



South Staffs Water



Access Statement

Version 1.

December 2015

Review date: December 2017

The following document is for those that wish to install new infrastructure or work in proximity to existing in-situ assets (i.e. 'clients'). The following is intended as a guide to the process to follow and provides useful contacts and information to assist you, our client. If you are a Developer then please visit our website and follow the developer links for all your requirements.

If you are planning work in either of our supply regions that may require protection or diversion work (see appendix 1) please inform us of your proposal in order that we can determine if it is likely to affect our apparatus. When considering your proposal we will always strive to:

- 1 Do nothing to our infrastructure if possible.
- 2 Undertake or suggest protection works if the effect on our apparatus is minimal.
- 3 Only divert our apparatus where it is absolutely necessary as a consequence of the work proposed by you.

The following simple steps detail how to obtain the information and assistance to help with your enquiry.

1. Determine which of our supply regions your project falls, (see appendix 1 following)
2. If your project is at embryonic or feasibility stage and you would like to obtain plans of our existing apparatus please contact our records department, please note there is a nominal charge for this information, see appendix 2 following for details and charges information.
3. From our apparatus location plans you will be able to determine if your works are near or cross any of our apparatus, see appendix 3 which provides further guidance.
4. Following receipt of advice and budget estimate information before the project proceeds to construction phase please contact us again to obtain a firm estimate together with our terms and conditions for payment and planning of works.

Please Note:

We do not provide details of any sewer information for either of the areas.

For sewer information in the South Staffs Region please contact Severn Trent Water

<http://stwater.co.uk>

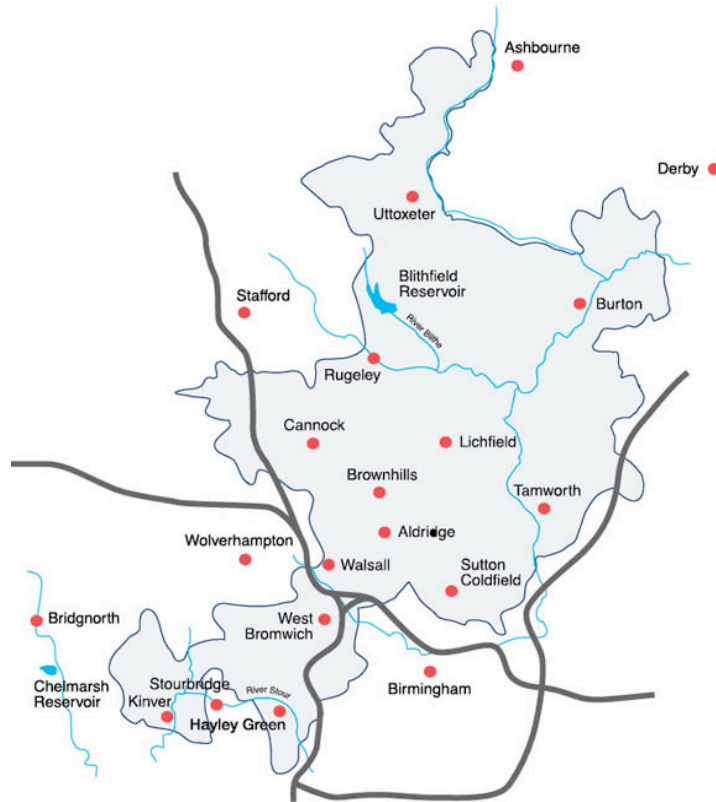
For sewer information in the Cambridge Region please contact Anglian Water

www.anglianwater.co.uk/

All applications and processes also ensure compliance with legal obligations which may or may not affect target timescales. Legal requirements such as – New Roads and Streetworks Act 1991 (NRSWA 199) Traffic Management Act 2004 (TMA 2004), Highways and Utilities Committee (HAUC) are inclusive but not exhaustive.

