

Application for a public water main diversion

1. Initial Information and Terms and Conditions

Please read these guidance notes carefully before completing the application form.

Under section 174 of the Water Industry Act 1991 (WIA) it is an offence to interfere and cause damage to any Water Main. However, developers may apply to divert a Water Main under section 185 of the WIA at their own cost in order to develop their land. On application, Yorkshire Water (YW) will specify the restrictions to be applied to diverted Water Mains including stand-off distances, depth of cover and tree planting. YW may also specify the steps to be undertaken in relation to the existing Water Main. The guidance below details what is required by YW should you wish to consider diverting a Water Main.

YW is responsible for Water Mains, some of which lie within the boundaries of private properties and new development sites. Water Mains may carry large volumes of water under pressure. Any proposed development that could interfere with, or cause damage to a Water Main is restricted as such development could lead to a failure incident with potential risk to life and/or property. Water Mains are vital water network infrastructure and require protection and access for maintenance, repair and inspection.

Any new development must be located a safe distance from the Water Main, either by diverting the existing Water Main or siting the development away from it. It is vital that early discussion takes place with YW as failure to do so may result in expensive changes to your layout at a later stage or construction being stopped whilst a solution is agreed.

YW need to be made aware of any building work planned close to a Water Main in order prevent it bursting or being damaged. The additional load of a new building close to or above a Water Main could cause it to burst, resulting in a risk to life and property, an interruption and loss of supply to other properties, flooding and financial costs to the developer and YW. We also need to ensure we have unrestricted access to the main and any valves to inspect or carry out repairs.

If you find that your proposals could affect a Water Main you should consider avoiding it, ensuring your buildings are an appropriate distance away. If this is not possible then you will have to complete an application to divert a public water main.

If a Water Main is identified in your land, a diversion may be required. YW has the power under the provisions of the WIA to inspect, maintain, adjust, repair or alter any Water Main and any development that prevents or restricts the exercise of such powers is prohibited. A diversion is likely to be required in all cases where any construction work is proposed over or near to a Water Main.

The position of YW's Water Mains is shown on existing mains record drawings. However this record is indicative only and gives a general approximate position and nature of the apparatus. The accuracy of this information is not guaranteed and should not be relied on for development purposes. Any damage to YW apparatus as a result of development may have serious consequences and you will be held responsible for all costs incurred.

Prior to commencing development, the exact location of YW apparatus must be determined on site; if necessary, by the use of excavating trial holes over and around the YW mains / asset. These should be done via hand only; no plant or machinery should be used.

For all diversions you will need to submit a location plan and site layout. In the absence of a diversion and where YW's assets may be interfered with and/or damaged, YW may seek to stop your works. It is therefore in your interest to contact us at an early stage in the planning of your development to avoid abortive costs, delays or other problems.

YW will normally undertake the diversion of Water Mains at your expense to ensure the diversion work is undertaken to the appropriate standard, to ensure a long asset life and to safeguard public health.

The diversion work will be carried out on a fully rechargeable basis. Should the final cost of the works be found to be higher than the original estimate, you will be liable for the additional costs upon demand. YW will endeavour to notify you during the course of undertaking the diversion of any potential cost increase. If the works are completed for a sum lower than the original estimate, a refund of the difference between the lower sum and the original estimate will be made.

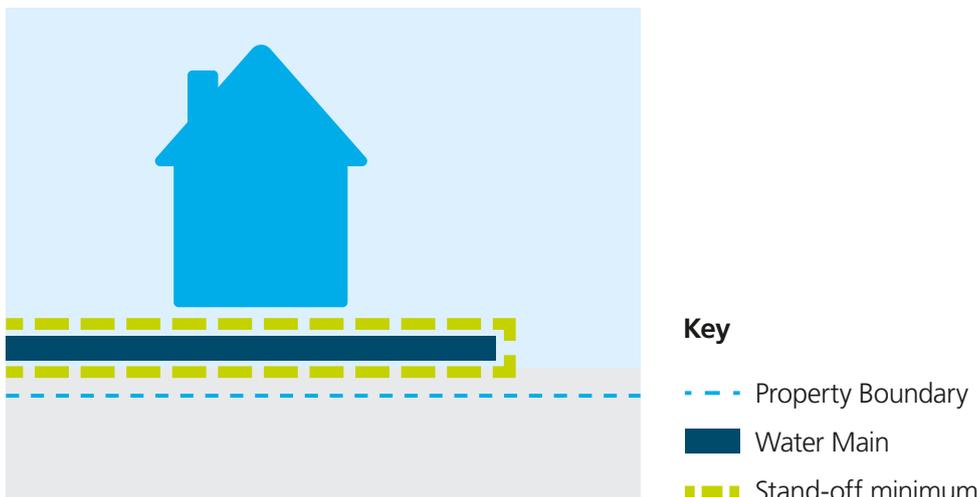
Table of general stand-off distances from Water Main

The following table gives the YW minimum requirements* in respect of the general stand-off distances required from Water Mains. The stand-off distance is measured to each side from the centre line of the water main. For multiple Water Mains located together, the stand-off width will be the total extent for the individual Water Mains. It is, amongst other things, the minimum distance required for access to allow repair, maintenance or renewal of the Water Main. It varies with the size, depth and pressure of the Water Main.

