



Water Company Lay Application

Administration application fees

As a water company we operate an administration application fee for new developer services requests.

Application fee	£579.60 including VAT
Redesign / Requote	£452.40 including VAT

If you require an amendment to a quotation that represents a material change to the original design, we will consider this to be a new application and will apply the charge above.

We can accept your payment by the following methods. Please tick your preferred method:

- ☐ Debit/Credit Cards
- ☐ BACS
- ☐ Cheque

BACS details:

Bank - HSBC

Sort code - 40-11-18

Account number - 63987183

Payee name - South Staffordshire Water Plc

Please do not make payment until you have been allocated an Application Reference Number which will be your payment reference.

Please return your completed application form to:

Developer Services
South Staffs Water
Green Lane
Walsall
WS2 7PD

Tel: 0345 345 1399

Email: servicerequests@south-staffs-water.co.uk

SECTION A – CONTACT DETAILS

Preferred method of contact: Post ☐ Email ☐

DEVELOPER DETAILS

Company name: _____

For the attention of: _____

Property name / number: _____ Office telephone: _____

Street: _____ Mobile number: _____

Village / town: _____ Email address: _____

City / county: _____ Postcode: _____

Please note: If on site works are being carried out by a different company, please complete details below.

Company name: _____

Contact name: _____

Contact telephone number: _____

Job title: _____

Has the development been granted planning permission? ☐ Yes ☐ No

SITE DETAILS

Address and details of the site:

Site name: _____ Phase: _____

Street: _____

Village / town: _____ Site contact: _____

City / county: _____ Office telephone: _____

Postcode: _____ Mobile number: _____

Site grid reference (mid point): _____ Email address: _____

Previous use of the site: ☐ Greenfield or agriculture

☐ Housing

☐ Industry

☐ Landfill

☐ Filling station

☐ Other (please specify) _____

AUTHORISED REPRESENTATIVES DETAILS
(if you would like us to talk to a third party regarding works)

Title:_____ First name:_____ Last name:_____

Company:_____ Office telephone:_____

Mobile:_____ Email:_____

☐ Tick if this person is the main contact

Have you had a connection offer for this site before? ☐ Yes ☐ No

If yes, can you please provide the reference number _____

PLUMBING CONTRACTOR / INSTALLATION DETAILS

If you are using a water industry approved plumber / contractor registered under the WIAPS scheme to carry out internal plumbing please provide their registration number below:

Registration number:_____

If not, please provide us with details of the principal installer for verification

First name:_____ Surname:_____

Company name:_____

Address and postcode:_____

Direct telephone number:_____

Email:_____

SECTION B – SITE LOCATION PLANS

Please provide a minimum of 1 Nr. Site Location Plan with at least the below information present:

- A clearly marked site boundary
- Any existing utility apparatus supplying or running through the site
- North point
- Grid References
- Any changes in proposed ground levels/elevation.
- Plans must be to 1:500 or 1:250 Scale

SECTION C – NEW AND EXISTING SERVICE CONNECTIONS

EXISTING CONNECTION(S)

Has the development site had a previous connection within the last five years? ☐ Yes ☐ No

If yes, please provide details of the property type(s) (e.g. house, offices etc) _____

Number of connections previously on site: _____

Date of disconnection: _____

Address of disconnected properties: _____

DOMESTIC UNITS

Property type	1 Bedroom Properties	2/3 Bedroom Properties	4+ Bedroom Properties	Landlord/ Bin Store	Internal Use Only	
Number of Units of this Type:					Loading Units (LU)	Total LU per property
Type of Fitting (Quantity per Unit)						
w/c flushing					2	
wash basin in house					1.5	
wash basin elsewhere					3	
bath (tap size 20mm)					10	
bath (tap size > 20mm)					22	
shower					3	
sink (tap size 15mm)					3	
sink (tap size >15mm)					5	
spray tap					0.5	
bidet					1.5	
domestic appliance					3	
communal/commercial appliance					10	
any other water fitting (including tap but excluding urinal or water softener)					3	

Property type	Apartment / terrace / mobile home	Semi-detached	Detached
Number of units of this type			

Domestic

Although South Staffs Water does not deal with sewerage connections we are responsible for the collection of sewerage infrastructure charges on behalf of the local sewerage provider. Please provide details about how the foul and surface water will drain from the site.

How will foul water drain?

1. Public sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Septic Tank	<input type="checkbox"/> Yes	<input type="checkbox"/> No

How will surface water drain?

