

Application for New Water Mains & Services Requisition and Self Lay

This form is to be used by developers, Self Lay Providers (SLP) and New Appointments and Variations (NAV) when applying to self-lay water mains and service pipes under Section 51a of the Water Industry Act 1991 or to requisition water mains under Section 41 and service pipes under Sections 45 and 55. On receipt of your completed application, we will provide the following where applicable:

- A quotation for requisitioned mains
- A design for requisitioned mains (where requested)
- A design or design approval for self lay mains (where requested)
- Our charges that apply to non-contestable work associated with self lay schemes
- Our charges in relation to service connections
- Infrastructure charges for the development
- Pre-occupancy charges for the development
- A draft self-lay agreement and terms, where requested (subject to receipt of a completed self-lay schedule with this application or in due course)

There is some supporting guidance information at the end of this document that will help you complete the form.

Please complete all of the relevant sections and provide the information requested so that your application can be processed as quickly and as accurately as possible. Insufficient information may result in delays to your application. If you require any assistance completing this form please contact us on 0345 609 4639 or email newdevelopmentwater@nwl.co.uk

Section 1 – Contact information

Applicant (Complete for all applications)

Company		
Contact name		Email
Address		
Landline		Mobile

Developer (If different to applicant)

Company		
Contact name		Email
Address		
Landline		Mobile

Section 2 – Self-lay information

Self Lay Provider

(Complete if it has been decided that mains and/or service connections for the development will be self-laid and an SLP has been appointed)

SLP			
Company Registration no			
Contact name		Email	
Address			
Landline			Mobile
WIRS ¹ accredited	Yes/No	WIAPS ² accredited	Yes/No

Self Lay Contractor

(Complete if works are to be carried out by a different company to the SLP stated above. Any contractor must hold the relevant Water Industry "WIRS" accreditation for the work they are undertaking)

Self Lay Contractor			
Company Registration no			
Contact name		Email	
Address			
Landline			Mobile
WIRS ³ accredited	Yes/No	WIAPS ⁴ accredited	Yes/No

¹ The Water Industry Registration Scheme <https://www.lr.org/en/utilities/water-industry-registration-scheme-wirs-wirsae/>

² The Water Industry Approved Plumbers' Scheme https://www.wras.co.uk/consumers/approved_plumber_scheme/

³ The Water Industry Registration Scheme <https://www.lr.org/en/utilities/water-industry-registration-scheme-wirs-wirsae/>

⁴ The Water Industry Approved Plumbers' Scheme https://www.wras.co.uk/consumers/approved_plumber_scheme/

Section 3 - Development information

Site location (Complete for all applications)

Site address	
Grid reference	

Please indicate whether this application being made in respect of a bulk supply of water to a site to be supplied by a NAV

Yes/No

Development type:

Housing/Non-Housing/Mixed

Planning Application reference:

Northumbrian Water's Point of Connection Enquiry Ref:

CDM contact details (Complete for all applications)

CDM Coordinator		
Contact Name		Email
Address		
Landline		Mobile

Principal Contractor		
Contact Name		Email
Address		
Landline		Mobile

Landowner

(Complete if water mains or services are to be constructed in private land that is not wholly owned by the developer, continuing on a separate sheet if there is more than one landowner)

Company		
Contact name		Email
Address		
Landline		Mobile

Site history (Complete for all applications)

What was the site previously used for?

Is there the intention to convert existing properties?

Yes/No

If yes, please provide details below

Has any ground contamination been identified?

Yes/No

We require a contaminated land assessment to be submitted with this application. Please see guidance notes.

Has any water been used on the site within the last five years?

Yes/No

We use this information to determine whether you will receive any credit in terms of the infrastructure charges that are payable. Please see guidance notes.

Are you aware of any conservation/archaeological issues?

Yes/No

If yes, please provide details when you submit this application

New properties (Complete for all applications)

Type of Property	Number	Number of Storeys	Demand Requirement (l/s)
House/bungalow			
Flat/maisonette			
Watering point/bin store			
Sheltered housing unit			
Retail unit			
Office unit			
Industrial unit			
Other (please specify)			

If you require a temporary site compound connection, please complete our 'Water Supply Application Non-Household' form, which is available on our website.

Will a reclaimed water or re-use system be installed in any property?

