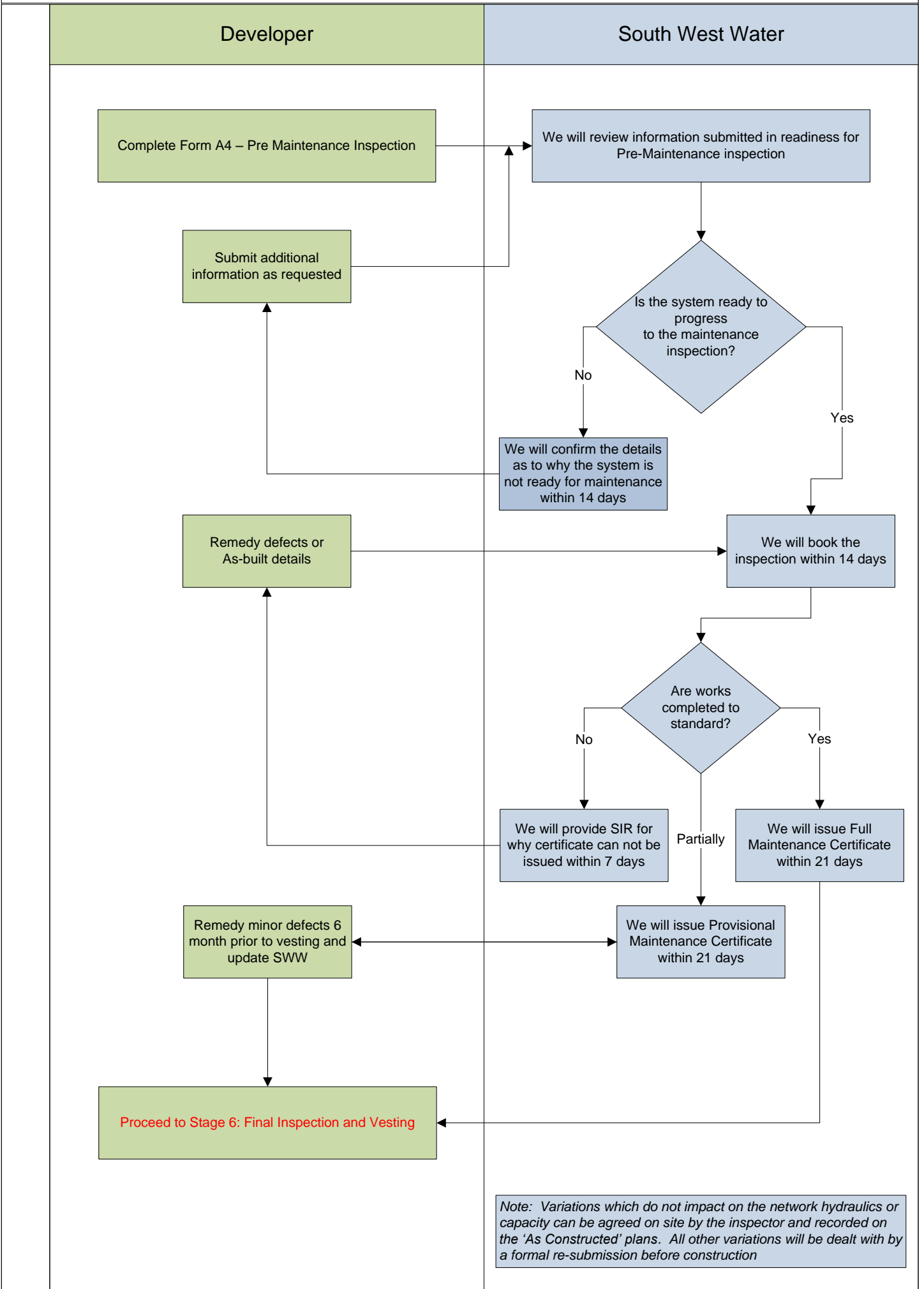


Adoption of sewers – Stage 5: Maintenance Period



How to arrange for your sewers, pump stations and other components to be adopted by South West Water

Stage 5: Maintenance Period

- S104 Agreement in place to consider the system
- Confirmation of inspections during construction
- Confirmation that the works are completed
- Confirmation that any variations have been confirmed and agreed – Minor or Major
- Full set of manufacturers details for anything that needs to be operated or maintained
- Any CDM Health and Safety details supplied
- CCTV of constructed system
- Confirmation of any access requirements
- S104 Agreement in place to consider the system

Information provided by you (developer/applicant)	Additional comments
<p>Ensure that the works are in accordance with the drawings contained within the S104 Agreement or any minor or major variations are completed/provided</p> <p>Ensure that the site has the sufficient properties connected to the system or the agreed discharge rate(s) to allow the Pre-Maintenance to be requested</p>	
<p>Request a full or part Pre-Maintenance inspection when all of the works ready to be progressed</p> <ul style="list-style-type: none"> • Complete Form A4 - Maintenance Request • Confirm contact details • Provide a full set of correctly coloured As-Built drawings and details in accordance with agreed details • Provide any specific manufacturers details to support the constructed system • Confirm number of properties occupied • Provide a CCTV of the system ready to be progressed • Any diversion works must be completed in full to request progression of the system 	
Information provided by us (South West Water)	
<p>Pre-Maintenance inspection check. We will:</p> <ul style="list-style-type: none"> • Check to make sure the number of units/properties or agreed discharge rates have been achieved • Check through the information provided within the pre-maintenance inspection request to ensure a full suite of as-built drawings have been supplied • Check through the CCTV details • Review the technically accepted drawings in relation to the As-Builts provided • Check to make sure all charges have been paid • Confirm if an inspection can be arranged 	
<p>If we cannot arrange an inspection we will:</p>	

