

CONSTITUTION, SUBSCRIPTIONS AND MINIMUM ENTRY STANDARDS

- Version 8 agreed on and effective from 15 August 2022
- Changes since version 7: D.1.3 (1a) – HDPE pipework

A CONSTITUTION

1. Objectives

The Association's main role is to promote the whole siphonic drainage industry and show to the wider construction industry its advantages over gravity drainage. This will be achieved by meeting construction industry organisations (other trade associations, designers and contractors), publicity, public relations, e-media and a designated website. Seminars and conferences may be considered, subject to resources and target audience.

2. Incorporation

The Association is formed as a group of members, and is not an incorporated entity. Members agree to comply fully with the Competition Act 1998, Article 81 of the EC Treaty and all other relevant legislation.

3. Data

All Members are expected to comply with current GDPR legislation.

4. Accounts

The Association will have its own bank account and will have accounts audited by the membership.

5. Chairman

The Chairman of the Association will be drawn from the membership and will serve a term of one year. This post will rotate through Full Members and will be taken in the order of the alphabetic progression through company names. Any company which does not wish to take on the role can refuse and the position will pass on to the next company in the list.

6. Secretariat

The Association shall appoint a Secretary whose duties will be agreed by the members and will liaise with the chairman regarding day-to-day activity. Secretariat services will be provided to the Association for a pre-arranged yearly fee. The membership can at any time ask for a new Secretary to be appointed. The Secretary will not have voting rights.

7. Meetings

Regular management meetings shall be held as required, either online or at locations and at times agreed by the membership.

8. AGM

An Annual General Meeting shall be held to undertake the following business:

- a. Approve the Accounts for the year preceding the meeting.
- b. Approve the Budget for the year in which the Meeting is held.
- c. Review the Constitution.

9. Quorum

The quorum of a meeting of the Association shall be at least 50% of Full Membership rounded down.

10. Voting

Each Full Member of the Association will have an equal vote in any changes to the Association's structure, or on the admittance of new members.

Voting will be by a simple majority of the Full Members of the Association.

Voting will be by a show of hands in a meeting or by email.

A member will have forfeited voting rights on a particular item if they have not replied within seven working days of the request to vote being received. Receipt of votes will be monitored by receipt messages for email. Reminders will be sent to companies who have not voted within five working days.

11. Sanctions/appeals

In the event of any member being reported not to be compliant with the Criteria for membership or to have transgressed the Code of Conduct of the Association, the Secretary shall first investigate and prepare a report for the members. The Member, regardless of the category of membership, shall have a right of representation at a General Meeting considering the report after which the member being investigated shall withdraw and a decision made by the meeting. The decision and the sanction decided (termination of membership, a letter from the Secretary reminding the member of their obligations of membership) sent to the member. The decision of that meeting will be final unless the member can offer new and valid evidence to the contrary.

12. Resignations

A member may choose not to remain in membership by informing the Secretary in writing. Failure to pay the subscription within 8 weeks of the due date will be taken as a resignation, with a reminder sent after 4 weeks.

B CATEGORIES OF MEMBERSHIP

1. Full member

A Full Member is defined as:

- a. The holder of the intellectual property rights of both software and outlet.
- b. A company which is the sole agent for another company in the UK provided that company is not a member of the Association.

A Full Member may supply a range of goods and services, as follows:

1. Design, supply of outlets, pipework and installation.
2. Design, supply of outlets and pipework only. Installation by registered installers.
3. Design and supply of outlet only.

2. Associate Member

An Associate Member is defined as a company which uses design software and installs outlets and pipework systems supplied by a Full Member. This category of membership will attract a reduced subscription but will not have voting rights.

3. Trade member

A Trade Member is defined as a supplier of products or services in ancillary components for drainage such as manufacture of pipework, gutters or services for specialist cleaning. This category of membership will attract a reduced subscription but will not have voting rights.

4. Lay member

The Association may invite suitably qualified lay members (such as a representative of a related trade association) to attend meetings. Their attendance should be approved by the membership of the previous meeting or following consultation with the Chairman and will have no voting rights.

5. Technical advisers

Technical advisers may be invited to assist the Secretary to answer technical enquiries and may be invited to attend meetings. Any fees arising from services provided to the Association shall be agreed by the Full Members. They will not have voting rights.

C SUBSCRIPTIONS

1. Full member: £1000.00
2. Associate member: £500.00
3. Trade member £150.00

Subscription fees are exempt of VAT.

4. The membership year shall run from 1st January to 31st December. Subscriptions of those joining mid-year shall be charged monthly pro-rata.