Yes/No

If yes, please provide details when you submit this application.

Plans

For all applications except NAV applications, please email the final approved site layout and where applicable, the self-lay design, to newdevelopmentwater@nwl.co.uk. Alternatively you can post a disc containing this information to the address shown at the end of this application form. Plans should be .dwg file compatible with AutoCAD 2012 or earlier.

For NAV applications, please submit a plan showing the boundary of the NAV supply area and indicating the Supply Point, being at the boundary of our respective supply areas (where we intend to install our bulk supply meter). Plans can be emailed to newdevelopmentwater@nwl.co.uk in .pdf format.

Please refer to the guidance notes at the end of the application, where you will find more detail of our requirements in respect of plans.

Property occupancy and phasing information (Complete for all applications)

Please include a digital or paper copy of the site plan to show the extent of each phase and plot numbers within each phase.

Year	1	2	3	4	5	6	7	8	9	10	11	12
Number of household properties connected and occupied												
Number of non-household properties connected and occupied												

Anticipated time between proposal acceptance and start of mains construction	Months
Anticipated time between commencement of mains installation and occupancy of first property	Months
Anticipated time to complete mains installation within this development/phase	Years

Water fittings and demand information (Complete for all applications)

For typical household properties, where we are required to do so, we will install a 15mm meter capable of passing water at a continuous flow rate of 1.5 cubic metres per hour. If you believe this to be inadequate for houses on your development, or if your development includes non-household properties, please complete the table below.

Please provide the number of proposed fittings per property type, specifying how they are to be supplied, continuing on a separate sheet if required.

Fittings	Number of Mains Fed	Number of Storage Fed
WC flushing cistern		
Wash basin in a house		
Wash basin elsewhere		
Bath (tap nominal size 20mm)		
Bath (tap nominal size larger than 20mm)		
Shower		
Sink (tap nominal size 20mm)		
Sink (tap nominal size larger than 20mm)		
Spray tap		
Bidet		
Dishwasher		
Washing machine		
Hose union tap		
Urinal		
Swimming pool		
Any other fitting or use – please specify below		

Please provide the following information for each storage fed property on the development, continuing on a separate sheet if required.

What is the estimated demand? (cubic metres per day)						
What is the required flow rate of water? (litres per second)	Min		Ave		Max	
What diameter private supply pipe(s) do you propose to install? (mm) (not required for NAV applications)						

Water required for firefighting purposes

(Only complete if you are installing fire protection systems, otherwise please leave blank and proceed to the next section. For NAV applications leave blank)

A	Are hose reels required?	Yes/No
B	Are private fire hydrants required?	Yes/No
	If "Yes", how many	
	What is the required flow rate for the fire supply? (litres/second)	
	What diameter fire supply do you propose to install?	
C	Is a fire sprinkler system required?	Yes/No
	If "Yes", is it to be mains fed, or tank fed?	
	What is the required flow rate for the sprinkler system? (litres/second). If tank fed, please provide the infill rate for the tank	
	What diameter sprinkler supply do you propose to install?	

Please refer to the guidance notes on water for firefighting supplies at the end of the application.

Water meter location for multi-occupancy buildings

(For NAV applications leave blank)

It is usual for us to install water meters at the boundary of the public highway; however we recognise that this is not always practical and we will assess the needs of each development on an individual basis.

For multi-occupancy buildings comprising of twelve or more dwellings (flats, apartments etc.) please indicate your preferred water meter position:

Preferred meter location	Please tick
External at the property boundary	
Internal (see guidance notes)	

Water efficiency and sustainable drainage

If you develop new buildings in an environmentally sustainable way you may be eligible to pay us lower infrastructure charges.

Our water infrastructure charges discounts are applicable to new houses that are designed to meet certain criteria for water efficiency. No equivalent discounts apply to non-household buildings. For further information, please refer to the guidance and information notes attached to this application form.

Our wastewater infrastructure charges discounts are applicable to all buildings that are built to drain wastewater away from our existing sewerage networks.

