

# Introduction

This is the SES Water ‘New Connections’ application form.

Before you submit your application, please ensure you have collected all the information required. The checklist in Section 2 helps keep track of all the additional information required.

We aim to provide a quote for supply applications within 28 calendar days of receiving your completed application.

Please read our ‘Developer Services Charging Agreements for 2023/24’ for information regarding our charging arrangements for the year April 2023 to March 2024, which can be found on the SES Water website under the ‘Developers’ section.

We understand that applications of this nature can be complicated; therefore, our specialist in- house design team can guide you through the ‘New Connection’ process. The team is contactable on: 01737 772000.

For new housing or commercial developments requiring a water main extended into the site for connections to be made, you have a choice of how you arrange and pay for works to be carried out. You can choose to appoint your own accredited contractor known as a Self-Lay Provider (SLP) to work with you to install new pipework. For further information on SLPs see our charges information (this document also includes a list of approved SLPs working in our area).

Alternatively, we can provide a full quotation, design and delivery service.

Your application, including all supporting documentation can be emailed to our Developer Services team at [DeveloperServices@seswater.co.uk](mailto:DeveloperServices@seswater.co.uk) or you can send it by post to the following address:

SES Water, London Road, Redhill, Surrey, RH1 1LS



# Checklist

Please use the following checklist to ensure you have included all the required mandatory and additional documentation. Failure to include the appropriate documentation will result in delays to processing your application.

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **Not Applicable** |
| All mandatory fields in the application form (indicated by a “ \* ”) are completed.  **Note:** incomplete applications will not be progressed to the quotation stage. | □ | □ |
| Location plan (preferred scale of 1:2500) | □ | □ |
| A site layout plan (preferred scales of 1:250, 1:500 or 1:750) has been included? | □ | □ |
| Plan showing the connection ‘Point of Connection’ and pipe run for the individual plot(s) and any ‘Temporary Builders Supplies’ is included?  The ‘Point of Connection’ is the point at the boundary of a plot you wish  SES Water to connect to your pipe work please note this is subject to change by SES Water. | □ | □ |
| Details of existing utility services on, or next to, the site. | □ | □ |
| Plan showing designated utility services strips is included? | □ | □ |
| Plan of any area proposed for adoption by Highways Authority has been included? | □ | □ |
| Risk assessment for water pipes (if there is a risk of contaminated land). | □ | □ |
| Pipe layout plan has been included If you are not using industry- approved plumbers or contractors? | □ | □ |
| An internal pipe schematic has been included detailing any; hot and cold water systems, heating (indicating points of use), make and  model of the boiler and the hot water cylinder (if applicable)? | □ | □ |
| The Health and Safety Executive (HSE) F10 notice has been included?  A construction project is notifiable if the construction work is expected to:  i) last longer than 30 working days and have more than 20 workers working at the same time at any point or ii) exceed 500 person days. | □ | □ |
| Written permission from the landowner of any privately-owned land we need to cross to lay your pipe? | □ | □ |
| If you are installing a sprinkler system, the schematics for the system have been included and its location marked on your plan. | □ | □ |
| If you require a ‘Fire Supply’, the schematics for the system have been  included? | □ | □ |



# Development site name and location

|  |  |
| --- | --- |
| **Development site name\*** |  |
| **Planning reference** |  |

|  |  |
| --- | --- |
| **Address 1** |  |
| **Address 2** |  |
| **Address 3** |  |
| **Postcode** |  |

**Site access and health and safety**

In this section we need to understand how to access your site and any impacts to health and safety.

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Is the site located on (or adjacent to) a private road?\* | □ | □ |

|  |  |
| --- | --- |
| **Private road owners details** | |
| **Name** |  |
| **Telephone** |  |
| **Email** |  |

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Does our surveyor or engineering teams require an induction to access your site? (If no, go to the next question) \* | □ | □ |

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Are there any site-specific health & safety hazards? Including but not limited to, hazardous material, asbestos, chemicals or fuel. | □ | □ |
| If yes, please add a description of these hazards below: | | |



# Site history

In this section we need to understand more about the history of the site you wish to develop, please indicate below if your site is either a brownfield site or greenfield site alongside a summary of its previous and proposed use:

|  |
| --- |
| **Item** |
| Please provide us a brief summary of the development site’s previous and current use: |
| Please provide us a brief summary of the development site’s planned use: |

**Please note:** if the site has ever had chemicals stored on it these may have contaminated the ground, therefore you will need to provide a soil survey.

