

# **Sewer Connection Application**

## **Guidance Notes**

# Sewer Connection Guidance Notes

## Section 106 and 107 of the Water Industry Act 1991

In order to comply with the provisions of the Water Industry Act 1991 you must obtain our written approval to make a connection to a public sewer in advance of carrying out connection works

### Pre Planning Enquiry

If you propose to connect three or more domestic dwellings (or the non-household equivalent) to the public sewer please submit a Pre Planning Enquiry to Northumbrian Water prior to submitting a connection application. This process will confirm whether or not the public sewerage system has capacity to accept your proposed discharges.

A Pre Planning response is not our approval to connect. You must complete a Sewer Connection Application following your Pre Planning Enquiry response

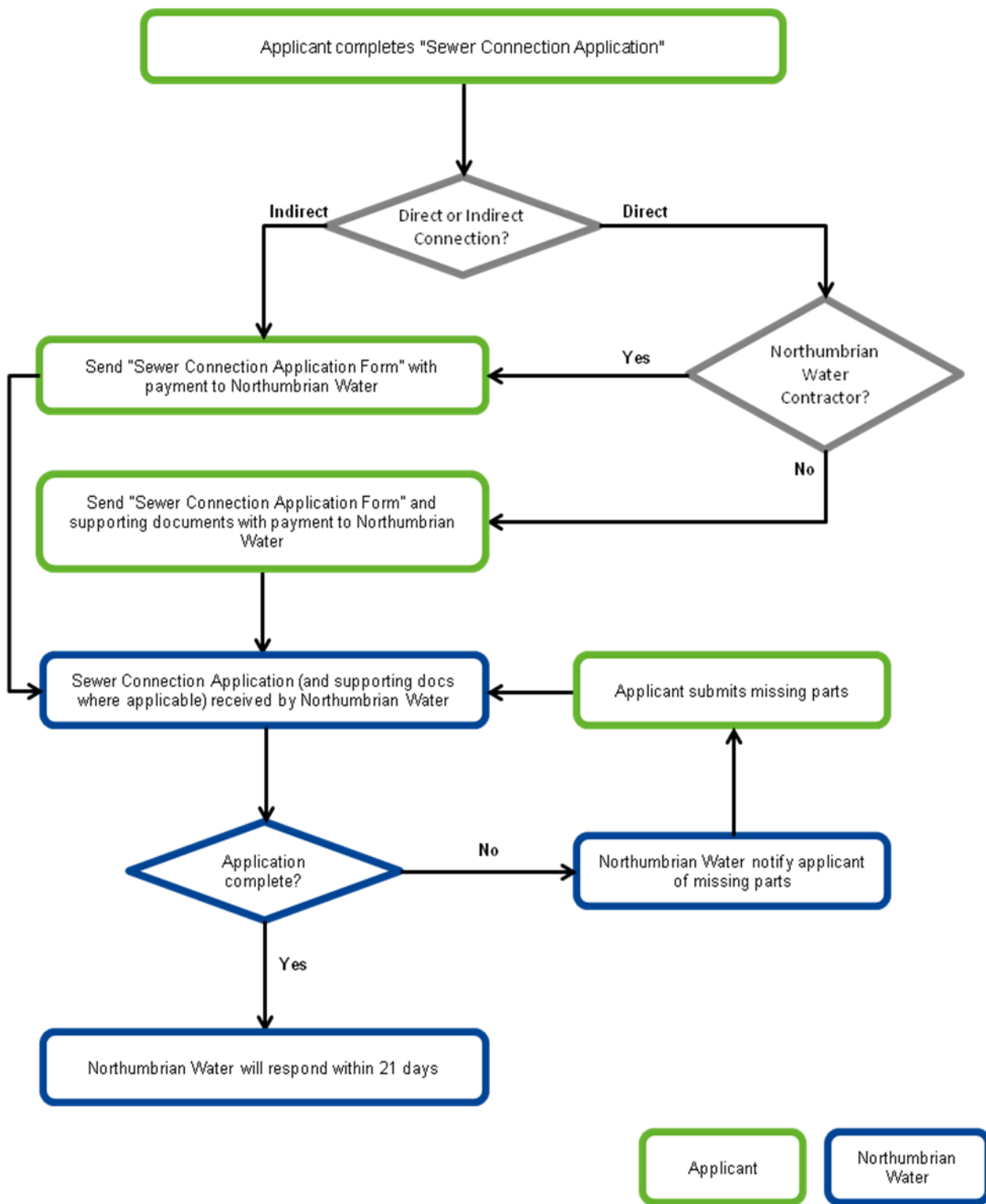
Please refer to the Sewerage Services section of our website for Pre-Development Enquiries:

