

## Application Pack 7

### How to apply for the Adoption of Existing Sewerage

#### Guidance Notes and Specification

**The provisions of the Water Industry Act 1991 (WIA91) take precedence over these notes. You may wish to refer to the WIA91 to obtain fuller information regarding this and other services.**

***We recommend that you read the guidance notes before making an application.***

**When it has been confirmed that you need to apply, please read these notes thoroughly before completing the form.**

**Note: Where the term ‘sewer’ is used in this document, it includes both sewers and lateral drains unless specifically stated otherwise.**

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### **1. Introduction**

On 1 October 2011 all existing private sewers and lateral drains which legally communicate with public sewerage in our operational area transferred to our ownership. In the case of sewers which are under construction, only those which were constructed and operational on 1 July 2011 will transfer.

There are some types of assets which did not transfer and these are;

- Pumping stations and pumping mains
- Sewers and lateral drains which were not constructed or did not communicate with the public sewerage system on 1 July 2011
- Sewers and lateral drains which do not connect to the public sewerage system
- Private Waste Water Treatment Works (WWTW). Further information of making an adoption for existing WWTW can be found on our website under the Developers Services section.

Private pumping stations and pumping mains did not transfer, these must transfer before 1 October 2016. A programme for their transfer has not yet been prepared.

The developer is responsible for the sewerage until it is adopted and where the developer is no longer present the owners of the properties become responsible for the sewerage.

In such circumstances, we still have a duty to adopt the sewers and will consider adoption of the system provided that all parties served by the system agree to its adoption. If residents wish to have their sewers adopted it is advisable for them to elect an individual to represent the group of home owners to liaise with us where a developer is no longer involved.

Any repair work or work which may be required to bring the system to a standard where it can be adopted is the responsibility of the parties applying for adoption. Adoption is commonly known as “vesting” and at the successful completion of the adoption process; we will issue a vesting declaration.

## 1. Specification

### General Requirements

All sewerage proposed for adoption should be in good condition for its age and in principle be designed and constructed in accordance with minimum standards as set out in “*Sewers for Adoption (SFA) - A design and construction guide for developers*” If the sewerage was constructed prior to the introduction of SFA (1981) it must meet standards applicable at the time the development was built, subject to the parameters listed below. It must also meet current mandatory Health and Safety requirements, including construction, design and management regulations which may over-ride the requirements of SFA and earlier standards.

Copies of SFA can be obtained from the Water Research Council (WRC) plc using the following contact details:

Website (online ordering): [www.webookshop.com](http://www.webookshop.com)

E-mail: [publications@wrcplc.co.uk](mailto:publications@wrcplc.co.uk)

Telephone: 01793 865012.

Copies of our Addendum for pumping stations can be obtained from us at:

Dwr Cymru Welsh Water  
Developer Services  
PO Box 3146  
Cardiff  
CF30 0EH  
Tel: +44 (0)08009172652  
Fax: +44 (0)2920740472  
Email: - [developer.services@dwrcymru.com](mailto:developer.services@dwrcymru.com)

In deciding whether a system can be adopted, we take the following factors into consideration:

- a) Age, Condition and Design of Sewerage  
We will take into account design and construction standards at the time the sewerage was installed.
- b) Objections  
If any owner objects to the proposed adoption, we will consider whether serving a vesting declaration is in the best interest of all parties.
- c) Buildings Located over Sewers  
There can be no buildings or permanent structures over or near any sewer(s) proposed for adoption. We will also take into account whether Building Regulations have been observed.
- d) Protected Strips  
A protected strip is an area, over and to either side of the sewer on which no buildings or other permanent or temporary structures are permitted. The minimum dimension of a protected strip is 6 metres (3 metres either side of the centre line of the sewer), but will be wider for larger/deeper sewers. Dimensions of protected strips are given in SFA, and you may be required to obtain easements on our behalf. Easements are not required where the sewers are in the public highway.  
(An easement is an area over and to either side of the sewer on which no buildings or other permanent structures are permitted)
- e) Trade Effluent  
If premises producing a trade effluent are to be connected to public sewers for the first time, Consent to Discharge must be granted pursuant to Section 118 of the WIA91. You must apply for consent using *Application Pack 12 - Consent to Discharge Trade Effluent to a Public Sewer (or to vary Existing Consent)*. The consent must be granted concurrent with the adoption of the sewerage.
- f) Flows  
Sewers proposed for adoption must carry domestic sewage (and any consented trade effluent) and/or surface water run-off from domestic properties.
- g) Infiltration  
There must be no infiltration of groundwater into the sewerage. We may require private drains which are connected to the sewerage to be air-tested in our presence to prove their integrity prior to adoption.
- h) Pipe Materials  
You must be able to confirm which materials were used in the construction of sewers proposed for adoption. Please note that certain pipe materials are not acceptable for adoption e.g. asbestos cement (AC) pitch fibre (PF); corrugated steel(CS) pipe systems and glass reinforced plastic (GRP).
- i) Pipe Diameters  
Any sewer proposed for adoption must have a minimum internal diameter of 100mm and 80mm for pumping mains.

