



NICC-400: INFORMATION for an APPLICANT UNDERTAKING A CONTESTABLE EXTENSION

Network Information for Customers and Contractors (NICC)

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1. BACKGROUND

An Applicant has the opportunity to have a proposed Network extension that satisfies SA Power Networks criteria designed and constructed by either SA Power Networks or an accredited external designer and electrical contractor.

Note that from here onwards, we have addressed '**SA Power Networks**' as '**we**', '**our**' and/or '**us**' unless and otherwise specified.

The purpose of this brochure is to provide guidelines from the point where the Applicant requests basic design information through to construction and vesting where the extension is ready for energisation i.e. connection to our grid.

This brochure is aligned with [Electricity \(General\) Variation Regulations 2013](#) and [NECF - National Energy Customer Framework](#) and specifies the overall requirements for undertaking of the contestable works associated with an extension, the vesting of an extension, and the connection to our electricity network.

For further assistance/information concerning this brochure, please contact our relevant Customer Solutions Manager/Network Project Officer.

This brochure is available on our [Intranet](#) and [Internet](#) websites.

2. GENERAL REQUIREMENTS

The contestable extension works will generally be an extension that can be built in isolation from our existing electrical network. Such works either can be undertaken by us or if the Applicant chooses our listed designer and electrical contractor.

Refer to Appendices A & B 'Contestable Construction Process - Flow Charts 1 & 2' for an overview of the contestable process.

The following requirements will provide assistance while conducting contestable works:

1. We will connect a customer's contestable asset extension to its own electricity supply on the condition that the Applicant is fully responsible for the complete design and installation of the electrical infrastructure up to the points of supply and that the Works satisfies the Construction Terms.
2. We can provide assistance with the design and construction specifications and easement requirements.
3. Our process will allow an Applicant the option of choosing an accredited contractor for the design and/or construction of the required electricity reticulation. The Applicant will have the responsibility of ensuring our requirements in regard to design, construction standards, material specification and contractor's qualifications are met.
4. It is the Applicant's responsibility to ensure that all works undertaken satisfy [WH&S Act & Regulations 2012](#) any amendments and relevant regulations.
5. We may offer to sell materials to the contractor. Contact our Sales Officer on 08 8404 9631 for assistance with any materials purchase.
6. Certain works may be required that are additional to our existing system and the Applicant's requirements as a result of a proposed extension. Where these works are required, the Applicant shall be responsible for the design and construction at the Applicant's cost. A reimbursement as calculated by us will be considered for these works.
7. Any works that we need to undertake for the Applicant (eg. the final connection) will be undertaken at the standard SA Power Networks charge.

3. APPLICANT COSTS

In general an Applicant will be responsible for the following costs:

1. Removal and/or replacement of any SA Power Networks infrastructure;
2. Upgrading of any existing SA Power Networks infrastructure to meet the load requirements of the development;
3. Civil works costs (Refer to [TS-085](#));
4. The SA Power Networks 'Offer Fee and Specification Fee', when appropriate;
5. Any other fee that is appropriate to the project (eg. Negotiation fees etc.);
6. Augmentation when appropriate;
7. Electrical Contractor costs which will normally include Network Access Permit fees/charges (Refer to [NICC-404](#));
8. Connection of the extension to our electrical network;
9. If SA Power Networks is requested to remove a metered supply from a dwelling within a re-development project, the cost to later reinstate a metered supply point to either an existing or a new dwelling will be at the Applicant's cost; and
10. A re-development (Brownfield) project that has an existing SA Power Networks distribution network in place requires consultation with our Customer Solutions Manager/Network Project Officer to establish the extent of contestable works.

4. AWARDING THE CONTRACT

1. All electrical works shall be carried out by licensed contractors, whether they are construction contractors or subcontractors;
2. The Electrical Works (as defined) may be performed by us if requested by the Applicant, and will be at the Applicant's cost; and
3. If requested, we may provide a quotation for the whole of the Electrical Works from the Point of Connection to the Point of Supply or other electrical segments.

