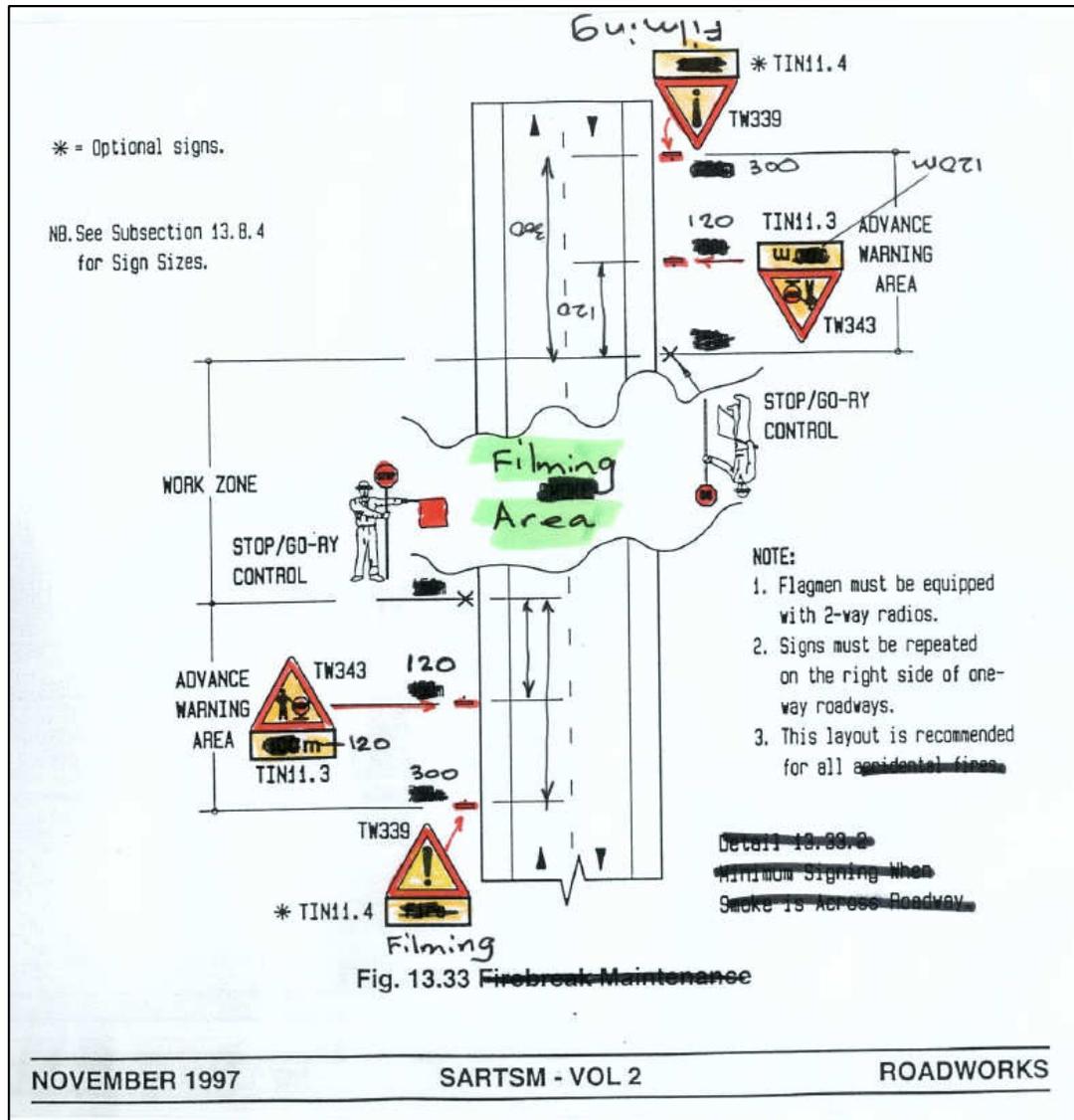
# Transport Management Plans/ Signage (3 of 8)



