

SEWERAGE SUPPLY CONNECTIONS



Application

SEVERN
TRENT

SEWERAGE SUPPLY CONNECTIONS

Application for connection to a public sewer – Section 106 of the Water Industry Act 1991

Please use this application to apply for a new sewer connection(s).
You can apply for multiple connections on one form - just fill in the
appropriate section for the type of connection you need. You can find more
information at stwater.co.uk/developers or by calling us on **0800 707 6600**.
Please keep a copy of your completed application form for your records.

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Section 1

1a. Applicant's details

Contact name Note 1.1	Registered company number Note 1.3
Address Note 1.2	
Postcode	Telephone number
Mobile number	Email address

1b. Agent/consultant details (only complete if you use an agent or consultant).

Agent/consultant name Note 1.4	Registered company number Note 1.3
Agent/consultant address Note 1.2	
Postcode	Telephone number
Mobile number	Email address

1c. Correspondence

Who should we be corresponding with? Applicant Agent

Is there anyone else you're happy for us to discuss your
application with? Please tell us here:

How would you like us to contact you? Email Post

SEVERN
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1d. Related applications

Related application references **Note 1.5**

Sewer supply connection (S106) application New sewer (S104) application
Developer enquiry application Sewer diversion application

1e. Water connection(s)

Will any of the non-household property(ies) on the site be connected for clean water? Yes No

If no, have you applied to another Water & Sewerage Company (WASC) for clean water? Yes No

If yes, please can you tell us:

The name of the WASC you've applied to

The reference number of the application(s)

1f Retailer

If your water and/or sewer connection(s) is to a non-household property, you'll need to choose a Retailer 9 days before your connection. The Retailer will provide non-household customers with billing and customer services. A list of these can be found at:

<http://www.open-water.org.uk/for-customers/find-a-supplier/suppliers/water-and-wastewater-retailers/>

If you've already chosen your Retailer please tell us their name here

Section 2

2a. Site details

What are you building on the site?

Site name

Site address **Note 2.1**

Postcode

2b. Contractor's details

If you don't yet have a contractor on site please don't apply.

Please tell us who'll be carrying out the work on the sewer connection(s). For direct sewer connections, the person carrying out the works will need to provide a site specific method statement and risk assessment covering the sewer connection works. You'll need to submit this with the application. We'll also need to check their Health and Safety policy to ensure they're safe to work on the sewer network. If they've given us this in the last 12 months then you don't need to send it again.

Contractor name **Note 2.2**

Registered company number **Note 1.3**

Contractor address **Note 1.2**

Postcode

Telephone number

Mobile number

Email address

2c. Previous site usage

If the site has been previously occupied, there may be a risk of the ground being contaminated. To make sure your supply and our network doesn't become contaminated, please confirm the following:

What was the site previously used for? **Note 2.3**

Housing

Greenfield/Agriculture

Industry

Landfill

Other

2d. Previous supplies

Please give details of any premises that may have had a previous water or sewer connection that has been billed by Severn Trent Water within the last five years. **Note 2.4**

If these premises have had a connection which won't be used as part of your development, we'll use this information to work out if we can apply credits to your infrastructure charges which may reduce the amount you need to pay.

Address of previous premises	Former use	Demolition date	STW account number

If details of more premises are known please tell us on an additional sheet and send it to us with the application form.

For any non-household properties that you've told us about above, please tell us about the water fittings in the table here.

Previous water fittings	Total
WC flushing cistern	
Wash basin in a house	
Wash basin elsewhere	
Baths (taps size 20mm)	
Baths (taps larger than 20mm)	
Shower	
Sinks (taps size 15mm)	
Sinks (taps larger than 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

Section 3

3a: Construction and Design Management (CDM) Regulations 2015

1. Is your project notifiable? **Note 3.1**

Yes No

Your project is notifiable if construction work lasts more than 30 working days or has more than 20 workers working simultaneously at any point in the project; or involves more than 500 person days.

If no, please move to question 3.

2. Has the Health and Safety Executive been notified that your project is notifiable? **Note 3.2**

Yes No

If No, you need to contact the HSE at www.hse.gov.uk to tell them that your project is notifiable before you submit this application form.

3. Is the work being undertaken for a domestic client? **Note 3.3**

Yes No

4. If yes to question 3, have you notified the principal designer and/or principal contractor of their responsibilities? **Note 3.4**

Yes No

5. If no to question 3, please provide contact details for client, principal designer and/or principal contractor below **Note 3.5**

Name of Client
Address
Postcode
Contact name
Telephone number
Mobile number
Email address

Name of Principal Contractor Note 3.5
Address
Postcode
Contact name
Telephone number
Mobile number
Email address

Name of Principal Designer
Address
Postcode
Email address

Contact name
Telephone number



Section 4

4a: Property details

Is the connection for:

A new property An existing property

Please specify the type and number of units: **Note 4.1**

Commercial Houses Apartment Highway drainage only

Do you have an existing sewer connection?