5. DESIGN INFORMATION

5.1 Specification Initiation

To initiate specification arrangements for the Works the Applicant shall:

1. Complete and return the Condition of Offer; and
2. Also include additional details such as:
 - Dwelling mix such as allotment sizes,
 - Type of housing and dwellings incorporating under floor heating,
 - Cluster housing, commercial developments,
 - Type of load, starter motor sizes, starting current, and
 - Projected loads for single or multiple customer commercial/industrial applications.

5.2 Development Plan to be provided

If the Applicant is submitting a multi lot development a paper copy shall be provided to us. It shall be at a scale suitable to us (Refer [TS-100](#)) showing the proposed development and existing adjoining allotments.

The plans shall contain the following:

1. Location plan, road names, road boundaries and general notes as relevant;
2. Proposed allotments, allotment numbers, road boundaries, pathways, allotment dimensions and general notes as relevant;
3. Future development stages, if relevant, detailing allotments and streets; and
4. Location and dimensions of existing and proposed easements.

Refer [TS-100](#) for more specific details.

5.3 Specification Preparation

The following will be provided to assist in the design preparation:

1. We will provide a breakdown of contestable and non-contestable works at the commencement of the project. It is recommended that our listed electrical designer appointed by the Applicant shall work closely with our Customer Solutions Manager/Network Project Officer to ensure the electrical design reflects the requirements for both us and the Applicant; and
2. We will generally supply the specification relating to the Applicant's request within **10 working days** of receiving the application along with all of the relevant information. It is the Applicant's responsibility to ensure that the application submitted to us has sufficient information to avoid delays. If we need additional time for processing the application then the Applicant will be notified as soon as possible.

For more details, refer to [TS-100](#).

5.4 Intellectual Property

Copyright, all other intellectual property rights, the E-Drawings and our publications referenced in Appendix-D shall remain vested with us and can only be utilised by a designer and contractor for an installation or part of an installation that is to be vested to SA Power Networks.

5.5 Design

The accredited electrical designer will need to **submit** a design that satisfies our specification. There are a number of documents that will need to be referenced with the primary document being Technical Standard [TS-100](#) 'Electrical Design Standard for Underground Distribution Cable Networks'. The accredited electrical designer will be required to prepare and submit designs at the following stages:

1. Preliminary Design
2. For Construction
3. As Constructed

We reserve the right to vary any site location and position of its equipment if it believes the location is detrimental to the supply of electricity to the Applicant or future Applicants.

5.6 Development Assessment Commission (DAC) Approval

Electrical works will NOT be allowed to commence for a Greenfield or Brownfield multi lot development until Provisional Development Planning Approval has been granted by the Development Assessment Commission (DAC).

5.7 Public Lighting

Appropriate public lighting designs are dependent upon the Commissioner of Highways or Council's nomination of the roads and their subsequent approval. Unmetered lighting supply may be approved for public reserves within a subdivision but is not available for privately owned areas.

For more details, refer to [TS-101](#).

5.8 Padmount Transformers and Switching Cubicles

The area below the padmounted transformer and switching cubicle site shall be clear of any underground services, such as sewerage, storm water, water mains, gas, and telecommunications. If obstructions are encountered during installation of the transformer or switching cubicle, it will be the responsibility of the Applicant to make the necessary arrangements to relocate these services clear of the site.

If the position of the transformer/switching cubicle is to be altered, the survey plan shall be amended to reflect the change as described in the [TS-102](#) 'Easement Standard for Distribution Networks'. Technical Standard [TS-100](#) also has more details.

6. EASEMENT INFORMATION

Where required by SA Power Networks, the Applicant shall provide registered easements for electrical infrastructure where the responsibility for the infrastructure will vest to SA Power Networks.

The requirements for Easement Acquisitions, Plan of Division/Community Titles, Strata Plans, Documentation and Easement provision-Additional Costs shall comply with our Technical Standard document [TS-102](#).

6.1 Padmount Transformers and Switching Cubicles

Where required, a padmounted transformer and a switching cubicle site are to be shown on any final plan as unencumbered sites. They also must be placed in a location that provides access to our personnel at all times (24/7).

