

# Adoption of Sewers

Application for the adoption of a sewer under  
Section 104 of the Water Industry Act 1991



**NOTE:** Please ensure all relevant sections of the application are completed  
and refer to the attached support notes.

Office use only  
WSC



## Section 1A: Applicant's details

**Name of Applicant:** [Note 1.1](#)

**Address of Applicant:** [Note 1.2](#)

  
  
  
  
  
  
Postcode:

**Registered company number:** [Note 1.3](#)

**Contact name:**

**Telephone number:**

**Mobile number:**

**Email address:**

**Fax number:**

## Section 1B: Agent/Consultant details (only to be completed if an agent/consultant is being used)

**Name of Agent/Consultant:** [Note 1.4](#)

**Address:** [Note 1.2](#)

  
  
  
  
  
  
Postcode:

**Registered company number:** [Note 1.3](#)

**Contact name:**

**Telephone number:**

**Mobile number:**

**Email address:**

**Fax number:**

## Section 1C: Site details

**Site name and address:** [Note 1.5](#)

  
  
  
  
  
  
Postcode:

**Ordnance survey reference:** [Note 1.6](#)

X:  Y:

To whom should we send the correspondence?

Applicant

Agent/Consultant

**Related application reference:** [Note 1.7](#)

Official use only:

**Section 2: Contractor details**

**Name of Contractor:** *Note 2.1*

**Address of Contractor:** *Note 1.2*

Postcode:

**Registered company number:** *Note 1.3*

**Contact name:**

**Telephone number:**

**Mobile number:**

**Email address:**

**Fax number:**

**Section 3: Construction and Design Management (CDM) Regulations 2007**

*NOTE: For information on the CDM Regulations 2007 please visit [www.hse.gov.uk](http://www.hse.gov.uk)*

1. Is your project notifiable? *Note 3.1* Yes  No

If no, please move to the next section.

*NOTE: Your project is notifiable if construction work lasts more than 30 working days or involves more than 500 person days*

2. Has the Health and Safety Executive been notified that your project is notifiable? *Note 3.2* Yes  No

*NOTE: If No, you need to contact the HSE at [www.hse.gov.uk](http://www.hse.gov.uk) to advise that your project is notifiable before you submit this application form.*

3. If yes to 2, have you appointed a CDM co-ordinator? *Note 3.3* Yes  No

**Name of CDM Co-ordinator:**

**Address:**

Postcode:

**Contact name:**

**Telephone number:**

**Email address:**

**Fax number:**

**Name of Principal Contractor:**

**Address:**

Postcode:

**Contact name:**

**Telephone number:**

**Email address:**

**Fax number:**

#### Section 4: Local Council details

Name of local Council: [Note 4.1](#)

Outline consent date: [Note 4.3](#)

Local Council planning consent ref: [Note 4.2](#)

Full consent date: [Note 4.4](#)

Please provide any conditions attached to the consent

#### Section 5: Infrastructure credits

1. Please provide details of any premises on the site in the last five years (including details of the former use of the premises and whether those premises have been demolished), as credits against infrastructure charges may apply. [Note 5.1](#)

Previous occupier postal address including postcode	Demolition date	Former use	Water Account no.

If details of more premises are known please provide these on an additional sheet and attach it to the application form when it is submitted. [Note 5.2](#)

2. If available, please provide water fittings details for the above premises in the table below.

Previous water fittings	Total
WC flushing cistern	
Wash basin in a house	
Wash basin elsewhere	
Bath (tap nominal size $\frac{3}{4}$ 0.75in / 20mm)	
Bath (tap nominal size larger than $\frac{1}{2}$ 0.5in / 15mm)	
Shower	
Sink (tap nominal size $\frac{3}{4}$ 0.75in / 20mm)	
Sink (tap nominal size larger than $\frac{1}{2}$ 0.5in / 15mm)	
Spray tap	
Bidet	
Domestic appliance (e.g. dishwasher, washing machine, waster disposal unit)	
Communal or commercial appliance	
Any other water fitting or outlet (including a tap, but excluding a urinal or water softener)	

**NOTE: Infrastructure charges will be charged in accordance with our Charges Scheme.**

3. Do you wish to pay the infrastructure charges in advance of the connection being made? Yes  No

If no, please note that you will be invoiced separately once the connection has been made.