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Have you performed a soil survey? (If no, no action is required) \* | □ | □ |
| If yes, please send us a copy of the soil survey with your application. | | |

# WIAPS plumber details

We recommend using a WIAPS approved plumber. Water industry approved plumbers and contractors can be found at [www.watersafe.org.uk.](http://www.watersafe.org.uk/) If your plumber is a member of an approved plumber's scheme, please provide the following details and please ensure you have checked your plumber’s WIAPS status using the ‘Water Safe’ website above.

|  |  |
| --- | --- |
| **WIAPS membership number** |  |
| **Registered name** |  |



# Contact details

In this section please enter the contact details of the applicant, the site owner and the details of the person SES Water can contact to arrange surveys, appointments with or clarify any information regarding this application

# The developer’s details

|  |  |
| --- | --- |
| **Company name (if applicable)** |  |
| **Title** | Mr, Mrs, Ms, Miss, Dr, Prof, Rev, Sir, Lady, Other |
| **Name** |  |
| **Address** |  |
| **Postcode** |  |
| **Email** |  |
| **Telephone** |  |
| **Mobile** |  |

**The site owner’s details**

Only complete this section if the application is not the owner of the site being developed, if the site owner is the applicant please go to Section 4.3.

|  |  |
| --- | --- |
| **Company name (if applicable)** |  |
| **Title** | Mr, Mrs, Ms, Miss, Dr, Prof, Rev, Sir, Lady, Other |
| **Name** |  |
| **Address** |  |
| **Postcode** |  |
| **Email** |  |
| **Telephone** |  |
| **Mobile** |  |



# The site contact

SES Water conduct a site survey on every project. Would you like to meet our surveyor onsite and if yes, who should we contact?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Would you like to meet our surveyor onsite?** | **Yes:** |  | **No:** |  |

|  |  |
| --- | --- |
| **Title** | Mr, Mrs, Ms, Miss, Dr, Prof, Rev, Sir, Lady, Other |
| **Name** |  |
| **Email** |  |
| **Telephone** |  |
| **Mobile** |  |

# New connections

In this section we need to know how many new connections you are applying for. Before completing this table, please note the following:

‘SES Water’ supplies a standard 25mm connection from the mains to the property boundary for all ‘Types of Development’, if you require a larger size for any development type please provide a reason for the larger connection size.

Please also add the connection size to the ‘point of entry’ on the plan you provide.

Normal working pressure is 1 bar and 9 litres per minute at the stop tap. We endeavour to achieve this pressure and flow at all times.

Please complete the table below with the number of connections you require for each type of development:

|  |  |  |
| --- | --- | --- |
| **Type of development** | **Number of connections** | **Description of work** |
| Domestic (i.e. house or flat) |  |  |
| Commercial (i.e. retail unit or office) |  |  |
| Industrial unit |  |  |

If you are building a commercial property, converting a commercial property to domestic, or converting a domestic property to commercial or any combination of these you must complete a fitting table for each example. We use the fitting table to calculate your rate.

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Will your development change the use of an existing building? i.e. converting a house to offices or offices to a house etc. | □ | □ |



# Temporary Builders Supplies (TBS)

If you require a Temporary Builders Supplies (TBS) please note the following:

You can repurpose an existing connection for your TBS simply supply us with details of the existing connection below, this cannot be re-purposed at a later date to be a connection to one of your plots and will require a ‘Cap Off’ once no longer required.

We can install a new connection to your standpipe which can be re-purposed as a connection to a plot at a later date, simply tell us in the box below which plot it will eventually be connected to.