6.2 Easements

Easement sites including the operating area shall be level, free from encumbrances and have unrestricted access via a finished base at all times, including construction. The Applicant shall provide satisfactory information to us as to the proposed finished surface levels, retaining walls and the adequate surface drainage of land abutting easement sites.

For more details, refer to [TS-102](#) and [TS-085](#) for the construction component.

6.3 SA Power Networks Easement Confirmation

The Applicant shall arrange for a Filed Plan delineating the required easement/s to be lodged with the Lands Titles Office and also arrange for the formal unencumbered Grant of Easement document/s to be prepared and signed by all relevant parties.

This documentation shall be received by our Easement Coordinator, Real Estate-REM Branch (Phone: 08 8404 5897, Email: RealEstateAdmin@sapowernetworks.com.au), together with a written undertaking from the Applicant that they will ensure that the easement documents are lodged for registration at the Lands Titles Office as soon as possible and prior to any connection to our Distribution System being programmed.

For more details, refer to [TS-102](#).

7. SUPPLY OF MATERIALS

7.1 Material Suppliers (Other than SA Power Networks)

Materials sourced from suppliers other than SA Power Networks will require written approval from our Network Standards and Performance (NSP) group prior to installation.

For acquiring written approval, at first instance forward written request to our Customer Solutions Manager/Network Project Officer, who on requester's behalf will liaise with our NSP group for an approval.

Notes:

1. The written request shall be item specific and shall refer to AS/NZS Standards, our specification, manufacturer data and/or equivalent to demonstrate suitability.
2. Where specified by Australian Standards, test certificates shall be provided to our Customer Solutions Manager/Network Project Officer for the Materials Compliance.
3. We may also require materials to be submitted to our Customer Solutions Manager/Network Project Officer for inspection and testing prior to the issue of the 'Authority to Proceed-Construction'.
4. We shall not be held responsible for delays caused by inspecting and testing of materials and do not warrant any materials purchased from suppliers other than us.
5. All construction materials utilised in the works shall be new items, unless otherwise agreed by our Customer Solutions Manager/Network Project Officer.

7.2 Materials Provided by SA Power Networks

We may sell materials and pass on to the Applicant any warranties with respect to those materials. Contact our Sales Officer on 08 8404 9631 for assistance with any materials purchase.

7.3 Miscellaneous Fees

Our Material Sales group may apply miscellaneous fees in respect to the provision of materials including:

1. Cable drum deposit;
2. Material holding Fee; and
3. Deposit and terms of payment for the supply of materials.

Such Fees will be determined by our Material Sales group.

8. CONSTRUCTION INFORMATION

8.1 SA Power Networks Publications Design/Construct

The construction shall comply with the latest issue of our publications current at the time of commencement of the Works.

8.2 SA Power Networks Construction Specification

1. Where an Applicant elects to engage a contractor for the installation of an extension, the Applicant is responsible to ensure that the construction to be undertaken is in accordance with the approved and current 'For Construction' design, and the materials utilised comply with our distribution standards specification;
2. An accredited electrical contractor appointed by an Applicant shall construct any extension to be vested utilising our E-Drawings/Technical Standards and shall also consider any other relevant specification applicable; and
3. Additional external contractor information can be found in [NICC-401](#) 'Information on Network Design and Installation by an External Contractor'.

8.3 Pegging of the Site

Immediately before work commences, all easements and front boundaries of allotments are to be surveyed by a registered surveyor and pegs placed in position, all at the Applicant's cost.

The Applicant shall be responsible for ensuring that underground assets including (but not limited to) those of service providers and private consumers are accurately located on-site prior to commencement of any earthworks.

The location and pegging of proposed poles and our equipment shall be the responsibility of the Applicant, and shall be in accordance with the approved final development plan and the endorsed electrical design.