Please only complete this section if you are applying for a discount in infrastructure charges

To support your request for a discount to apply to wastewater infrastructure charges, please indicate where the surface water from the development will drain to:

Drainage arrangements for surface water	please tick (one only)
Existing public sewer - either via a direct connection or via a new sewer	
New surface water sewer discharging to a watercourse - to be adopted by Northumbrian Water or a sewer that has recently been adopted and designed to cater for phases of the same development	
New surface water sewer discharging to a watercourse - to remain in private ownership or in the ownership of a NAV	
Other (please state below)	

If your site drainage is subject to an application for Northumbrian Water to adopt self-laid sewers, please provide us with your reference number e.g. NTY/S104/2018/01

Please confirm which plots/buildings you wish to claim the discount for.

Infrastructure charge discount category	Plot numbers/building name (if the whole site is eligible, please state "all")
Water	
Wastewater	

Section 4 – Application checklist (Complete for all applications)

Please include the following with your application:

(Tick)

Application fee*.	
Design fee* – where the developer, SLP or NAV requests that Northumbrian Water designs water mains and/or services.	
Design approval fee* – where the developer or SLP provides a design (produced by an accredited designer) for mains and services using for Northumbrian Water to assess.	
Contaminated land assessment (compliant with the requirements described in the attached guidance notes)	
Digital or paper copy of site plan showing Section 38 and Section 278 of the New Roads and Street Works Act (scale 1:500 or 1:1000) <small>(Not required for NAV applications)</small>	
Digital or paper copy of site plan showing phasing (scale 1:500 or 1:1000) <small>(Not required for NAV applications)</small>	
Site layout plan in CAD format either on disc or emailed (max 15Mb) to: newdevelopmentwater@nwl.co.uk. <small>(Not required for NAV applications)</small>	
For NAV applications only, a plan showing the boundary of the NAV supply area and indicating the required Supply Point. Plans should be emailed to newdevelopmentwater@nwl.co.uk in .pdf format.	
Evidence to support an application for a discount against water and/or wastewater infrastructure charges (please see guidance notes below and our Charging Arrangements for further information).	

Please remember that any missing information may cause a delay in the processing of your application.

*** Note: Please see guidance notes and our Charging Arrangements for assistance in calculating the appropriate fee. VAT is applicable on application fees, design fees and design approval fees at the standard rate of 20%**

Our Charging Arrangements document can be found here:

<https://www.nwl.co.uk/developers/our-charges.aspx>

Please return you completed application form to:

By email: newdevelopmentwater@nwl.co.uk

By post: Developer Services, Northumbrian Water, Leat House, Pattinson Road, Washington, Tyne & Wear NE38 8LB

Our teams are currently home working due to COVID-19, therefore we would recommend using email to submit your documents rather than sending them in the post. This will enable us to respond to your application in the most efficient manner. Thank you.

Section 5 - Developer/SLP authorisation

(Only complete where the applicant is an agent for the developer, SLP or NAV)

I confirm as the developer/SLP/NAV, the applicant named on this application has approval to act on my behalf in liaising with Northumbrian Water regarding this development.

Signature		Name (please print)	
-----------	--	------------------------	--

Section 6 - Declaration

I confirm that the information provided in the application is true, complete and accurate to the best of my knowledge and belief.

I confirm that I am authorised to sign this declaration for and on behalf of the applicant named on this application.

Signature		Name (please print)	
Date		Company (please print)	

Guidance & Information Notes

Site plans

- a) Where water mains and services within the development site are being requisitioned or self laid (and offered for adoption)

Digital plans showing site layouts will be considered as suitable if they include only the following information

- Outline of houses/buildings only (exclude any internal layouts)
- Proposed entry points for the water supply to each house/building
- Plot numbers
- Footpaths
- Driveways
- Roads
- Parking areas
- Existing buildings (but only those in close proximity to the proposed development)
- Areas intended for adoption (can be sent as a paper copy as an alternative)
- Service strips

We reserve the right to deem applications as incomplete in the event that digital plans are submitted with additional information and AutoCAD “layers” in addition to those that are specified in the list above. The layers we do not require should be deleted from the plans that you submit to us. Please ensure water service entry points, plot numbering and areas intended for adoption and any service strips are shown. All x-refs must be binded to the drawing prior to sending.

- b) Where water mains are being requisitioned or self laid (and offered for adoption) to provide a NAV with a bulk supply of water.