Appendix 1: South Staffs Water area of supply

South Staffs region



Cambridge region



Appendix 2: Apparatus Location Information

IN THE SOUTH STAFFS SUPPLY REGION:

For plans -- **Asset Information department**

email: recordsenquiries@south-staffs-water.co.uk

Your enquiry will be dealt with by one of our Records Technicians

For telephone enquiries please call 01922 638282 Asset Information Department

IN THE CAMBRIDGE SUPPLY REGION:

For plans -- <http://www.cambridge-water.co.uk/developers/mapping-services>

For telephone enquiries please call (01223) 706050

For enquiries in either of our supply areas we aim to issue plans within 5 days of receiving your application

Current charges for both regions can be found on our website links:

<https://www.south-staffs-water.co.uk/publications/your-charges>

<http://www.cambridge-water.co.uk/customers/charges-scheme>

Appendix 3: Access Assessment and Arrangements

If your work is near or our apparatus, please provide a clear plan of your proposal (preferably in CAD format or if not then to scale no greater than 1:500) we will carry out an assessment and will advise as follows:

- a) Your works will not affect our apparatus.
- b) Your work will not affect our apparatus but is in the proximity of it (Usually within 6 metres for smaller diameter mains (up to and including 300mm dia.) and 15metres for large diameter mains (greater than 300mm dia.) and care should be taken. We will provide you with advice and/or a care and attention document detailing the precautions that should be taken when your works proceed.
- c) Your work will affect our apparatus but we consider protection only is required. We will provide protection requirements and discuss with you whether or not the work should be undertaken by us or your suitably qualified contractor under our supervision.
- d) Diversion is required; we will provide a budget estimate of cost and scope of work to allow you to complete a feasibility study.
- e) If the project is then to proceed and our apparatus is affected please contact us, we will formalise the budget estimate, provide a scope of works plan, payment details and the lead times for programming. When final out turn costs are captured, either a final invoice or a refund will be issued.

We aim to provide budget and detailed estimates within 20 working days of receiving each of your requests unless the work is large scale and requires complex investigation. If this is the case we will inform you.

PLEASE note where the alterations to trunk mains are required significant advanced planning will be required and will need to be determined on a case by case basis. The timing of interruptions to supply where works to trunk mains are required will be dependent upon Operational need and demand criteria and as a result may be subject to last minute delay or deferment.

PLEASE also note protection and certain parts of diversion works may be undertaken on a self-lay basis, there are prescribed self-lay procedures to follow. If you wish to explore this option please ask our Engineering staff for further details, contact information is listed below.

If your works are within the proximity distances described in (b) above and in the South Staffs area of supply please contact the following for protection, inspection or diversion works advice:

Technical Services Department technicalservices@south-staffs-water.co.uk

For General Telephone enquiries please call 01922 638282 Technical Services Department Clive Ferneyhough or Bill Reid

Your enquiry will be dealt with by our Operations Engineer or Technical Services Manager

If your works are within the proximity distances described in (b) above and in the Cambridge area of supply please contact the following for protection, inspection or diversion works advice:

Network Development Manager – mikesloan@cambridge-water.co.uk

Tel: (01223) 403053

Network Investment Delivery Project Engineer johnrailton@cambridge-water.co.uk

Tel: (01223) 403192

Network Investment Delivery Project Tech. steve.everitt@cambridge-water.co.uk

Tel: (01223) 403039

Your enquiry will be dealt with by our Network Development Manager, Project Engineer or Project Technician or a combination of the three.

If your project proceeds to construction stage you will be assigned a designated project manager who will keep you updated and informed of progress by regular meetings, telephone or email contact.

Disputes Process:

In the event that disputes occur, the defined mechanism for resolution to be followed is:

Stage 1) Project Managers from each party strive to reach agreement.

If not achievable

Stage 2) Senior Managers from each party strive to reach agreement

If not achievable

Stage 3) Directors from each party strive to reach agreement

If not achievable

Stage 4) Arbitration defined by The Institute of Civil Engineers.