

APPLICATION FOR NEW OR REPLACEMENT WATER CONNECTIONS – GUIDANCE NOTES

These guidance notes are provided to assist you in the completion of the application for new or replacement water connections onto an existing public water main.

Sections 45 and 55 of the Water Industry Act 1991 relates to the water company's duty to comply with making connections with the main respectively. Insufficient information may result in delays to the provision of the connection.

New connection reference number: This is the reference number provided on your email/letter sent with the application and should be stated on any correspondence sent to Icosa Water.

Part 1 - Applicant Details (correspondence address)

Applicant

The person and/or company applying for the water supply. Please complete all sections including the postcode.

Site to be supplied

Icosa Water will process applications from other parties, provided they are acting with the approval of the owner/occupier as their sole representative regarding the new water supplies to the site.

If you are not the owner or occupier of the site, please arrange for the owner or occupier to put their name in block letters and sign, confirming their approval for you to act on their behalf.

Part 2 – Location of connection (site address)

Address of the site/property

This will be the site/property requiring the new water supply. Please complete all sections including the postcode.

Part 3 – Water connection details

3.1 Please confirm the type of premises

On this part, please confirm if the premises which requires a new water supply is new, existing or a redevelopment of any kind.

Please follow the guidance on the application form which confirms which parts need to be completed, depending on which answer you have given for new, existing or redevelopment.

3.2 Please confirm the type of development and the number/diameter of connections

Icosa Water cannot give advice on the correct size water supply pipe you should install as part of your new water connection(s). If you are not sure which size pipe you require, we recommend contacting a water engineer or a plumber who should be able to help you with this information. Please use this section to confirm how many connections and what size pipe in diameter you require. Please can you also confirm the plot numbers where applicable.

For combined domestic and fire supplies, Icosa Water will install a standard 15mm meter. Please factor this into your design. Icosa Water will not accept any liability as a consequence of private systems, which haven't taken this into account.

Do you require internal meters (flats/apartments only)?

Please be advised that only new flats/apartments can have internal meters installed.

3.3 If any of the pipe diameters are above 50mm, please complete the table below

Please use this section to confirm the size of each connection which is over 50mm in diameter and what your maximum peak flow m³ (cubic meter) per hour. If you are not sure we recommend that you speak with either a water engineer or a plumber who should be able to help you with this information.

We require this information so we can measure the correct size water meter(s) to install as part of your new water connection.

3.4.1 Are you currently on a private water supply e.g. borehole?

This must be completed if the building/unit is currently supplied from a private water source. Examples include a borehole, well or spring.

3.4.2 Please indicate below, which applies to your development

On this section please confirm the type of connection from the following list:

- Separation of a shared supply for domestic purposes - an example of this is coming off a joint water supply with neighbour/neighbours.
- Enlarge/upgrade existing supply - an example could be installing a larger supply to replace a 15mm copper supply.
- Re-route existing supply - an example could be re-routing your existing supply to a different location.
- Conversion of existing building - an example could be turning a single household dwelling into two apartments.
- Barn conversion - converting a barn for domestic purposes

3.4.3 If you have an existing Icosa Water account number for the address you are trying to connect.

If you have an existing account, please provide your customer number which can be found on an Icosa Water bill or letter.

3.4.4 Is there an existing meter supplied?

Please confirm if there is an existing Icosa Water meter supplied to the existing water connection.



Part 4 – Infrastructure charge

4.1 Normal household dwellings will be charged the standard charge. For non-household please complete the number of appliance where applicable (as per the application form)

Infrastructure charges are separate from and additional to connection charges. This charge is permitted under section 146 of the Water Industry Act 1991. Infrastructure charges need to be paid by anyone who wishes to build or develop a property and are used to cover the cost of the extra demand on our existing network. This ensures that the extra demand does not reduce the level of service currently enjoyed by other customers in the area.

They are applicable to the following whether connecting directly or indirectly:

- Building of new domestic premises, including permanent caravans
- Additional new premises on the site of demolished premises
- Conversion of existing building into additional units/dwellings
- First time connection of an existing property
- New commercial and industrial units.

There are similar infrastructure charges for connection to the sewerage network. If your new property is serviced for sewerage by Icosa Water, we will also quote those infrastructure charges at the same time as the water infrastructure charge.

Part 5 – Additional information

5.1 Please provide floor plans and indicate the building entry, service termination points, meter locations and service riser routes if applicable. Please provide a diagram showing pipework, fittings and water equipment to be installed.

We need this information to plan what engineering works are required and to ensure what is envisaged will provide an efficient, adequate and safe water supply.

5.2 Please confirm the highest point of the building/unit where water is required

If you are unable to provide the exact highest point of the building/unit in metres, please provide an estimate.



APPLICATION FOR A WATER CONNECTION

1. APPLICANT'S DETAILS

Company Name:	Mobile Number:
Address for correspondence:	Telephone Number:
Contact Name:	Email Address:

2. DETAILS OF THE DEVELOPMENT

Site Address:
Estimated connection date:
Please explain briefly what is being built on the site and what the premises will be used for (i.e. hotel, commercial units, warehouse etc).
Floor Area of Building (m2)

3. POTABLE WATER CONNECTION

Please indicate the max height in meters which is required:	
Please indicate below the peak flow and daily demand for water for commercial/industrial process	
Peak flow (l/s)	Daily demand (m ³ /hour)
Do you require water specifically for firefighting purposes?	Type of fire protection required (i.e. sprinkler/hydrant)
Flow required for firefighting(l/s)	
If you require more than 1/3 l/s please complete the fittings list below to be supplied from each connection	



Fittings	Connection 1	Connection 2	Connection 3
Sink (standard)			
Sink (tap size greater than 15mm)			
Wash basin (other)			
Bath (tap size greater than 20mm)			
Shower			
Bidet			
Spray taps			
WC flushing cistern			
Commercial appliances (dishwasher/washing machines etc)			
Other water fittings			
Storage capacity in litres			

4. ADDITIONAL INFORMATION

Please provide floor plans and indicate the building entry, service termination points, meter locations and service riser routes if applicable.

Pipework Fittings and water equipment

Please provided a diagram showing pipework, fittings and water equipment to be installed on separate piece of paper and attach to the application.



5. REGULATION 5 – WATER SUPPLY AND FITTINGS REGULATIONS (1999)

Plumbing Notification Approved plumber/contractor

Prior to any connection being made we will require information and details in respect of your appointed plumber who is permitted to certify compliance of the new installation with regulations.

We also require copies of their certificate of approval for the plumbing installation.

WIAPS – Approved Contractor

Approved plumber details:

Name:

Address:

Contact number:

Registration number

OTHER – IF NOT WIAPS MEMBER OF ANOTHER APPROVED CONTRACT SCHEME

Registration Scheme

Registration number:

Use of an approved contractor / Approved Plumber:

An Approved Contractor will certify that any installation or maintenance work satisfies the Regulations. Should any breaches of Regulations be found in the certified work the legal responsibility falls upon the Approved Contractor and not the owner or occupier. Plumbers registered with the National Industry Approved Plumbers Scheme (WIAPS) have demonstrated their experience of plumbing work and knowledge of the regulations and have liability insurance cover.

A list of WIAPS approved plumbers for your area can be found on www.wras.co.uk.

6. DECLARATION

I hereby request a quotation for the connections as detailed above.

Your signature

Date

Print Name

Role in the organisation (if signing on behalf of a company)

