



TRADING SERVICES

eThekwini Draft Sanitation Policy

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1. PREAMBLE

eThekwini Municipality is a Water Services Authority as legislated through the Water Services Act (Act 108 of 1997), and is responsible for ensuring that sanitation services are provided to all its residents.

The eThekwini Water and Sanitation Unit is the Municipality's Water Services Provider, and is responsible for the installation, operation and maintenance of water and sanitation services within the Municipality.

This policy and related bylaws under which sanitation services are provided must conform to the national policy of the Department of Water and Sanitation.

Internal stakeholder consultation with senior officials of from the Sanitation Operations Branch started on 26 November 2019 and was completed on 11th December 2019. The draft policy was circulated to all Deputy Heads in the Water & Sanitation Unit, including the Deputy Head: Sanitation Operations, on 11th February 2020.

This policy covers all sanitation services provided by the Municipality both as the Water Services Authority and Water Services Provider, and it also covers the disposal of industrial effluent.

2. PURPOSE

- (1) To ensure that all residents of eThekwini have access to an acceptable sanitation system.
- (2) To ensure that indigent households receive a free basic sanitation service.
- (3) To ensure that property owners comply with legislation and by-laws governing disposal of sewage.

3. PROBLEM STATEMENT

This policy addresses the following problems

- (1) Not all households in the Municipality receive sanitation.
- (2) There is insufficient revenue to provide sanitation to provide an effective sanitation service to all residents
- (3) Many property owners do not comply with legislation and by-laws governing disposal of sewage.
- (4) The environment is negatively affected by the impact of inadequate sanitation.
- (5) Many households liable to pay for water and sanitation are not paying

4. LEGISLATIVE AND POLICY FRAMEWORK

- (1) Constitution of the Republic of South Africa
- (2) Local Government: Municipal Structures Act (Act 117 of 1998)
- (3) Local Government: Municipal Systems Act (Act 32 of 2000)
- (4) Local Government: Municipal Finance Management Act (Act 56 of 2003)
- (5) Water Services Act (Act 108 of 1997)
- (6) National Water Act (Act 36 of 1998)
- (7) Water Services Provider Contract Regulations, Gazette No. 7414, Vol. 445 No. 23636 of 2002
- (8) The National Sanitation Policy 2016
- (9) EThekwini Sewage Disposal Bylaws
- (10) National Building Regulations and Building Standards Act (Act 103 of 1977)

5. DEFINITIONS AND ACRONYMS

5.1. DEFINITIONS

<u>Term</u>	<u>Definition</u>
A certificate	A certificate issued if sanitation is available at the boundary of the premises.
B certificate	A certificate issued when construction of reticulation is completed and approved.
Approval	Obtaining approval by the authorised delegate.
Approved	Approved by the authorised delegate.
Backflow	The flow of water from the point where the water is normally used towards the pipe or tank normally supplying the water for that length of pipe.
Basic sanitation	Means, a) appropriate health and hygiene awareness and behaviour; b) the lowest cost, appropriate system for disposing of human excreta, household wastewater, grey-water, which considers resource constraints, is acceptable and affordable to the users, safe including for children, hygienic and easily accessible and which does not have a detrimental impact on the environment; c) a toilet and hand washing facility; d) a clean living environment at a household and community level; and e) the consideration of defecation practices of small children and people with disabilities and special needs.
Common areas	In relation to a scheme, means, (a) the land included in the scheme;

