

SEWER DIVERSION CONNECTIONS

SEVERN

TRENT

WONDERFUL ON TAP

Application for the diversion of a Severn Trent Water sewerage asset under section 185 of the Water Industry Act 1991.

NOTE: Please ensure all relevant sections of the application are completed and refer to the attached support notes. Please ensure you save a completed copy of this application form for your own records.

Office use only:

SD1

1. Applicants details

Name of applicant Note 1.1

Contact name

Address Note 1.2

Telephone number

Mobile number

Postcode

Email address

Registered company number (must be actively trading)
Note 1.3

NB: Applicant must have a legitimate interest in the land for the purpose of s185.

1b .Agent/Consultant details (only to be completed if an agent/consultant is being used)

Name of Agent/Consultant Note 1.4

Contact name

Address Note 1.2

Telephone number

Mobile number

Postcode

Email address

Registered company number (must be actively trading)
Note 1.3

1c. Site details

Name and Address Note 1.5

To whom should we send the correspondence?

Applicant

Agent / Consultant

Previous development enquiry ref. no. Note 1.7

Postcode

Who is the owner of the land

Ordnance survey reference Note 1.6

Offical use only:

X:

Y:

2. Contractor details

Name of Contractor Note 2.1

Contact name

Address of Contractor Note 1.2

Telephone number

Mobile number

Postcode

Email address

Registered company number (must be actively trading)
Note 1.3

3. Construction (design and management) CDM regulations

For information on the CDM Regulations 2015 please visit hse.gov.uk

1. Is your project notifiable? If no, please move to the next section. Note 3.1

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

Yes No

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

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

Yes No

3. If yes to 2, have you appointed a CDM co-ordinator? Note 3.3

Yes No

Name of CDM Co-ordinator

Name of Principle Contractor

Address

Address

Postcode

Postcode

Contact name

Contact name

Telephone number

Telephone number

Email address

Email address

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

5. Checklist / required information and plans (please tick to indicate information is attached)

Note: Work cannot start until agreement is in place and all provisions have been complied with.

General information required for all enquiries.

Site/Engineering Layout Plan:

- The proposed route of the diverted sewer(s) coloured pink
- The abandoned sewer(s) coloured red
- The total length of sewer(s) being abandoned
- The site boundary coloured green
- A unique reference number for each manhole
- North Arrow
- Key for the design
- Note confirming the distance of the sewer in proximity to the building and the foundation
- Lateral connections into the diverted sewer (if any) coloured black
- An outline of any new and existing structures

Longitudinal Section Drawings:

- Existing and proposed ground levels
- Chainage / length (including at manholes)
- Manhole cover and invert levels
- Pipe sizes
- Pipe material
- Pipe bedding classifications
- Pipe gradient
- Pipe crossings (if any)

Note: Please ensure the manhole references & pipe numbers are consistent with the drainage layout plan.

CCTV of the sewer to be diverted (a survey conducted using video footage to assess the structural condition of the pipe work).

A Proof of ownership or occupancy for the land or property in question. (An official copy of register of title with the title plan).

Phase 1 Habitat Survey Report - a survey of flora and fauna in the vicinity of the asset and how the proposal work would impact this environment.

Note: A Phase 1 habitat survey is required to demonstrate the affect any work undertaken may have on the site and adjoining land. The survey identifies the habitats that are contained within or make up a site and the key plant species for each of the habitat types. It also provides target notes on important aspects of the site such as the presence of rare plant or animal species or special features such as an ancient hedgerow.

A copy of the valid planning permission for the site (if proposed development).

The correct payment as detailed in the current Developer Charges Booklet.

6. Declaration (to be signed by Applicant)

Please advise me of the estimated cost and programme for diverting public sewers for the above named development. In this respect, I will provide any relevant information required by Severn Trent 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 Ltd, save as set out below. In particular, I understand that Severn Trent 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 Ltd.

I confirm that if following the provision by Severn Trent Ltd of the agreement to the sewer diversion, the estimated cost and programme, I require further or revised estimates and programmes for diverting public sewers for the above named development, I will pay Severn Trent 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 for the diversion of a public sewer.

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

Note: Under no circumstances are alterations to the pipe/apparatus to be undertaken by any party other than Severn Trent Ltd (or as agreed by Severn Trent Ltd).

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 hereby gives notice to Severn Trent Ltd in accordance with Section 185 of the Water Industry Act 1991 to alter/remove a relevant sewerage asset as shown in the attached plan
- That the Applicant is the owner/occupier of the land or has an interest in the land and have provided evidence accordingly
- The Applicant undertakes to pay the full reasonable costs incurred by Severn Trent Ltd in implementing the diversion scheme and that such estimated reasonable costs shall be paid in advance of commencement of the diversion scheme
- That all statutory requirements, including without limitation the Water Industry Act 1991 and the CDM Regulations 2015 (as amended), shall be met
- That I have read the Sewer Diversions Guidance Note
- (if signing on behalf of a Company) I am a duly authorised representative of the Company and can bind the Company accordingly.

Signature:

Full name in capitals:

Address:

Company name: (if signing on behalf of a Company)

Date:

Postcode:

The information you provide to us in this application will be used for the purposes of progressing your application for a sewerage diversion.

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 Ltd
PO Box 5311
Coventry
CV3 9FL

Telephone: 0800 707 6600.

Form E

Support notes

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 (**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**
- 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 2015

- 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 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**
- 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.**¹
- 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.²

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.

¹ Definition taken from The HSE Industry guidance for CDM Co-ordinators

² Definition taken from The HSE Industry guidance for Principal Contractors