## Section 6: Drainage

1. Are you applying for the adoption of foul sewers? *Note 6.1* Yes  No
2. Peak foul discharge (litre/second)
3. Are you applying for the adoption of surface water sewers? *Note 6.2* Yes  No
4. Peak surface water discharge (litres/second)
5. Does the site include a pumping station? Yes  No
6. Does the site include a Sustainable Urban Drainage System? Yes  No

Please provide a breakdown of adoptable pipework in tabular format, example below:

Pipe ref.	Pipe length	Pipe depth
Example: S1 > S2	20m	2m

## Section 7: Development profile

Total number of properties:

Anticipated start date:

Anticipated end date:

**Section 8: Checklist / Information and drawings required to progress with your application**

Please insert a  in each appropriate box in the first column to indicate that the information has been included and return this list with your application. Incomplete applications will be returned in full.

**1: Sewers**

	<b>For applicant to complete</b>	<b>STW to check for completeness and correctness</b>
<b>Location plan:</b> (min scale 1/2500)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Layout plan</b> showing: (min scale 1/500)		
Watercourses	<input type="checkbox"/>	<input type="checkbox"/>
Public open space	<input type="checkbox"/>	<input type="checkbox"/>
Road layout inc. gullies	<input type="checkbox"/>	<input type="checkbox"/>
Buildings layout	<input type="checkbox"/>	<input type="checkbox"/>
Finished floor levels to existing and proposed buildings	<input type="checkbox"/>	<input type="checkbox"/>
Contours	<input type="checkbox"/>	<input type="checkbox"/>
Private drainage and connections inc. road gullies	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover and invert levels*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe sizes	<input type="checkbox"/>	<input type="checkbox"/>
Existing public sewers (not coloured)	<input type="checkbox"/>	<input type="checkbox"/>
Sewers layout (coloured: brown/foul; blue/surface water)	<input type="checkbox"/>	<input type="checkbox"/>
Easements (coloured yellow)	<input type="checkbox"/>	<input type="checkbox"/>
Site boundary (edged green)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Drainage area plan (coloured and referenced)</b>		
Hydraulic calculation pipe references	<input type="checkbox"/>	<input type="checkbox"/>
<b>Longitudinal sections</b> showing: (horiz 1/500. vert 1/100)		
Existing ground levels	<input type="checkbox"/>	<input type="checkbox"/>
Finished levels	<input type="checkbox"/>	<input type="checkbox"/>
Chainage (including at manholes)	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover and invert levels*	<input type="checkbox"/>	<input type="checkbox"/>
Manhole type A, B, C (non-preferred) or special*	<input type="checkbox"/>	<input type="checkbox"/>
Manhole diameters*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe size*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe strength and material*	<input type="checkbox"/>	<input type="checkbox"/>
Bedding class	<input type="checkbox"/>	<input type="checkbox"/>
Pipe gradient	<input type="checkbox"/>	<input type="checkbox"/>
Pipe crossings	<input type="checkbox"/>	<input type="checkbox"/>
Backdrops (non preferred)	<input type="checkbox"/>	<input type="checkbox"/>
Pipes designed with soffits level	<input type="checkbox"/>	<input type="checkbox"/>
<b>Details showing:</b> (scale 1/20)		
Manhole construction – details of special manholes only*	<input type="checkbox"/>	<input type="checkbox"/>
Outfall construction – bed level and normal water level inc date taken	<input type="checkbox"/>	<input type="checkbox"/>

\*These items can be included in a schedule

**For applicant  
to complete**

**STW to check for  
completeness  
and correctness**

**Flood route details** – on plan or digital elevation model to demonstrate flow paths contained in highway/POS showing: (min scale 1/500)