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<u>Term</u>	<u>Definition</u>
	(b) such parts of the building or buildings as are not included in a section.
Community ablution block	Communal toilet, showers and washing facility.
Connection point	The manhole or rodding eye inside the property at which a drainage installation joins a connecting sewer.
Conservancy tank	Sealed tank that contains and stores sewage from premises and is required to be emptied on a regular basis.
Council	The eThekwini Municipal Council; a council composed and elected in terms of section 157 of the Constitution.
Development	A new building or collection of buildings, that may be residential, commercial or industrial, that are constructed in one or more phases.
Domestic sewage	Effluent which meets strength characteristics relating to chemical oxygen demand and settleable solids as prescribed by the Municipality from time to time as being appropriate to sewage discharges from domestic premises, but excludes trade effluent.
Drainage	All drains that transports sewage to a sewer connection, holding tank or treatment system.
Free basic sanitation	Affordable ongoing services to at least the basic level of sanitation for indigent households.
Freehold	Having full ownership rights on a property, which includes the building and the land it is built on.
Grey water	Sewage emanating from baths and basins, and excluding sewage emanating from sinks, washing machines, dishwashers, toilets and urinals.
Household	A family unit of persons, or individuals, in occupation of a building or part of a building, designed for residential occupation by such family unit, or individuals.
Indigent	Lacking the necessities of life such as, but not necessarily limited to, sufficient water, basic sanitation, refuse removal, housing and/or a supply of basic electricity.
Industrial effluent	Effluent emanating from industrial use of water.
Legal entity	An individual, company, or organization that has legal rights and obligations.
Low volume treatment system	A wastewater treatment system that treats less than 2000 kilolitres per day and that complies with eThekwini Water and Sanitation guidelines.
Mini sub-development	A development consisting of freehold and sectional title properties within its boundary.
Municipality	The eThekwini municipality, a category A municipality as envisaged in terms of section 155(1) of the Constitution and established in terms of PN343 of 2000 (KZN).
Owner	The person registered in the Deeds Registry as the owner of land, and includes the beneficial owner of the land, and the owner of land by virtue of vesting in terms of any applicable law.
Person	Natural and juristic persons, partnerships, trusts, body corporates, home owners associations and organs of state.

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Term	Definition
Premises	Any piece of land, with or without any building or structure thereon where— (a), the external surface boundaries of which are delineated on— (i) a general plan or diagram registered in terms of the Land Survey Act, 1927 (Act No. 9 of 1927), or in terms of the Deeds Registry Act, 1937 (Act No. 47 of 1937; or (ii) a sectional plan registered in terms of the Section Titles Act, 1986 (Act No. 95 of 1986); (b) there is an official document in respect of rural land or Ingonyama Trust land, which is situated within the area of jurisdiction of the Municipality; or a municipal service is rendered on land which is not specified on a plan, and a portion of such land which is not so delineated but which is connected to the sewage system or is capable of being so connected.
Prescribed	Means set by legislation or regulation.
Professional engineer / technologist	A person registered as a professional engineer or technologist in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000)
Property	(a) immovable property registered in the name of a person, including, in the case of a sectional title scheme, a sectional title unit registered in the name of a person; (b) a right registered against immovable property in the name of a person; (c) a land tenure right registered in the name of a person or granted to a person in terms of legislation; (d) public service infrastructure; or any immovable property or a portion thereof of which a person has taken occupation or possession without title: Provided that this in no way infers the granting of permission or the regularisation by the Municipality for the illegal occupation of land or property by any person.
Pump station	An installation that contains sewage pumps, associated motors, electrical and electronic equipment, and a holding tank.
Registered private plumber	(a) A person who has passed a qualifying trade test in plumbing or has been issued with a certificate of proficiency for plumbing in terms of the Skills Development Act, 1998 (Act 97 of 1998) , or holds such other qualification as may be required under the National Qualifications Framework Act, 2008 (Act 67 of 2008).
Rising main	Any pipe or conduit which conveys sewage from a pump station to a sewer that operates under gravity.
Sanitation service	The collection, removal, disposal or purification of human excreta, domestic wastewater, sewage and effluent resulting from the use of water for commercial purposes.
Sanitation system	The structures, pipes, valves, pumps, meters or other associated items used in the collection, transport and disposal of excreta and sewage.
Sectional title	Separate ownership of units or sections within a complex or development.
Septic tank	A tank designed to receive and retain sewage for such a time and in such a manner as to ensure adequate decomposition, and which drains to a soak pit and/or an evapotranspiration area as specified in the