[www.nwl.co.uk/developers/sew-predevelopment-enquiries.aspx](http://www.nwl.co.uk/developers/sew-predevelopment-enquiries.aspx)

### Public Sewer Record Plans

Before making an application, it is essential that you identify a public sewer where you wish to connect your property. If you require a copy of a plan showing the approximate location of public sewers please contact us at [Newdevelopmentsewerage.co.uk](http://Newdevelopmentsewerage.co.uk)

## Application Process



### Trade Effluent

A Consent to Discharge Trade effluent is required should you wish to discharge effluent from trade processes into our sewers. Discharging trade effluent without formal written consent is an offence under Section 118 of the Water Industry Act 1991.

Please refer to the **Trade Effluent** pages on our website if you require Trade Effluent Consent.

[www.nwl.co.uk/business/trade-effluent.aspx](http://www.nwl.co.uk/business/trade-effluent.aspx)

### Infrastructure Charges

Properties that connect to the public foul sewer for the first time are subject to sewerage infrastructure charges. We usually collect sewerage infrastructure charges when new properties become connected our water network. This is on the basis that the property is usually connected to our foul sewers at the same time. Where properties already benefit from being connected for water services we will invoice you for the sewerage infrastructure charges once connection to the sewer has been made.

Further information on Infrastructure Charges can be found in the frequently asked questions below and on our web site:

[www.nwl.co.uk/your-home/your-account/tariffs-and-charges.aspx](http://www.nwl.co.uk/your-home/your-account/tariffs-and-charges.aspx)

### Contact Details

Should you require any further information or assistance please contact us at:

New Development Sewerage Team  
Northumbrian Water  
Leat House  
Pattinson Road  
Washington  
Tyne & Wear  
NE38 8LB

Email: [newdevelopmentsewage@nwl.co.uk](mailto:newdevelopmentsewage@nwl.co.uk)

Telephone 0345 7171100

### Section 1 – Applicant Details

We need to know information about the applicant and where they would like all correspondence to be sent to. We don't need to know anything about the development site just yet, that's in the next section.

### Section 2 – Development Site

Now we require information about where the site is and what it is.

As much detail as possible here please, as we need to know exactly where and what you are building. Tell us what you are building and how big the development is. For commercial developments we need to know the area (in square metres) of the units you propose to build

If you're not sure which category your development fits into, please complete the 'Other' box and tell us as much as you can about what you're building.

A plan showing the where the site is always helps – a copy of our sewer records with an 'x' marks the spot for where you would like the connection(s) would be perfect. We cannot guarantee to approve you connection to your preferred location exact points, but we'll do what we can.

Copies of our sewer records are available from Northumbrian Water Property Solutions on **0870 2417408**. There is a nominal fee for this service.

[www.nwpropertysolutions.co.uk/index.aspx](http://www.nwpropertysolutions.co.uk/index.aspx)

### Section 3 – Site History

If you have already spoken with someone at Northumbrian Water about your property, please let us know as much details as you can: who you've dealt with, any reference numbers you may have. You can also include a copy of any emails or letters with your application.

If you are building more than three household properties (or the equivalent) and haven't yet completed a Pre Development Application, you can still complete the sewer connection application as you'll be required to submit it in the future.

The Pre-Planning Enquiry application form and guidance document is available from our web site:

[www.nwl.co.uk/developers/sew-predevelopment-enquiries.aspx](http://www.nwl.co.uk/developers/sew-predevelopment-enquiries.aspx)

### Section 4 – Proposed Connection Details

We need to know the detail of each connection to ensure you only pay the correct fee

Connection to the public sewer must be by one of the following methods:

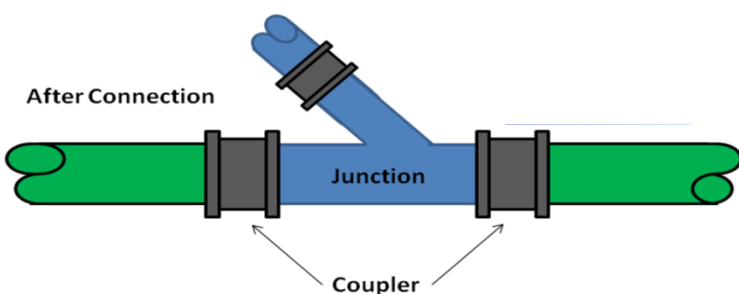
**a. Proposed Pre-Formed Junction - Suitable for sewers up to 300mm in diameter.**

- a) Remove a section of sewer using a pipe cutter or disc saw.
- b) Insert the pre-formed junction and secure using couplings to form flexible joints. The couplings should be compatible with the pipes and fittings involved and they shall comply with Water Industry standards.