j) Pumping Stations

In the case of sewage pumping stations, there must be adequate access for repair and maintenance work. You will be required to provide appropriate easements. Where access is required over third party land, you must secure rights of access on our behalf and the land on which the pumping station stands must be transferred to our ownership.

## 2. Applying for Adoption

In order to make an application please can you first submit details which will enable us to undertake an initial assessment as set out below. Once received and assessed, a member of our team will contact you to discuss the next steps in the process.

A) For the Initial Assessment:

- 1) Location Plan showing the site boundary, clearly indicating the development and route(s) of any sewers for adoption, relative to all existing buildings, manholes, any pumping stations and/or treatment works and all pipe materials. (scale 1:1250)

We will use the information to undertake a high level review of the potential for adoption of the sewerage and whether it is appropriate to proceed to the next stage.

B) Detailed Assessment (What we require from you after Initial Assessment):

- 1) Drawings showing cover and invert levels, and a separate drawing for easements, land transfers, etc.
- 2) Maintenance records of any pumping stations and if appropriate, the Construction (Design and Management) Regulations Health and Safety File.
- 3) CCTV Survey of the sewers on DVD with a written report.
- 4) Sight of any Enforcement Notices from the Environment Agency or Environmental Health Officer.
- 5) Consent to discharge to a watercourse, or permission to discharge to another suitable outfall, e.g. highway drainage.
- 6) Hydraulic calculations showing the gradients and capacities of all pipes and, where necessary, the capacity of pumping stations for wastewater treatment works, and in the case of wastewater treatment works an odour impact assessment and report.
- 7) Availability and suitability of easements and land transfers, and confirmation that the highway is maintainable at public expense.
- 8) Copies of relevant planning approvals associated with the proposed adoption.
- 9) Copies of a request to adopt the sewerage, signed by all owners of the sewerage.

10) Drawings showing plans, longitudinal sections, cover and invert levels at all manholes (obtained by topographical and manhole surveys).

We will assess all the information provided and advise you of our findings. If the system does not satisfy our requirements we will advise you on how our requirements may be met.

If we require you to carry out remedial works we will inform you whether you will need to carry out a further CCTV survey so that we can check that the works are acceptable.

Once we are satisfied as to the condition of the sewerage, we will notify you and ask you to confirm in writing your agreement to proceed on the basis of our stated requirements.

### C) Legal Assessment

We will undertake a legal review and carry out legal searches of the proposed vesting and notify you of any issues to be rectified in relation to easements and land ownership. Once these issues are rectified, we will prepare a Vesting Declaration in accordance with Section 102 of the Water Industry Act 1991 (WIA91) and request from you payment of our legal costs. Upon receipt of the payment and when all the easements and/or land transfers are in place for the sewers, pumping stations etc, we will issue a legal Notice of the pending adoption on all of the owners. A statutory period of 2 months must then be allowed for possible appeals against the proposed adoption to be lodged with Ofwat.

On the basis that none of the owners of the sewerage proposed for adoption makes an appeal against the proposed declaration, we will finalise and issue the Vesting Declaration for the system, when two months have elapsed from the serving of the Notice. If an appeal is lodged, it will follow the appeal process set out by Ofwat on their website [www.ofwat.gov.uk](http://www.ofwat.gov.uk).

### 3. Summary of Costs

There are costs that you will incur in completing an Adoption:

Costs payable to us:

- Our Administration Fee - at cost.
- Our Legal Fees - Incurred in the process of preparing vesting declarations and legal notices. These will be charged at cost.

Costs you will have to pay to others, including for:

- Preparation of an adoption package containing information required in A) and B) above
- CCTV Surveys
- Topographical and manhole Surveys
- Your legal costs (where necessary)
- Obtaining easements and land
- Remedial Works.