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Term	Definition
	Building Regulations and the eThekwini Water and Sanitation Unit's guidelines.
Sewage	Wastewater, trade effluent, standard domestic effluent and other liquid waste, either separately or in combination, but excludes stormwater.
Sewer connection	A pipe owned and installed by the Municipality for the purpose of conveying sewage from a drainage installation (drain, soil-water pipe, stack, wastewater pipe, ventilation pipe, antisiphonage pipe, soil-water fitting, wastewater fitting, mechanical appliance or any other appliance or fitting, or a combination of such drain, pipe, stack, fitting and appliance, for the collection and conveyance of sewage) on a premises to a sewer, connecting from a private drain into the sewerage system– (a) beyond the boundary of those premises; (b) within a servitude area; or within an area covered by a way leave or by agreement.
Sewer	Any pipe or conduit which is the property of or is vested in the Municipality and which may be used for conveying sewage from the connecting sewer, but excludes any drain.
Sewerage system	The structures, pipes, valves, pumps, meters or other associated items used in conveying sewage to a wastewater treatment works.
Shareblock development	A development where a block of shares is allocated to a specific part or parts of the building, the apartment, parking bay, garden etc.
Sludge	A concentrated stream of solids in liquid generated in wastewater treatment works and low volume treatment systems Organic slurry or solids resulting from storage of excreta in septic tanks, UD toilets and septic tanks.
Stormwater	Water resulting from natural precipitation or accumulation and includes rainwater, subsoil water or spring water.
Surveyor's diagram	A diagram showing existing and/or proposed property boundaries, drawn up by a land surveyor.
Tanker	A vehicle fitted with a pump and a tank which is used to transport the collected material (liquids, sludge, slurries) to a treatment or disposal site.
Trade effluent	Any liquid, whether or not containing matter in solution or suspension, which is given off in the course of or as a result of any industrial, trade, manufacturing, mining or chemical process or any laboratory research or agricultural activity, and includes any liquid other than standard domestic effluent or stormwater.
Urine diversion toilet	A toilet which separates urine and faecal matter through the use of a special pedestal and separate urinal to divert urine to a soak away or to a urine reticulation system in order that only faecal matter collects in a pit or that only faecal matter and grey water is transported in the reticulation system.
Ventilated Improved Pit Latrine	A toilet consisting of an above ground structure with a toilet pedestal, and a pit beneath the structure, which is vented by a pipe, with a fly screen on top. The pit may be unlined, lined and sealed depending on soil conditions.

<u>Term</u>	<u>Definition</u>
Waste	Any material that is or may be suspended, dissolved or transported in water (including sediment) and which is spilled or deposited on land or into a water resource in such volume, composition or manner as to cause, or to be reasonably likely to cause, the water resource to be polluted.
Wastewater treatment works	An installation which treats incoming sewage so that the resulting liquid effluent and solids may be safely disposed of.
Water Services Authority	Any municipality, including a district or rural council as defined in the Local Government Transition Act, 1993 (Act No. 209 of 1993) responsible for ensuring access to water services.
Water Services Intermediary	Any person who is obliged to provide water services to another in terms of a contract where the obligation to provide water services is incidental to the main object of that contract.
Water Services Provider	Any person who provides water services to consumers or to another water services institution but does not include a water services intermediary.

5.2. ACRONYMS

CAB	Community Ablution Block
EWS	eThekwini Water and Sanitation Unit
UD	Urine Diversion
VIP	Ventilated Improved Pit

6. POLICY RULES

6.1. PROHIBITION ON MORE THAN ONE SANITATION SYSTEM PER SITE

If a site is served by waterborne sewerage, no other sanitation system is permitted on the same site. Similarly, if a site is served by septic tanks, no other sanitation system is permitted.

6.2. CONVENTIONAL SEWERAGE, RATED PROPERTIES

- (1) Properties capable of being connected to the municipal reticulation system
 - (a) A property is considered as being capable of being connected to the municipal reticulation system when any part of the premises is within 40 meters of a municipal sewer provided that

- i. there are no material hindrances to the municipal sewer being extended to the boundary of the premises.
 - ii. the sewer extension can be laid without going across adjoining premises.
 - iii. the sewer extension can be carried out at a cost which is reasonable in relation to the tariff amount.
- (2) General requirements
 - (a) All Owners of properties able to be connected to the municipal sewerage system must ensure that sewage is disposed of through a connection to the system.
 - (b) Only sewage complying with municipal standards may be disposed to the sewerage system.
 - (c) The design of the private drainage must be approved by the Municipality.
 - (d) The acceptance of an application to connect to the municipal system by the Municipality constitutes an agreement between the Owner and the Municipality.
 - (e) Grey water may be disposed of on site or used for flushing toilets or gardening. The grey water system must be designed by a professional engineer or professional engineering technologist, and be approved by the Municipality.
- (3) Privately developed freehold land subdivision
 - (a) The Municipality may provide a sewer connection at its own cost to the boundary of every sub-division which
 - i. existed in the area of the former Durban Metropolitan Council as at 26 June 1996 (the date on which the Metropolitan Council, by proclamation 80 of 1996 formally became responsible for the sewerage function), or
 - ii. existed within the area bounded by the former Durban Metropolitan Council boundary and the eThekwini Municipal boundary as at 6 December 2000 (the date on which the Durban Metropolitan Unicity Municipality - subsequently renamed eThekwini Municipality - came into existence).
 - (b) After completion of the development, each freehold land subdivision must have its own connection to the municipal sewerage system.
 - (c) A sanitation agreement will exist for each of the freehold sites.
- (4) Sectional title and shareblock developments
 - (a) The Municipality must provide a sewer connection for the development at the boundary of the site.
 - (b) The sectional title body corporate or shareblock company must be responsible for all the internal drainage on the site.
- (5) Mini subdevelopments
 - (a) Every common area with a water supply and every freehold property must have an individual connection to the municipal sewerage system.