Water main diameter (mm)	less than 200mm	201mm to 599mm	600mm and above
Minimum Stand-Off Distance (m) each side of pipe	3m**	5m**	6m**

*Yorkshire Water reserves the right to change the requirements from time to time.

**The distances in the table above are given for a depth between 900-2000 mm. The stand-off distance will increase with the depth, size and the working pressure of the water main.



The stand-off distance is measured in the horizontal plane from the centre line of the Water Main. At the end of Water Mains the stand-off distance is required beyond the main measured along the projected centre line of the water main i.e. The stand-off distance is the minimum clearance required in every direction of the horizontal plane.

No building or other obstruction (such as decking, ornaments, ponds etc) should be located over a Water Main or within the appropriate stand-off distance. In addition, the foundations of a building should be taken down to such a depth or be designed in such a way that they do not place additional loading onto a Water Main. Piled foundations, especially driven piles, will require special consideration on a case-by-case basis. Developers considering pile foundations in the vicinity of Water Mains should consult YW at the earliest opportunity.

Fences, walls, monuments, trees or larger shrubs with deep roots etc. must not be erected or planted within the stand-off distance. In addition, it is desirable that such planting does not take place within 6 (six) metres of a Water Main if the stand-off distance is less than this to enable access to the main for maintenance and renewal.

Apparatus such as railings, sign posts etc must not be placed in such a way as to prevent access to, or full operation of controlling valves, hydrants or similar apparatus. YW service boxes must not be covered or buried.

If surface levels are to be decreased / increased significantly the effects on existing water supply apparatus will be carefully considered and if any alterations are necessary, the costs of the alterations will be recharged to you in full.

Outlets on fire hydrants must be no more than 300mm below the new levels and all surface boxes must be adjusted as part of the scheme.

All excavation works near YW apparatus must be by hand digging only. Vibrating plant should not be used directly over any apparatus. Movement or operation by vehicles or heavy plant will not be permitted in the immediate vicinity of YW plant

or apparatus unless there has been prior consultation and, if deemed necessary by YW, adequate protection provided. Any cost relating to the protection of any Water Main or apparatus during such works will be borne in full by the applicant.

You will be held responsible for any damage or loss to YW apparatus during and after completion of work, caused by yourselves or your agent. Any damage caused or observed to YW assets should be immediately reported to YW.

Should Yorkshire Water incur any costs as a result of noncompliance with the above, all costs will be rechargeable in full. You should ensure that nothing is done on the site to prejudice the safety or operation of YW employees, plant or apparatus.

2. Initial Information and Terms and Conditions

This form should be used to apply for the diversion of a Yorkshire Water asset in accordance with section 185 of the Water Industry Act 1991.

What will you receive in response to your application?

Once we've received your application form along with the correct payment, we'll send you:

- An estimate for the cost of the work required to divert the asset
- A location plan indicating where the asset will be diverted

How much will it cost to process the application and how can you pay?

There is a charge of **£133.00 + £26.60 (VAT) = £159.60** for processing your application. This charge covers the cost of undertaking a survey on site and providing an estimate to you for the connection work.

Your estimate will be valid for 12 months from the date on the estimate. If you don't pay within 12 months, a re-estimate fee will apply. Please don't apply unless you will require the diversion to be made within 12 months, as this may require a resurvey of the site for which there will be a charge.

You can pay either by cheque or by credit/debit card; please indicate your payment method below.

If you wish to pay by cheque please enclose a cheque payable to 'Yorkshire Water Services Ltd' with your application. If you wish to pay by debit/credit card, we will contact you on receipt of this form to arrange payment over the phone.

If you wish to pay by BACS the details are:

Sort Code: 57-49-55

Account Number: 11111111

- Cheque
- Credit/debit card
- BACS

You can send us your completed form by post or email.

- Post: Developer Services, Yorkshire Water Services Ltd, PO Box 52, Bradford, BD3 7YD
- Email: wbu.servicecentre@yorkshirewater.co.uk
- If you have any questions please give us a call on 0345 1 20 84 82. Calls are recorded for monitoring purposes.

We will only be able to process your request once full payment has been received.

Completing your application form

This application form and supporting information to be submitted either by post or email.

Please complete in BLOCK CAPITALS using blue or black ink.

Your Details

Full Name _____

Company Name _____

Contact Telephone Number _____

Email Address _____

Address for correspondence

House number/ house name and street _____

Address line 2 _____

Address line 3 _____

Town/ City _____ Postcode _____

3. Site Details

Are you or will you be the Land Owner?

Yes

No

If No, please provide details below

Land Owners Details

Land Owner Company or Individual name _____

Land Owners address

House number / house name and street _____

Address line 2 _____

Address line 3 _____

Town/ City _____ Postcode _____

About the asset to be diverted

Is the site address different from the Land Owners address or your user registration address?