Standpipes being connected to our water network must have a regulations check performed.

# Development phases

In this section we need to know when plots will be built by and how many will be built at a time, please complete the table below to show us the number of connections you require for each phase of development. Ensure your plan clearly outlines the plots that will be built in each phase.

Please complete the tables below detailing your build phases.

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |

|  |  |
| --- | --- |
| **Item** | **Response** |
| Phase |  |
| Total number of plots |  |
| Plot numbers |  |
| Date works are due to start |  |



# Fittings table

These are the fittings tables, if you are converting:

A single commercial property to multiple domestic properties (i.e. offices to flats) A single domestic property to multiple commercial properties (i.e. flats to offices)

Multiple commercial properties to a single domestic property (i.e. offices to flats) versa Multiple domestic properties to a single domestic property (i.e. flats to offices) Building a new commercial property

It is **mandatory** that you tell us how many water appliances the new commercial property has or the number of water appliances the property had before the re-development and the number of water appliances the property will have post-development.

The following definitions provide additional information useful when completing the following tables.

|  |  |
| --- | --- |
| **Item** | **Definition** |
| House | Means any building which is occupied as a private dwelling house or which, if unoccupied, is likely to be occupied and, accordingly, includes a flat. |
| Bath | Includes a whirlpool or jacuzzi. |
| Domestic appliance | Means an appliance such as a dishwasher, a washing machine and a waste disposal unit in a house. The minimum number of total loading units is six. |
| Commercial / communal appliance | Means an appliance, such as a dishwasher, a washing machine and a waste disposal unit elsewhere than in a house (including communal facilities). |
| Any other water outlet | Includes taps (such as outside taps) but not a urinal or water softener. |

Please note, the multiplier column is used to calculate the rate you will be paying; the steps required to do this are as follow:

[total number of water appliances post development] x [the multiplier value] = total

**Note:** decimal points are rounded to the nearest whole number with 0.5 being rounded down not up.

Sum the ‘total’ values to get the ‘Loading Units’ Divide the ‘Loading Units’ by 24 to get the rate



**Table 5-1:** Worked Example

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Details of property being converted from** | 59, A Street, A Town, A County, Postcode | | | |
| **Plot numbers being converted to** | Plots 1 to 6 | | | |
| **Type of water appliance** | **Total number of water appliances** | | **Multiplier** | **Total** |
| **Pre- development** | **Post- development** |
| Flushing cistern | 2 | 3 | 2.0 | **6** |
| Wash basin in house | 2 | 3 | 1.5 | **4.5** |
| Wash basin elsewhere | 2 | 1 | 3.0 | **3** |
| Bath tap size (20mm nominal) | 1 | 2 | 10.0 | **20** |
| Bath tap size (over 20mm) | 0 | 1 | 22.0 | **22** |
| **Loading units (sum of totals)** |  | | | **55.5** |
| **Rate (loading units divided by 24)** |  | | | **2.31** |

**Table 5-2:** Complete when a property is being converted (i.e. a single office into flats or a single house in to multiple offices)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Details of property being converted from** |  | | | |
| **Plot numbers being converted to** |  | | | |
| **Type of water appliance** | **Total number of water appliances** | | **Multiplier** | **Total** |
| **Pre- development** | **Post- development** |
| Flushing cistern |  |  | 2.0 |  |
| Wash basin in house |  |  | 1.5 |  |
| Wash basin elsewhere |  |  | 3.0 |  |
| Bath tap size (20mm nominal) |  |  | 10.0 |  |
| Bath tap size (over 20mm) |  |  | 22.0 |  |
| Shower |  |  | 3.0 |  |
| Sink tap size (20mm nominal) |  |  | 3.0 |  |
| Sink tap size (over 20mm) |  |  | 5.0 |  |
| Spray tap |  |  | 0.5 |  |
| Bidet |  |  | 1.5 |  |
| Domestic appliances |  |  | 3.0 |  |
| Commercial / communal appliances |  |  | 10.0 |  |
| Any other water outlet |  |  | 3.0 |  |
| **Loading units (sum of totals)** |  | | |  |
| **Rate (loading units divided by 24)** |  | | |  |