- (b) Where a development contains privately owned common areas, there must be access to the sewerage infrastructure on privately owned land and to indemnify the municipality against damage to that infrastructure.
- (6) Municipal housing projects
 - (a) The Developer must install, to the Municipality's specifications, the sewerage system, including any pump stations and rising mains, to serve each freehold site in the development.
 - (b) On completion of the sewerage system, the Municipality must take over the system up to each sewer connection point.
- (7) Sanitation tariff
 - (a) The Municipality sets a sanitation tariffs each financial year.
 - (b) A sanitation charge must be payable when premises are capable of being connected to the municipal system.
 - (c) A lower tariff is payable for premises with roof tank water supply systems.
 - (d) A connection fee must be payable on application to connect to the municipal system.
 - (e) Owners must pay a monthly volume-based tariff for sanitation. The wastewater volume is calculated as a percentage of the metered water consumption.
 - (f) In special circumstances, owners may apply to the Municipality to have the standard percentages reduced.
 - (g) In the event of an undetected leak in the private water supply system, a reduction in the tariff that is calculated on the basis of the metered water consumption will be made.

6.3. ON SITE SEWAGE DISPOSAL – RATED PROPERTIES

- (1) Septic tanks
 - (a) Owners must obtain approval from the Municipality before installing a septic tank system.
 - (b) Only domestic sewage may be discharged into a septic tank system.
 - (c) Owners must be responsible for the construction and maintenance of their septic tank systems, including the disposal of sludge.
 - (d) The Municipality may inspect the Owner's drainage system, and may require improvements to the system. The Owner must be responsible for the costs of any improvements.
- (2) Conservancy tanks
 - (a) Owners must obtain approval from the Municipality before installing a conservancy tank.
 - (b) Only domestic sewage may be discharged into a conservancy tank unless special authorisation is given by the Municipality.
 - (c) Owners must be responsible for the construction and maintenance of their conservancy tanks, including the disposal of sewage.

- (d) Owners must only use tanker companies that are registered with the Municipality to transport sewage or effluent.
- (3) Low volume treatment systems
 - (a) Only sewage from properties where the volume of non-domestic effluent from kitchens and laundries is less than 20% of the total may be treated in privately owned systems.
 - (b) All privately owned systems must be approved by the Municipality before construction, and must comply with the Municipality's guidelines. The Developer or the legal entity representing homeowners must provide a financial guarantee as determined by the Head: Water and Sanitation for the performance of the treatment system. The financial guarantee shall be an irrevocable and unconditional written undertaking issued by a registered South African Bank on behalf of the Developer or legal entity as security for system performance, damage or loss caused by the treatment system.
 - (c) The legal entity must be responsible for the construction and maintenance of the system, including the disposal of sludge and all environmental compliance requirements.
 - (d) The Municipality may inspect the treatment system, and may require improvements to the system. The legal entity must pay for any such improvements.
- (4) Grey Water reuse systems
 - (a) Owners must obtain approval from an authorised official of the Municipality for the installation of a grey water reuse system.
 - (b) The design of the grey water system must be approved by the Municipality
 - (c) Grey water may only be for outside use or for the flushing of toilets and urinals.
 - (d) A grey water system may not be connected to a yard tap.
 - (e) No wastewater from kitchen sinks or laundry systems may be connected to the grey water system.
 - (f) There must be no possibility of backflow into the potable water system, and no sprays using treated or untreated grey water may be used.

6.4. FREE BASIC SANITATION

- (a) The Municipality's Indigent Policy defines who is eligible for free basic sanitation.
- (b) Where households eligible for free basic services connected to the municipal sewerage system consume less than the allowable free basic water allocation, there will be no charge for sanitation.
- (c) Where households eligible for free basic services are connected to the municipal sewerage system consume more than the allowable free basic water allocation, a sanitation charge will be payable.

