

REPORT TO: Safety and Security Portfolio Committee

SS 08/05/22

1. ITEM NUMBER 519969

2. SUBJECT

REPORT ON PROGRESS WITH CERTIFICATION OF THE DRONE SYSTEM.

ONDERWERP

VORDERINGSVERSLAG OOR SERTIFISERING VAN DIE HOMMELTUIGSTELSEL

SIHLOKO

INGXELO YENKQUBELA ENGOKUQINISEKISWA KWENKQUBO YEZITHUTHI EZIHAMBA
EMOYENI EZILAWULWA NGEKHOMPYUTHA

N2064

3. DELEGATED AUTHORITY

In terms of delegation

This report is for NOTING BY

- Committee name : Safety and Security Portfolio Committee
- The Executive Mayor together with the Mayoral Committee (MAYCO)
- Council

4. DISCUSSION

The Safety and Security Directorate is in the process to acquire a Remotely Piloted Aircraft System (RPAS) Operators Certificate via the South African Civil Aviation Authority (CAA). There are five phases in the process with most of the work being in phase two.

The initial concept was to procure a service provider to render the services to the Safety and Security Directorate, but then recommended that the Directorate acquire their own RPAS pilots, their own drone equipment and their own RPAS Operators Certificate from the CAA, due to work that could be sensitive in nature.

The applications to register the five drones in our Directorate was completed, signed off by the representatives and the acting Executive Director of Safety and Security. The CAA acknowledge the submission.

The City will be required to pay the registration fees for the five devices and therefore a deviation report was submitted for approval, to pay a sole supplier. The registration number for the devices will allow us to proceed to the Pre-Assessment Form. Each phase will be closed successfully before moving on to the next phase.

A clarity meeting was held with a representative of the South African Civil Aviation Authority (CAA) on the 16 April 2021, regarding the clarity on the process and timelines of the process.

The Safety & Security Directorate representatives has completed the RPAS Operations Manual, reviewing the procedure for callouts and also identified post holders in a meeting held with the potential post holders, on the 16 February 2022, as they are required to be part of the process to secure the Operators Certificate. This Operators Certificate will allow the Directorate to operate the drone devices in spaces beyond the normal recreational use.

Phase two entails the application phase, where a package of forms has been provided to the City by the CAA. Quality checks will also be done by the CAA on the submission of documents. Regulations, aviation material and flow charts have been provided, to understand the process. In Phase two some staff were required to be trained with accredited organisations in the various posts required such as the drone pilots, safety officers, maintenance officers, quality management officers and flight operation representatives.

Proposed:



Criminal and background are also required. The Fire Services have three staff members with valid Remote Pilot Licenses, Law Enforcement and the Metropolitan Police Department have one pilot each. Stringent medical tests are done on the applicants to obtain their Remote Pilot Licence.

Two most recent Pilot Licences from Law Enforcement and the Metropolitan Police Department:



The CAA indicates that third party insurance for the municipality must be in place when instances of liability arise. All post holders must be part of the meetings in order to be kept up to date with the process. There should also be an amendment to the job descriptions of the various post holders, executing these tasks, as advised by the CAA.

Phase three: Documentation Evaluation- the Flight Operations Manual have been completed and therefore no need to focus on this. After all our documentation has been submitted as required in this phase, the CAA will send a letter of approval or rejection and if rejected, they will indicate why and then we need to correct our documentation and wait on another appointment to meet with them. Once the document evaluation has been approved, we will move onto the Demonstration Phase (4).

Phase four: The Demonstration and Inspection will be done on one day. This includes an inspection of the location where the drones are kept and maintained. A demonstration will have to be done by our staff in terms of a drone flight after the base inspection. If for any reason, the CAA are not satisfied with the base inspection, no demo flight take place and then we will have to rectify any errors encountered during the base inspection. If the CAA Inspectors are satisfied, a demo close off letter will then be issued to conclude phase four.

Phase 5: Certification- this takes a bit of time from the CAA side, as there will be a first review as well as a second review of the process. We will have to be patient and stand in line. The quality of the work we provide will assist in ensuring a swift application.

The five phase process for the application is a thorough process and once we receive the Operators Certificate, maintaining our licence will be required.

- 4.1. Financial Implications None Opex Capex
 Capex: New Projects
 Capex: Existing projects requiring additional funding
 Capex: Existing projects with no Additional funding requirements

4.2. Policy and Strategy Yes No

4.3. Legislative Vetting Yes No

4.4. Legal Implications Yes No

4.5. Staff Implications Yes No

Risk Implications Yes The risks for approving and/or not approving the recommendations are listed below:

- No Report is for decision and has no risk implications.
 No Report is for noting only and has no risk implications.

POPIA Compliance Yes It is confirmed that this report has been checked and considered for POPIA compliance.

5. RECOMMENDATIONS

It is recommended that:

The SAFETY AND SECURITY PORTFOLIO COMMITTEE note the content of the report.

IZINDULULO

Kundululwe ukuba:

IKOMITI YEMICIMBI YEZOKHUSELO NOKHUSELEKO mayiqwalasele iziqukatho zengxelo.

AANBEVELINGS

Daar word aanbeveel dat:

Die PORTEFEULJEKOMITEE OOR VEILIGHEID van die inhoud van die verslag kennis neem.

ANNEXURES

FOR FURTHER DETAILS CONTACT

NAME	Barry Schuller	CONTACT NUMBER	021 417-4150
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DIRECTORATE	Safety & Security	FILE REF NO	MPD_DRONE/CCTV2022 /519969
SIGNATURE :	<div style="border: 1px solid black; width: 250px; height: 50px; margin: 0 auto;"></div>		

CHIEF OF METRO POLICE DEPARTMENT

NAME Wayne Le Roux

COMMENT: _____

DATE _____

SIGNATURE 

The Chief's signature represents support for report content and confirms POPIA compliance.

EXECUTIVE DIRECTOR

NAME Vincent Botto

COMMENT: _____

DATE _____

SIGNATURE 

The ED's signature represents approval of the report content and confirms POPIA compliance.

LEGAL COMPLIANCE

REPORT COMPLIANT WITH THE PROVISIONS OF COUNCIL'S DELEGATIONS, POLICIES, BY-LAWS AND ALL LEGISLATION RELATING TO THE MATTER UNDER CONSIDERATION.

NON-COMPLIANT

NAME _____

COMMENT: _____

DATE _____

SIGNATURE 

Approval Form

Supported for inclusion on the agenda



REPORT ON PROGRESS WITH CERTIFICATION OF THE DRONE SYSTEM

Report Reference: 519969
Meeting: Section 79 Portfolio Committee - Safety and Security
Meeting Date: 04.05.2022
Meeting Venue: Council Chamber

Contact Person: Jonathan Van As
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Item	Section	Approver	Approval	Approved Date	Approver Comments
01	Author	Jonathan Van As	Approved	13.04.2022 15:04:31	For noting purposes
02	Director	BARRY SCHULLER	Approved	13.04.2022 15:07:38	
03	Executive Director	VINCENT BOTTO	Approved	13.04.2022 15:19:41	
04	Chief	WAYNE LE	Approved	13.04.2022 21:07:34	
05	Legal Compliance	Jason Sam Liebenberg	Approved with Comments	14.04.2022 14:15:21	For information.

ECS Officer: