

Guidance notes and procedure

These guidance notes will assist you in completing a new sewer adoption application. You should read the notes in conjunction with the Water Industry Act 1991. The relevant section is Section 104 – agreement to adopt sewers, drain or sewage disposal works at a future date.

What is a sewer adoption?

A sewer adoption is a legal agreement between a developer and a water company, where the developer builds new sewers to an agreed standard, which the water company will then adopt. The water company will operate and maintain the new sewers as public assets from then on. The sewers must be constructed and tested to the standards specified in the current edition of Sewers for Adoption, which is published by the Water Research Council.

You must have full planning permission to enter an Agreement.

How much will it cost?

Please refer to our Developer services changing arrangements.

What do I need to do?

If you want us to adopt your new sewers, you should submit your application to us before you start construction.

Step 1 Submit your application

Please complete the application form. Send it, along with relevant information in PDF format and 1 set of drawings, to the local Developer Services office. Contact details are at the end of these notes.

Step 2 Application acknowledgement

We will acknowledge if the application is complete or incomplete. We will ask for further information if necessary.

Step 3 Application complete and fixed fee payment

We will confirm when your application is complete, i.e. is there sufficient information for us to start technical review.

We will confirm our fixed fees, which you will need to pay upfront.

Please refer to our Developer services changing arrangements for further details and payment options.

Step 4 Technical approval and charges payment

We will review your design, which may need alterations or additions to comply with the standards required. When the revisions are complete, we will give you technical approval and ask for extra copies of the approved drawings.

* 7 sets of the coloured layout drawing

* 2 sets of other relevant drawings such as long sections, construction details or pumping station design.

We will then calculate and confirm the additional fees that you need to pay. Please refer to our Developer services changing arrangements for further details and payment options.

Step 5 Agreement

Our legal team will prepare the Agreement and issue it for circulation and signature. When our legal team have received instruction from your solicitor, they will invoice our legal fees and discuss your bond arrangements

Step 6 Construction and inspection

We will give you contact details for our local site inspector, who will help with queries during your construction period. You need to arrange for our inspector to witness air testing and inspection. We will provide an inspection report, and identify if any remedial repairs need doing.

Step 7 Maintenance

The provisional certificate of substantial completion (maintenance certificate) can be issued when you have met the following conditions:

- * The adoptable system is tested and inspected to our satisfaction
- * All remedial repairs have been completed and re-inspected
- * All relevant parties have signed the Agreement
- * The Deed of Grant is being processed (if applicable)
- * You have provided accurate as-built drawings
- * At least 50% of the premises served by the sewers have occupation.

Step 8 Adoption

When the 12 month maintenance period is complete you need to contact us for final inspection. We can then:

- * Issue a Certificate of Adoption
- * Return your bond
- * Arrange for your asset payment (if applicable)
- * Add the sewers to our records. We will be responsible for them from then on.

When can I apply?

You can send us draft drainage proposals at an early stage in your design process. This often helps identify any problems, and we can agree a design in principle.

What information do I need to provide?

Please refer to the checklist on the application form. You need to provide all relevant items as part of your application. The information can be submitted in PDF format, along with 1 paper copy of all the drawings.

What extra information does a pumping station need?

We have specific requirements for a pumping station. Details are in our Sewers for Adoption addendum. The Water Research Council publishes this on its website, or you can find a copy on our developer web page.

We have a separate checklist for extra information you need to provide.

You will also need to fill in an application for pumping station septicity control.

Are there any structures that Wessex Water does not adopt?

Please refer to the current edition of Sewers for Adoption, or contact us if you are unsure.

What is a Deed of Grant?

If you propose to discharge your surface water sewer to a pond, ditch, river or culvert, we need to set up a Deed of Grant in addition to the S104 Agreement. This will allow us to discharge the flow from your outfall into the receiving watercourse. Our legal team can arrange this agreement using the information you provide in your application.

What if I am not sure about a specific design or construction detail?

We are keen to offer you advice and help throughout the adoption process from start to finish. We would rather you contact us to discuss a detail at an early stage than it escalate to a costly or awkward problem on site.

Does Wessex Water have standard details?

Each water company has their own particular preferences to use in conjunction with Sewers for Adoption. We have standard drawings available showing structures such as headwalls, flow control chambers, bollards, pumping station layout and kiosk, vents and pipework protection. Ask for copies.

What do site inspections involve?

Once your sewer is constructed, it needs testing and inspection to prove it meets the standard required. You need to arrange this with our local site inspector. Please ask for their contact details when you start on site.

You are responsible for air testing each sewer length, which our site inspector must witness on site. You will also need to carry out a CCTV survey of all pipelines, which we need to review. Our site inspector will check all manholes and any adoptable structures when they are complete.

For pumping stations, our site inspector will check civils and kiosk construction, along with connecting pipework. Our M&E engineers will check and commission the electrics and pumps.

We will issue you a list of any defects and rectifications, which you must complete before the sewers can go onto maintenance.

What happens if the design changes during construction?

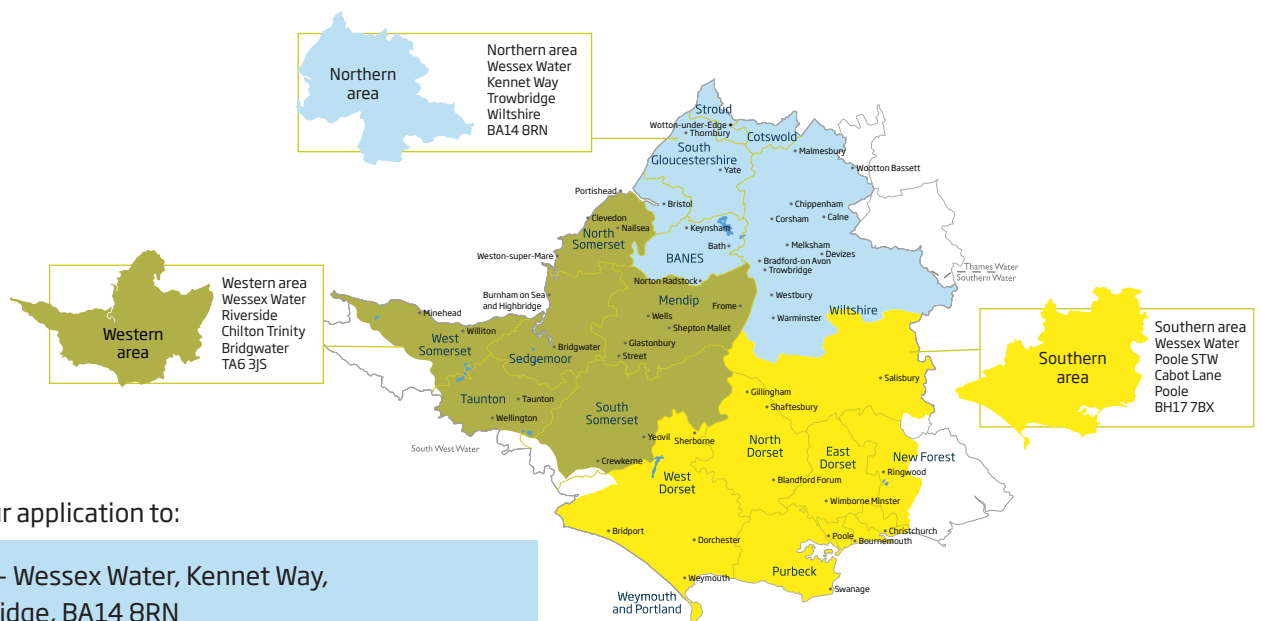
If your design changes during construction, you need to send us a layout revision to keep our site inspector up to date with alterations or additions to routes and manhole references. If it is a major change, we will ask for additional copies so that our legal team can update the Agreement.

What happens if I have already started constructing drainage on site?

If you build any adoptable drainage on site before we have given technical approval, it is at your own risk. You may need to remove or re-lay it if it does not comply with the appropriate standards.

How long does it take?

We aim to meet the target dates that Water UK uses for performance metrics. More details are on our website.



Send your application to:

North - Wessex Water, Kennet Way,
Trowbridge, BA14 8RN
Tel 01225 522 682
Email development.north@wessexwater.co.uk

South - Wessex Water, Poole, STW, Cabot Lane,
Poole, BH17 7BX
Tel: 01202 643 461
Email development.south@wessexwater.co.uk

West - Wessex Water, Riverside, Chilton Trinity,
Bridgwater, TA6 3JS
Tel 01823 225 219
Email development.west@wessexwater.co.uk