

Guidance notes for form: S41 Requisition

Application for a Water Main (Requisition) and on-site water connections. (Section 41 & 45 Water Industry Act 1991)

Southern Water provides water to 2.3 million people via 13,568km of water mains. Water mains are pipes that distribute water to a number of buildings in an area and are the responsibility of Southern Water. If you are constructing more than one property and these are not adjacent to an existing water main, it is likely that you will need to requisition a new water main prior to applying for water connections.

Legislation

The law covering the requisition of a water main is set out in the Water Industry Act 1991. **Section 41** and **Section 45** deals with the duty of the water company to comply with water main requisitions and to make connections with the water main.

Southern Water does not guarantee that a particular flow or pressure will be provided beyond criteria set out in the current legislation.

In accepting our offer of terms for a water supply we are appointed as a designer for your development. Under the Construction (Design and Management) Regulations (CDM) 2007 we have a responsibility to inform you of your duties as detailed within ACoP.

Scope of Guidance Note

The following guidance notes relate to the application for a water main and the associated on-site water connections, and are provided to assist in completing Southern Water's application form which can be found on the Developers and House Builders section of the Southern Water website (Form S41). For all other water connections, mains diversions and self-lay requirements please refer to the website notes for details.

Applications will be processed by the Network Development Team who will prepare an offer of terms to provide the necessary water mains to serve the development. The turnaround time depends upon the complexity of the proposed works.

Providing as much information as you can at this stage will help in developing an offer of terms efficiently.

Part 1

Section A: Applicant details

Provide details for the person or company applying for the water supply. These details shall be used for all correspondence relating to the application.

Section B: Site Details

Provide a brief description of the proposal along with the address and postcode (where known).

Section C: Developer / Contractors Details

Provide details if different to Section A.

Section D: Owners Details

Only the owner or occupier is entitled to request a water supply for any locality and contact information is required in this section if different to any of the previous sections.

Section E: Former use of Land

Information provided in this Section and Section L will help us determine the previous water demand for the site and the likely soil conditions. This information will be used to review the impact on the water distribution network and assisting in the pipe specification as ground contaminants can dictate the choice of pipe material.

Section F: New Development Details

This information will assist us in preparing an offer of terms for the installation of water mains. Main laying will be programmed at your request following completion of an agreement. Lead in times are normally 6-7 weeks.

Section G: Road and Footpath Details

We need to ascertain public and private ownership of land and the establishment of appropriate service strips to enable access / easement agreements to be made.

Section H: Tree Details

Location details of trees will assist in the route planning of the water main. In general, it is not recommended to excavate a trench within the plan area of a tree canopy.

Section I: Plan Details

This application form is to be accompanied by 3 types of plans presented at appropriate scales:

- Site Location Plan: Showing the site location relative to key surrounding features and OS Grid Reference. (1 No. required).
- Site Layout Plan: Showing the extent of the proposed development and to show the incoming water supply point to each property. In addition we need you to email an electronic copy of the layout plan. (1 No. required).
- Plans showing details required in Section G and H. (1 No. each required).

Section J: Housing Developments

Understanding the phasing of your development will help us plan the supply requirements including any additional supply infrastructure to meet the proposed demand. Details of the build programme provided by you will be used in the financial calculation of our offer.

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Section K: Commercial / Industrial Developments

As above, understanding the phasing of your development will help us plan the supply requirements including any additional supply infrastructure to meet the proposed demand. For commercial developments anticipated domestic and process water total instantaneous demand is also required.

Section L: Fittings Table

Information supplied in this table will help us determine the previous water supply demand and review against the proposed demand which will be identified in Sections J and K above. Infrastructure charge credits will be calculated if applicable.

Section M: Construction (Design Management) Regulations 2007

Pre-Construction Information is required before our design can be undertaken. For additional guidance please refer to the Approved Code of Practice, Managing Health & Safety in Construction, published by Health & Safety Commission.

Contaminated Land Check

We need to assess whether there is a risk of contaminants in the ground that could result in contamination of the drinking water supply.

Declaration

Check that you have supplied all the information required including the development plans. Please ensure that you sign and date the application.

Completed applications and payment of the application fee should be returned to:

Southern Water Services Ltd
PO Box 4056
Worthing
West Sussex BN13 3XX

Payment

Cheques should be made payable to Southern Water Services Ltd.

Queries

If you have any queries on completing this application you can:

- Write to us at:

Network Development
C/O Atkins
Anglo St James House
39A Southgate Street
Winchester
Hampshire SO23 9EH

- Telephone 01962 858 688;
- Fax 01962 810296

Application Fee

The application fee is as detailed on the Application Form.

What happens next?

Where no valid capacity check for the development exists, one will be undertaken to ascertain whether any off-site or reinforcement work is necessary in order to supply the proposed demand. A site survey will be carried out to determine the scope of work required before an estimate of costs can be prepared and an offer issued to the applicant.

Part 2 – On-site Water Connection Application

You may not apply for individual connection estimates until the new main has been completed and satisfactorily tested and sampled, and a Southern Water Commissioning Advice Form has been issued.

Section A: Applicant Details

Provide details for the person or company applying for the water supply. These details shall be used for all correspondence relating to the application.

Section B: Site Details

Provide a brief description of the proposal along with the address and postcode (where known).

Section C: New Connection Requirements

Provide the SW reference number for the associated mains requisition applied for in Part 1.

Section D: Fire Supplies

If applicable provide details of equipment type, required connection size and flow rate. When the connection is to supply a sprinkler system in a residential property please refer to our fire sprinkler systems information notes on our website.

Section E: Water for Building Purposes

If applicable, provide details of your building water requirements and whether you will be utilising the supply as a permanent connection on completion of the works. If the supply is temporary only, a disconnection charge will be included.

Section F: Sewerage

Please advise if this development will connect to the public sewerage system (directly or indirectly).

Section G: Fittings Table

If applicable, please complete this table for commercial units, which will help us determine the new water supply demand and may also be used for calculating the infrastructure charges.

You should also complete the table when a bulk connection is required to serve a block of flats or self-contained units,

and a common billing agreement is to be entered into.

Demand figures for single houses and self-contained flats are derived from standard data used by Southern Water.

Section H: Base Water Connection Cost Estimate

Preliminary cost advise for on-site water connections to recently requisitioned and installed water mains.

Checklist and Declaration

Check that you have supplied all the information required including the development plans, your Pre Construction Information to comply with CDM regulations, if not previously submitted.

Please note under the terms of the CDM Regulations 2007 you have a duty to inform us of any information, including hazards or risks that may affect our proposed works.

Please ensure that you sign and date the application.

Completed applications are to be returned to the address as detailed on the application form.

What happens next?

When the connection is to be made to a new water main within a development site, a survey will not be required. An estimate of costs will be prepared and issued to the applicant, based on the water main layout drawing.