Application for the diversion of an existing sewer

Application form
You can go to our website thameswater.co.uk/buildover and apply online or complete this form and return to Thames Water, Developer Services, Clearwater Court, Vastern Road, Reading RG1 8DB
Guidance notes

Diversion of Thames Water Assets

Under Section 185 of the Water Industry Act 1991 any person with an interest in land or in adjacent land, may give notice to Thames Water to alter or remove its existing assets from this land. However, this does not apply to pipes laid in streets. Thames Water will be happy to carry out diversionary works as long as the request is reasonable. The timing of the works will be affected by the various obligations set out in the Water Industry Act 1991 and in Thames Water’s Code of Practice for Pipelaying Powers on Private Land. You should be aware that our guiding principle is, that all diversionary works must be funded by the applicant before any financial commitment is made by the Company.

Thames Water is entitled to recover all reasonable costs incurred in respect of any diversion on private land.

In some cases, customers will be permitted to divert non-strategic public sewers using their own contractor, provided a signed Section 104/116 agreement is in place before work commences.

Funding

From the first notification of intent by the applicant to request a diversion, a four stage funding procedure must be followed.

Applicants will be required to make the following payments:

a) An Initial Payment of £1000 to cover the cost of preliminary investigations and the production of a budget estimate. The budget estimate will identify the preferred route of the diversion, scope of the works, principal quantities and a provisional programme. The estimate is for indicative purposes only and will be constructed using standard budget estimate rates in the absence of detailed site, soil, utility and design information.

b) An Interim Payment is required to progress the scheme through to full design and to calculate the estimated final scheme cost. At this stage a payment of 10% of the estimated final scheme cost will be required, a minimum of £10,000.

c) An advance payment is required prior to the commencement of construction. Once this payment is received the contract for the diversionary works will be let.

d) The Final Payment will be the difference between the final project cost and the advance payment. The applicant will be required to pay this balance on completion of the final account. In cases where the advance payment exceeds the final contract cost, the appropriate refund will be made.

VAT is zero rated for new residential developments where the diversion is wholly within the development site. For further information on VAT, please see the enclosed VAT Development Classification form.

If the applicant decides not to proceed with the diversionary work at any stage before the advance payment has been made, any previous payments will be refunded upon request, after the deduction of any reasonable costs that Thames Water has incurred up to this point.

All Legal costs incurred by Thames Water relating to easements, wayleaves, land acquisition or discharge consents that are necessary for the diversion, will be charged to the applicant. Please note, no contract will be let until Thames Water has completed any such legal matters.

Thames Water’s powers of entry do not extend to certain land, for example Crown land, or they may be subject to special provisions, for example land held by other statutory undertakers such as British Waterways. This means the cost of acquiring easements through such land will be included in the cost of the diversion scheme. No contract will be let until Thames Water holds such easements and obtaining these may, in some circumstances, result in delays to the diversion scheme.

In certain cases Thames Water may be required to pay for discharge consents for surface water sewers. These charges will be included in the cost of the diversion scheme. No contract will be let until Thames Water obtains such consents.

Project Design

The nature and extent of works required to divert the assets will be decided by Thames Water. In making the final decision we will take into account the applicant’s proposals, land issues and the hydraulic design of the diversion.
Contract and Final Contribution

10 All diversions are procured through Thames Water’s Framework Agreement with major civil engineering contractors. At the time of appointment the Framework Agreement was competitively tendered in accordance with EU Regulations. The Framework Agreement reduces the need to individually tender each project, and in most cases saves time and allows for an earlier construction start date.

11 Other legitimate expenses that may be added to the cost of the diversion scheme, include: design and supervision fees, site investigation costs, service diversion costs, surveyors’ and legal costs, land access, easement and discharge consent costs, compensation and administration.

12 In the event that the applicant fails to pay the necessary contract contribution within the offer validity period of 28 days, it may be necessary to negotiate a cost adjustment or possibly to invite new tenders. Any costs incurred under these circumstances will be charged to the applicant.
Application for the diversion of an existing sewer

Please complete all sections of this form in BLOCK CAPITALS

About the person applying

This is the person we’ll contact about the application and will receive all correspondence. This can be the property owner or someone acting on their behalf.

Are you applying as?  
An individual ☐  or  A company ☐  

‘An individual’ is a homeowner and ‘A company’ is an agent/architect/builder etc acting on behalf of the homeowner.

Company name ____________________________

Title  
Mr ☐  Mrs ☐  Ms ☐  Miss ☐  Dr. ☐  Other: ____________________________

First name(s) ____________________________

Last name ____________________________

Applicant contact details

We’ll use these details to get in touch with you about your application.

