

Small build process – guidance: additional information

Drawings

Drawings can be submitted in either electronic or hand-drawn format, provided they are clear and contain all the information listed below.

We require the following drawings:

Location plan – this to be provided at a scale of 1/2500 or less and show:

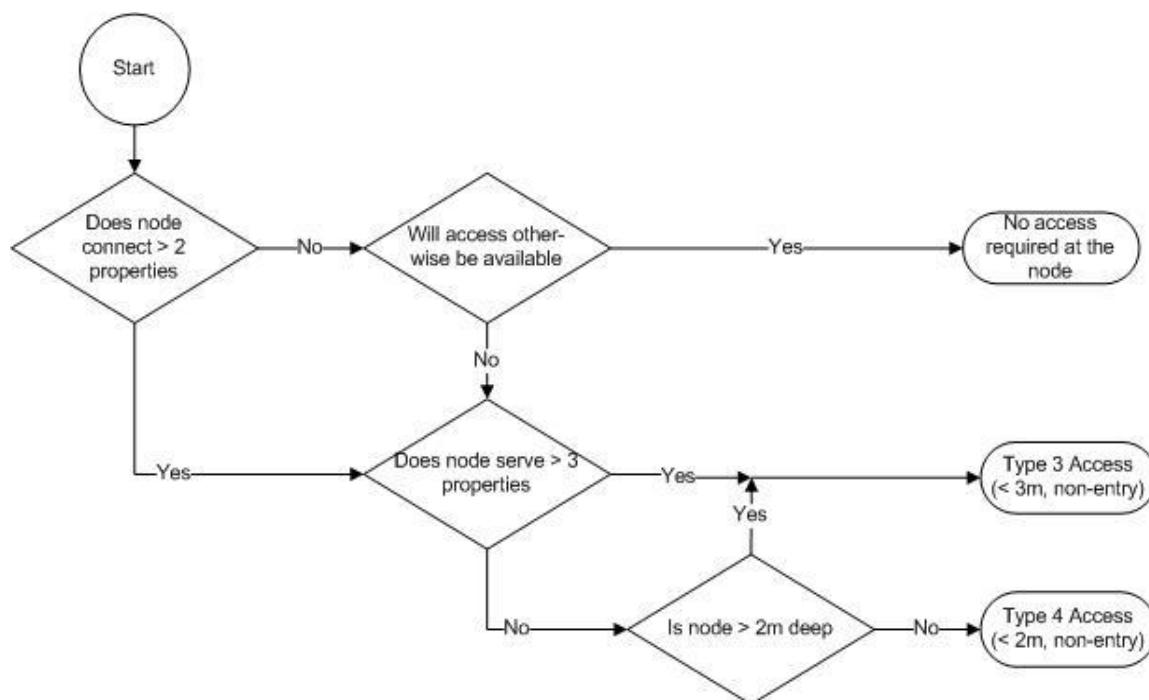
- Location of the site in relation to the nearest Public Highway (or with a grid reference) and the surrounding geography.
- Your boundary edged in green.

Site plan – this to be provided at a scale of 1/100 or less and show:

- Your boundary edged in green
- Existing buildings, sewers and inspection chambers, including material, diameter and depth of pipework and chambers. Continuation of pipework into neighbouring land to be shown along with position of chambers where possible
- Existing features e.g. significant trees, raised ground
- Proposed and existing buildings and sewers in a different line style, including material, diameter and depth of pipework and chambers.
- The minimum distance from the building to the new and existing pipework should be indicated
- For diversions (as opposed to on-line replacement) we will require a cross-section showing the chamber depth, surveyed cover and invert level, and gradient of pipework. This is to ensure appropriate fall on the pipes along the new route.

Details of foundations in relation to the proposed pipework should also be provided –you may already have this information on your Building Regulations or architects' plans.

As per the [Guidance notes for small build minor sewer diversions](#), the sewers must be designed in accordance with Sewers for Adoption 7th Edition and this is to be reflected in the drawings. A free download version for small projects is available [here](#). The flowchart below will aid selection of appropriate inspection chamber types in accordance with Sewers for Adoption 7th Edition.



Standard details for these chambers are available here:

[Standard Chamber Details - 1 of 2](#)

[Standard Chamber Details - 2 of 2](#)

You may reference these details on your drawing rather than reproducing the full detail.

RAMS (Risk Assessment and Method Statement)

The purpose of the RAMS is to satisfy South West Water that you or your contractor have considered and understood the hazards associated with your proposed works, and that you can carry these works out safely, satisfactorily mitigating any risks. You, rather than South West Water, must take responsibility for your own health and safety on site plus that of staff and visitors throughout the works. These documents also serve to satisfy us that our assets will be constructed correctly, protecting yourself, other customers and our staff both during the works and in future operation.

As a guide, headings we will look for as a minimum in the Method Statement include:

- Objective – a brief description of the works
- Location
- Timescale – programmed start and end dates, duration of works
- Welfare, health and safety and first aid arrangements
- Risk avoidance/reduction (see Risk Assessment notes)
- Environmental assessment – note if environmental/ecological factors affect or are affected by the works
- Supervision – named responsible persons

- Work method, to include but not necessarily limited to:
 - Management of upstream flows – i.e. identification of upstream connections; liaison with upstream customers; stopping up, monitoring and managing upstream flows e.g. if the system begins to back up how will flooding be avoided?
 - Management of sewage ingress into the trench when the existing sewer is cut
 - Methodology for connection of the existing sewer to the new chamber(s) – particularly important in the case of pitch fibre which may be deformed
 - Procedure for transferring flows
 - Methodology for backfill and reinstatement of trenches
 - Procedure for excavation, abandonment and disposal of the existing sewer – this is considered hazardous waste and must be disposed of accordingly (where removal is not possible South West Water may agree to sealing and grouting of the abandoned pipework which will also require addressing in the RAMS)
 - Details of support of masonry courses of the proposed extension where these will span the new sewer
 - Management of any on-site environmental/ecological issues affecting or affected by the works
 - List of residual hazards on site
- Emergency arrangements.

The Risk Assessment should identify all hazards posed by the works and the site, rate their risk level based on likelihood and consequence of occurrence, and state how the residual risks will be mitigated and managed.

An experienced, competent builder/contractor should be familiar with producing RAMS. There are numerous generic health and safety and RAMS resources available via the internet, including the [HSE website](#); however, the RAMS should be made specific to your site and works.