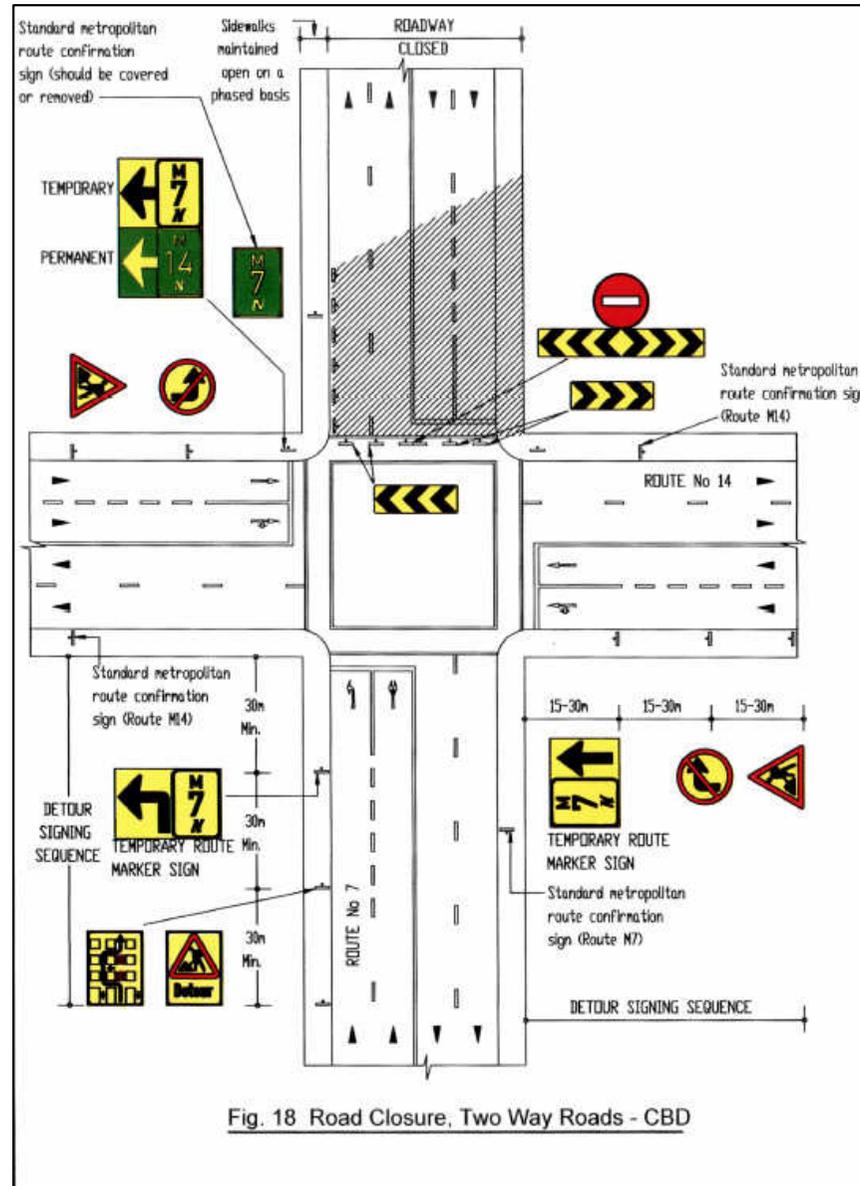
# Transport Management Plans/ Signage (4 of 8)