8.4 Ground Subsidence

Where pits, pillars, transformers, switching cubicles, lighting columns or the like are affected in any way due to the subsidence of the ground either during construction or during the maintenance period and the subsidence results in equipment not complying with our requirements, such equipment shall be rectified at the Applicant's cost in accordance with the Terms and Conditions for External Contractor Construction and our Specification.

8.5 Retaining Walls

Where retaining walls are required in accordance with Technical Standard [TS-085](#) 'Trenching and Conduit Standard for Underground Distribution Cable Networks' they shall be completed before any SA Power Networks infrastructure is installed on the site.

A larger easement may be required to ensure:

1. The retaining wall is entirely within the easement; and
2. The operating area is appropriate.

For more details, also refer to [TS-102](#).

8.6 Soil Contamination

The Applicant is responsible for Soil Contamination issues and Civil Works requirements. The requirements within Technical Standard [TS-085](#) need to be adhered to and understood.

8.7 Notification To Proceed

Prior to construction of the Works, the Applicant or a representative of the Applicant shall provide to us an 'Authority to Proceed Request' [TS 105-F-1](#) form that is available from our internet website or from our Customer Solutions Manager/Network Project Officer with the following information:

1. Name of Registered primary and, if applicable, secondary contractors;
2. Expected start date and completion date;
3. Maintenance Bond details (Refer to Clause 10 - BONDING);
4. Upon request, details of Insurance policies for all contractors;
5. Schedule of Materials not sourced from SA Power Networks with a statement of compliance;
6. Final easement plan; and
7. Council approval of public lighting tariffs.

Notes:

1. Only upon receipt and acceptance of the above information we will issue an 'Authority to Proceed - Construction' to the Applicant or a representative of the Applicant.
2. The electrical works should **NOT** commence until we have issued this authority.

8.8 Landscaping Restoration

The restoration of landscaping within the boundaries of easements and road reserves is the responsibility of the Applicant. For more details, refer to [TS-102](#) and [TS-087](#).

8.9 Public Safety

The Applicant is responsible in ensuring public safety is maintained for the Works until vesting has taken place. As an **example** any jointing bays, holes and/or open trenches etc. are fenced for public safety at the Applicant/Developer's expense.

Refer to Section 2 in this document.

8.10 Modification During Execution of the Works

If the position of any proposed SA Power Networks asset, ie transformer, switching cubicle, cable, service pillar, public light, powerlines etc is to be altered at any time during the execution of the Works approval will be require from our Customer Solutions Manager/ Network Project Officer.

The Survey plans, For Construction and As Constructed drawings shall be amended to reflect any approved change. The Applicant shall provide to us a copy of any amended plan detailing our extension as part of the approval process for any design change.

Note:

Connection to the electrical network will **NOT** take place until the 'As Constructed' plans with the relevant approvals are received.

8.11 Works Requiring an Network Access Permit (NAP)

Any party intending to undertake civil works to a depth more than **300mm** of underground and/or overhead SA Power Networks infrastructure shall **first call the Dial Before You Dig** organisation either by dialling 1100 or via their internet site [Dial B4U Dig](#) and/or an equivalent on-site infrastructure location provider to have all cables and other assets located.

Our access requirements are based on **Electrical Network Infrastructure** and **Zone Categories** such as an **Exclusion, Restriction** and **No-Restriction** zones.

The Network Access Requestor (eg. Applicant, Registered Electrical Contractor and/or any Civil Contractor) will be responsible for complying with our requirements.

For further information consult our Customer Solutions Manager/Network Project Officer and/or Network Access Officer on 08 8404 4119.

For detailed NAP requirements please refer to [NICC-404](#) - 'Working in the Vicinity of the SA Power Networks Overhead and Underground Electric Lines - Network Access Process'. There are costs associated with scoping and undertaking a Network Access Permit including maintaining supply to existing customers where that is deemed necessary and these will be invoiced to the requestor.

9. INSPECTION AND TESTING

Our Compliance Officer shall have (at all reasonable times) access to the work site, and shall have the power (at all reasonable times) to inspect, examine, and test all materials and workmanship during an installation of a proposed SA Power Networks extension.

