

Application for a public water main diversion/ disconnection

4B

Filling out this form

If you'd like to complete this application form online, please log in to our online portal:

developerservices.yorkshirewater.com/sign-up-sign-in

To fill out this PDF application form, please open and complete it using [Adobe Acrobat Reader](#) and email your completed application to newmains@yorkshirewater.co.uk

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

Please note: the fees listed in this form are fixed until **31 March 2024**. You can find the most up-to-date version of the form at yorkshirewater.com/developers/water/water-main-diversion/

Please confirm you can provide the following documents with your application:

Site location plan (a plan showing where your site is and where the boundary is)

Site layout plan (a CAD plan showing your site layout, boundary and the scope of your development works, including new roads, kerb lines, landscaping areas, etc.)

A plan showing the sections of public water main that need diverting/disconnecting

Proposed depths of your dig, covering roads and footpaths (if you're planning to raise or lower the surface level, we will assess the potential impact on the existing water mains)

Additional documents (if applicable)

Pre-construction information (site surveys and any relevant parts of the construction phase plan, if available, as per CDM 2015)

Any trial hole or ground penetrating radar (GPR) results

F10 notice (if the development is notifiable to the HSE)

Written authorisation from the individual/company who will pay the quote for the main diversion / disconnection works (if different from the applicant)

Please be aware, we may contact you to seek feedback on your experience with this service.

Initial information and terms and conditions

Your application form for a public water main diversion/disconnection

This is an application for a public water main diversion and/or disconnection on a development site under section 185 of the Water Industry Act 1991.

Please see the **guidance notes** on pages 7–8 of this application for more information on the steps you need to take, and any restrictions and requirements, in relation to water main diversions.

How long will it take to get a response?

We aim to send you confirmation that we've received your application within **5 calendar days**. We aim to send you a plan and a quote for the proposed works within **42 calendar days** of receiving your completed application and payment.

It may take longer depending on the complexity of your site. We'll let you know if we think your site is complex when we receive your application. To see what constitutes a complex site, please see Appendix E of the Water Sector Guidance: [water.org.uk/water-sector-guidance-approved-documents](https://www.water.org.uk/water-sector-guidance-approved-documents)

What fees do you need to pay for this application?

Item	Charge	What the charge covers	When you need to pay
Application fee	£277 + £55.40 (VAT) = £332.40	The cost of processing the application, carrying out a technical assessment and survey and producing a quote for the work	Upfront on submission of your application
Design fee*	£1,380 + £276 (VAT) = £1,656	The cost of designing a water main diversion	On receipt of the design invoice
* If a diversion is required, we will need to design the proposed route – this comes with a design fee, which we will invoice for after we've reviewed your application. The design fee is payable even if you decide not to proceed with the work after receiving the design.			

How to pay

Choose your payment method below

Credit/debit card – we'll contact you on the phone number you provide in this application to arrange payment over the phone.

BACS – to pay by BACS, the details are **sort code:** 57-49-55; **account number:** 11111111

Cheque – please enclose a cheque payable to 'Yorkshire Water Services Ltd.' with your application.

Credit/debit card

BACS

Cheque

(please include your site post code / BACS reference)

As the applicant, you are responsible for the payment of any cost associated with this application.

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

1. Your details

Are you a Developer Landowner SLP NAV Consultant Other

If other, please specify

Full name

Company name

Company number

Phone number

Email address

Address

Town/City

Post code

New Appointees (NAVs)

If you're acting on behalf of a NAV, please provide the NAV's company name

Will you be paying the quote for the main diversion / disconnection works? Yes No

If no, please provide the payer's details below and attach **written authorisation** from the payer

Full name

Company name (if applicable)

Phone number

Email address

Address

Town/City

Post code

Would you like to authorise us to speak to anyone else about your application? Yes No

Is the recipient a Developer Landowner SLP NAV Consultant Other

If other, please specify

Full name

Company name

Company number

Phone number

Email address

Address

Town/City

Post code

2. Site details

Site address (or closest existing address)

Address

Address line 2

Address line 3

Town/City

Post code

Grid reference (centre of site): Easting

Northing

Planning permission reference number (if available)

Planning permission approval date (if available)

We'll conduct a survey of your site when we receive your application. We may or may not need to visit your site to carry out this survey based on your requirements and the complexity of your site. We'll let you know if a site visit is needed once we receive your application.

If we need to visit your site, are there any known **risks or hazards** that we should know of?

Yes No

If yes, please provide details below

Site contact details

Are the site contact details different from your contact details? Yes No

If yes, please provide the details of your site contact below

Site contact name

Site contact phone number

Site contact email address

Landowner details

Are you, or will you be, the landowner? Yes No

If no, please provide the landowner's details below

Individual / Company name

Registration number (if any)

Address

Town/City

Post code

Can you confirm that the landowner consents to this application? Yes No

Site history

Is your site either a) on greenfield land, or b) previously used purely for housing? Yes No

If no, will you provide us with a completed Water UK Contaminated Land Assessment Form (CLAF)?

Yes No (If yes, please attach/enclose it with your completed application form).

You can find a copy of this form at [water.org.uk/guidance/contaminated-land-assessment-guidance](https://www.water.org.uk/guidance/contaminated-land-assessment-guidance)

If you cannot provide us with a completed Water UK CLAF, we will quote an uplifted cost for the barrier pipe needed per metre of pipe laying.

I have read and understood

3. Your requirements

Please give a brief description of why you need the public water main diverting/disconnecting

If a diversion is required, a new water main will need to be laid according to our design plan. Please choose a main laying delivery method from the options below

Requisition Option A (Lay Only) – 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.

Requisition Option B (Off Site Lay Only) – 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.

Requisition Option C (Excavate and Lay) – 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.