Existing Sewer



After Connection



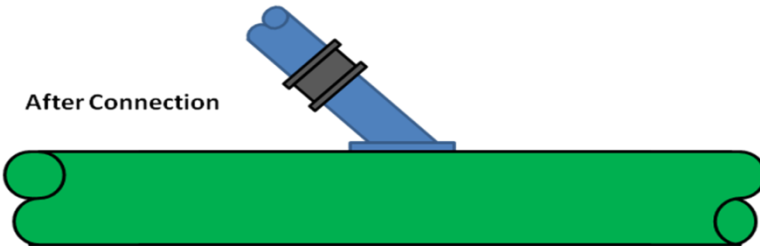
**b. Saddle Connection** - Suitable for sewers 300mm or greater in diameter.

- a) Cut a hole into the pipe with a suitable cutting device.
- b) A short piece of pipe with a socket attached shall then be inserted into the hole and sealed with epoxy mortar.

Existing Sewer



After Connection



**c. Existing Manhole**

Suitable for pipes of any diameter where there is a convenient existing manhole. Connections should be made at soffit level by cutting brickwork or concrete and inserting a stub pipe. Manhole benching should be reformed to suit new flow patterns.

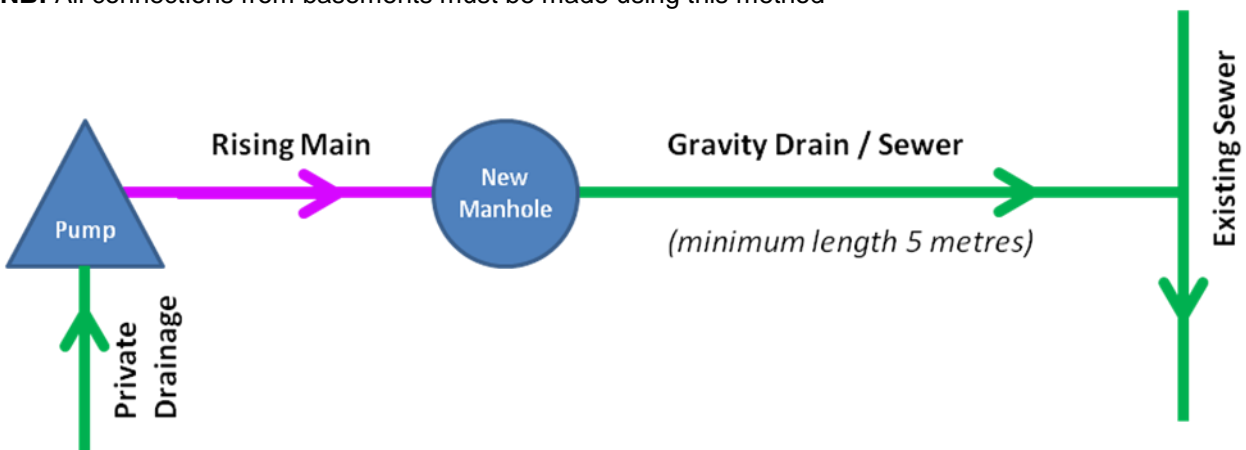
**d. New manhole**

If the connection is to serve 4 or more domestic properties you will be required to provide a new manhole to the standards of the current edition of Sewers for Adoption unless you are connecting to an existing manhole.

**e. Pumped connection**

A private chamber must be constructed from which a gravity connection should be made to the sewer.

**NB:** All connections from basements must be made using this method



**Lateral Drain Adoption – please see the FAQ's on page 10**

## Section 5 – Connection Options

Simply tell us who you want to do the work by ticking the appropriate box – only tick **one** option.

### Option 1 – Northumbrian Water Contractor

You can employ one of our framework contractors (details below) to carry out the connection work on your behalf.

These contractors comply with all Health & Safety and Roads & Streetworks (HAUC) requirements. If you choose this option a connection application form and a non refundable administration fee is required. When your application is approved you will be issued with a unique reference number, without which the contractor will not start the work.