Our Compliance Coordinator shall be informed a minimum of **10 business (working) days** prior to the commencement of the civil works and the electrical works and shall be notified of the ongoing program on a monthly basis. A Non Compliance charge may apply if notification is not provided as outlined above.

10. BONDING

There are two types of bonding that may be applicable to an externally constructed extension that is to be vested to SA Power Networks.

10.1 Clearance Bond

This is applicable to a multi lot land development where the Applicant requires clear title to allotments. We may consider clearance to the relevant Council when all of our conditions in the 'Construction Terms' have been met prior to vesting on the proviso that we have a suitable Bank guarantee that is acceptable to and lodged with SA Power Networks for:

1. Applicants contribution for the Works, including civil works;
2. All other SA Power Networks costs associated with connections that are the responsibility of the Applicant; and
3. Our easement requirements for the development are shown on the numbered or filed plan that has been lodged with the Lands Title Office.

10.1 Performance Bond

All projects constructed by an external constructor require a two year Performance Bond to us from either the customer or the contractor. This is called the defects liability period. A number of accredited Contractors do have a recognised Works Rolling Bond in place.

The Performance Bond can be established via:

1. A bank guarantee for a minimum of \$7,000 or 10 percent (whichever is the greater) of our estimate of the cost of the works;
2. A Multiple Works Bond in the form of a Bank Guarantee for the sum of \$100,000; and
3. A Restricted Works Bond in the form of a Bank Guarantee for the sum of \$25,000.

11. CONNECTION

There are a number of prerequisites that need to be met prior to any extension that has been constructed in the contestable arena being connected to our network. The 'Construction Terms' lists the full requirements, which includes the necessity of the 'Certificate of Electrical Compliance'.

11.1 Certificate of Electrical Compliance

While the Applicant is responsible for the Works, the primary electrical contractor is responsible for the sign off and forwarding of the 'Certificate of Electrical Compliance' to us.

The Electrical contractor must contact our Compliance Coordinator at least **10 working days** prior to the completion of the project to ensure an on-site audit, testing verification and acceptance of the 'Certificate of Electrical Compliance' and 'Civil Works Compliance' is satisfactorily undertaken.

11.2 Vesting and Connection

The transfer of the extension from the Applicant to us will take place at the time that we have received the following:

1. Certificate of Electrical Compliance; and
2. The Applicant has satisfied all our requirements in section 8 of the Construction Terms.

We will issue an “Authority to Proceed - Connection” for the SA Power Networks Works - or the balance of the Works on confirmation that vesting has been achieved.