Self-lay – If you would like to self-lay the mains, our engineer will contact you on receipt of your application to discuss options.

4. Construction Design and Management (CDM) 2015

If your development is notifiable to the Health and Safety Executive (i.e., if construction is scheduled to last longer than 30 working days or 500 person days, or if there will be more than 20 workers on site at any one time), you'll need to provide us with an **F10 notice**.

Is your development notifiable to the Health and Safety Executive (HSE)? Yes No

If yes, please upload a copy of your F10 notice, and any other relevant pre-construction information, such as site surveys and the applicable parts of your **construction phase plan** (if available), with this application.

5. Further information

How we quote your charges

Quotes are issued to the applicant and are built up from the fixed charges published in our New Connection Charging Arrangements 2023/2024: yorkshirewater.com/developers/developer-services-charges. Your quote is valid for 12 months from the date of issue.

If you need us to re-issue a quote or re-quote or re-design a scheme, you'll need to put in the relevant request and pay the associated admin fee. You can find more information in section 2 of the Charging Arrangements.

Bespoke charges

Our published fixed charges do not cover the following special circumstances:

- complex or challenging works involving a certain degree of engineering difficulty (such as works in a dual carriageway, a road bridge or on a railway site)
- easements to access new mains installed on third-party land
- special fittings not listed in our Charging Arrangements.

Under the above special circumstances, we will issue a quote containing bespoke charges.

If we need to conduct a feasibility study to find out what methodology and costs are associated with a complex or challenging project, we'll let you know in advance. If you decide to continue, a non-refundable deposit will be charged via an invoice at the same time we issue the quote for the cost of the works. Please see our New Connection Charging Arrangements for more details.

Council fees

We'll add to your quote the cost of any fees we pay to the local highway authority for permission to safely carry out roadworks. Council fees vary and are dependent on the amount of work being carried out. Please visit your local highway authority's website for more information on specific fees.

6. Declaration

I request that Yorkshire Water process my application based on the information I have provided and confirm all information is correct to the best of my knowledge.

I agree that Yorkshire Water may use the supporting information provided for any purpose connected with this application and with the company's statutory Sewerage and Water undertakings, including sharing information with its 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 cost associated with this application.

By ticking this box I agree to the above declaration

Print name

Position in company

Date / /

Guidance notes

New buildings and developments need to be kept to a safe distance from existing public water mains. If there's a live main in the way of your proposed development, the easiest way around this is to change your proposal to avoid the existing main. However, if this isn't possible, we may be able to alter or remove the main.

It's crucial that you engage with us early on about any planned building work close to an existing main before development begins. Any damage or obstruction to the public water network caused by your development could result in legal action and expensive changes to your layout and development programme.

How do I determine the location of existing mains pre-development?

The general approximate positions of our water mains are shown on our existing mains records; you can find more information about how to access these records at yorkshirewater.com/your-water/pipe-and-sewer-records. Please be aware that the accuracy of this information is not guaranteed and shouldn't be relied on for development purposes.

If the exact location of the main is not on our records, we may need to come to site to dig trial holes to determine its location. The cost of any trial holes will be added to your quote.

If you are able, you may establish the exact location of the main yourself via trial hole or ground penetrating radar (GPR). Before you dig any trial holes, please ensure you have read and understood the guidance below on excavations.

Who can carry out the diversion/disconnection?

Designing the main diversion is the sole responsibility of Yorkshire Water. Branch connections and disconnections are also non-contestable; we need to carry out this part of the work ourselves to safeguard existing assets and ensure the water supply to our customers is not affected.

As main laying work is contestable, you can employ an accredited self-lay provider (SLP) to lay the main along the diverted route, subject to our acceptance. You can also request for us to carry out all of the main laying work ourselves.

What are Yorkshire Water's stand-off requirements*?

We will allocate a minimum stand-off (clearance) distance based on the depth and diameter of the main, which will allow us access to maintain, repair or replace the main as needed.

Depth	Main diameter	Minimum stand-off distance (either side of the pipe)**
900mm – 2000mm	under 200mm	3 metres
	201mm – 599mm	5 metres
	600mm+	6 metres

The land within the minimum stand-off distance cannot be altered or developed to obstruct our access to the main, its fittings or its access points – this includes the development of buildings and other obstructions such as decking, ornaments, ponds, bike sheds, landscaping and fencing, etc.

What are the requirements for building foundations?

Building foundations must be designed and constructed so that they do not place any additional load on the water main. Piling, especially driven piles, will need to be considered on a case-by-case basis. Please consult us at the earliest opportunity if you're considering piled foundations over or near an existing public water main.

* We reserve the right to change these requirements from time to time.

** The stand-off distance is measured either side of the main from the centre line. If the depth of the main is shallower than 900mm, we will allocate a proportionate stand-off distance.

Guidance notes (continued)

What restrictions are there on surface levels?

If you're planning to raise or lower the surface level, we will assess the potential impact on the existing water mains. If we find we need to alter the main, 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.

What are the requirements for excavation?

All excavation works near our water main and fittings must be carried out by hand digging only. Digging equipment should not be used directly over the main or fittings. Movement or operation by vehicles or heavy machinery will not be permitted in the immediate vicinity of the main unless there has been prior consultation and, if we deem it necessary, adequate protection provided. You will be responsible for the cost of protecting the main during these works.

You must ensure that nothing is done on site to risk the safety or operation of Yorkshire Water employees or assets.

You will be held responsible for any damage or loss to our assets during and after completion of any excavation work that you carry out. Any damage caused or observed to our assets should be immediately reported to us. You will also be liable for any costs we incur as a result of non-compliance with the above.

Please email this completed form to:
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



Tweet us [@YWHelp](https://twitter.com/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?



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.

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