<b>Esh Construction</b> Esh House Bowburn North Industrial Estate Durham DH6 5PF  Tel: 0191 377 4660 Mob: 07974 436 593 E-mail mark.kenny@esh.uk.com Contact: Mark Kenny	<b>Seymour Civil Engineering</b> Seymour House Harbour Walk Hartlepool TS24 0UX  Tel: 01429 231313 Contact: Tom Cox
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### Option 2 – Indirect Connection

This is a connection made to an existing private drain or sewer that is already connected to the public sewer.

For this option, we will be approving the principle of the discharge to the public sewerage system and not the physical connection.

You must get permission from the owner of the drain/sewer before connecting, and you must also ensure the suitability of the private drain/sewer to accept the connection(s) and additional flows.

We do not inspect indirect connections. The Building Control Department of your local authority may wish to inspect and should be made aware of your proposals in this respect.

### Option 3 – Direct Connection Using Your Own Contractor

**Please note our consent is not guaranteed for this option**

You can ask us to approve a contractor of your choice. A connection application form must be submitted along with a non refundable administration fee.

The contractor must provide a method statement, risk assessment and evidence of competency for approval. '*Option 3 – B: Supporting documents to be submitted*' on the application form details which documents are required. These documents should be submitted with your initial application.

We encourage connections to be made without man entry in to the Public Sewer. If this can not be avoided the contractor must submit details of their "Permit to Enter" procedure for approval.

No one should enter a confined space unless there are emergency arrangements in place that are appropriate for the level of risk. These should include making provision for rescuing persons from the confined space. Consideration should be given to accidents arising from a confined space hazard and any other accidents in which a person needs to be rescued from a confined space e.g. incapacitation following a fall.

Where it maybe necessary to rescue a person from a confined space then equipment should include lifting equipment i.e. tripod and winch as it is very unlikely an unconscious person could be rescued from a confined space using only a safety rope; Therefore:

- a. All NWL manholes are classed as confined spaces.**
- b. Any entry into NWL manholes over 2m deep must be made using a tripod & winch with fall arrest**
- c. Any entry into NWL manholes less than 2m deep must be made using a manual safety rope as a minimum**

Your contractor will also need to comply with all relevant legal requirements. For example, all works in the street must comply with the provisions of the New Roads and Street Works Act (NRASWA) and you will be responsible for the subsequent reinstatement. You must liaise directly with the Highway Authority on these matters.

