

“ANNEXURE A”

TITLE: BITOU MUNICIPALITY - POLICY ON ELECTRIFICATION OF SECOND DWELLINGS

REFERENCE CODE DOCUMENT

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DEFINITIONS

For the purposes of this policy, except where clearly indicated otherwise, the words and expressions set out below have the following meanings:

20A Single Phase means the capacity of a service connection of 20 Ampere comprising a 3 wire system – live, neutral and earth.

Second dwelling means –

- a) An informal dwelling erected on the property of a registered erf in a proclaimed township without formal building approval in terms of the National Building Regulations, informal dwellings in front yards are included; or
- b) A formal dwelling that has been approved by the municipality in terms of the prescripts of the building codes and regulations.

Certificate of Compliance means the Certificate of Compliance defined in Section 1 of the Electrical Installation Regulations, 2009 (GN 31975 R.242, 6 March 2009).

Municipality means the Bitou Municipality, a municipality established in terms of the Local Government: Municipal Structures Act, 1998, or any structure or employee of the municipality acting in terms of delegated authority;

Municipal Residential Unit (MRU) means a dwelling unit owned by the municipality for rent to beneficiaries.

Dwelling Configuration means the form of formal housing encountered in a particular portion of a residential area, such as single residential, 2- or 3-storey blocks of flats, or semi-detached units.

Informal Dwelling means a structure and unit of accommodation intended for human occupation, constructed of any material whatsoever, even though such material may not comply with the standards of durability intended by the National Building Regulations and Building Standards, 1977 (Act No. 103 of 1977).

NERSA means the National Energy Regulator of South Africa.

Overhead Service Connection means a service connection where the electricity conductors are taken from the pole top to the dwelling through the air.

Point of Supply means the point on the boundary of the property at which electricity is supplied to the property.

Proclaimed Township means an area subdivided in terms of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985), into serviced erven, road reserves and spaces for communal use, or in terms of the Less Formal Township Establishment Act, 1991 (Act No. 113 of 1991).

Service Connection means the portion of the reticulation that forms the dedicated electricity connection from the shared portion of the distribution system to the Point of Supply and includes metering, in a split metering arrangement.

Underground Service Connection means a service connection where the electricity conductors to the dwelling are buried in the ground.

REGULATORY CONTEXT

Legislation and Codes:	NRS 034-1: Electricity distribution – Guidelines for the provision of electrical distribution networks in residential areas
	NRS 048: Electricity supply – Quality of Supply
	Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)
	Electrical Installation Regulations, 2009 as amended (Promulgated in terms of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), by GNR.242 of 6 March 2009)
	Municipal By-Laws: Municipality of Knysna Electricity Supply By-Law, 2008.

1. THE CHALLENGE

- 1.1 The lack of available land and the inability of people to own land is a harsh reality in South Africa. This has led to people sharing land in a private commercial arrangement which often leads to social conflict with regards to the services to the additional dwelling. The additional dwellings does not have direct access to services from the Municipality and are reliant on obtaining these services via the occupier of the main dwelling.

2. OBJECTIVE

- 2.1 The objective of this document is to set out a uniform policy to be applied for the electrification of second dwellings in order for the Municipality to meet its constitutional and statutory obligations to provide basic municipal services, and to afford occupiers of second dwellings access to an electricity supply.

3. STRATEGIC INTENT

- 3.1 This policy supports the aim of the Municipality by assisting through the provision of electricity supplies to second dwellings and is guided by considerations of equity, affordability and sustainability.
- 3.2 This policy is informed by technical considerations relating to the loading and the capacity of the distribution network for the servicing of second dwellings.
- 3.3 This policy has been developed cognisant of the SALGA Local Government Position on Municipal Response to Backyarders and Backyard Dwellings Draft Policy Proposal of June 2013.

4. POLICY PARAMETERS

- 4.1 Subject to 4.4, this policy applies to second dwellings on residential erven where the distribution network is adequate to cater for the electrification of second dwellings.

- 4.2 The application of the policy is subject to funding being available for network upgrading, where required, and the provision of service connections. Alternately the applicants could carry the costs of the service connections.
- 4.3 Special conditions may apply to second dwellings approved in terms of the National Building Regulations on erven in proclaimed townships.
- 4.4 This policy is applicable to second dwellings on municipal-owned land and privately owned property.

5. ROLEPLAYERS AND STAKEHOLDERS

- 5.1 The Electrical Services Department is responsible for:
 - 5.1.1 The application for grant funding for the upgrading of electricity networks and the provision of service connections for the provision of electricity services to municipal owned property with second dwellings; and
 - 5.1.2 The design and installation of such networks and service connections to second dwellings meeting the prescribed criteria.
- 5.2 The Municipality's Integrated Human Settlements Directorate is responsible for:
 - 5.2.1 The identification and precise definition, in conjunction with the Municipality's Electrical Services Department, of areas in which second dwellings are to be provided with direct service connections;
 - 5.2.2 The geographic identification of properties with second dwellings within the identified areas;
 - 5.2.3 The numbering of each second dwelling; and
 - 5.2.4 The provision of lists of beneficiary names and street addresses within the identified areas to receive service connections.
- 5.3 The property owner is responsible for the maintenance of the electrical installation from the Point of Supply. The Municipality is deemed the property owner in terms of the second dwellings on municipal-owned land accommodating Municipal Residential Units.
- 5.4 The second dweller is responsible for the service connection fee, unless they qualify for a Department of Energy subsidized connection