Yes

No

If Yes, please provide details below

Site Address

Address _____

Address line 2 _____

Address line 3 _____

Town/ City _____ Postcode _____

Site Location

Grid reference: Easting (6 figures) Northing (6 figures)

4. About the Development

An appointment with a site surveyor will be required. Our office will contact you upon receipt of your application to arrange this.

Please give a brief description of why you want the asset diverting?

Will the applicant be the person we meet on site?

Yes

No

If no, please provide details below

Site Contact Details

Site contact name _____

Site contact telephone number _____

Are there any known risks or hazards that we should know of prior to our site visit?

Yes

No

If yes, please provide details of know risks or hazards to make Yorkshire Water aware of.

5. Construction Design and Management Regulations 2015 (CDM 2015)

HSE

If your project is notifiable you need to notify the HSE. A project is notifiable when: The construction is scheduled to last longer than 30 working days, and it will have more than 20 workers working at the same time at any point in the building project. Or, if the construction work has more than 500 person days.

Is the project notifiable to the Health and Safety Executive (HSE)?

Yes

No

If Yes, you will need to supply a copy of the F10 notification issued to the HSE

6. How we will calculate your charges

Your estimate will be sent out to you detailing the site-specific costs for your development.

You have two options for calculating the costs of your development.

- Option 1 – Fixed Charge Estimate. Our fixed charges are published in our charging arrangements www.yorkshirewater.com/developers/developer-charges/.
- Option 2 – Site Specific Bespoke Estimate. This will be calculated using site specific charges. This takes into consideration regional variations to costs.

Please indicate which option you would like us to use when calculating your estimate.

Fixed Charges

Bespoke Estimate

7. Information Required

Site Location Plan

A detailed location plan for the property(ies) requiring disconnection.

F10 Notice

A copy of the F10 notice notification to the HSE is required if the construction work on a construction site is scheduled to –
(a) last longer than 30 working days and have more than 20 workers working simultaneously at any point in the project or
(b) exceed 500 person days.

Site Layout

This document needs to indicate an approximate layout of the site and mark any existing assets you are aware of, no less than 1:2500.

Additional information if applicable

Pre-construction information (CDM)

8. Further Information

What we do to process your application

We will survey the site to determine the route of the main. We will send you an estimate with a plan showing the proposed works. You should receive your estimate within 42 days of our receipt of your full application and payment, although this could be influenced by your availability. For complicated or large diversions this may take longer, time scales will be agreed with you.

Charges for amendments to your estimate

Your estimate will be sent out to the applicant. Please ensure the applicant is the person who will be paying the estimate as the payment receipt will be sent in the name of the applicant. If you require us to reissue the estimate to a different person/company there is an admin charge of £64.00 +VAT. If you change your requirements after receiving your estimate there is an admin fee for a re-quote of £64.00 +VAT (£109.00 +VAT if we need to survey the site again).

If you request a copy receipt in a name other than the applicant there is a charge of £64.00 +VAT. These charges are applicable to 31 March 2020 and exclude VAT.

Whilst we endeavour to provide an accurate estimate for the cost of your new connection there are sometimes unforeseen circumstances that may affect this. These include additional local authority highway requirements such as road closures, out of hours working or the use of specialist traffic management. Engineering difficulties may also affect the cost of the work. In the unlikely event that these arise we will recharge any additional costs not identified at survey stage to the applicant.

9. Declaration

I request Yorkshire Water to process my application and provide me with an estimate for disconnection based on the information I have provided.

I agree that Yorkshire Water may use the support information for any purpose connected with this application and with the companies statutory Sewerage and Water undertakings, including sharing information with our service partner.

I am applying as the applicant or their representative and by doing so agree that I will be liable for the payment of any costs associated with this application.

Signed _____ **Date** _____

Print Name _____

Company Name _____

Please return this completed form to:

Developer Services
Yorkshire Water Services Ltd
PO Box 52
Bradford BD3 7YD

Or you can email it to us:
newmains@yorkshirewater.co.uk

If you need to get in touch:



Call the Developer Services team on 0345 1 20 84 82

Our Developer Services office is open Monday to Friday 8am-5pm.



Call our contact centre on 0345 1 24 24 24

Our contact centre is open for billing enquiries Monday to Friday 8am-8pm and Saturday 9am-5pm.

For water and sewerage enquiries we're open Monday to Saturday 6.30am-10pm and Sunday 7.30am-10pm. We're open 24 hours a day for emergency calls.



Visit our website yorkshirewater.com



Tweet us @YWHelp



Write to us

Yorkshire Water Services Ltd, PO Box 52,
Bradford BD3 7YD

Other useful numbers:

Asian language	0345 1 24 24 21
Text telephone/minicom	0345 1 24 24 23
24 hour automated services (meter readings and payments)	0345 1 24 72 47
Fax number	01274 372 800

How much could you save?



Use our online calculator

See how you could save water and energy around the home.



Buy discounted water saving gadgets

Water butts, shower heads and more – on our website.

VA
For office use only
Centre: 19075
Internal Orders: 110960
Nominal: 1301
Ref: AF2