1. Public sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Septic Tank	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Grey water harvesting	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Fire Fighting Supplies – Please note SSW Sprinkler Supply Policy in Appendix A

Please list any plot numbers that require sprinkler connections: _____

WATER EFFICIENCY INCENTIVE

We want to encourage developers to consider options and innovation in the management of the environment and water usage. To achieve this, we are offering a discount against our water infrastructure charges if you build your property to achieve a usage of 100 litres per person per day.

Are you building water efficient homes which will achieve 100 litres per person per day? ☐ Yes ☐ No

How many water efficiency homes will you be building? _____

Tick the box to confirm you have provided a plan to show which homes will be built to the water efficiency target: ☐

Please confirm what evidence you are/will be submitting with your application to confirm that the homes will be built to 100 litres per person per day (e.g. Home Quality Mark (HQM) / BREEAM certification, outputs from the water calculator, another appropriate accreditation): _____

When we receive evidence that homes will be built to achieve 100 litres per property per day, we will cater for this discount within the quote we provide to you. For the current rate of discount, please refer to our Developer Services Charging Arrangement document which is available on our website.

COMMERCIAL / INDUSTRIAL UNITS

Property Name/ Number	Purpose of Supply	Flow/Demand Details			Is a pulsed Output required for leak detection?
		Max Instantaneous Flow rate (l/s)	Storage Capacity (m ³)	Maximum Daily Demand (m ³ / day)	

Commercial

Although South Staffs Water does not deal with sewerage connections we are responsible for the collection of sewerage infrastructure charges on behalf of the local sewerage provider. Please provide details about how the foul and surface water will drain from the site.

How will foul water drain?

1. Public sewer ☐ Yes ☐ No

2. Septic Tank ☐ Yes ☐ No

How will surface water drain?

1. Public sewer ☐ Yes ☐ No

2. Septic Tank ☐ Yes ☐ No

Please list any properties that require sprinkler connections:_____

For the purposes of regulations, please indicate if any of the following are being installed:

- Details of plots and locations involved will need to be included in the site plan in section E.

Proposed start date for waterworks on site: _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SECTION E – DETAILED DESIGN DRAWINGS

Please provide a detailed site plan in both .dwg (AutoCAD)* and PDF format with the below information present:

***The AutoCAD should be geo-referenced indicating the total site boundary, the area occupied by each unit, common areas and your proposed service pipe routes. Please ensure all cross-references are attached or bound to drawing before being sent.**

- Proposed streets displaying whether they are private or to be adopted
- Service corridors
- Surface types e.g. landscaped area or asphalt surface
- Site phases (labelled)
- House type and plot numbers
- Any temporary building supplies (labelled)
- Details of any grey-water or rainwater harvesting systems
- Land not in ownership of the developer that may be affected by works (labelled, with grid references – also see section G)
- Sprinkler supply requirements (labelled)
- Solar heating systems (labelled)
- Any Reduced Pressure Zone Valves (RPZ)/Type BA Backflow devices (labelled)
- Internal boosters (labelled)
- Plans must be to 1:500 or 1:250 Scale and can be provided with the application in disc format or can be emailed

SECTION F – SOIL CONDITION REPORT

In the absence of a soil report or the Contaminated Land Assessment form which can be printed off the website, we will assume barrier pipe is going to be used. If main laying is required we require a full soil report and test results.

SECTION G – LAND OWNERSHIP

Please provide details of any 3rd party Land owners that may need to be contacted for completion of works:

Title:_____ First name:_____ Last name:_____

Company:_____ Telephone:_____

Mobile:_____ Email:_____

Title:_____ First name:_____ Last name:_____

Company:_____ Telephone:_____

Mobile:_____ Email:_____

APPENDICES

APPENDIX A – SSW Sprinkler Policy

APPENDIX B - Internal Metering Policy

Provision of Postal Address Requirements

Please note that we do not make connections **UNTIL** we are in receipt of the new postal address allocated by the local authority. This needs to be a copy of the notification issued by the local authority.

It is the developer's responsibility to provide details of the correct postal address for each new connection being made. This information helps us record the details on our billing system.

Will your connection be affected?

Yes: If your application is for –

- Brand new dwellings/units
- Property conversions where new dwellings/units are created

No: If your application is for –

- Existing property having a replacement/separation supply only

Do not delay getting YOUR connection. Contact your local authority at the earliest opportunity for your notification of postal address and then:



Post to:

Developer Services
South Staffs Water
Green Lane
Walsall
WS2 7PD



Email to:

servicerequests
@south-staffs-water.co.uk