6 POLICY DIRECTIVE DETAILS

6.1 Criteria for the Electrification of Second Dwellings

- 6.1.1 The following criteria must be met before the Electrical Services Department will provide an electricity supply to second dwellings:

- 6.1.1.1 The distribution network must have sufficient capacity to cater for the electrification of second dwellings;
- 6.1.1.2 Only second dwellings on residential property will be considered;
- 6.1.1.3 Each second dwelling must be numbered by the Municipality's Integrated Human Settlements Directorate;
- 6.1.1.4 The second dwellings must not be situated in an area subject to a servitude over the property or a part thereof; and
- 6.1.1.5 Adequate access to second dwellings must be available to allow the safe installation of service connections. In certain cases the property owner will need to relocate second dwellings to a suitable location on the property.
- 6.1.1.6 The owner of the property has to formally agree that the second dweller may receive a service connection.
- 6.1.1.7 The existing electricity supply of the property will be split in such a manner that both the original dwelling and the second dwelling each receive a supply of not less than 20A, with agreement with the property owner. Should this not be possible, then the second dwelling cannot be accommodated unless the network can accommodate it or are upgraded.

6.2 Distribution Network Capacity

- 6.2.1 Distribution networks are designed to comply with the South African Grid Code and national technical standards, such as NRS 034-1, to accommodate the loads associated with the number of formal houses allowed in terms of the applicable zoning scheme. Increasing the number of direct service connections to connect second dwellings will result in overloading of the network. Overloading results in overheating of cables and infrastructure. It can also cause the supply voltage in the second dwellings to fall below the legislated minimum. The result would be an unsafe network and damage to both utility infrastructure and appliances used by customers. For these reasons, the Municipality is obliged to maintain strict quality of supply standards, as specified in NRS 048, in terms of the Distribution Licence issued to the Municipality by NERSA.
- 6.2.2 In the vast majority of cases, the whole network needs to be replaced with a substantially stronger network prior to connecting second dwellings to the network due to the extent of the additional load and other factors such as the age or the design of the existing network. The provision of service connections to second dwellings cannot be achieved merely by reinforcing the existing network.
- 6.2.3 Where new housing developments are established by the Municipality's Integrated Human Settlements Department, agreement must be reached on whether the development would be designated to cater for second dwellings. If so, the backbone infrastructure shall be designed accordingly.

6.3 Service Connection Design Standards

- 6.3.1 Service connections to second dwellings will be either overhead or underground in

accordance with the design standards of the Electrical Service Department.

- 6.3.2 The service connection capacity to each second dwelling shall be limited to a maximum of 20A single phase.
- 6.3.3 A second dwelling will be provided with its own individual service connection.
- 6.3.4 Where possible, each erf will be provided with a single disconnection point to disconnect the supply in cases of emergency. The point of disconnection to the erf shall be identified and marked in an appropriate manner.

6.4 Applications for Service Connections to Second Dwellings

- 6.4.1 Applications for service connections to second dwellings within the precinct of MRUs must be made by the occupier of the second dwelling. Only applications approved by the property owner, the Municipality's Integrated Human Settlements Department, will be considered.
- 6.4.2 Applications for service connections to second dwellings on private property must be made by the property owner.

6.5 Subsidised Service Connection Fee

- 6.5.1 The service connection fee per second dwelling stated in the Municipality's Tariff Schedule shall be payable by the occupier of the second dwelling, unless they qualify for a Department of Energy subsidized connection. The fee may be recovered via the Municipality's pre-payment vending system as electricity credit is purchased for the prepayment meter supplying the dwelling.
- 6.5.2 A prepayment card will be issued to the occupier of each connected second dwelling.

6.6 Infrastructure beyond the Point of Supply

- 6.6.1 The service connection to the second dwellings and the infrastructure beyond the point of supply constructed by the Municipality's Electrical Services Department will be handed over, together with a Certificate of Compliance, to the property owner and will become part of the electrical installation on the property. The property owner will be responsible for the safe use and maintenance of the electrical installation on the property.
- 6.6.2 In the case of MRUs, the Municipality is the property owner for the purposes of this policy.

7 IMPLEMENTATION PROGRAMME

- 7.1 The implementation of this policy will be determined jointly by the Municipality's Electrical Services Department and the Municipality's Integrated Human Settlements Department taking into consideration –
 - 7.1.1 the capital programme for the upgrading of the electricity networks in suburbs; i.e. the availability of funds
 - 7.1.2 the need for the electrification of second dwellings in the various areas; and

7.1.3 The availability of funding to implement the programme realistically.

8 MONITORING AND REVIEW

- 8.1** The implementation programme shall be reviewed by the Municipality's Electrical Services Department on an annual basis as part of the normal budget process for the following financial year.
- 8.2** This policy will be reviewed every five (5) years.

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