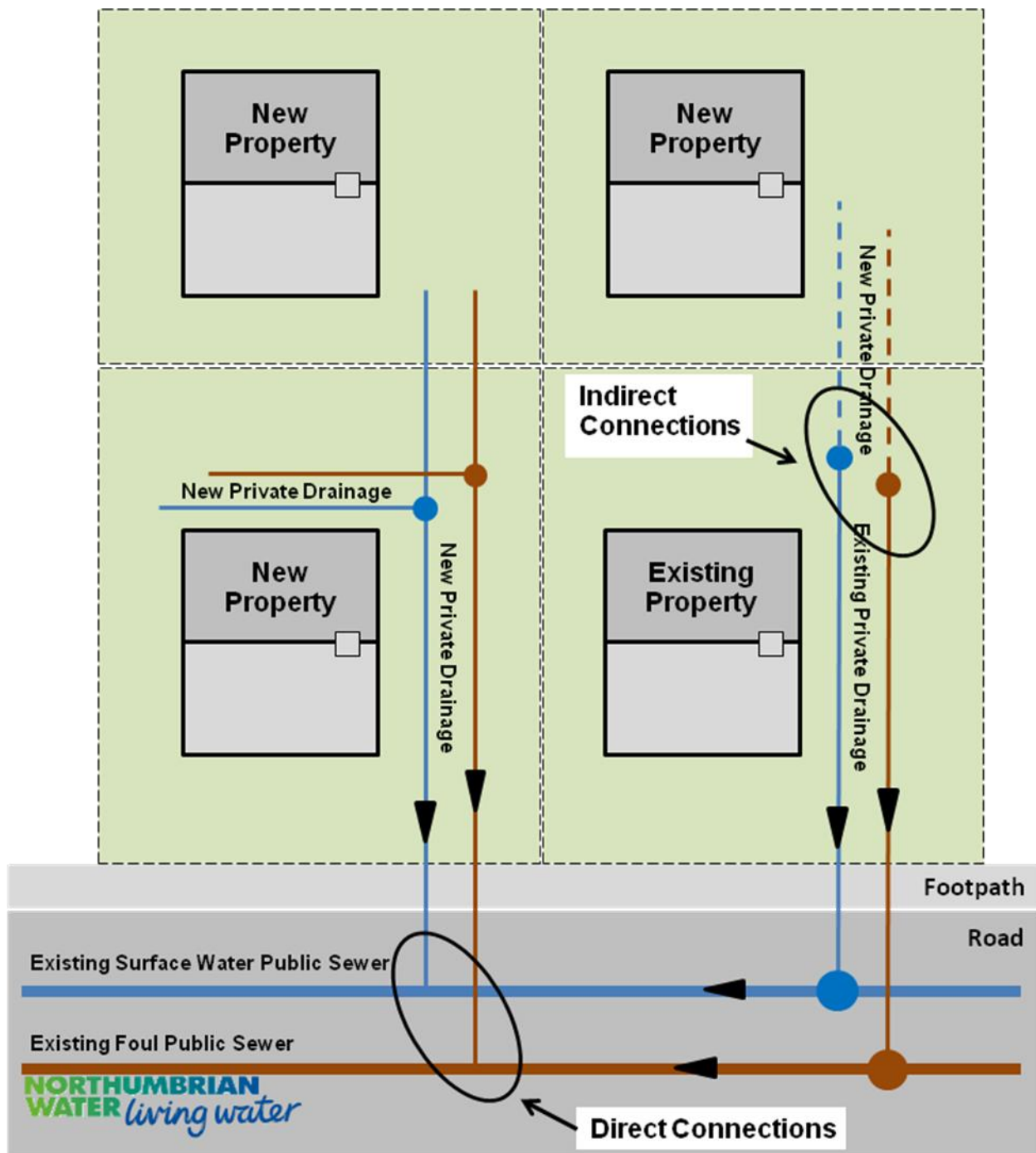
If the connection is in private land, we will need to be satisfied that you have the consent of the land owner before we can agree the connection.

You must give us a minimum of two working days notice of when the connection is to be made to enable site inspections to be programmed. If any additional inspections are required due to defective work or the contractor not satisfying all Northumbrian Water's Health & Safety requirements an additional charge will be made.

If the completed connection is backfilled prior to our inspection you may be invoiced for CCTV costs and the costs of any correcting any defects.



## Direct and Indirect Connections



### Section 6 – Checklist and Declaration

Please use the checklist as it will help in making sure that everything we need to process your application without delay is included, and to help calculate the total payment.

## Frequently Asked Questions (FAQ)

### How long will it take to get a response to my application?

We will respond to a complete application within 21 days. If the application is incomplete then we will tell you within 5 days and request the missing information.

### How long is the approval valid for?

Approval is valid for a period of 90 days. If the connection is not carried out in this period a new application must be made.

### Why do I have to pay infrastructure charges?

Infrastructure charges are one off payments that are used to reinforce the infrastructure which we use to provide clean water and wastewater services.

“Water infrastructure charge” is a charge we make when a property is connected to our water network for the first time or, in some cases, where a redeveloped property is connected. “Sewerage infrastructure charge” is a charge we make when a property is connected to our foul sewerage network for the first time or, in some cases, where a redeveloped property is connected. In the vast majority of cases you will be required to need to pay both water and sewerage infrastructure charges on the basis that new or redeveloped properties are usually connected for both services.

Developments or redevelopments result in an increase in water demand and an increase in the amount of wastewater discharged. The infrastructure charges are used in a combination of ways to increase the capacity of our water and wastewater assets by:

- Upgrading and up-sizing reservoirs, pumping stations, water treatment works and water main networks
- Upgrading and upsizing sewers, pumping stations and waste water treatment works

The infrastructure charges water and sewerage companies charge are determined by Ofwat on an annual basis

### What is a Lateral Drain Adoption?

You can choose to have the length of drain between your property boundary and the public sewer adopted by us for a one-off fee.

You will need to construct a manhole just inside your property boundary (known as a ‘demarcation chamber’) to the standard set out in “Sewers for Adoption 7<sup>th</sup> Edition”.

Lateral adoption only applies where the public sewer is located outside of your property boundary.

### Key

- Owner /occupier responsibility
- Northumbrian Water’s responsibility
- ▶ Direction of flow
- Property boundary

