



Mr Reno Ireanius
Infrastruct CS Ltd
The Stables
High Cogges Farm
Witney
Oxfordshire
OX29 6UN

Your ref

DSA000056651

Our ref

DSA000056651

Date

29th September 2026

Contact

Tel 0330 303 0119

Dear Mr Ireanius,

Adoption of Sewers – Section 104, Water Industry Act 1991

Development: 45 The Broadway, Haywards Heath, West Sussex RH16 3AS

Thank you for your updates dated 21.09.2026 with enclosures.

I have now completed the technical assessment of your submission. Based on an estimated cost of £6,810.66 for constructing the proposed sewerage offered for adoption, the fees for design checks, administration, and site supervision amount to £500.00 in accordance with the scale of charges set out in "Sewerage Sector Guidance – V2.3". I enclose a remittance advice sheet for that amount less any previous payment and I ask that this be returned with your client's payment to the address given at the bottom of the sheet. Legal fees will be separately invoiced by Southern Water's solicitor and must be paid before the agreement is engrossed. If there is a pumping station to be included within the S.104 Agreement we will request a further fee later, but prior to handover for the signage, padlocks, monitoring, and configuration of the telemetry unit.

In addition to the above fees a Bond is required and based on the estimated cost of construction, the Agreement will incorporate a Bond in the sum of £681.07

I am also pleased to confirm that the technical assessment of your proposals is satisfactory, and I can now proceed towards drawing up the agreement, which will be based on the model form published in the "Sewerage Sector Guidance". This document is regarded favorably by the House Builders Federation and Water UK and is the standard against which sewers are adopted by agreement. Consequently, Southern Water will not agree to departures from that model form, and you are strongly advised to make your solicitor aware of this, which will pave the way for swift production and completion of the agreement.

Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX

[southernwater.co.uk](https://www.southernwater.co.uk)

Southern Water Services Ltd, Registered Office: Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX Registered in England No. 2366670

This letter is for the purpose of technical review of submitted proposals, which have been checked for compliance with Sewerage Sector Guidance and published technical addendum and/or corrigendum. It is also an offer to enter into a Section 104 agreement. Please note that this offer does not necessarily confirm that capacity is available for the proposed development in the public sewer network. This is not an approval to connect to the public sewer, either directly or indirectly. Such connection will require S106 application and approval. 104 compliances do not necessarily infer that planning conditions can be discharged.

Please note that the Bond must be arranged before any work on site is undertaken and the fees paid not later than the time of the first inspection by our Assistant Adoptions Managers. You can contact the relevant Assistant Adoptions Manager, Malcolm Penny, by contacting them on 07922 860784. A minimum of 48 hours' notice of your intention to commence the Works should be given to this office. Please be aware that commencing the Works prior to the signing of the Agreement will not absolve you of your responsibility to construct the Works in accordance with the requirements of "Sewerage Sector Guidance" and the relevant drawings.

In order that an Agreement may be drawn up I should be obliged if you would please provide the drawings for the agreement in accordance with the attached specification sheet. Please ensure easements are shown for pipework. The drawings deemed to comply with "Sewerage Sector Guidance/Design and Construction Guidance" are numbered:

Drawing No	Revision	Drawing Name
25300-QED-ZZ-00-DR-C-1005	P03	Section 104 Agreement Plan

Where applicable, copies of any consents issued by the Environment Agency and/or the Land Drainage Authority to discharge surface water and/or a pumping station emergency overflow into a local watercourse will be required.

I also ask you to complete sections 1 to 12 and 16 of the attached Instruction Sheet, so that Southern Water's solicitor can enter the correct information into the draft agreement. Instructions will not be issued to Southern Water's solicitor until the complete package of this Instruction Sheet and the drawings requested above have been received.

Yours sincerely,

Gabriela Axinte

Gabriela Axinte
Technical Co-ordinator
Developer Services

SECTION 104 DEVELOPMENT DETAILS

1 *	Owner's Name	
2 *	Owner's Address (If Company-Registered Office)	
3 *	Developer's Name	
4 *	Developer's Address (If Company-Registered Office)	
5 *	Surety's Name	
6 *	Surety's Address	
7 *	Solicitor's Name	
8 *	Solicitor's Email Address	
9 *	Solicitor's Address	
10 *	Site Address	
11 *	Site Layout Plan Number(s)	
12 *	Other Drawing Numbers	
13	Easements (yes/no) [OBJ]	No
14	Pumping Station (yes/no) [OBJ]	No
15	Southern Water Reference No.	DSA000056651
16 *	Construction Period	
17	Bond Value (£) [OBJ]	£681.07
18	Supervision Fee (£)	£500.00

* Indicates information required from Developer



SOUTHERN WATER SERVICES LIMITED

REMITTANCE ADVICE SHEET

SECTION 104 WATER INDUSTRY ACT 1991

Developer: Mr Reno Ireanius

Development: 45 The Broadway, Haywards Heath, West Sussex RH16 3AS

Applicant details:

Name:

Address:

Contact Tel:

Payer details if different:

Name:

Address:

Contact Tel:

Signed.....Print name:

Company: Position:

Date:

Cheque/BACS to the value of £500.00 in payment of the following fees:

325050 A-DEVSERV-S104 Technical checks and supervision	£500.00
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	£500.00

DSA000056651

Return to: Developer Services, Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX.

For us to process payment this remittance advice sheet needs to be completed and returned with your payment. Should this not be provided this will cause delays in processing your payment.

Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX

southernwater.co.uk

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Next steps of the S104 Adoption

Step1: Section 104 pre-maintenance procedure

- The Legal Agreement and Deed of Grant of Easement (if required) have been completed.
- We have received “As-Constructed Drawings” of the works in accordance with the attached requirements.
- A CCTV survey report and footage must have been reviewed and approved by us. The proposed sewers should be surveyed within six months to assess its current condition.
- A pre-maintenance inspection of the works has been satisfactorily completed by our Assistant Adoption Manager. You can contact the relevant Assistant Adoption Manager, Malcolm Penny, by calling 07922 860784. A copy of the above drawings will be required prior to the inspection.
- A Provisional Certificate will be issued by this office, signifying that the works will enter a 12-month maintenance period from the date of the above inspection.

Step2: S104 post-maintenance procedure

- A final inspection must have been satisfactorily completed by our Clerk of Works.
- An “As-Built” data sheet must have been submitted.
- A CCTV survey report and footage must be reviewed and approved by us. The proposed sewers should be re-surveyed within six months to assess their current condition and confirm whether any operational issues have occurred (this applies only if required under SSG/DCG for SFA; we can confirm this as needed).
- A Final Certificate will be issued by this office.