Yes No

Do you have an existing water connection?

Yes No

If yes, are you supplied by Severn Trent Water?

Yes No

If yes, please provide the billing account number **Note 4.2**

If no, please confirm the name of the water supply company

Have you applied for a new water supply from Severn Trent Water? **Note 4.3**

Yes No

If the development is for commercial use please complete the table below to tell us about the water fittings.

Future 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)	

Section 5

5a: Connection details

Sewer connections are on a self lay basis, i.e. you or your contractor carry out the connection works. We will approve, inspect and sign off the works and it's important we assess our network and understand additional demand to help us identify where future upgrades to our network may be needed.

You may find it easier to complete this section with your contractor as they'll be able to provide the information needed. For any connection being made directly onto the public sewer we'll need a site specific method statement and risk assessment, which your contractor must give you to submit with the application.

If you're applying for a surface water or combined sewer connection, you'll need to give us evidence to show why it isn't feasible to use a soakaway. This evidence can be either an extract from the ground investigation report, results from a percolation test or an email/letter from building control.

Please complete table 1 below, ticking the appropriate box for the connection type and sewerage flows. For each direct connection please also complete table 2.

A separate fee and approval is required for each connection onto the existing sewer.

Connection number	Connection		Sewerage flows						
	Indirect	Direct	Foul	Anticipated peak flow (l/s) or number of properties	Surface water	Anticipated peak flow or surface area in m ²	Combined	Anticipated peak flow (l/s)	Surface area in m ²
1		✓	✓	0.046					

Table 2 - Please complete a line for each direct sewer connection.

Connection number	Where and how you are connecting			Sewer pipe you're laying			Existing pipe that you're connecting to				Demarcation chamber		
	Location		Connection method (please state)	Size	Depth	Material	Size	Depth	Material	Gravity or pumped (G or P)	Size	Depth	Material
Private	Highway												
1		✓	Existing Manhole	150m	0.9m	Polys sewer	150m	1.4m	Clay	G	450m	0.9m	Plastic

If you're installing a pump station you need you to give us the details of the pump station with your application form.

Section 5b: Pumping station

Is a private pumping station to be installed? Yes No

If yes, please tell us the make and model



Section 6 - Checklist and Payment

Please send us all information as soon as you can so that we can process your request and get back to you as soon as possible.

There's a fee for each type of request which is shown below and you can find more information on our charges at stwater.co.uk/developers or by calling us on **0800 707 6600**. The payment options are shown below, but if you're paying by cheque please make sure that it's securely attached to the application form and that all items are posted together.

Please make sure you provide the relevant information in the checklist below before submitting your application.

If we don't receive the application fee(s) within 30 days of receiving your application we'll assume that you don't want to go ahead with this application.

6a. Checklist

Item	Included	Not required
Location plan identifying the property needing connection (i.e. ordnance survey plan)		
Site plan showing location of chamber, pipework and public sewer		
Contractor's Health and Safety policy (for direct connections only)		
Site specific risk assessment and method statement (for direct connections only)		
Evidence of why soakaways can't be used		
Approval fee payment(s) (see table below)		

A payment is required for each sewer connection you'll be making. Please tell us the number of connections you're applying for and the total payment enclosed.

	Total number	Total payment
Direct connections to a public sewer in the highway (£455.67 each)		
Direct connections to a public sewer in private land (£224.98 each)		
Indirect connections to a private drain that outfalls to a public sewer (£96.41 each)		
Total		

6b. Payment details

Please tell us how you are going to pay the application fee:

Cheque

Debit/credit card

BACS

For debit/credit card payments, we'll contact you on receipt of the application to take payment. Please make all cheques payable to Severn Trent Water Ltd and post it to us along with your completed application form. Please attach your cheque to the completed application form and post together.

If you're making a BACS payment please send your payment to our bank using these details:

Barclays

Sort code: 20-00-00

Account number: 03398498

UTR number: 054 37510 61510

Company registration number: 2366686

BACS ref	
Payer	
Date	
Amount	

Please tell us the date the payment was made, who made it and the BACS reference number so we can match your application to your payment. Please make sure any BACS payment is made before you submit your application.

Please send all completed applications and supporting information to:

Severn Trent Water Ltd

PO Box 5311

Coventry

CV3 9FL

Or email them to new.connections@severntrent.co.uk in a zip file

If you email your application to us, we'll assume that you're going to pay by credit/debit card and will contact you for payment.



Section 7 - Declaration (to be signed by Agent)

Please tick only ONE option and sign the declaration.

OPTION 1 - My contractor will make a direct connection to a public sewer.