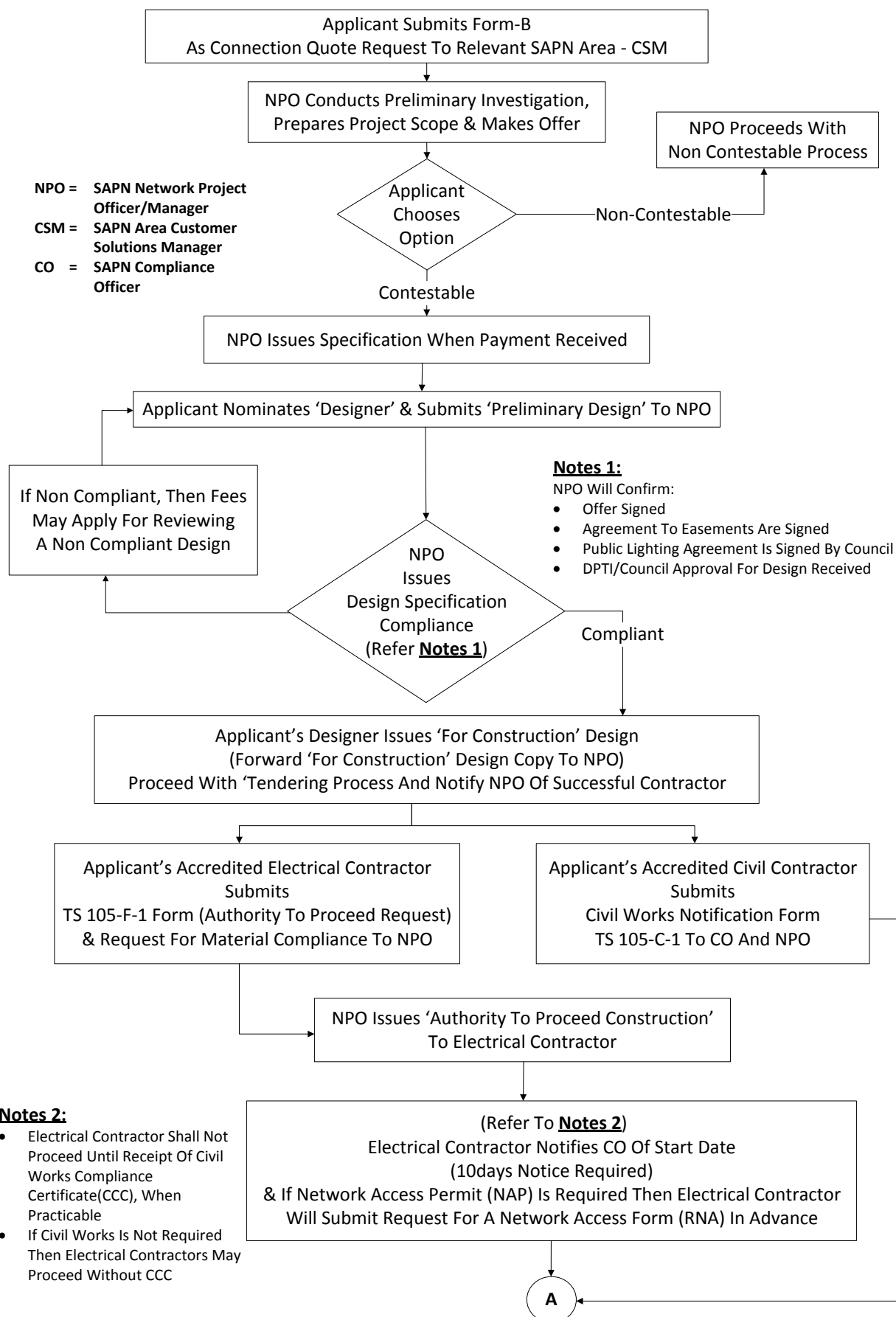
11.3 Energisation

On conformation of vesting we will arrange for the connection. This involves planning, project sign off, and preparing switching sheets for the connection to our existing asset. Lead times for these tasks vary and are dependent on project size and complexity.