# Transport Management Plans/ Signage (5 of 8)

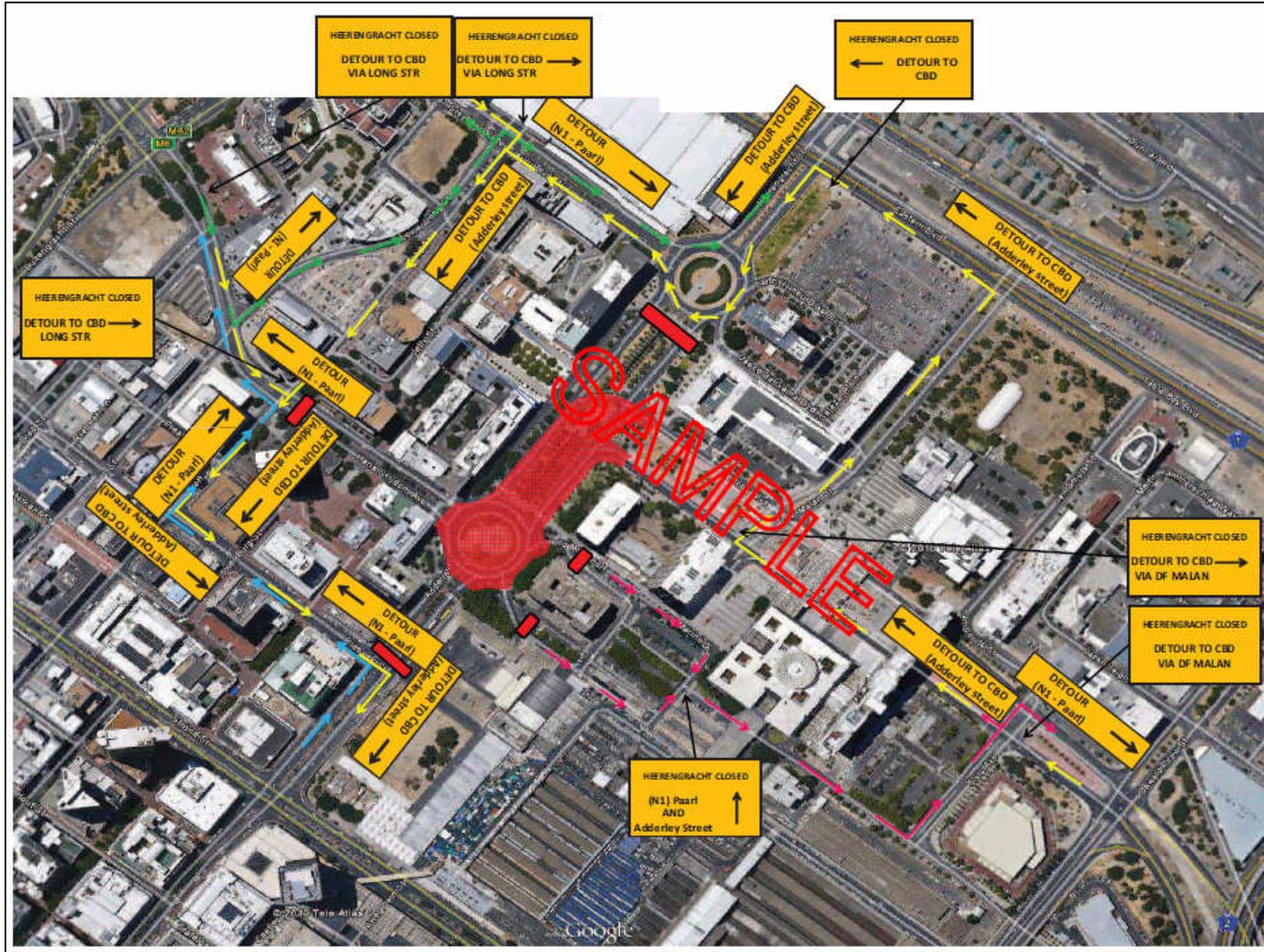


# Transport Management Plans/ Signage (6 of 8)





# Transport Management Plans/ Signage (7 of 8)





# Transport Management Plans/ Signage (8 of 8)

## Traffic Management Plan - Darling Street - Sunday 22 June



5 x Traffic Officers required to assist with lock - off's  
5 x Additional lock - off assistants to assist with pedestrian control.

Micity and Golden Arrow Busses will not be delayed for more than 3 minutes at lock - off and will be allowed to proceed via regular route.

