



NC PSDF TOOLKIT 12 | PRE-APPLICATION TOOLKIT



Province of the
Northern Cape
REPUBLIC OF SOUTH AFRICA

PRE-APPLICATIONS LIST GUIDELINES TOOLKIT

The purpose of this toolkit is to facilitate a coherent application procedure that would enable both the proponents and the responsible functionaries to prepare and process land-use applications in a coherent and cost-efficient manner.

TOOLKIT INTENT

This Toolkit is to be Used to:

- Assess potential requirements of land use applications
- Ensure data requirements are met for MPT and Sector department assessments
- Reduce the number of incomplete land use applications
- Ensure data integrity and form the foundation of monitoring and evaluation data.

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1 INTRODUCTION

To assist in the development of land use applications the following checklist has been developed to ensure all stakeholders have a comprehensive understanding of the potential requirements for land use applications.

1.1 PRE-APPLICATION CHECKLIST

As stated in the PSDF, applications for a land-use change must commence with a pre-application checklist, the purpose of which is to:

- Document the key aspects of the proposed development with the aim to:
 - a) Enable the responsible functionary to provide guidance pertaining to the planning, EIA and application process to follow.
 - b) Enable the proponent to prepare a rational and coherent proposal and associated application.
 - c) Promote institutional integration and collaboration.

- Ensure applications for large-scale consumptive resource use activities include a comprehensive Project Development Framework, which must include inter alia the following:
 - a) Detailed description of the proposed project.
 - b) Graphic illustrations of the nature and extent of the proposed project.
 - c) Proposals pertaining to how effect would be given to the Drivers and Spatial Outcomes
 - d) Proposals pertaining to how the detrimental impacts of the proposed project would be mitigated.
 - e) Northern Cape Planning System (NCPS) Assessment Report.

- Provide the foundation of information for the EIA (via the Project Development Framework) to be undertaken in terms of NEMA and for

assessing the desirability of the project in an integrated, holistic and informed manner.

- The checklist is to be completed by the proponent and submitted to the relevant municipality and thereafter to the relevant sectoral department, as a basis for in-depth discussions regarding the desirability (as outlined by the NCPS Report) of the proposed project and the processes to follow as it relates to application, adjudication and implementation.

1.1.1 Macro Investment Checklist

The section below provides the components required for a checklist for large-scale investments such as industrial, mining and manufacturing, including the establishment of Special Economic Zones.

1.1.1.1 SECTION A: DESCRIPTION OF CORE BUSINESS AND SECTOR

1.1.1.2 SECTION B: SITE AND PROJECT CONTEXT

B1: PROPERTY DETAILS

Erf / Erven / Farm No.		Portion No. (of farm)	
Street Address:			
Suburb:			

GPS Coordinates:	S	E	
Zoning:	Extent		m ² /ha
Spatial Planning Category:			
Title Deed No:		Restrictive conditions?	
Registered Servitudes:			

B2: PROPOSED PROJECT

Resource(s) to be utilised:	

1.1.1.3 SECTION C: INFRASTRUCTURE REQUIREMENTS

Description	Demand	Current Status	Gap and means to address
Transport: Road Rail Air			
Water: Volume Location Quality			
Effluent: Volume Quality Recycle			
Energy: Need Source			
Hazardous products: Volume Rating Disposal			
Communication: Need Source Location			

1.1.1.4 SECTION D: HUMAN CAPITAL REQUIREMENTS OF INVESTMENT

Employee profile	Permanent Staff	Temporary Staff
Number of labourers: un- and semi-skilled:		
Number of skilled blue-colour/technical employees:		
Number of highly skilled, specialised white-colour employees:		
Skills to be translocated to the Northern Cape:		
Skills pool to be generated in the Northern Cape:		
Human resource competency development programme:		
Training and education investment:		
Innovation and research investment:		

1.1.1.5 SECTION E: COMPLIANCE WITH LEGISLATION AND POLICY

Government Sphere	Applicable Statutes & Policy & Compliance
National (Policy & Legislation)	
Provincial (Sector plans, policy & legislation)	
District (IDP & SDF)	
Local (IDP & SDF)	

E.1: PSDF AND SDF CONTEXT

NCPS Assessment report

Applicable land use guidelines of designated Spatial Planning Category

1.1.1.6 SECTION F: NEED AND DESIRABILITY

QUESTION	EVALUATION
Question 1: Is the land use considered within the timeframe intended by the PSDF and the applicable municipal SDF?	
Question 2: Should the development occur here at the relevant point in time?	
Question 3: Does the community/area need the activity and the associated land use concerned?	
Question 4: Are the necessary services with appropriate capacity currently available or must additional capacity be created to cater for the development?	
Question 5: Is the development provided for in the infrastructure planning of the municipality?	
Question 6: Is the project of national importance?	
Question 7: Is the development the best practicable environmental option for the relevant land/site?	
Question 8: Would the approval of the relevant application compromise the integrity of the existing approved municipal IDP and SDF as agreed to by the relevant authorities?	
Question 9: Would the approval of the relevant application compromise the integrity	

QUESTION	EVALUATION
of the existing environmental management priorities for the area?	
Question 10: Do locational factors favour the proposed land use at the relevant site?	
Question 11: How will the activity or the land-use associated with the activity to be applied for, impact on sensitive natural and cultural areas (built and rural/natural environment)?	
Question 12: How will the development impact on people's well-being?	
Question 13: Will the proposed activity or the land-use associated with the activity to be applied for, result in unacceptable opportunity costs?	
Question 14: Will the proposed land use result in unacceptable cumulative impacts?	
Question 15: What is the NCPS desirability rating?	
Question 16: What needs to be in place to improve the desirability rating?	

1.1.1.7 SECTION G: ENVISAGED KEY IMPACTS

a) Estimated production value:
b) Estimated export value:
c) Estimated capital investment:
d) Envisaged environmental impact:

1.1.1.8 SECTION H: APPLICATION PROCESSES

Would the proposal require any of the following?

APPLICATION	YES	NO	STATUS
Environmental Impact Assessment (i.t.o National Environmental Management Act, 107 of 1998):			
Waste Licence (i.t.o National Environmental Management: Waste Act, 59 of 2008):			
Heritage Impact Assessment (i.t.o. Heritage Resources Act, 25 of 1999):			
Rezoning (i.t.o. applicable planning legislation):			

1.1.1.9 SECTION I: IMPACT MITIGATION STRATEGIES

Proposal regarding Environmental Mitigation Strategy that complies with the PSDF and applicable municipal SDF:

Proposal regarding Community Benefits Strategy that complies with the PSDF and applicable municipal SDF:

Exit Strategy if the proposed project were to fail or reach its productive life cycle.
