

## **Chapter 29:15**

Urban Councils Act Model Use and Occupation of Land and Buildings By-laws,  
1979

### **Rhodesia Government Notice 109 of 1979.**

*Amended by SI 158/79*

ARRANGEMENT OF SECTIONS

PRELIMINARY

*Section*

- 1 Title
- 2 Interpretation of terms

#### PART I

#### EMPLOYEES' ACCOMMODATION

- 3 Application of Part
- 4 Occupation and use of employees' accommodation
- 5 Application for registration certificate
- 6 Issue or refusal of registration certificate
- 7 Form and duration of registration certificate
- 8 Revocation and amendment of registration certificate
- 9 Exempted employees' accommodation

#### PART II

#### USE OF OUTBUILDINGS AS ACCOMMODATION

- 10 Application of Part
- 11 Occupation or use of outbuildings
- 12 Application for a registration certificate

#### PART III

#### TEMPORARY BUILDINGS AND SHANTIES

- 13 Application of Part
- 14 Erection and occupation of shanties
- 15 Erection and occupation of temporary buildings

PART IV  
OCCUPATION OF LAND

- 16 Particulars of occupation of land
- 17 Order restricting occupation of land

PART V  
EVICTON AND DEMOLITION

- 18 Eviction and demolition
- 19 Removal and disposal of property
- 20 Expense of eviction and demolition

PART VI  
GENERAL

- 21 Compensation
- 22 Exercise of powers by authorized officials and responsible officers

FIRST SCHEDULE: Forms

SECOND SCHEDULE: Exempted employees' accommodation, areas and properties

***IT is hereby notified that the Minister of Local Government and Housing has, in terms of [section 230 of the Urban Councils Act \[Chapter 29:15\]](#), made the following model by-laws:—***

*Title*

**1.**

These by-laws may be cited as the Urban Councils (Model) (Use and Occupation of Land and Buildings) By-laws, 1979.

*Interpretation of terms*

**2.**

In these by-laws—

**“approved”** means approved by the Council or by the responsible officer;

**“authorized official”** means—

- (a) an officer or employee of the Council; or
- (b) any other person;

who has been authorized by the Council to perform all or any of the functions of authorized officials in terms of these by-laws;

**“Council”** means each Council which adopts these by-laws or for which these by-laws are adopted in terms of the Act;

**“employees' accommodation”** means any building or part thereof which is situated on any land and which is—

- (a) provided by the owner or occupier of the land for the accommodation of any person employed on the land, whether or not it is designed for that purpose; or
- (b) designed for the accommodation of any person employed on the land;

**“form”** means the appropriate form set out in the *First Schedule*;

**“land”**, subject to the provisions of [subsection \(2\)](#)—

- (a) means any area of land in the Council area which is owned or occupied as a single unit, whether or not such area of land is registered as a single entity in a deeds registry;
- (b) in Part IV includes a building or structure erected on any land;

**“occupier”**, in relation to land, means the person occupying or in lawful control of the land concerned

**“order”** means an order specifying the number of persons who may use land, issued by the Council in terms of [subsection \(1\) of section seventeen](#);

**“outbuilding”** means any building on land, other than—

- (a) the principal building; or
- (b) employees' accommodation; or
- (c) a shanty; or
- (d) a temporary building; on that land;

**“registration certificate”** means a registration certificate issued by the Council in respect of employees' accommodation in terms of [section six](#) or outbuildings in terms of [section twelve](#);

**“responsible officer”** means an officer or employee of the Council who has been authorized by the Council to perform all or any of the functions of responsible officers in terms of these by-laws;

**“shanty”** means a building or structure which—

- (a) has been erected without the approval or permission of the Council or other planning authority in terms of any law relating to regional, town or country planning; and
- (b) is used by persons wholly or partly for the purposes of habitation or sleeping; and
- (c) is constructed principally of one or more of the following materials—
  - (i) grass;
  - (ii) sacking or hessian;
  - (iii) iron or asbestos sheets;
  - (iv) scrap metal;
  - (v) cardboard or hardboard;
  - (vi) plastic sheeting;
  - (vii) scrap pieces of wood;
  - (viii) materials similar to those specified in subparagraphs (i) to (vii);

but does not include a hut constructed in the traditional African manner within the properties or areas specified in the *Second Schedule*;

**“temporary building”** means a building or structure, other than a shanty, which is erected or placed on land for human occupation or accommodation for a temporary period.