For NAV applications, we require a plan showing the boundary of the NAV supply area that shows the location of the required Supply Point. The Supply Point is a point on the boundary of our respective supply areas and it is where we intend to install our bulk supply meter. Please mark the plan with the eastings and northings (both to six figures) of the Supply Point. Plans can be emailed to newdevelopmentwater@nwl.co.uk in .pdf format.

Self lay publications

It is recommended that developers, SLPs and NAVs familiarise themselves with the following documents prior to making an application under Section 51a of the Water Industry Act 1991:

- a) “Code of Practice for the Self-Laying of Water Mains and Services – England and Wales”, which is available at: www.water.org.uk/developer-services/self-lay-code-practice
- b) Our Self-Lay Local Arrangements document, which is available on our website www.nwl.co.uk/developers

Self lay guidance

1. This form may be used by SLPs to apply for self-lay terms for work that they propose to deliver for a developer or NAV.
2. Developers and NAVs may complete the application in advance of appointing an SLP. We will accept an application without the SLP’s details providing that these are forwarded to us as soon as the SLP is appointed on the form entitled “Self Lay Mains Scheme Schedule” that is available from our website. Please note that we will be unable to prepare terms in the form of a Self-Lay Agreement until all of the required information is provided, including the SLP’s details, by submission of the completed Schedule.
3. Self lay work should not commence until the Self Lay Agreement is signed by all parties and returned to us at the above address and a prestart site meeting is held.

Contaminated land – our requirements

The following web page gives details of our requirements when submitting a contaminated land assessment:

<https://www.nwl.co.uk/services/developers/water-services/water-mains/ukwir-contaminated-land-guidance/>

Required for all applications where mains/services will be in our ownership. This includes:

Within development sites and/or third party-owned private land, where the proposal is:

- To requisition water mains and services
- To self-lay mains and services and offer them for adoption

The requirement also applies where the proposal is to provide a bulk supply of water to a NAV where the off-site bulk supply route runs through private land in third party ownership.

Water for firefighting supplies

Guidance on water for fire fighting supplies is available on our website:

<https://www.nwl.co.uk/services/developers/water-services/water-connections/application-forms-and-guidance/>

Infrastructure charges

a) Infrastructure charge credits

If water has been supplied to the site within the last five years, please list on a separate sheet the full postal addresses of all properties previously on the site. Please also include the names of companies that occupied any non-household properties. This information will enable us to calculate an accurate credit for Infrastructure Charges, if applicable.

b) Infrastructure charge discounts – relating to water efficiency and sustainable drainage

We offer discounts against the amount of water and wastewater infrastructure charges that are payable when properties connect to our networks. These discounts apply to buildings that are built to meet certain criteria for water efficiency and/or drain wastewater away from our existing sewerage networks.

Water

We will waive the water infrastructure charge in the event that evidence is provided to show a house has been designed to achieve a consumption of no more than 105 litres per person per day. No equivalent discount is available for non-household buildings. Evidence of eligibility for this discount must be supported by submitting calculations derived from the following website:

www.thewatercalculator.org.uk

Please attach a copy of the water calculator result for each of the house types you are claiming the discount for using the “**Print result plus all details**” option. Claims will only be considered if this form is accompanied by submitting the detailed calculations in the required format.

Wastewater

We will reduce the wastewater infrastructure by 85% in the event that evidence is provided to show a property is designed to discharge surface water away from an existing public sewer

Further information on infrastructure charges and how our discounts are applied can be found in our Charging Arrangements document that is available on our website.

Application fee and design/design approval fees

Please refer to our Charging Arrangements to help you calculate the appropriate application and design/design approval fee to send with your application. The Charging Arrangements document is available on our website.

Please make cheques payable to "Northumbrian Water". Payments can be made by debit or credit card by calling us on 0345 6094639.

VAT is applicable at the standard rate of 20% on application fees, design fees and design approval fees.

Meter location

Individual meters will be installed to measure the water usage of all separately occupied premises. Under our metering policy our preferred option is to fit meters externally within the public highway.

If it has been agreed that internal meters can be installed within your development, the meters should be located in an area of common access, i.e. a meter cupboard, enclosure or plant room which should be thermally and mechanically protected in line with the WRAS guidance. A reading device will be installed within each internal meter to enable the automatic collection of meter readings.

Website address

Our Developer Services web pages can be located at the following address:

www.nwl.co.uk/developers