D CRITERIA FOR MEMBERSHIP – FULL MEMBER

D.1 Design and Products: where applicable to the product/service being supplied as defined in B1 (above), compliance with the following criteria must be demonstrated by third party testing and accreditation:

D.1.1 Design

1. Members must provide calculation software which has been approved by an independent recognised assessor¹, or which can be assessed as functional by the Secretary of the Association. Software should use basic hydraulic formulas (Colebrook-White, Darcy) and loss factors for fittings, which can be backed up by published data or third party testing.
2. Calculation should be made within the parameters of BSEN12056-3:2000.
3. Members' designs must comply with BS8490:2007.
4. Members must be suitably indemnified for design and calculation.

D.1.2 Outlet

1. Must manufacture or be sole suppliers of a purpose-designed outlet, or an outlet which has been specially modified to prime progressively without excessive water depth. The product must comply with EN1253-1

¹ British Board of Agrément, CRM Rainwater Drainage Consultancy, H R Wallingford or other approved.

2. Must publish detailed drawings and fitting instructions which demonstrate the method of attachment of the outlet to the waterproof membrane for which the outlet is designed.

D.1.3 Pipework

1. Pipework should be in compliance with a recognised standard, as follows:
 - a. High Density Polyethylene (HDPE): impartially certified to EN1519 or EN12201, with minimum Standard Dimension Ratio (SDR) 26.
 - b. Cast iron: EN877
 - c. Stainless steel: EN1124
 - d. Galvanised steel: EN1125
2. Full Members supplying pipework are required to submit evidence of the appropriate impartial third party certification of conformity of product as part of their initial application and ongoing audit processes.
3. Pipes, fittings and joints (without brackets) should be suitable to withstand the positive pressures applied during pressure testing. The pipes, fittings and joints (without brackets) should also be suitable to withstand the magnitude and duration of the negative pressures that might be generated during siphonic operation taking account, if necessary, of possible ovality of pipe. All components of the system should have a design life of at least 20 years.

D 1.4 Pipe Support

1. Pipe support & clamp systems must be capable of restraining pipework against lateral movement by providing support around the entire circumference of the pipe. Pipe supports may be fixed to a rail to prevent lateral movement or fixed directly to the structure of the building.
2. In the event of a dispute arising in which the SRDA is asked to advise a third party on the suitability of a support system, calculations shall be presented to the Secretary to prove the adequacy of a pipe support system.

D.2 Full Member - Installation

1. Members must publish full installation instructions covering:
 - Detailed drawings and fitting instructions which demonstrate the method of attachment of the outlet to the waterproof membrane for which the outlet is designed;
 - Compliance with BS8490:2007 for system design, jointing and suspension;
 - System maintenance.
2. HDPE pipework: factory-control conditions must be achieved in all fusion welding:
 - Butt fusion jointing must be by use of hydraulically-controlled (or other SRDA-approved) equipment. Evidence must be supplied to the Secretary that all operatives have received adequate training in the operation of site equipment;
 - Electrofusion sleeves must be used for all other welding;
 - Compliance with BS8490:2007 regarding jointing.

D.3 Audit

1. Each full member shall be subject to an audit by the Association of their design, product and installation on a rotational basis.
2. During the audit process companies designs and installations will be assessed for:
 - Compliance with this Constitution;
 - Installation quality;
 - Customer satisfaction;
 - Evidence of suitable indemnification for designs and calculations.

D.4 Durability

The SRDA require all components used within any installation to have a minimum service life of 20 years.

E CRITERIA FOR MEMBERSHIP – ASSOCIATE

1. Associate members should comply with the criteria defined in section D1 (above), where relevant.
2. Associate members must have the capability to design systems within their own organisation, and should be able to demonstrate they have made a minimum of 5 installations a year within the previous 3 years.
3. Associate members must be suitably indemnified for design and calculation.

F CRITERIA FOR MEMBERSHIP – TRADE AND LAY MEMBERS

1. **Criteria for membership:** trade and lay members should comply with the criteria defined in section E (above), where relevant.
2. **Quality management system**
A Trade Member must demonstrate that they operate a suitable system of third party monitoring of their management systems by one or more of the following:
 - Registration or accreditation to ISO9001;
 - Registration with a pre-qualification monitoring body registered withSSIP²
3. **Training provision:** trade member must provide for the training of operatives and support staff.
4. **Records of training:** an applicant or member must maintain a detailed register of relevant training undertaken by its employees.
5. **Commercial probity:** an applicant or member must support their application with documentary evidence of a proven period of trading in the United Kingdom, or in a similar environment to the United Kingdom which could be assessed by the Full Members.
6. **Health and safety:** an applicant or member must have an acceptable statement of compliance with statutory requirements in respect of Health and Safety.

² Safety Systems in Procurement www.ssip.org.uk/

G DISPUTE RESOLUTION

The SRDA considers itself competent to attempt to resolve disputes between clients or main contractors and installers, whether SRDA Members or not. The Secretary (with the assistance of whosoever he felt useful to employ) would prepare the case for consideration by the SRDA committee, but members involved in such a dispute would not be asked to participate, except to answer questions for evidence for the enquiry.

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