(2) Any stand, lot or other area of land on which there is a block of flats or a building used for business, industrial or hotel purposes shall, for the purposes of these by-laws, be deemed to be owned and occupied as a single unit.

## **PART I**

### **EMPLOYEES' ACCOMMODATION**

#### *Application of Part*

### 3.

This Part shall not apply—

- (a) in respect of any employee's accommodation specified in Part I of the *Second Schedule*;
- (b) within any area or property specified in Part II of the *Second Schedule*.

*Occupation and use of employees' accommodation*

### 4.

(1) Subject to the provisions of this section, no person, other than an employee of the owner or occupier of the principal building on any land, shall occupy or use any part of any employees' accommodation on such land.

(2) Subject to the provisions of this section, an owner or occupier of any land may grant written permission to any relative or spouse of an employee who is not employed by him to occupy or use employees' accommodation on the land for **such period, not exceeding 14 days**, as may be determined by such owner or occupier.

amended by RGN 158/79

(3) Any written permission granted in terms of [subsection \(2\)](#) shall specify the name of the person to whom it relates, the particulars of any identity certificate, book or card held by such person, the date on which the permission has been granted, the period for which it has been granted and the employees' accommodation to which it relates.

(4) Where an owner or occupier grants permission in terms of [subsection \(2\)](#), he shall, **within 24 hours** of the grant thereof, post or deliver to the Council notification in writing, stating that such permission has been granted, together with a copy of the written permission and stating the number of employees who are presently accommodated in the employees' accommodation concerned.

amended by RGN 158/79

(5) A Council to which notification has been given in terms of [subsection \(4\)](#) may, by notice in writing given to the owner or occupier concerned, revoke the permission concerned with effect from the expiry of **the period of 24 hours** next following the giving of such notice by the Council.

(5a) If an owner or occupier of land wishes to allow any relative or spouse of an employee who is not employed by him to occupy or use employees' accommodation on the land for a period which is **longer than 14 days**, he may make application in writing to the council for permission to do so, and shall state in his application the reason for the application, the relationship to his employee of the person in respect of whom permission is required, the period concerned, the employees' accommodation concerned, and the number of employees presently using or occupying such employees' accommodation.

(5b) A council to which an application in terms of [subsection \(5a\)](#) has been submitted may refuse the application or may grant permission for the use or occupation of the employees' accommodation concerned by such person for such period as may be specified.

[subsections \(5a\)](#) and [\(5b\)](#) inserted by RGN 158/79

(6) No owner or occupier of land shall cause or permit any other person to use or occupy employees' accommodation on the land unless—

- (a) the Council has issued a registration certificate in respect of the employees' accommodation and the registration certificate is in force; and
- (b) that other person's use or occupation of the employees' accommodation would be in accordance with the terms of the registration certificate issued in respect of the employees' accommodation or in accordance with permission granted in terms of [subsection \(2\)](#) or [\(5b\)](#) ;

amended by RGN 158/79

and

- (c) that other person is employed on the land or is a person to whom permission has been granted in terms of [subsection \(2\)](#) or [\(5b\)](#).

amended by RGN 158/79

(7) No person lawfully using or occupying employees' accommodation shall permit any other person to use or occupy the employees' accommodation unless—

- (a) that other person's use or occupation of the employees' accommodation would be in accordance with the terms of the registration certificate issued in respect of the employees'

accommodation or in accordance with permission granted in terms of [subsection \(2\)](#) or [\(5b\)](#);

amended by RGN 158/79

and

- (b) that other person is employed on the land or is a person to whom permission has been granted in terms of [subsection \(2\)](#) or [\(5b\)](#).

amended by RGN 158/79

#### *Application for registration certificate*

#### 5.

- (1) An owner or occupier of land who wishes to cause or permit employees to occupy or use employees' accommodation on the land shall apply to the Council for a registration certificate in respect of the employees' accommodation.
- (2) Every application for a registration certificate shall be made in form 1.