Watercourses	<input type="checkbox"/>	<input type="checkbox"/>
Public open space	<input type="checkbox"/>	<input type="checkbox"/>
Road layout inc. gullies	<input type="checkbox"/>	<input type="checkbox"/>
Buildings and structures layout	<input type="checkbox"/>	<input type="checkbox"/>
Finished floor levels to existing and proposed buildings	<input type="checkbox"/>	<input type="checkbox"/>
Contours/spot levels	<input type="checkbox"/>	<input type="checkbox"/>
Private drainage and connections inc. road gullies	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover levels	<input type="checkbox"/>	<input type="checkbox"/>
Flood paths from sewerage system for 40yr, 50yr, and 100yr critical summer/ winter storm	<input type="checkbox"/>	<input type="checkbox"/>
Overland flood paths	<input type="checkbox"/>	<input type="checkbox"/>

**Design calculations** including:

Foul hydraulics		
Surface water hydraulics (pipe full – 1 in 1yr or 2yr or 3yr)	<input type="checkbox"/>	<input type="checkbox"/>
Surface water hydraulics (no flood – 1 in 30yr)	<input type="checkbox"/>	<input type="checkbox"/>
Pipe strength(s) or deformation	<input type="checkbox"/>	<input type="checkbox"/>

## 2: Consent

Copy of planning permission for site	<input type="checkbox"/>	<input type="checkbox"/>
Letter of approval for the discharge of surface water to a watercourse from either Environment Agency (EA), Land Drainage Authority or Internal Drainage Board	<input type="checkbox"/>	<input type="checkbox"/>
Consent for construction of headwall structure from either EA, Land Drainage Authority or Internal Drainage Board	<input type="checkbox"/>	<input type="checkbox"/>

## 3: Underground balancing tanks

Detail plan and section	<input type="checkbox"/>	<input type="checkbox"/>
Emergency draindown bypass-remote operated	<input type="checkbox"/>	<input type="checkbox"/>
Flow control device including design details	<input type="checkbox"/>	<input type="checkbox"/>
Drain down penstock	<input type="checkbox"/>	<input type="checkbox"/>
Emergency high level overflow	<input type="checkbox"/>	<input type="checkbox"/>
Low flow channel	<input type="checkbox"/>	<input type="checkbox"/>
Access: vehicular and man entry	<input type="checkbox"/>	<input type="checkbox"/>
Structural calculations	<input type="checkbox"/>	<input type="checkbox"/>

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to complete

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**4: SUDS**

Detail plan	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>
Inlet and outlet structures	<input type="checkbox"/>	<input type="checkbox"/>

**5: Pumping stations**

<b>Location plan:</b> (min scale 1/2500)	<input type="checkbox"/>	<input type="checkbox"/>
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**Layout plan** showing: (min scale 1/500)

General arrangement	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>
Emergency storage	<input type="checkbox"/>	<input type="checkbox"/>
Levels of compound/covers	<input type="checkbox"/>	<input type="checkbox"/>
Vents	<input type="checkbox"/>	<input type="checkbox"/>
Davit socket	<input type="checkbox"/>	<input type="checkbox"/>
Kiosk (size/colour/type/location)	<input type="checkbox"/>	<input type="checkbox"/>
Fencing/boundary	<input type="checkbox"/>	<input type="checkbox"/>
Inlet chamber	<input type="checkbox"/>	<input type="checkbox"/>
Flow meter chamber	<input type="checkbox"/>	<input type="checkbox"/>
Compound floor and access construction	<input type="checkbox"/>	<input type="checkbox"/>

**Sections and details** showing:

Wet well and pump layout	<input type="checkbox"/>	<input type="checkbox"/>
Emergency storage	<input type="checkbox"/>	<input type="checkbox"/>
Pipe layout (including valve chamber)	<input type="checkbox"/>	<input type="checkbox"/>
Inlet chamber	<input type="checkbox"/>	<input type="checkbox"/>
Flow meter chamber	<input type="checkbox"/>	<input type="checkbox"/>
Levels including provisional ultrasonic sensor levels	<input type="checkbox"/>	<input type="checkbox"/>
Ultra high level float switch on separate relay	<input type="checkbox"/>	<input type="checkbox"/>
Chambers on rising main	<input type="checkbox"/>	<input type="checkbox"/>
Thrust blocks	<input type="checkbox"/>	<input type="checkbox"/>
Tracer and maker posts along rising main route	<input type="checkbox"/>	<input type="checkbox"/>
Electronics (including star delta starting where required)	<input type="checkbox"/>	<input type="checkbox"/>

