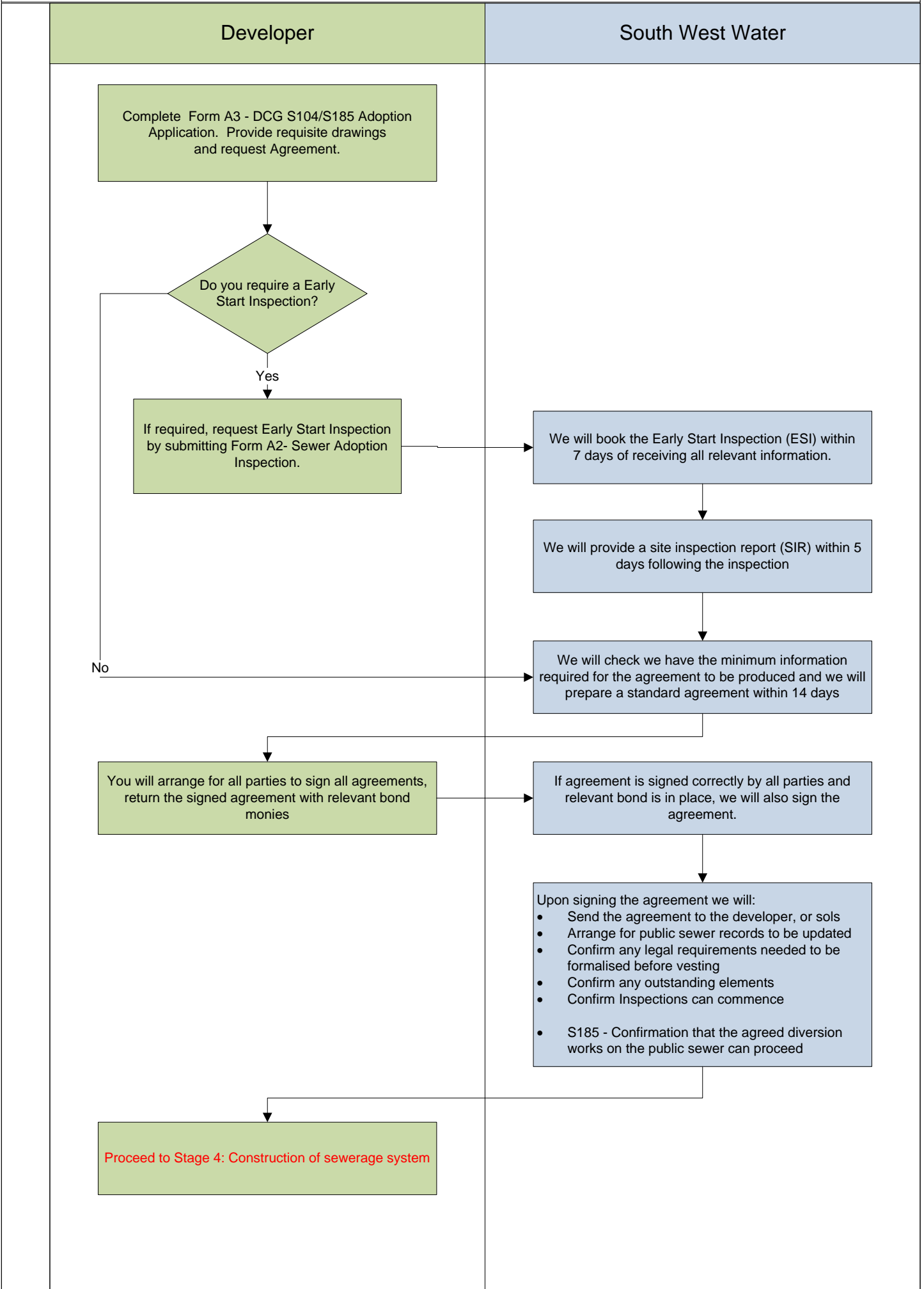


Adoption of sewers – Stage 3: Adoption agreement & Early Start Inspection (ESI)



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

Stage 3: Adoption Agreement

What we need from you to progress the adoption agreement:

- Full details of all parties to the Agreement – copies of land ownership
- Maintenance regimes and responsibilities
- Full set of design details for Development that were technically accepted
- Full set of correctly coloured layout details for Development that were technically accepted (land registry acceptable)
- Any applicable charges
- Technical Acceptance of sewerage system
- Details of bond type – Cash or Surety
- Timeframe for construction and any phasing details
- Mediation details