#### *Issue or refusal of registration certificate*

#### 6.

- (1) On receipt of an application made in terms of [section five](#), the Council may, subject to the provisions of this section, issue or refuse to issue a registration certificate in respect of the employees' accommodation concerned.
- (2) Subject to the provisions of [subsections \(3\)](#) and [\(4\)](#), the Council shall refuse to issue a registration certificate if it considers that the issue of a registration certificate will cause overcrowding—
- (a) on the land on which the employees' accommodation concerned is situated; or
  - (b) within the employees' accommodation concerned.
- (3) In determining whether or not the issue of a registration certificate will cause overcrowding on any land or within any employees' accommodation, the Council shall take into account—
- (a) the size and nature of the land and the employees' accommodation concerned; and

- (b) the use to which the land and buildings concerned are being or will be put and the number of employees reasonably necessary for such purposes; and
- (c) the number of persons who will be accommodated in or who will use the employees' accommodation concerned; and
- (d) any by-laws of the Council relating to overcrowding or the size and nature of habitable rooms or, failing such by-laws, the provisions of the Second Schedule to the [Housing Standards Control Act \[Chapter 29:08\]](#); and
- (e) the adequacy of the cooking, washing and sanitary facilities provided for persons occupying or using the employees' accommodation concerned; and
- (f) the possibility of a nuisance through noise or other cause arising out of the accommodation of persons in the employees' accommodation concerned; and
- (g) the services available to the premises concerned and the area generally, namely—
  - (i) the water-supply; and
  - (ii) the electricity-supply; and
  - (iii) the sewerage reticulation, including—
    - A the connexions to the Council sewer, their size and capacity; and
    - B septic tanks and their adequacy; and
  - (iv) the refuse-removal service.

(4) If the Council considers that the issue of a registration certificate in respect of any employees' accommodation may lead to overcrowding but that any overcrowding can be obviated by structural alterations to the employees' accommodation, the Council may issue a registration certificate valid for any **period not exceeding 1 year** in respect of the employees' accommodation if the applicant undertakes in writing to effect such structural alterations as the Council may require within that period.

(5) A Council shall not issue a registration certificate for the occupation or use of any employees' accommodation which would conflict with any other enactment relating to the occupation or use of the premises concerned.



### *Form and duration of registration certificate*

#### 7.

- (1) A registration certificate shall—
  - (a) be in writing; and
  - (b) specify the maximum number of persons who may use or be accommodated in the employees' accommodation to which the registration certificate relates or the maximum number of persons who may use or be accommodated in each room of the employees' accommodation; and
  - (c) in the case of a registration certificate issued in terms of [subsection \(4\) of section six](#), specify the period for which the registration certificate is issued.
- (2) In determining the number of persons for the purposes of [paragraph \(b\) of subsection \(1\)](#), the Council shall have regard to the factors specified in [subsection \(3\) of section six](#).
- (3) Subject to the provisions of [subsection \(4\) of section six](#) and of [section eight](#), a registration certificate shall be valid from the date of its issue until the employees' accommodation in respect of which it is issued has been demolished or materially altered.

### *Revocation and amendment of registration certificate*

#### 8.

- (1) The Council may at any time amend or revoke a registration certificate.
- (2) In determining whether to amend or revoke a registration certificate, the Council shall have regard to the factors specified in [subsection \(3\) of section six](#).

### *Exempted employees' accommodation*

#### 9.

- (1) Notwithstanding the provisions of [sections four](#) and [five](#), but subject to the provisions of this section—
  - (a) a licence issued in terms of Part I of the Africans (Urban Areas) Accommodation and Registration Act [Chapter 242]; or
  - (b) a permit issued in terms of section 17 of the Land Tenure Act [Chapter 148];

which was in force immediately before the repeal of the Act concerned, shall be deemed to be a registration certificate which authorizes the use and occupation of the premises in respect of which it was issued by the same number of persons as are specified therein.

(2) Subject to the provisions of [section seven](#), the Council may at any time issue a registration certificate in respect of premises to which a licence or permit referred to in [subsection \(1\)](#) relates, and, in such event, the provisions of [subsection \(1\)](#) shall cease to apply in respect of that licence or permit.

## **PART II**

### **USE OF OUTBUILDINGS AS ACCOMMODATION**

#### *Application of Part*

#### **10.**

This Part shall not apply within any area or property specified in Part II of the *Second Schedule*.

#### *Occupation or use of outbuildings*

#### **11.**

(1) No person shall occupy or use an outbuilding for the purpose of sleeping or habitation except in accordance with a registration certificate.

(2) No owner or occupier of any land shall cause or permit the occupation or use of any outbuilding for the purpose of sleeping or habitation except in accordance with a registration certificate.

#### *Application for a registration certificate*

#### **12.**

(1) An owner or occupier of any land who wishes to cause or permit the occupation or use of any outbuilding for the purpose of sleeping or habitation by any person shall apply to the Council for a registration certificate in respect of such outbuilding.

(2) The provisions of [sections five](#) to [nine](#) shall, *mutatis mutandis*, apply in relation to a registration certificate for the purposes of this Part.

