

# Re-design / re-approval request form

5K

## Filling out this form

**This form can't be filled out online, so before you start to complete it, please make sure you follow these steps:**

1. Download the PDF to your PC (Save it locally, for example on your desktop)
2. Open it using Adobe Acrobat Reader, and fill it out  
(if you don't have Adobe Acrobat PDF Reader you can download it [here](#))
3. Save the completed version
4. Email it to us at [newmains@yorkshirewater.co.uk](mailto:newmains@yorkshirewater.co.uk)



## Your request form for re-design / re-approval of a mains scheme

This is a request form for changes to a Yorkshire Water designed mains scheme or for re-approval of an SLP-designed mains scheme.

### How long will it take to get a response?

What are you requesting?	Site complexity*	Response time
Re-approval of SLP design	Non-complex	14 calendar days
	Complex	28 calendar days
Re-design by Yorkshire Water	Non-complex	28 calendar days
	Complex	42 calendar days

\* To see how we define complex sites, please read page 2 of our Minimum Information and Levels of Service table, which you can find at [yorkshirewater.com/developers/water/self-lay/new-main-and-service-connections-for-self-lay](http://yorkshirewater.com/developers/water/self-lay/new-main-and-service-connections-for-self-lay)

Please bear in mind that we need a fully completed request form to respond in the relevant timeframe shown above.

### What fee do you need to pay for this request?

Item	Charge	What the charge covers	When you need to pay
<b>Re-approval fee (SLP design)</b>	£231 + VAT	The cost of processing your request, checking the re-designed mains scheme and issuing a response	On receipt of the invoice we send you with our response
<b>Re-design fee (YW design)</b>	£265 + VAT	The cost of processing your request, re-designing the mains scheme and issuing a response	

**Please note:** if you are only requesting to change your main laying option, and don't need a re-design of the mains scheme, you will only need to pay a **re-quote fee**. The fee will depend on whether you've already paid your existing quote and whether we need to re-survey the site (a re-survey is generally needed if the original survey was done over 12 months ago).

For more information on re-quote fees, please see page 22 of our New Connection Charging Arrangements 2022/2023: [yorkshirewater.com/developers/developer-services-charges](http://yorkshirewater.com/developers/developer-services-charges)



If you're filling out a paper copy, please complete in **BLOCK CAPITALS** using blue or black ink.

## 1. Your details

Company name

Customer name

Telephone number

Email address

Yorkshire Water Reference

## 2. Your requirements

Do you need to change the customer details?    Yes    No

If yes, please provide details below. Please note, if you are not the applicant, you will need to provide authorisation evidence from them as part of this request for us to make the required changes.

Has the site layout changed?    Yes    No

Are you requesting a change to the layout of the mains proposed?    Yes    No

Please describe what has changed in the box below:

Please provide any additional information regarding this request that we will need to know to successfully make the required changes:

If you have been asked to change your design prior to receiving the initial quote, please submit a **Resubmission of Self-Lay Design Requiring Further Details Form**.



Are you requesting to change the main laying option you have chosen?    Yes    No

If yes, please pick the option you would like to change to below:

## Requisition options:

**Lay Only Option 1** – On site, Yorkshire Water will lay the water main in the trench excavated by the developer. The developer will be responsible for backfilling and reinstatement of the trench. Off site (on the public highway), Yorkshire Water will excavate the trench, lay the water main and reinstate the trench. Yorkshire Water will carry out all water mains installation and connection work, including chlorinating and testing the new water mains laid.

**Lay Only Option 1a** – Off site only (on the public highway), Yorkshire Water will lay the water main in the trench excavated by the developer. The developer will be responsible for backfilling and reinstatement of the trench and associated traffic management, which will require a street works licence to carry out this work off site. There is no on-site work. Yorkshire Water will carry out all water mains installation and connection work, including chlorinating and testing the new water mains laid.

**Excavate and Lay Option 2** – On site, Yorkshire Water will excavate the trench, lay the water main and backfill the trench. The developer will be responsible for the final reinstatement. Off site (on the public highway), Yorkshire Water will excavate the trench, lay the water main and reinstate the trench. Yorkshire Water will carry out all water mains installation and connection work, including chlorinating and testing the new water mains laid.

**NAV Site Option 1** – Off site (on the public highway), Yorkshire Water will excavate the trench, lay the water main and reinstate the trench. Yorkshire Water will carry out all the water mains installation and connection work, including chlorinating and testing the new water mains laid, and install the NAV metering arrangement.

## Self-lay options:

**Self-lay Option 3** – Developer will employ a self-lay provider to lay, chlorinate and test the water mains on site only. Yorkshire Water will carry out the off-site work and branch connections, including excavation and traffic management. Yorkshire Water will chlorinate and test the off-site water mains.

**Self-lay Option 4** – Developer will employ a self-lay provider to lay, chlorinate and test the water mains on and off site (all excavation and traffic management to be provided by the SLP). Yorkshire Water will carry out the branch connection.

**Self-lay Option 4a** – Same as option 4, but Yorkshire Water will carry out the chlorination and testing of the water mains laid (we would only use this option if the SLP is not accredited to do this activity).

**Self-lay Option 5** – Developer will employ a self-lay provider to lay, chlorinate and test the water mains on and off site (all excavation and traffic management to be provided by the SLP). The SLP will also carry out the under-pressure water mains connection (UPC).



**NAV Site Option 2** – Off site (on the public highway), the SLP will excavate the trench, lay the water main and reinstate the trench (all excavation and traffic management to be provided by the SLP). The SLP will also install the NAV metering arrangement. Yorkshire Water will carry out the branch connection.

**NAV Site Option 3** – Off site (on the public highway), the SLP will excavate the trench, lay the water main and reinstate the trench (all excavation and traffic management to be provided by the SLP). Yorkshire Water will install the NAV metering arrangement and carry out the branch connection.

**NAV Site Option 4** – Off site (on the public highway), the SLP will excavate the trench, lay the water main and reinstate the trench (all excavation and traffic management to be provided by the SLP). The SLP will also install the NAV metering arrangement and carry out the branch connection.

**NAV Metering arrangements are contestable work as they are billing meters, not DMA meters.**

### 3. Declaration

I am requesting changes to be made to a Yorkshire Water design, or re-approval of an SLP-designed scheme, and have provided the information needed.

I am confirming that I will pay the administration fee for this request at the point that I receive the invoice.

**By ticking this box I agree to the above declaration**

**Print name**

**Position in company**

**Date**        /        /



**Please email this completed form to:**  
[newmains@yorkshirewater.co.uk](mailto:newmains@yorkshirewater.co.uk)

**Or you can post it to:**  
Developer Services  
Yorkshire Water Services Ltd  
PO Box 52  
Bradford BD3 7YD

## 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.



**Visit our website [yorkshirewater.com/developers](http://yorkshirewater.com/developers)**



**Tweet us @YWHelp**



**Write to us**

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

## Other useful numbers

**Contact centre**

**0345 1 24 24 24**

(billing enquiries)

**Asian language**

**0345 1 24 24 21**

**Text telephone/minicom**

**0345 1 24 24 23**

**24 hour automated services**

**0345 1 24 72 47**

(meter readings and payments)

**Fax number**

**01274 372 800**

## How much could you save?



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