**Longitudinal sections (Rising main)** showing: (horiz 1/500. vert 1/100)

Existing ground levels	<input type="checkbox"/>	<input type="checkbox"/>
Finished levels	<input type="checkbox"/>	<input type="checkbox"/>
Chainage (including at manholes)	<input type="checkbox"/>	<input type="checkbox"/>
Ancillaries references	<input type="checkbox"/>	<input type="checkbox"/>
Ancillaries cover levels	<input type="checkbox"/>	<input type="checkbox"/>
Pipe size/material/bedding	<input type="checkbox"/>	<input type="checkbox"/>

**For applicant  
to complete**

**STW to check for  
completeness  
and correctness**

**Hydraulic calculations** including:

- Inflow
- Pump rate
- Emergency storage
- Volume between duty start and stop
- Numbers starts per hour
- Rising main volume
- Rising main velocity
- Septicity check
- Surge analysis report on rising main
- Pump curves
- Total head



**Section 9: Declaration (To be signed by Applicant)**

Please advise me of the estimated cost and programme for adopting sewers for the above named development. In this respect, I will provide any relevant information required by Severn Trent Water Ltd.

I understand that the submission of this form is to be treated as a preliminary enquiry and does not commit me or Severn Trent Water Ltd, save as set out below. In particular, I understand that Severn Trent Water Ltd does not authorise or hold itself responsible for the reimbursement of any expenses incurred in any design work undertaken by me without the express approval of Severn Trent Water Ltd.

I confirm that if following the provision by Severn Trent Water Ltd of the estimated cost and programme, I require further or revised estimates and programmes for the adoption of the sewers for the above named development, I will pay Severn Trent Water Ltd's costs and will provide such advance payment as they may reasonably require. Upon my acceptance of the estimated cost and programme, I will enter into a formal written agreement with Severn Trent Water for the adoption of the sewers.

I also confirm that if the adoption does not proceed I will reimburse Severn Trent Water Ltd's reasonable abortive costs in preparing the estimated cost and programme.

If there is more than one applicant, please photocopy this declaration page and ensure that each applicant returns a signed copy.

By signing this form I confirm:

- That the Applicant is the owner / occupier of the land or existing premises in which the sewers are being adopted.
- That all statutory requirements, including without limitation the Water Industry Act 1991 and the CDM Regulations 2007 (as amended), shall be met
- That I have read the New Connection Charges leaflet and understand the charges that are applicable to sewer adoption
- (if signing on behalf of a Company) I am a duly authorised representative of the Company and can bind the Company accordingly.

<b>Signed:</b>	<b>Position:</b> (If signing on behalf of a Company)
<input type="text"/>	<input type="text"/>
<b>Full name in capitals:</b>	
<input type="text"/>	
<b>Company name:</b> (If signing on behalf of a Company)	<b>Address:</b>
<input type="text"/>	<input type="text"/>
<b>Date:</b>	
<input type="text"/>	Postcode: <input type="text"/>

The information you provide to us in this application will be used for the purposes of providing a water main and in turn the setting up/amendment of your account with us. We will provide you with our water main design proposals, the estimated costs and programme.

**Please note that we will only discuss this new connection with those parties identified on the application.**

Should you make any changes to this information you must inform us as soon as possible so as not to delay your application.

**Please return this form with supporting documents to:**

Severn Trent Water Ltd  
PO Box 5311  
Coventry  
CV3 9FL  
Telephone: 0800 707 6600.