Assistant Location Manager - Dino Denton - 082 826 4322  
Assistant Location Manager - Edu Klarenbeek - 072 381 9382



## Submissions

- **Location Details**
- **Section** of road / street to be clearly described and defined.  
e.g. Long Street, Observatory between Oak Avenue and Johnson Street.
- **Type** of closure – Full, Partial, Intermittent
- **Period:** 10h00 – 16h00
- **Activity:** to be clearly and concisely described.
- Supplementary e-mail to expand and provide further detail on the **scope of the film shoot**.
- Transport for Cape Town requires **at least 5 working days' notice** for a film shoot on any public road.

## General Restrictions (1 of 2)

- No closure of any **class 1 road** will be supported ; i.e. freeways and high speed expressway.
- No road closures within any **inner CBD area** (mainly Cape Town) will be supported during a normal work week-day.
- **Weekend** road closures within the CBD area; Saturday only after 13h30.
- No road closures within **residential areas** during weekends.
- No closures of any **scenic / tourist route** will be considered on weekends
- No road closures during the **morning and afternoon peak** periods; i.e. between **05h30** and **09h30** and between **15h00** and **19h00**.
- **Church services** – in particular Groote Kerk, St Georges Cathedral and Central Methodist Church in the Cape Town CBD; filming to be put on hold between 08h00 and 12h00 on Sundays on those roads in the immediate vicinity. This requirement may be waived provided that the respective Church Bodies have no objection.

## General Restrictions (2 of 2)

- No closure of **Chapman's Peak Drive** is permitted under any circumstances.
- The **My City bus services** may neither be disrupted nor re-routed under any circumstances
- **Parking Restrictions**
  - Parking **within the CBD** area is very much in demand during a normal week-day. Occupation / locking off a large number of bays during this period is not acceptable.
  - Likewise, parking **in residential areas** is a sensitive issue not only because of the type of road but also because of the nuisance aspect of a large number of cars parked in one area.
  - Accordingly, it is directed that not more than a total of **5 technical vehicles**, including trucks, will be permitted to park in any one public street; all other vehicles must park at the base camp and actors and support staff must be shuttled to the site.

Consideration may be given under certain circumstances for the relaxation of these restrictions on submission of a fully motivated request.

## General Conditions (1 of 4)

- **All signs, barricades etc.** , indicating the intermittent temporary closure shall be erected and displayed in strict accordance with Chapter 13 of the **SA Road Traffic Signs Manual** and to the satisfaction of the Traffic Services Department; the use of a series of reflectorized traffic cones placed in a line across the road at the points of closure together with the necessary temporary “**NO ENTRY-ROAD CLOSED / STOP-GO**” signs as detailed in the signs manual and, because the temporary closure will extend into the hours of darkness, flashing hazard warning lanterns and managed by a responsible safety officer, acting as a traffic “controller”, will be accepted provided that the Traffic Services Department are in agreement with and supportive of the arrangement. The applicant will be responsible for arranging for the provision of the necessary traffic cones and signs and flashing hazard warning lanterns.
- A detailed **traffic management plan** is to be submitted to the road authority showing closure points and signage lay out for acceptance and approval.

## General Conditions (2 of 4)

- **Adjacent property owners** need to be informed by letter drop of the intended temporary road closures and their consent, in writing, must be obtained.
- **Access for residents and property owners** to their properties and/or businesses/parking garages affected by the temporary closures must not be unreasonably restricted and they must be afforded fair opportunity to reach their properties/places of business at all times.
- **All temporary structures to be erected within the road area** must be free standing and under no circumstances are any steel stakes to be driven into the roadway or anchor bolts drilled into the kerb, channel or any other road infrastructure.