## **PART III**

### **TEMPORARY BUILDINGS AND SHANTIES**

#### *Application of Part*

#### **13.**

The provisions of this Part, in so far as they relate to temporary buildings, shall not apply within any area or property specified in Part II of the *Second Schedule*.

*Erection and occupation of shanties*

**14.**

Except with the consent of the Council, and subject such conditions as the Council may impose, no person shall—

- (a) erect any shanty; or
- (b) sleep in or inhabit a shanty.

*Erection and occupation of temporary buildings*

**15.**

(1) No person shall erect any temporary building unless he has obtained the prior written approval of the responsible officer.

(2) No person shall occupy or accommodate any person in a temporary building unless—

- (a) a responsible officer has approved, in writing, the use of the building for human occupation; and
- (b) the occupation or the accommodation is in accordance with the terms and conditions of the approval granted by a responsible officer.

(3) When granting approval for the erection or occupation of a temporary building, a responsible officer —

- (a) may impose such conditions as he considers necessary in the interests of public health ;and
- (b) shall specify the period for which the temporary building may be occupied and the number of persons who may occupy the temporary building.

(4) A responsible officer shall not grant approval for the erection or occupation of a temporary building unless the temporary building—

- (a) has or will have—
  - (i) a floor area not less than 2,4 metres by 2,7 metres; and

- (ii) an average height from floor to roof of not less than 2,4 metres; and
  - (iii) walls and roof constructed of asbestos or iron sheeting on a wood or iron frame; and
  - (iv) a door; and
  - (v) a window the area of which is not less than 0,72 sq. metres and at least 50% of which can be opened; and
- (b) is, or will be, provided with—
- (i) adequate and approved sanitary accommodation; and
  - (ii) a Council or other approved water-supply.
- (5) This section shall not apply to any building scheme of a local authority.

**PART IV**  
**OCCUPATION OF LAND**

*Particulars of occupation of land*

**16.**

- (1) The Council may, by notice served on the owner or occupier of any land, require the owner or occupier to supply the Council, within such reasonable period as the Council may specify in the notice, with particulars of the persons using or occupying the land.
- (2) An owner or occupier of land on whom a notice has been served in terms of [subsection \(1\)](#) shall, within the time specified by the Council in the notice—
- (a) complete fully a return in form 2; and
  - (b) send the return, duly completed, to the Council.
- (3) If an owner or occupier of land fails to comply with a notice served upon him in terms of [subsection \(1\)](#), or if, for any reason, a notice cannot be served upon him, the Council may direct an authorized official to enter upon the land and to take such steps as are necessary to ascertain the required information.
- (4) No person shall—
- (a) fail to comply with the provisions of [subsection \(2\)](#); or
  - (b) send to the Council a return which he knows is false in any material particular.

*Order restricting occupation of land*

**17.**

(1) Subject to the provisions of this section, the Council may, by written order served upon the owner or occupier of the land, specify the number of persons who may, on and after a date specified in the order, use or occupy any land in respect of which a return has been submitted or particulars have been ascertained in terms of [section sixteen](#).

(2) In determining the number of persons who may use or occupy land for the purposes of [subsection \(1\)](#), the Council shall have regard to—

- (a) the size and nature of the land concerned; and
- (b) the use to which the land concerned is being or will be put and
- (c) the buildings and structures on the land concerned available for residential accommodation and for other purposes; and
- (d) the services available to the land and in the area generally, namely—
  - (i) the water-supply; and
  - (ii) the electricity-supply; and
  - (iii) the sewerage reticulation, including—
    - A the connexions to the Council sewer, their size and capacity; and
    - B septic tanks and their adequacy; and
  - (iv) the refuse-removal service; and
- (e) the health and welfare of the persons occupying or using the land concerned; and
- (f) the extent to which neighbouring owners or occupiers and the area generally may be affected by persons occupying or using the land concerned; and
- (g) any representations submitted by the owner or occupier of the land concerned.

(3) The Council may at any time modify, vary or revoke an order.

(4) In determining whether to modify, vary or revoke an order, the Council shall have regard to the factors specified in [subsection \(2\)](#).

(5) No owner or occupier of land in respect of which an order has been made shall, on or after the date specified in the order, cause or permit any person in excess of the number of persons specified in the order to occupy or use the land.