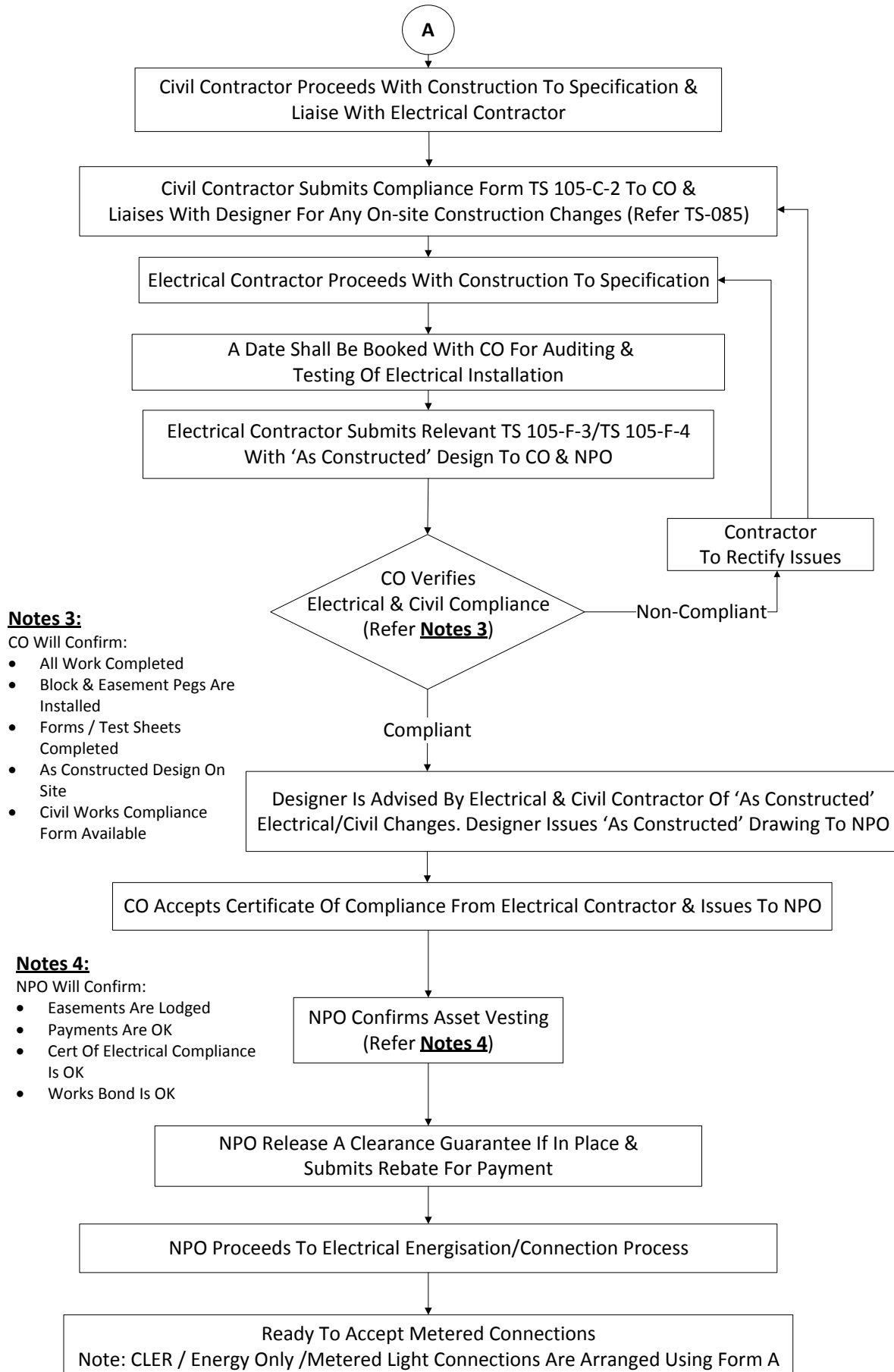
Public Lighting connections cannot be undertaken until energisation has been completed.

APPENDICES

Appendix-A: Contestable Construction Process - Flow Chart – Sheet 1 of 2



Appendix-B: Contestable Construction Process - Flow Chart – Sheet 2 of 2



Appendix-C: Definitions

Applicant (or Customer) - Person applying for access to the SA Power Networks. Applicant/Customer has the meaning given to that term in the Electricity Act 1996, namely a person who has a supply of electricity available from a transmission or distribution network for consumption by that person and includes:

- The occupier for the time being of a place to which electricity is supplied;
- Where the context requires, a person seeking an electricity supply;
- A person of a class declared by regulation to be customers; and
- Applicant (or Customer) may or may not necessarily be the landowner but may be a (authorised) person in charge of the premises.

Contractor - includes but is not limited to licensed subcontractors, consultants and sub consultants engaged by the Applicant.

Condition of Offer - means the SA Power Networks project specific Terms and Conditions of Offer as issued by the relevant SA Power Networks Manager.

Development - means the development proposed by the Applicant on the Land and any land external to that land included in the Applicant's proposal.

Easement Standard - means the Easement Standard for Distribution Networks TS-102, issued by SA Power Networks as varied from time to time.

Electrical Connection Works - includes:

- Those works required for the connection of the proposed Development to SA Power Networks distribution system.
- Any works (electrical or non-electrical) that involve work on around under or above the existing network.