## General Conditions (3 of 4)

- **No painting, marking or placement** of any other materials or structures on the roadway or the erection of any signage, other than any road traffic sign required in terms of these conditions, or the **removal and replacement of any infrastructure or street furniture**, including but not limited to the road surface, kerb and channels, gullies and other drainage structures, balustrades, railings, fencing, walls, traffic signal standards, road traffic signs, street light and power line poles, telecommunication poles, and any other street furniture **will be permitted without the approval of the road authority**. Any such request must be made at least 5 days in advance of the event so that the request can be timeously reviewed and evaluated.
- All street furniture and road infrastructure damaged as a result of the film shoot **shall be re-instated at the cost of the applicant** to the satisfaction of the road authority.

## General Conditions (4 of 4)

- An open area, not less than 4 meters wide, shall be kept clear of all objects, structures etc. , to ensure adequate space for the free and unhindered **movement of any emergency vehicle** should the need arise.
- All **fire hydrants** and signs and road marking symbols indicating hydrants are to be kept clear of all obstructions and are to remain visible and accessible at all times.
- The safety of participants and that of the general public is of paramount importance and the applicant, in terms of the **Health and Safety Act**, must ensure that all the necessary precautions are taken to safeguard the both the public and his own personnel and to protect them from any incident arising from the event or film shoot. It is a requirement that the film company appoint a Health and Safety Practitioner to take responsibility for and oversee all the safety requirements as required by the Act and related Regulations. The company must submit the necessary documentation to the Film Office confirming that such a person has been appointed before the film permit has been issued.

## Additional Requirements (1 of 3)

- For **the temporary road closure**, the traffic cones / flashing lanterns are to be placed across the closed off road area in accordance with the layout detailed in the Signs Manual.
- **It is a requirement that the film company provide and deploy at least two flagmen whose responsibility will be to warn approaching traffic to blocked off area**; this is a requirement in terms of safety and legislation. The flagmen need to wear the necessary yellow traffic safety vests and carry clean red flags of dimensions of not less than 600mm x 600mm.
- It is important to note that it is a mandatory requirement, in terms of the **National Road Traffic Act**, whenever any planned temporary road closure is undertaken on a public road, for the person(s) undertaking such temporary closures to erect the necessary road traffic signs appropriate and relevant to such temporary closure.

## Additional Requirements (2 of 3)

- Careful note is therefore to be taken by the film company of our requirements regarding signage as mentioned above; the Traffic Officers on duty are there to assist wherever necessary but the **responsibility** for the management of the temporary road closures **rests with the film company in terms of the approval granted.**
- The **film company must ensure** that they have the necessary traffic cones, the “ROAD CLOSED and STOP-GO” signage and the flagmen deployed at the road closure points and that the temporary closures are properly maintained and managed; the road authority will have every right to close down the film shoot until such time the film company complies – this is a mandatory requirement in terms of the legislation.
- The **My-Citi bus services** on Riebeeck Street, Walter Sisulu Ave, Hertzog Blvd, Heerengracht, Table Bay Blvd, Hans Strydom Ave, Adderley St, Long St, Loop St, Darling St, Keizergracht and Wale St may not be disrupted under any circumstances; the bus must be able to pass through the temporary closed area without being delayed.

## **Additional Requirements (3 of 3)**

- It is a requirement that the film company **deploys** “**spotters**” who, when they observe a bus approaching, is to make contact with the film director, informing him/her of the approaching bus, and the film director shall order all activities to cease immediately until such time the bus has passed through the closed area.
- The **Golden Arrow** Bus Company, which has a regular bus service using this Darling Street, Riebeeck Street is to be informed and consulted, Mr Gavin Johnson, Area Manager, is to be contacted in this regard.
- The film company, by accepting these conditions, **indemnifies the City of Cape Town**, as the competent road authority, against any loss, injury or damage which may be suffered by the City, or any third party, as a result of or arising from the permission granted by the road authority to undertake a film production shoot on the road(s) listed in application, or against the City or to which the City may become party arising from such permission.