**PART V**  
**EVICTON AND DEMOLITION**

***Eviction and demolition***

**18.**

(1) If at any time the Council considers that—

- (a) persons are using or occupying employees' accommodation or an outbuilding in respect of which no registration certificate has been issued; or
- (b) persons are using or occupying employees' accommodation or an outbuilding otherwise than in accordance with the registration certificate issued therefor or otherwise than in accordance with permission granted in terms of [subsection \(2\)](#) or [\(5b\) of section four](#);

amended by RGN 158/79

or

- (c) more persons are using or occupying any land than are permitted to do so by an order issued in respect of that land;

the Council may, by written notice served on the owner or occupier of the land concerned, order the owner or occupier to secure the departure from the employees' accommodation, the outbuilding or the land, as the case may be, within such period, being **not less than 48 hours** from the service of the notice, as may be specified therein, of such persons or number of persons, as the case may be, together with their property, as may be necessary to remedy the situation referred to in paragraph (a), (b) or (c), as the case may be.

(2) If at any time the Council is satisfied that persons are using or occupying, otherwise than by virtue of a lease or permission of the Council, land which is vested in or controlled by the Council, the Council may, by written notice served upon so many of the users or occupants of the land as the Council or an authorized official considers will result in the terms of the notice becoming generally known amongst the users or occupants, inform the users or occupants of the land that, unless they depart with their property from the

land within such period, being **not less than 48 hours** from the service of the notice, as may be specified therein, steps will be taken to evict them summarily from the land.

(3) If at any time the Council is satisfied that any person—

- (a) has erected; or
- (b) is occupying or using;

a shanty or temporary building in contravention of the provisions of Part III, the Council may, by written notice served on the owner or occupier of the land concerned, order the removal of the shanty or temporary building from the land within such period, being **not less than 48 hours** from the service of the notice, as may be specified therein:

Provided that, where the shanty or temporary building has been erected on land which is vested in or controlled by the Council, the Council may serve the notice upon the owner or any occupant of the shanty or temporary building.

(4) If at any time after the period specified in a notice served in terms of [subsection \(1\)](#), [\(2\)](#) or [\(3\)](#) it appears to the Council that the terms of the notice have not been complied with, the Council may direct an authorized official to enter upon the premises or land concerned and take such steps as are necessary or *desirable* to—

- (a) evict summarily such persons or number of persons, as the case may be, together with their property, as is necessary to secure compliance with the notice; or
- (b) demolish the shanty or temporary building which was the subject of the notice;

as the case may be.

*City of Harare v Mukungurutse. T & 3 Ors* [18-SC-046](#)

### *Removal and disposal of property*

#### **19.**

(1) Any user or occupant of land who is affected by a notice served in terms of [section eighteen](#) may, before the expiry of the period within which he is required to comply with the notice, remove any building or structure to which he is entitled if he can do so without damaging the land.

(2) If a user or occupant of land fails to remove a building or structure as provided in [subsection \(1\)](#), the owner or occupier of the land or an authorized official may remove or destroy the building or structure.

(3) An authorized official may take possession of any—

(a) materials used in the construction of a shanty, temporary building or other structure which has been demolished in terms of [section eighteen](#) or this section, where he considers that they have any value; or

(b) movable property left in employees' accommodation or an outbuilding or on land from which persons have been evicted in terms of [section eighteen](#) or in a shanty or temporary building which has been demolished in terms of that section;

and which are not claimed by any person entitled thereto, and shall deliver such materials or property to the Council for safe custody:

Provided that, if such property is perishable or cannot be kept, for any reason, it may be destroyed.

(4) If any materials or property kept by the Council in terms of [subsection \(3\)](#) are not claimed **within 3 months** and the Council has reason to believe that they have been abandoned, the Council may destroy the materials or property or deliver them to an auctioneer for sale at a public auction.

(5) Where materials or property have been sold in terms of [subsection \(4\)](#), the owner or any other person who had an interest in or right over them may claim from the Council the value of the materials or property or of his interest or right, as the case may be:

Provided that the Council shall not be liable to pay the owner or any other person more than the amount for which the materials or property were sold, less any reasonable expenses incurred by the Council in connexion with its custody and sale.

#### *Expense of eviction and demolition*

## **20.**

All expenses incurred by the Council in evicting any person from employees' accommodation, outbuildings or land or in demolishing a shanty or temporary building in terms of these by-laws may be recovered by the Council from the owner or occupier of the land concerned in any court of competent jurisdiction.



**PART VI**  
**GENERAL**

*Compensation*

**21.**

The Council, the responsible officer or any authorized official shall not be liable to compensate any person in respect of damage to or destruction of any property which occurred in the lawful exercise of the powers conferred on the Council, responsible officer or authorized officials by these by-laws.