Electrical Works - includes:

- All cable laying, cable jointing, installation of poles and overhead mains and street lighting required to service the Applicants requirements, and any works required to connect the to the SA Power Networks distribution system but does not include Low Voltage electricity reticulation beyond the first point of supply that is either on private property and remaining in private ownership, or is in the common property, or a strata development and remains in the ownership of the strata corporation.
- Transformer and switching cubicle installation and ancillary equipment associated with overhead and underground line constructions.

Licensed Contractor - means an individual who is registered as a Restricted Electrical Worker in accordance with The Plumbers, Gas Fitters and Electricians Act 1995, for the relevant endorsements of 'Limited to works on overhead lines' or 'Limited to cable jointing and underground distribution systems up to consumers terminals excluding (or including) lead'.

Network Access Permit (NAP) - is the SA Power Networks - Network Access Permit (NAP) issued by NAO and is a notification process for a contractor and any third party contractor.

NECF - means 'National Electricity Customer Framework'.

Shall - is to be understood as mandatory.

Points of Supply - are the positions beyond which the Applicant is responsible for the provision and maintenance of the electrical installation (except metering equipment) and can be at low voltage service pillars inside allotment boundaries at the low voltage terminal of a transformer or on a SA Power Networks pole at the fuse box.

Property - For the purpose of this brochure 'Property' means either what is commonly described, as a Torrens Title allotment, a Community Title Scheme or Land, which is owned by the Crown on which the owner/occupier has the right to the installation of an electricity supply. A property may include any combination of contiguous (adjacent) land and/or an individual title that constitutes a single development, to which an owner/occupier or a Customer has the right to the installation of an electricity supply.

Terms and Conditions - means SA Power Networks publication Construction Terms (Non Contestable & Contestable) as amended from time to time.

Works - means the term Works as defined in the SA Power Networks Terms and Conditions documentation.

Appendix-D: References

The following listed documents are for additional information. Other documentation may be required on a project specific basis. For the Civil Contractors conducting regular Civil Works for any SA Power Networks installations, there is a Civil Construction Manual–40 available on request. This manual details many project specific aspects of Civil Works that may not be detailed in this brochure.

Essential Services Commission of South Australia (ESCOSA) Codes:

- [SA Electricity Distribution Code \(EDC\)](#)

South Australian Legislation:

This brochure does not necessarily align with AS/NZS Standards Australia Publications.

- [SA Electricity Act 1996](#)
- [SA Electricity \(General\) Regulations 2013](#)
- [WH&S Act & Regulations 2012](#)

Environment, Heritage and Native Vegetation Protection Acts:

- [Environment Protection Act 1993](#)
- [Environment Protection Regulations 2009](#)
- [Aboriginal Heritage Act 1988](#)
- [Native Vegetation Act 1991](#)
- [Heritage Places Act 1993](#)
- [National Parks & Wildlife Act 1972](#)
- [Natural Resources Management Act 2004](#)
- [AS/NZS ISO 14001:2004](#) – Environmental Management System Standard

Department of Planning, Transport and Infrastructure (DPTI) Documents

- [Works on Roads by Other Organisations](#)
- [Reinstatement Pavement Configuration](#)
- [Notification Form](#)
- [Underground Service Request - Trains and Trams](#)
- Information on Transport SA Guide to Matters of National Environmental Significance and a List of Roadside Significant Sites visit [DPTI](#) website.

SA Power Networks Documents:

The construction shall comply with the latest issue of the following SA Power Networks publications current at the time of commencement of the Works and the following publications as determined by SA Power Networks from time to time will be considered to be incorporated in, and form part of, this document.

The following documents are available for reference from our Internet website under the [Contractors and Designers Section](#):

- [Service and Installation Rules](#)
- [Technical Standards](#)
- [NICC Brochures](#)
- [Guidelines for SA Power Networks Crossings of the Electrified DPTI Railway Network](#)
- SA Power Networks Standard Terms and Conditions

The following documents are also available on request to accredited contractors:

- Relevant E-Drawing Series
- Civil Construction Manual - 40