As the direct connection is in the public highway it will be constructed to Severn Trent Water's standards and will be offered for adoption on completion.

I agree to:

1. Bear all costs and charges incurred in the construction of the lateral drain/sewer and making the connection. I've paid the application fee for each connection being made and I agree to pay any additional costs as set out in the current Developer Charges booklet if I change my proposal or for repeat or out of normal working hours inspections that become due.
2. Before the connection is made by my Contractor, I agree to give you a minimum of five working days notice in order that the works may be inspected by you.

OPTION 2 - My contractor will make an indirect connection to private drainage.

I agree to:

1. Bear all costs and charges incurred in the construction of the lateral drain/sewer and making the connection. I've paid the application for each connection being made and I agree to pay additional costs as set out in the current Developer Charges booklet if I change my proposal or for repeat or out of normal working hours inspections that become due.

By signing this form I confirm that:

- I agree to the terms as set out under the option I have opted for above
- The Applicant is the owner/occupier of the premises to which this application relates
- All statutory requirements, including without limitation the Water Industry Act 1991, the Water Supply (Water Fittings) Regulations 1999 and the CDM Regulations 2015 (as amended) shall be met
- I accept that if I need to amend the Approval Notice I will be charged an amendment fee (if applicable)
- (If signing on behalf of a Company) I am a duly authorised representative of the Company and can bind the Company accordingly.

Signed

Date

Full name in capitals

Company name
(if signing on behalf of a company)

Position
(if signing on behalf of a company)

Address

We'll 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.

Support notes

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

Note 1: Applicant's 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).
- 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 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: Site details

- 2.1 Please provide as much of the site address as is available at the time of the application's submission. This address MUST contain: Road name, Town/city, County.
- 2.2 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.

2.3 Previous use definitions

- a) Greenfield/agriculture: An area of land used previously for agriculture, forest land or some other undeveloped site
- b) Housing: A site dedicated to domestic premises
- c) Industry: A site dedicated to commercial or industrial uses
- d) Landfill: A disposal site where solid waste, such as paper, glass, and metal, is buried between layers of dirt and other materials.

2.4 Previous supplies

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.

Note 3: Construction and Design Management (CDM) Regulations 2015

- 3.1 Your project is notifiable if construction work lasts more than 30 working days and has more than 20 workers working simultaneously at any point in the project; or involves more than 500 person days.

IMPORTANT NOTE: Where a project is notifiable, the client must give notice in writing to the Executive as soon as is practicable before the construction phase begins.

- 3.2 More information regarding the Health and Safety Executive (HSE) and how to contact them can be found at www.hse.gov.uk
- 3.3 A domestic client is someone who has construction work done

on their own home, or the home of a family member, which is not done in connection with a business. Local authorities, housing associations, charities, landlords and other businesses may own domestic properties, but they are not a domestic client for the purposes of CDM 2015. If the work is in connection with a business attached to domestic premises, such as a shop, the client is not a domestic client.

- 3.4 A domestic client is not required to carry out the duties placed on commercial clients. Where the work involves only one contractor, the contractor must carry out the client duties as well as the duties they already have as contractor. In practice, this should involve doing little more to manage the work to ensure health and safety. Where there is more than one contractor the duties of the client must be carried out by the contractor in control of the construction work.

If they so wish, a domestic client has the flexibility of agreeing (in writing) with their designer, typically the architect, that the designer coordinates and manages the project. Where no such agreement is made, the principal contractor will automatically take over the project management responsibilities.

- 3.5 HSE provides description of the other duty holders, including: Clients are organisations or individuals for whom a construction project is carried out.

Principal Designers are designers appointed by the client in projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role.

Principal Contractors are contractors appointed by the client to coordinate the construction phase of a project where it involves more than one contractor.

As a designer we have a duty under the Construction Design and Management Regulations (CDM) 2015 to inform you of the clients duties. These include:

- Making sure a competent principal designer is appointed
- Making sure a competent principal contractor is appointed
- Providing all the information requested in this application and any relevant health & safety information throughout the design and construction of the works
- Not allowing construction to start unless the principal contractor has prepared a plan to manage, monitor and coordinate health and safety during the works

More details can be found at www.hse.gov.uk

Note 4: Property details

- 4.1 Highway drainage: Highway drainage is the disposal of rainwater, achieved by a network of watercourses of various types along the sides of roads and footpaths. Severn Trent Water are not obliged to accept highway drainage, the addition of highway drainage to the waste network will have to be agreed with Severn Trent Water.
- 4.2 The Severn Trent Water account number will appear in the top right hand corner of any correspondence from Severn Trent Water. If you have an active account but do not have any documentation containing the 10 digit account number please contact our Customer Service department on **03457 500 500**.
- 4.3 If you have applied for a water connection, please provide the reference number of that application on the front of this application in Section 1.

