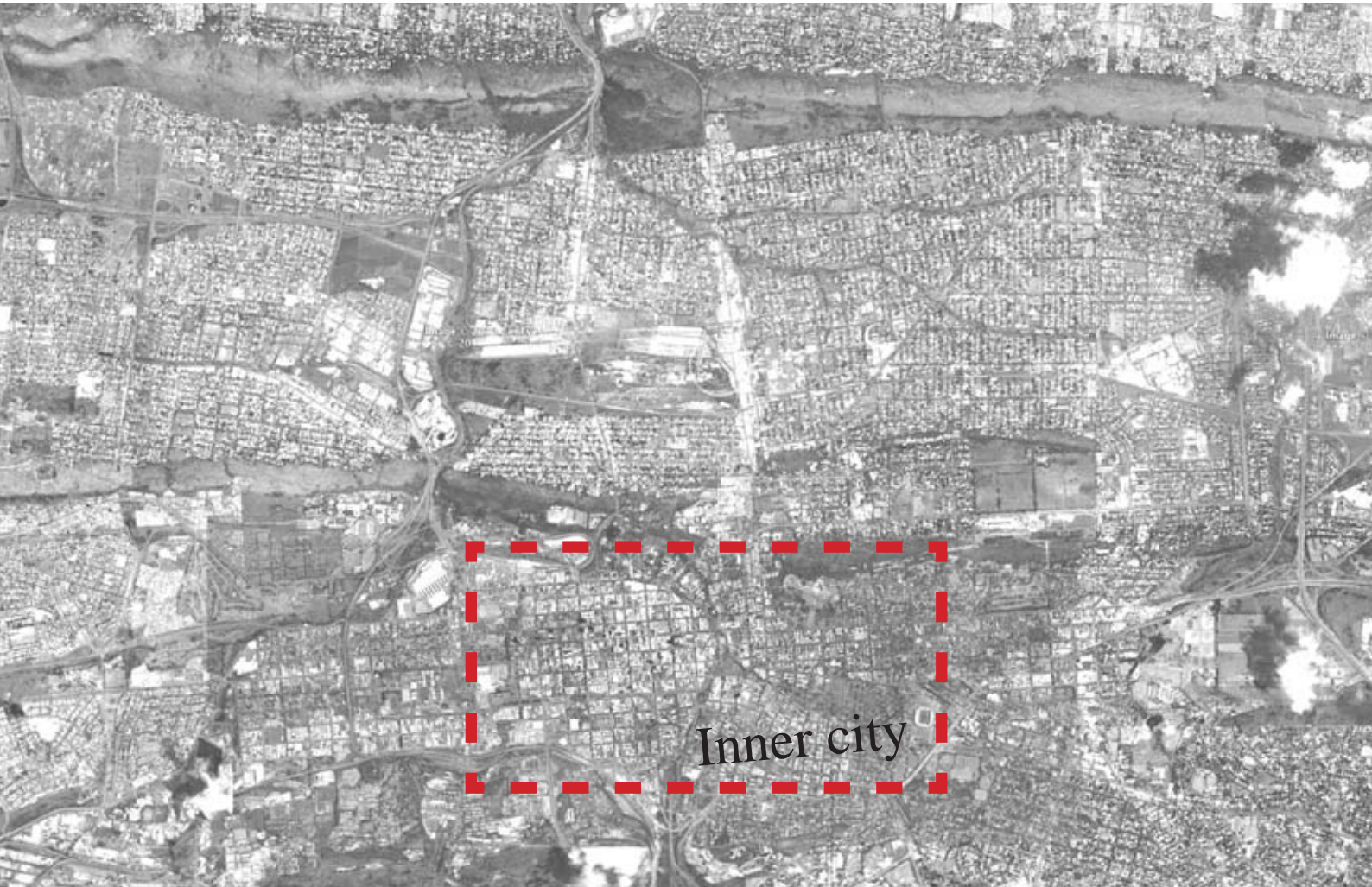


Chapter 4. The Client

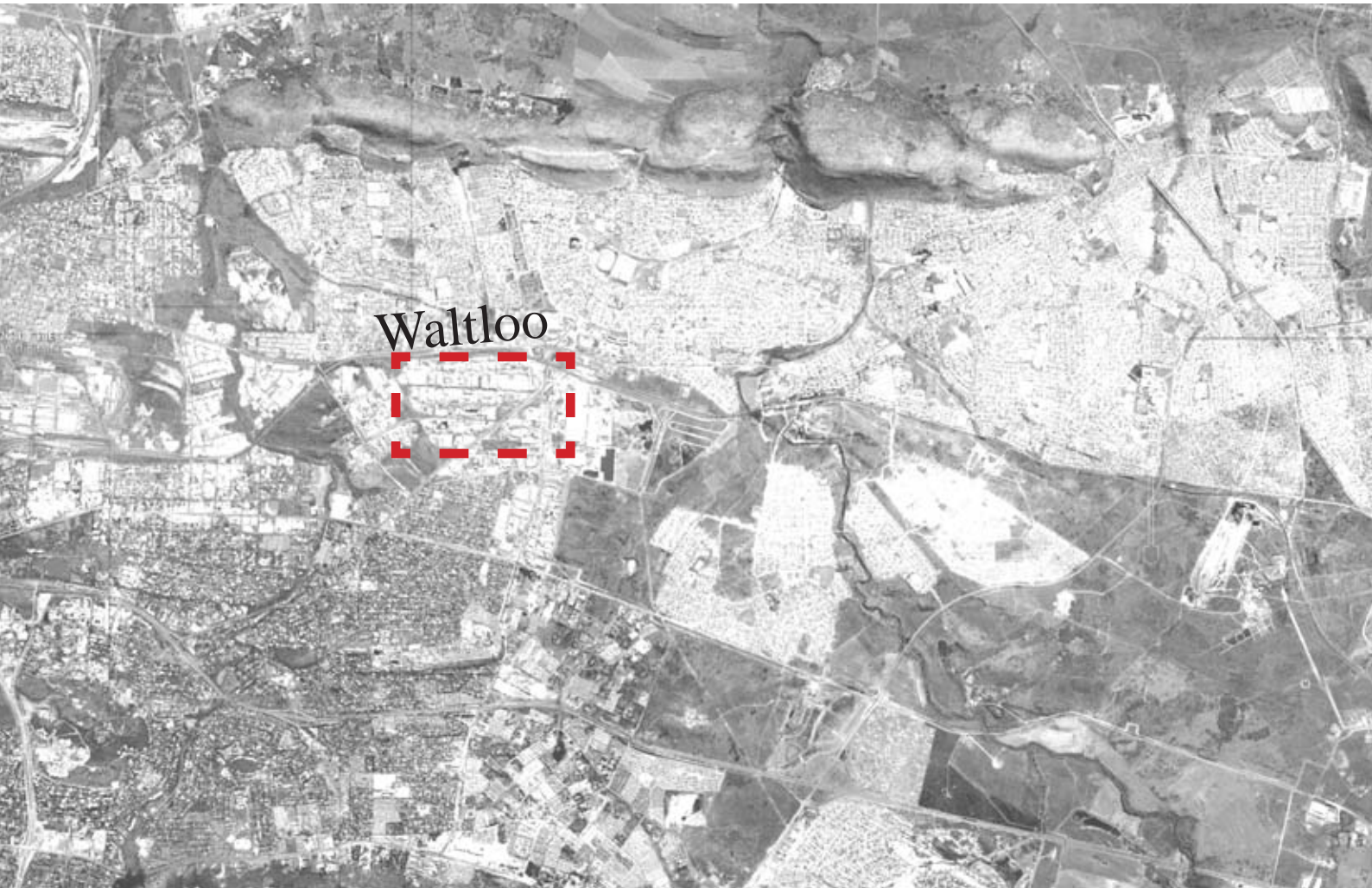




Inner city

1. Background

In view of the cabinet decision that all National Government Departments should be located within Pretoria, the inner city and historical core of the City of Tshwane Metropolitan Municipality, the Department of Home Affairs is currently in the process of finding accommodation in the city.



2. Department of Home Affairs

The department has as its main mandate:

The determination and confirmation of the status of persons by providing enabling documents in the interest of promoting and protecting the national integrity.

The department has a central role in the establishment of a new national identity under the new democracy, forming an 'official link' between the individual identity and that of the community, or the nation.

The department forms part of National Government, the highest tier in a three-tier government system. National Government is aimed at higher level function, including legislative and regulative functions. The Department of Home Affairs is unique in the sense that it does not overlap with 'lower' tiers of government. All functions rest with the central department, which contains branch offices all over the country.

The branch offices essentially deal with public accessibility and civic functions and are in some ways the 'face' of the department.

Being a National Government Department, Home Affairs has policy, legal and administrative functions, thus requiring a large amount of office space..

In addition to the higher level administrative functions and the public interface, the department has the mandate to maintain the national population register, which includes printing and storage facilities as well as the protection of the registers.

3. Current accommodation