Information provided by you (developer/applicant)	Additional comments
Receive a Technical Acceptance for the design of the prospectively adoptable system advising of the details needed for the Agreement .	
Provide the details to be incorporated within the standard S104 Agreement as detailed in above. This information can also be located on Check List A1 – Adoption Agreement. <u>NOTE: The S104 Agreement will be a standard Agreement with no alterations allowed to be made.</u>	You may choose to create the standard S104 Agreements but must confirm to us that this is your intention
Information provided by us (South West Water)	
Agreement details check A check of the details to be incorporated within the standard S104 Agreement will be made:- <ul style="list-style-type: none"> • Sufficient number of drawings provided (we will accept the drawings in electronic format) • The drawings have been coloured and detailed correctly • Full details of the parties to the agreement supplied • The applicable charges provided • The relevant bond amounts provided • The timeframe for construction • Any maintenance regimes and responsibilities • Any phasing details • Any Mediation Company details 	Details of all parties to the Agreement are needed. Once Technical Acceptance of a system has been given, an agreement will need to be entered into to formally bind the adoption requirements. Standard Agreements can be prepared by you,

<p><u>For the S104 Agreement this will be a standard Agreement.</u></p> <p>If all of the items above are supplied, the Agreement will be created and sent out for signing by all parties, if incorrect or insufficient details are supplied we will request full details to be submitted.</p>	<p>instead of waiting for us to receive full details.</p> <p>This will require all copies signed by all parties and passed to us for the Agreement to be signed and completed.</p>
<p>Information provided by you (developer/applicant)</p>	
<p>S104 assessment re-submission</p> <p>As a minimum the re-submission of the details should contain any information or details not previously supplied. Resubmit the details, as close to receiving the request with a full set of details responding to all items that were detailed/raised.</p>	
<p>Information provided by us (South West Water)</p>	
<p>Agreement</p> <p>When all of the information that has been requested for the agreement has been supplied we will:</p> <ul style="list-style-type: none"> • Create a standard S104 Agreement for each party • Incorporate the details received • Attach the plans to the agreement • Send all copies to the developer to arrange for each agreement to be signed by all parties 	<p>We will not require this if you produce a copy of the standard agreement for all parties to sign.</p> <p>You will be responsible for completing the relevant items for completion of the Agreement.</p>
<p>Information provided by you (developer/applicant)</p>	
<p>Signing Agreements</p> <ul style="list-style-type: none"> • Confirm that the details contained within the Agreement are correct • Arrange for Agreements to be signed by all parties incorporated within the Agreement • At the point the agreement(s) is (are) signed by all parties return all agreements to us • Provide any cash bond payment with the signed agreements • Provide any administration, assessment and inspection charges if not already paid 	
<p>Information provided by us (South West Water)</p>	
<p>Signing Agreements</p> <p>When the Agreements are received back you we will:</p> <ul style="list-style-type: none"> • Check that the Agreements have been signed correctly by all parties • Check to ensure that the plans are correctly showing the system to be considered for adoption as technically accepted and in accordance with appendix VII of the DCG and or any component requirements 	

<ul style="list-style-type: none"> • Check to make sure no changes have been received or made • Ensure that the bond has been received / surety is incorporated within the agreement • Ensure that the charges have been paid <p>If any details in the above points have not been correctly supplied/completed a full set of details should be requested in writing advising of the s104 Agreement changes needed.</p> <p>If the agreements have been correctly signed, (and or generated correctly) then we will arrange for all the Agreements to be signed.</p> <p>Upon signing the Agreements we will:</p> <ul style="list-style-type: none"> • Send out the agreements to the you, or your solicitor, retaining one original copy • Arrange for the sewer records to be updated to confirm that there is an agreement in place for the prospectively adoptable system • Confirm any legal requirements needed to be formalised before vesting • Confirm any outstanding elements • Confirm that inspections can commence 	
<p>Information provided by you (developer/applicant)</p>	
<p>S104 Agreement changes</p> <ul style="list-style-type: none"> • Any changes needed to the engrossed agreements will incur additional charges • Full details of the changes will need to be provided to be progressed as part of a Notation or a Variation 	

Proceed to Stage 4: Construction of sewerage system