*Exercise of powers by authorized officials  
and responsible officers*

**22.**

An authorized official or a responsible officer shall exercise the powers conferred upon him by or under these by-laws, subject to such general or specific instructions as the Council may give him.

**FIRST SCHEDULE**

[\(Section 2\)](#)

FORMS

Form 1

Urban Councils (Model) (Use and Occupation of Land and Buildings) By-laws,  
1979

APPLICATION FOR THE REGISTRATION OF EMPLOYEES'  
ACCOMMODATION/OUTBUILDINGS\*

To: Council

Address:

I, the undersigned, hereby apply in terms of [section 5/section 12](#)\* of the above-mentioned by-laws for a registration certificate in respect of the employees' accommodation/outbuildings\* situated on the under-mentioned land.

**1.**

Particulars of applicant:

- (a) Full name
- (b) Postal address

(c) Whether owner or occupier of land or both

**2.**

Particulars of land:

- (a) Street Number
- (b) Stand number or other description
- (c) Use or uses to which land is put

**3.**

Particulars of employees' accommodation/outbuildings:\*

- (a) Whether of permanent or temporary construction
- (b) Number of rooms designed or used as accommodation
- (c) Number of other rooms
- (d) Use for which each other room is designed
- (e) Number of persons at present accommodated:

Males

Females

- (f) Number of persons desired to be accommodated:

Males

Females

- (g) Name of person responsible for supervision of occupants

N.B.—A registration certificate for employees' accommodation may only be issued in respect of persons actually employed on the land.

Date Signature of applicant

\* Delete the inapplicable.

FOR OFFICE USE ONLY

Registration certificate number

Form 2

Urban Councils (Model) (Use and Occupation of Land and Buildings) By-laws,  
1979

RETURN OF PERSONS USING OR OCCUPYING LAND

To: Council

Address:

N.B.—In completing this form—

- (a) classify buildings into groups, such as brick under a described roof and other structures or erections;
- (b) state the number of such buildings in each group, the number of persons which each building was intended to accommodate and the number of persons in actual occupation of each;
- (c) in the case of buildings not intended as residential accommodation, state the purpose for which it was erected and the use to which it is being put; if it is being used as residential accommodation, state the number in occupation;
- (d) as necessary, make these returns on an annexure, sign and date it and attach it to this form.

**1.**

Property and area (as described in title-deed)

**2.**

Full name of owner or person in control

**3.**

Business address

Telephone

Residential address

Telephone

**4.**

Normal use of the property, with details of the enterprise, if any, conducted thereon

**5.**

Changes in use or additional activities planned for the future

**6.**

Minimum number of employees required for proper conduct of enterprise, if any, during the next year (set out in categories)

**7.**

Number of properties abutting on this property

**8.**

Buildings constructed as residential accommodation on the property by the owner or with the owner's consent

**9.**

Buildings constructed as residential accommodation on the property without the owner's consent

**10.**

Other buildings on the property

**11.**

Sewerage facilities available

**13.**

Number of persons residing on the property in each of the following categories—

- (a) owner or occupier and his dependants
- (b) tenants of owner or occupier, paying a rental or other consideration
- (c) licensees of owner or occupier who pay no rent or
- (d) other consideration
- (e) employees
- (f) dependants of employees
- (g) licensees of employees
- (h) others
- (i) Total number of persons residing on the property

**13.**

Number of persons who are employed on the property but do not reside there

**14.**

Number of persons, listed in item 12—

- (a) who occupy the property without the permission of the owner or occupier
- (b) who occupy accommodation which was not constructed as residential accommodation

15.

Additional information which the owner or occupier may regard as relevant

Dated at this day of ,20

Signed

Capacity

(owner or person in control)

## SECOND SCHEDULE

*([Sections 2, 3, 10 and 13](#))*

### EXEMPTED EMPLOYEES' ACCOMMODATION, AREAS AND PROPERTIES

#### PART I

#### EMPLOYEES' ACCOMMODATION TO WHICH PROVISIONS OF PART I OF BY-LAWS DO NOT APPLY

Any employees' accommodation which is—

- (a) detached or semi-detached dwelling-house and which is of a value of more than zw\$8,000; or
- (b) a flat which is of a value of more than zw\$5,000.

#### PART II

#### AREAS AND PROPERTIES TO WHICH PROVISIONS OF PARTS I AND II OF BY-LAWS DO NOT APPLY

this has been left blank –Editor