

Sewer adoption – Pre-start and early pre-start meeting request form

Pre-start meeting: Before construction works begin on new sewers proposed for adoption a pre-start meeting will need to take place on site between the developer, ground works contractor and Southern Water.

A pre-start meeting can be requested using this form following a sewer adoption agreement being in place, signed by all relevant parties and all relevant payments made in line with the sewer adoption agreement.

Early pre-start meeting: Additionally an early pre-start request can be made using this form as long as technical acceptance or conditional acceptance has been issued by Southern Water for the proposed scheme.

A complete sewer adoption agreement must be in place and signed by all relevant parties within 8 weeks from the date of your technical acceptance or 6 months from the date of your conditional acceptance, failure to do this may result in withdrawal of the sewer adoption agreement process. Due to the partial nature of a conditional acceptance there is a risk that following technical acceptance laid sewers may need to be altered.

Please note early start requests cannot be used for S185 sewer diversions. Diversions of public sewers must have an agreement in place before any work on the existing system is carried out.

We will contact you within 14 days following receipt of a qualifying pre-start meeting request to agree a date.

What type of meeting would you like to request?:

Pre-start meeting request

Technical acceptance pre-start request

Conditional acceptance pre-start request

Southern Water Scheme reference:

Scheme address:

Postcode:

Contact details:

Applicant:

Name:

Phone:

Email:

Lead developer contact for pre-start/early pre-start meeting

Name:

Phone:

Email:

Lead groundworks contractor contact for pre-start/early pre-start meeting

Name:

Phone:

Email:

For a pre-start meeting request please tick to confirm all of the below information is supplied with this form and conditions met:

- Complete sewer adoption agreement in place and signed by all parties for this scheme
- CDM Health and Safety details including copy of F10 notice included or will be provided
- Programme of works included including start date for sewer construction
- Administration, assessment and inspection charges paid

Y		N	
Y		N	
Y		N	
Y		N	

If requesting an early pre-start meeting please tick to confirm all of the below information is supplied with this form:

- Technical or conditional acceptance for this scheme has been issued by Southern Water
- Plan included that is coloured showing what sections of the accepted system will need to be inspected prior to full agreement being in place
- CDM Health and Safety details including copy of F10 notice included or will be provided
- Programme of works included including start date for sewer construction
- Administration, assessment and inspection charges paid*

Y		N	
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Y		N	
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Y		N	
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Y		N	
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Y		N	
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*Only required for technical approval early start meeting as these fees are currently not charged at the conditional approval stage

Signatures

Applicant:

Signature:

Print name:

Developer (If different from applicant):

Signature:

Print name:

Please return this form with supporting documents to: DSprestart@southernwater.co.uk