# Support notes

**IMPORTANT NOTE: Insufficient or inaccurate information may result in delays in the processing of your application.**

## Note 1: Applicants details

- 1.1 The Applicant is the owner/occupier of the site that requires the connection. It is this individual/company that is responsible for the content of the application form and accepting the conditions laid out in the application declaration.
- 1.2 Please ensure that the complete address and contact details are provided. These address details may be used for future contact and correspondence.
- 1.3 Registered Company Number: The registration number of the business as issued by Companies House ([www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)).
- 1.4 We will accept an application form that has been completed by an Agent/Consultant, however, the Applicant remains responsible for the content of the application and must sign the application form.
- 1.5 Please provide as much of the site address as is available at the time of the applications submission. This address **MUST** contain: Road name, Town/city, County.
- 1.6 The Ordnance Survey reference is a 12 digit grid reference split into two 6 digit numbers (X and Y). This can be obtained from [www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk)
- 1.7 If you have made a development enquiry or submitted any applications that are linked to this site please provide the reference numbers. This will help us process your application.

## Note 2: Contractor details

- 2.1 For water connections the contractor will be the company that will be completing the work on site. For sewer connections the contractor will be the company that will be making the actual connection.

## Note 3: Construction, Design and Management (CDM) Regulations 2007

- 3.1 Your project is notifiable if construction work lasts more than 30 working days or involves more than 500 person days.  
**IMPORTANT NOTE**  
*If your project is notifiable you will have to appoint a CDM co-ordinator, if you have not Severn Trent Water cannot process your application form.*
- 3.2 More information regarding the Health and Safety Executive (HSE) and how to contact them can be found at [www.hse.gov.uk](http://www.hse.gov.uk)
- 3.3 CDM Co-ordinator (Definition): The person appointed to advise and assist the client on how to comply with the CDM Regulations during the project, and to ensure that suitable arrangements are made and implemented for the co-ordination of health and safety measures during planning and preparation for the construction phase.  
**Only appointed on notifiable contracts.<sup>1</sup>**
- 3.4 Principal Contractor (Definition): The duty holder who is required to ensure effective management of health and safety throughout the construction phase of the project. Their main duty is to properly plan, manage and co-ordinate work during the construction phase in order to ensure that hazards are identified and risks are properly controlled.<sup>2</sup>

<sup>1</sup> Definition taken from The HSE Industry guidance for CDM Co-ordinators

<sup>2</sup> Definition taken from The HSE Industry guidance for Principal Contractors

#### Note 4: Local Council details

- 4.1** Please provide the name of the Council authority that has provided planning permission construction on the site.
- 4.2** Please provide the unique reference number for the planning permission issued by the Council authority.
- 4.3 Outline consent:** A form of planning consent designed to test the principle of whether or not a development is acceptable. The planning authority can request any level of detail they think is necessary to reach a decision, although usually, only a minimal amount of information is supplied. Outline consent does not authorise construction, only that the site is suitable for development.
- 4.4 Full consent:** A detailed planning assessment that will provide consent for construction to start, as well as confirming the future use of the site.

#### Note 5: Infrastructure Credits

- 5.1** Infrastructure charges fund the maintenance of our local water and sewerage networks needed to service additional demand.

These charges are made under Section 146 of the Water Industry Act 1991. Liability for infrastructure charges arises when newly created premises are connected to the public water or sewerage systems and can receive water for domestic purposes. On redevelopment sites a credit is given for each premise which had a water connection in the last five years.

Infrastructure charges will be included in the quote you receive for the water supply connections (although payment is not legally required until the water connection has been made).

Please refer to our current charges scheme which sets out further information relating to infrastructure charges (Please note this does not apply to the connection charges which must be paid in advance).

Please be aware that if you do not know the account number for the former premises this will not prevent the application from being processed, however this information will allow the application to be processed faster.

- 5.2** Additional premises information **MUST** contain the information that is requested in the table shown in question 1.

#### Note 6: Drainage

- 6.1 Foul water** is the waste water from your toilet, bidet, bath, basins, sinks, washing machines, dishwashers and showers etc.
- 6.2 Surface water** is rainfall as it collects around your property.