- (d) Where single households have no access to waterborne sanitation and are not serviced by a Community Ablution Block (CAB), the Municipality must provide a urine diversion (UD) toilet. UD toilets must:
 - i. Separate urine from faeces.
 - ii. Dispose of the urine in a safe and environmentally acceptable manner, either for reuse or into the ground.
 - iii. Store the faeces in a pit for later collection and disposal.
 - (e) No UD toilets may be installed at premises with metered water connections.
 - (f) Ventilated improved pit
Existing ventilated improved pits (VIPs) must be serviced by the Municipality, but no new VIPs will be permitted.
 - (g) Sanitation for informal settlements is provided by a CAB connected to the municipal sewerage or to a septic tank system.
 - (h) The Municipality must provide emergency sanitation when required.
 - (i) The Municipality must deliver a programme to provide health and hygiene information about the use of the sanitation system to householders:
 - i. Before the construction of UD toilets
 - ii. Before UD toilets or VIPs are emptied
 - iii. After UD toilets or VIPs are emptied
 - iv. After the construction of CABs
- (2) Water Services Providers
- (a) EWS is the Water Services Provider for the eThekwini area in accordance with the Water Services Act, and is responsible for the installation, operation and maintenance of sanitation services.
 - (b) In terms of the Water Services Act and associated regulations, the Municipality may nominate private WSPs to carry out water and sanitation services in designated portions of the Municipal area. The Municipality may only enter into a contract with a private sector WSP after it has considered all known public sector WSPs which are willing and able to perform the relevant functions.

7. POLICY PROCEDURES

7.1. CONVENTIONAL SEWERAGE, RATED PROPERTIES

- (1) Provision of individual sewer connections and provision of waterborne sewerage to sectional title or shareblock developments
 - (a) The Owner or Developer must submit a plan for the internal drainage to the Regional Co-ordinator, Land Use Management, in the Engineering Unit together with the stipulated fees.

- (b) The Regional Co-ordinator, Land Use Management, must send the plan to the Regional Co-ordinator, Development Applications and Approvals, in the Engineering Unit.
 - (c) The Regional Co-ordinator, Development Applications and Approvals, must send the plan to the Regional Engineer, Sanitation Operations, for comments.
 - (d) When the Regional Co-ordinator, Development Applications approves the plan, the Owner appoints a registered private plumber to install the drainage.
 - (e) The Owner or Developer may appoint the registered private plumber to install the connection from the inspection manhole to the municipal sewer. Alternatively, the Owner may pay a prescribed fee to the Municipality to install the connection.
 - (f) On completion of the work, a municipal official mandated by the Regional Co-ordinator, Development Applications and Approvals, inspects the private drainage. If the connection has been installed by the registered private plumber, the connection must be overseen and approved by a municipal official mandated by the Regional Engineer, Sanitation Operations.
 - (g) The internal drainage work must be approved by the Regional Co-ordinator, Development Applications and Approvals.
 - (h) The Owner or Developer must provide the Municipality with as-built drawings.
- (2) Provision of sewerage to privately developed subdivisions and mini subdevelopments
- (a) The Developer or his/her agent must submit a surveyor's diagram and building plans to the Regional Co-ordinator, Land Use Management, in the Engineering Unit
 - (b) The building plans must show full designs for
 - i. sewerage reticulation which will be taken over by the Municipality on completion of the development, and
 - ii. the internal drainage for each subdivision.
 - (c) The Regional Co-ordinator, Land Use Management, must send the plans to the Regional Co-ordinator, Development Applications and Approvals, in the Engineering Unit.
 - (d) The Regional Co-ordinator, Development Applications and Approvals, must send the plans to the Regional Engineer, Sanitation Operations, for approval.
 - (e) The sewerage plans must be approved by the Regional Engineer, Sanitation Operations.
 - (f) The sewerage reticulation plans must be approved by the Regional Engineer who may issue an A Certificate for the development.
 - (g) The Developer installs the sewerage system.
 - (h) A municipal official mandated by the Regional Engineer, Sanitation Operations, must oversee and approve the connection to the municipal sewerage system.
 - (i) The construction must be approved by the Regional Engineer who will issue a B Certificate.
 - (j) The Owner or Developer must provide the Municipality with as-built drawings.
- (3) Provision of sewerage to municipal housing projects