## **Specials (1 of 5)**

### **FILMING ON THE SECTIONS OF THE UNFINISHED ELEVATED FREEWAYS:**

**No filming will be permitted on the unfinished section of Nelson Mandela Boulevard. (Eastern approach)**

Filming on the unfinished section of Helen Suzman Boulevard (Western approach) will be allowed subject to the following requirements.

- No concrete barriers are moved unless the explicit permission of the road authority has been obtained. The purpose of the barriers is to prevent access to the unfinished section of Helen Suzman Boulevard.
- Those barricades that have been moved must be replaced immediately after the completion of the film shoot; this is a mandatory requirement and failure to comply will result in the permission being withdrawn.
- The site is to be left in a neat, clean and tidy state once the film production has been completed.

## Specials (2 of 5)

- The **steel reinforcing** at the end of unfinished road section to remain intact and are not be bent or twisted or cut under any circumstances.
- **NO drilling into the concrete deck will be permitted.**
- In the event of an **extra-heavy vehicle** being placed on the deck or the use of a mobile crane with outriggers creating point loading, the Structural Consulting Engineering consortium who were responsible for the original design of the bridge structure, Messrs Vela VKE / Bergstan, need to be consulted and their comments obtained before permission will be granted for such applications.
- **No cables, ropes** or any other object is to be affixed or tied to the balustrades without the explicit approval of the Departments Structures Section.

## Specials (3 of 5)

- The number of **private motors vehicles** to be permitted on the bridge will be limited; not more than five light vehicles and two trucks will be permitted beyond the barriers during the event except only with special permission of the Senior Traffic Officer on duty; those vehicles bringing in equipment etc. must be removed from the bridge before the event and may only return to collect the equipment once the event has been completed; the actors and support staff must be bussed in to the site.
- **No busses** will be permitted to enter the area whatsoever; the busses will be expected to stop on the right-hand shoulder of Helen Suzman Boulevard on the approach to entrance to the unfinished section and actors and film support crew will be required to disembark at this point and walk to the site.
- The **right-hand lane** of Helen Suzman Boulevard is required to be coned off in accordance with the deliveries with the directives of the traffic Officers on duty together with the necessary signage erected to warn motorists of the lane closure.

## Specials (4 of 5)

### **SIDEWALKS:**

**Filming shall be restricted to the sidewalk only; under no circumstances is the roadway or parking embayment's to be used for this event.**

- Where **parking bays are required** either for the film crew or for whatever reason associated with the film shoot, permission must first be obtained from Transport for Cape Town Parking Systems Branch on payment of the necessary fee. The contact person is Mr Irefaan, telephone 021 812 4435. The number of parking bays is limited to not more than 5.
- The **occupation of the sidewalk** by the film crew and equipment must be so arranged that the free and unhindered movement of pedestrians is maintained at all times.

## Specials (5 of 5)

- Should it be necessary to **temporarily close the sidewalk**, it shall be in an intermittent basis only for a period of not more than 5 minutes, and when filming is no longer taking place, pedestrians must be allowed to move through the area; at least a 1, 0 m clearance between equipment and the edge of the sidewalk must be maintained at all times.
- The restricted area is to be **suitably demarcated** by the use of either traffic cones or danger tape.
- All **power cables** are to be suitably covered by rubber mats, preferably, clearly marked yellow and black so as highlight their positions and to prevent pedestrians falling over them.
- All **fire hydrants** and signs and road marking symbols indicating hydrants are to be kept clear of all obstructions and are to remain visible and accessible at all times.

## General Comments

- The restrictions, conditions, requirements discussed are regarded as the generic but each and every application received is assessed in terms of location, time of the year, date/day, length of duration of the film shoot, equipment required, size of film shoot and other factors and these generic conditions could and, in fact, will vary from one application to another.
- Good communication to those affected by the film shoot is essential.
- The film company must ensure that the temporary closures, including the barricades traffic cones and signage are properly managed and maintained and that those nominated to manage the temporary closures are carefully instructed what to do to ensure that the temporary closures remain intact. It must be appreciated that the safety of the film crew and road users/general public is very important.
- Meetings