**Table 5-3:** Complete when you are building a new commercial property

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Plot numbers** |  | | | |
| **Type of water appliance** | **Total number of water appliances** | | **Multiplier** | **Total** |
| **Pre- development** | **Post- development** |
| Flushing cistern |  |  | 2.0 |  |
| Wash basin in house |  |  | 1.5 |  |
| Wash basin elsewhere |  |  | 3.0 |  |
| Bath tap size (20mm nominal) |  |  | 10.0 |  |
| Bath tap size (over 20mm) |  |  | 22.0 |  |
| Shower |  |  | 3.0 |  |
| Sink tap size (20mm nominal) |  |  | 3.0 |  |
| Sink tap size (over 20mm) |  |  | 5.0 |  |
| Spray tap |  |  | 0.5 |  |
| Bidet |  |  | 1.5 |  |
| Domestic appliances |  |  | 3.0 |  |
| Commercial / communal appliances |  |  | 10.0 |  |
| Any other water outlet |  |  | 3.0 |  |
| **Loading units (sum of totals)** |  | | |  |
| **Rate (loading units divided by 24)** |  | | |  |

# Water Regulations

The Water Supply (Water Fittings) Regulations 1999 set legal requirements for the design, installation, operation and maintenance of plumbing systems, water fittings and water-using appliances.

Please answer the following question regarding your development, please ensure all mandatory fields, indicated with a ‘\*’, are completed or your application will not able to be progressed to the Quotation stage.

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| Development will result in a material change of use of the premises\* | □ | □ |
| A trough, standpipe or compound supply will be built as part of the development\* | □ | □ |
| The development is for more than one domestic property or is for non- domestic use:  If yes, please ensure you have included the appropriate pipe schematics (as indicated on the checklist) \* | □ | □ |



|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| A rainwater harvesting system \* | □ | □ |
| A bath having a capacity, as measured to the centre line of the overflow, of more than 230 litres or 50.6 gallons \* | □ | □ |
| A bidet with an ascending spray or flexible hose \* | □ | □ |
| A pump drawing more than 12 litres or 2.64 gallons per minute connected directly or indirectly to a supply pipe \* | □ | □ |
| A water storage tank connected to the water supply \* | □ | □ |
| A reduced pressure zone (RPZ) valve assembly or other mechanical device, for protection against a fluid, which is in Fluid Category 4 (WRAS Categorisation) \* | □ | □ |
| Any water system laid outside a building either less than 750mm (30  inches) or more than 1,350mm (54 inches) below ground level \* | □ | □ |
| Construction of a pond or swimming pool more than 10,000 litres or 2,200 gallons capacity designed to be replenished automatically with water supplied by ‘SES Water’ \* | □ | □ |

# Declaration

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| I wish to apply for a new water supply as described to the premises referred to in Section 4 of this form under Section 41, 45 or 55 of the Water Industry Act 1991, and I acknowledge my responsibility with regard to compliance with the Water Supply (Water Fittings) Regulations 1999. \* | □ | □ |
| I acknowledge receipt of the Health and Safety Executive information  setting out the Client's duties under the CDM Regulations 2015 and accept that these apply to me. \* | □ | □ |
| Should it be necessary, l appoint ‘SES Water’ as my agent for any relevant work outside my boundary. \* | □ | □ |
| I acknowledge that in making this application I will be liable for any charges payable in respect of the connection(s) to which this application relates. \* | □ | □ |
| I confirm I have consulted all the relevant parties regarding any Environmental Impact building on my site may have including but not limited to the effect on watercourses, wildlife and any archaeological  issues. \* | □ | □ |

All customers who contact us will have their contact information passed to a third-party processor acting on behalf of our water regulator, Ofwat, for the purposes of comparing our performance against that of other water companies. This measurement is called Developer Measurement of Experience (D-MeX).

|  |  |
| --- | --- |
| **Declared by (name)** |  |
| **Declared on (date)** |  |