<ul style="list-style-type: none"> • Confirm that the Pre-Maintenance inspection cannot be carried out • Define the details as to why this cannot be completed • We will call or email you if we are unable to arrange the Pre-maintenance inspection 	
<p>Information provided by you (developer/applicant)</p>	
<p>If the Pre-Maintenance inspection cannot be arranged:</p> <ul style="list-style-type: none"> • Receive the details confirming why the inspection cannot be carried out • Look into the site details and complete the items needed to enable the Pre-Maintenance inspection • Re-request the Maintenance inspection 	
<p>Information provided by us (South West Water)</p>	
<p>If we can arrange a Pre-Maintenance inspection we will:</p> <ul style="list-style-type: none"> • Arrange an inspection • Confirm the date, time and which inspector/team member(s) will be attending • Receive confirmation of whom will be attending the inspection on behalf of the developer 	
<p>Information provided by you (developer/applicant)</p>	
<p>If the Pre-Maintenance inspection can be arranged, we will need you to:</p> <ul style="list-style-type: none"> • Confirm the personnel details of who will be at the Pre-maintenance inspection for the site (who will have the ability to ensure that the works will be completed). • Before Pre-Maintenance inspection; arrange for the system proposed to be progressed is ready for inspection including cleaning 	
<p>Information provided by us (South West Water)</p>	
<p>Pre-Maintenance Inspection The Pre-Maintenance inspection is carried out to confirm what was agreed was constructed and that the system is ready to be placed onto maintenance. The inspection will:</p> <ul style="list-style-type: none"> • Confirm any remedial works that are needed to ensure that the system is suitable for placing on maintenance • Confirm any changes to the As-built drawings to reflect what has been constructed on site • Define any access requirements • Define if any Minor or Major variations need addressing <p>For sites where any items listed above are not complete or are still outstanding you will receive a full list of details of the items that need to be completed.</p> <p>For sites where all works are complete and the drawings reflect what was constructed the Provisional certificate (No defects) will be relevant for issue.</p> <p>For sites where there are minor defects (and the Water Company and Developer agrees a Provisional Certificate with Defects can be issued)</p>	<p>Any variations which do not impact on the network hydraulics or capacity can be agreed on site by our inspector during the construction, and recorded on the 'As Constructed' plans.</p> <p>All other variations will need to be dealt with by a formal re-submission before constructing.</p>
<p>Information provided by you (developer/applicant)</p>	
<p>Pre-maintenance remedial works /changes to details. You will need to review the details discussed at the pre-maintenance inspection and arrange for the items to be finished to meet the requirements of the</p>	<p>Further inspections may incur additional charges –</p>

<p>Agreement or any relevant variations.</p> <ul style="list-style-type: none"> • Complete all remedial works on site • Provide a set of revised As-Built drawings • Confirm any access requirements • Send any revised drawings for re-assessment • If no changes to the drawings were required request a re-inspection once the remedial works have been completed <p>To request an inspection you will need to provide,:</p> <ul style="list-style-type: none"> • Contact name and number • Company details • Confirmation of person meeting on site • Details of the inspection required • Preferred date and time 	<p>see our Developer Services Charging Arrangements for more information.</p>
<p>Information provided by you (developer/applicant)</p>	
<p>Issue Provisional Certificate</p> <p>After the confirmation that the remedial works have been completed and the As-Built drawings reflect what has been constructed on site the Provisional Certificate will be issued. At this point all items that will need to be finalised before vesting will also be requested</p> <ul style="list-style-type: none"> • Issue Provisional Certificate • Confirm if this is a full or phased/part provisional certificate • Advise of any legal items • Advise of any discharge details • Confirm the date when a Final Inspection should be requested • Advise of any local practice requirements • Release/reduce any bond obligations as agreed 	<p>The Provisional Certificate should schedule any remaining defects that require completion before final certificate and vesting.</p> <p>These defects may be resolved in default before vesting can occur.</p>
<p>Information provided by you (developer/applicant)</p>	
<p>You will receive the Provisional Certificate to confirm that the system is on a maintenance period. Any scheduled defects should be completed and confirmed to the sewerage undertaker 6 months before vesting is required.</p> <p>You will continue to operate and maintain the system.</p> <p>You will ensure that the system is ready for a final inspection and that everything is in place to progress.</p> <p>All legal requirements detailed will be progressed to completion.</p> <p>Where a local practice requires a Handover inspection this will be organised in the same manner as a final inspection</p>	

Proceed to Stage 6: Final inspection and handover