Preferred contact number ____________________________

Alternative number ____________________________

Email address ____________________________

Full postal address  
Address line 1: ____________________________

Address line 2: ____________________________

Town: ____________________________

County: ____________________________  Postcode: ____________________________
Nominated contact

Who should we contact to process your application form?

Applicant ☐ Someone else ☐

(Please tick one)

If someone else:

Company name

Title

Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Dr. ☐ Other:

First name(s)

Last name

Preferred contact number

Alternative number

Email address

Full postal address

Property No/Name:

Street:

Town/City:

Postcode:

Location

What is the site address of the sewer to be diverted?

Applicant ☐ Nominated contact ☐ Somewhere else ☐

If somewhere else:

Site name

Full postal address

Address line 1:

Address line 2:

Town:

County: Postcode:
Does anyone else own land through which the diverted sewer would run?

Yes □ No □

If yes:

Title

Mr □ Mrs □ Ms □ Miss □ Dr. □ Other:

First name(s)

Last name

Preferred contact number

Alternative number

About the site

What is the Local Authority/Borough Council?

Ordnance survey grid ref:

VAT development classification

New build house or flat □ Relevant residential or charitable □

Commercial, existing or other □ Listed □ Conversion □ Mixed □

Third party landowners

Who should we send invoices to?

Applicant □ Nom contact □ Owner □ Someone else □

This person will also receive the quote

If someone else:

Mr □ Mrs □ Ms □ Miss □ Dr. □ Other:

First name(s)

Last name

Full postal address

Address line 1:

Address line 2:

Town:

County: Postcode:

Email address
About the work

Please provide as much information as possible about the work being carried out.

You should include:

- The number of proposed dwellings for a residential site, gross area or commercial development details
- The description of the proposed sewer diversion

Diversion type

- Sewer diversion
- Clean water main diversion
- Both

Enclose your documents

What we need from you to process your application.

Documents must be in colour.

Site plan

Drawing showing the location of the site and details of the proposed sewer diversion.

Statutory undertaker’s information

This should include any details and locations of other services such as gas and electricity.

Soils and borehole information

Report of ground make up, soil types and depths. Also any borehole specifics you may have.
Checklist and Declaration

The following information should accompany your application form:
1. A site plan
2. Statutory Undertaker’s information
3. Soils or borehole information (if available)
4. A cheque for £1,000

Failure to include any of the above information will be deemed as an incomplete application and may result in the application being delayed or returned.

I/we hereby request diversion of a Thames water asset(s) under Section 185 of the Water Industry Act 1991 at the new development site detailed above and shown edged green on the attached 1:25000 Ordnance Survey extract.

I/we undertake to pay the full reasonable costs incurred by Thames Water in implementing the diversion scheme.

I/we have read the Guidance Notes issued with this application and enclose the initial payment of £1000 (zero rated VAT for 100% new build houses or flats, or VAT at the current rate for commercial sites, made payable to Thames Water Utilities Limited).

I/we understand that any cancelled application will result in a minimum charge of £87 to cover abortive costs.

I/we confirm to the best of my/our knowledge the above information to be complete and correct.

I/we have read and completed the sections called: About the site and Third party landowners.

Declaration

I confirm to the best of my knowledge that the information in this application is complete and correct.

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Please note that Thames Water reserves the right to make the final connection to its water network. Illegally connecting to the water network is a criminal offence.

Please complete the form making sure you supply any additional information using the checklist above and return it to Thames Water, Developer Services, Clearwater Court, Vastern Road, Reading, Berkshire RG1 8DB.
Getting in touch with us

For enquiries regarding this application or any other questions relating to your building or development work please contact us on:

- [thameswater.co.uk/developerservices](thameswater.co.uk/developerservices)
- [developer.services@thameswater.co.uk](developer.services@thameswater.co.uk)
- [0800 009 3921](tel:08000093921)  
  Monday - Friday 8.00am-5.00pm
- Thames Water, Developer Services, Clearwater Court, Vastern Road, Reading, Berkshire RG1 8DB

If you have any other questions for Thames Water

- [thameswater.co.uk](thameswater.co.uk)
- [0800 980 8800](tel:08009808800)
  - Queries relating to your bill
  - Change of address
  - Meter readings
  Minicom service if you are deaf or hard of hearing 0800 316 6899

- [0800 316 9800](tel:08003169800)
  - For emergencies
  - Other non-billing enquiries
  - Literature
  Minicom service if you are deaf or hard of hearing 0800 316 9898

To contact us from abroad +44 1793 366011

- Thames Water, PO Box 286, Swindon, SN38 2RA

This leaflet can be supplied in braille or audio-tape upon request.