The headquarters of the department is currently dispersed across the city with the head-offices located in Waltloo, on the outskirts of the city.

The current location of the head-office does not comply with the decision of Cabinet that National Government offices should be located in the inner city, as mentioned earlier in this document.

Additionally the department has indicated a need for a broader range of facilities than what they currently have access to.

4. Accommodation

The Department of Home Affairs is one of the largest departments in National Government with a total space requirement of **103 343msq** as well as a total of 700 parking bays (19 600msq) for the consolidation.

i. Campus

The total space requirement including parking, is 122 943msq.

Current approximate total space available in existing buildings is 94 566msq

The accommodation into the existing buildings on the campus will be as follows:

NZASM building:

- National Immigration
- Chief Directorates reporting to DDG
- Restaurant
- Parking

Old Corporation building:

- Finance & Supply chain management,
- Information Services
- Creche

New Corporation building:

- Civic Services
- Retail
- Parking

ii. New headquarters

The high level accommodation requirement for the proposed functions indicates the following:

(Due to the sensitivity of this information the Department of Home Affairs did not release the detailed space requirements. It was however possible to obtain a certain amount of larger scale space requirements, ensuring that the overall accommodation requirements of the department are met in the design)

Office space

- Ministry
- Deputy Ministry
- Director General
- Chief Operating Officer
- Departments

Meeting space

- Conference facilities
- Meeting spaces
- Catering facilities

Public Interface

- Branch office
- Client service centre
- Call centre