- (a) The Developer must install, to the Municipality's specifications, the sewerage system, including any pump stations and rising mains, to serve each freehold site in the development.
 - (b) On completion of the sewerage system, the Municipality must take over the system up to each sewer connection point.
 - (c) The Owner or Developer must provide the Municipality with as-built drawings.
- (4) Installation of new septic tanks in single properties and new subdivisions
- (a) The Owner or Developer must submit a design report and plans for the septic tank and drainage to the Regional Co-ordinator, Land Use Management, in the Engineering Unit.
 - (b) The design report and plans must comply with EWS's guideline on septic tanks.
 - (c) The Regional Co-ordinator, Land Use Management, must send the plans to the Regional Co-ordinator, Development Applications and Approvals, in the Engineering Unit.
 - (d) The Regional Co-ordinator, Development Applications and Approvals, must send the plans to the Regional Engineer, Sanitation Operations, for approval.
 - (e) Once the Regional Engineer, Sanitation Operations has approved the plans, the Owner appoints a registered private plumber to install the drainage.
- (5) Installation of conservancy tanks
- (a) The Owner or Developer must submit plans for the conservancy tank and drainage to the Regional Co-ordinator, Land Use Management, in the Engineering Unit.
 - (b) The Regional Co-ordinator, Land Use Management, must send the plans to the Regional Co-ordinator, Development Applications and Approvals, in the Engineering Unit.
 - (c) The Regional Co-ordinator, Development Applications and Approvals, must send the plans to the Regional Engineer, Sanitation Operations, for approval.
 - (d) If a conservancy tank is designed to hold any industrial effluent, Regional Engineer, Sanitation Operations must request a letter from the Senior Manager, Land Use Management, in the Engineering Unit.
 - (e) Once the Regional Engineer, Sanitation Operations has received the letter from the Senior Manager, Land Use Management, and approved the plans, the Owner appoints a registered private plumber to install the drainage.
- (6) Low volume treatment systems
- (a) A professional engineer or professional technologist acting on behalf of the Owner or Developer must apply for permission to install a low volume treatment.
 - (b) The application must be submitted in accordance with EWS's current guideline on Low Volume Treatment Systems.
 - (c) Regional Engineer, Sanitation Operations must approve the plans and may issue an A Certificate for the development.

- (d) The Developer installs the sewage system including the treatment system.
- (e) The Regional Engineer must approve the construction, and issue a B Certificate.
- (f) The Owner or Developer must provide the Municipality with as-built drawings.
- (g) The Regional Engineer, Sanitation Operations, must inform the Pollution Control Branch of all low volume treatment systems that have been approved.
- (h) The authorised official from the Pollution and Environment Branch must undertake periodic inspection of the system and sampling of the effluent to monitor compliance with the prescribed effluent standards.
- (i) The Municipality levies a charge for monitoring.
- (j) The legal entity's professional engineer / technologist must monitor the operation of the system and submits reports to the Municipality in accordance with the Municipality's requirements.
- (k) In the event that there is inadequate compliance with the effluent standards, the sum held under the bank guarantee may be used by the Municipality to alter or replace all or part of the installed system.

(7) Grey water reuse systems

Plans for a grey water reuse system must be included with the drainage, septic tanks and conservancy tank plans.

The Area Engineer, Sanitation Operations, must approve the design and construction of grey water reuse systems.

7.2. FREE BASIC SANITATION

(1) On site systems

- (a) The Sanitation Operations Branch installs UD toilets for households identified by the Deputy Head, Sanitation.
- (b) The Sanitation Operations Branch appoints service providers to remove and dispose of sludge from UD toilets once every two years.
- (c) The Sanitation Operations Branch appoints service providers to remove and dispose of sludge from VIP toilets once every five years.

(2) Community ablutions blocks

- (a) The Sanitation Operations Branch must install CABS for informal settlements identified by the Deputy Head, Sanitation.
- (b) The Sanitation Operations Branch, must maintain the CABS.
- (c) The Senior Manager, Special Programs, must appoint a caretaker for every CAB.

(3) Education and information

The Manager, Community Services, must provide health and hygiene education to residents

- (a) before construction of UD toilets,
- (b) before and after pit emptying programmes, and
- (c) before and after construction of CABs.

7.3. WATER SERVICES PROVIDERS

- (a) The Water and Sanitation Unit's Senior Manager, Commercial and Business, prepares draft contracts between the Municipality and private Water Services Providers. The Manager, Corporate Legal Services will vet the contract. Final approval shall be granted by Council.
- (b) The Senior Manager, Commercial and Business, monitors all private Water Services Provider contracts.

8. POLICY EVALUATION AND REVIEW

- (1) This policy will be monitored by the Deputy Head, Sanitation who must report to the Head, Water and Sanitation annually.
- (2) The Head, Water and Sanitation must provide a report annually to Council.
- (3) Policy will be reviewed annually.