



Water Company Lay Application

Please use this application if you require new mains to be laid.

Administration application fees

As a water company we operate an administration application fee for new network development requests.

Application fee	£638.40 including VAT
Redesign / Requote	£494.40 including VAT

If you require an amendment to a quotation that represents a material change to the original design, we will consider this to be a new application and will apply the charge above.

We can accept your payment by the following methods. Please tick your preferred method:

- Debit/Credit Cards
- BACS
- Cheque

BACS details:

Bank - HSBC
 Sort code - 40-11-18
 Account number - 63987183
 Payee name - South Staffordshire Water Plc

Please do not make payment until you have been allocated an Application Reference Number which will be your payment reference.

Please return your completed application form to:

Network Development
 Cambridge Water
 90 Fulbourn Road
 Cambridge
 CB1 9JN

Tel: 01223 403115

Email: CamNetDev@south-staffs-water.co.uk

SECTION A – CONTACT DETAILS

Preferred method of contact: Post Email

DEVELOPER DETAILS

Company name: _____

For the attention of: _____ Job Title: _____

Property name / number: _____ Office telephone: _____

Street: _____ Mobile number: _____

Village / town: _____ Email address: _____

City / county: _____ Postcode: _____

Please note: If on site works are being carried out by a different company, please complete details below.

Company name: _____

Contact name: _____

Contact telephone number: _____

Job title: _____

Has the development been granted planning permission? Yes No

SITE DETAILS

Address and details of the site:

Site name: _____ Phase: _____

Street: _____

Village / town: _____ Site contact: _____

City / county: _____ Office telephone: _____

Postcode: _____ Mobile number: _____

Site grid reference (mid point): _____ Email address: _____

Previous use of the site: Greenfield or agriculture

Housing

Industry

Landfill

Filling station

Other (please specify) _____

AUTHORISED REPRESENTATIVES DETAILS
(if you would like us to talk to a third party regarding works)

Title: _____ First name: _____ Last name: _____

Company: _____ Office telephone: _____

Mobile: _____ Email: _____

Tick if this person is the main contact

Have you had a connection offer for this site before? Yes No

If yes, can you please provide the reference number _____

PLUMBING CONTRACTOR / INSTALLATION DETAILS

If you are using a water industry approved plumber / contractor registered under the WIAPS scheme to carry out internal plumbing please provide their registration number below:

Registration number: _____

If not, please provide us with details of the principal installer for verification

First name: _____ Surname: _____

Company name: _____

Address and postcode: _____

Direct telephone number: _____

Email: _____

SECTION B – SITE LOCATION PLANS

Please provide a minimum of 1 Nr. Site Location Plan with at least the below information present:

- A clearly marked site boundary
- Any existing utility apparatus supplying or running through the site
- North point
- Grid References
- Any changes in proposed ground levels/elevation.
- Plans must be to 1:500 or 1:250 Scale

SECTION C – NEW AND EXISTING SERVICE CONNECTIONS

EXISTING CONNECTION(S)

Has the development site had a previous connection within the last five years? Yes No

If yes, please provide details of the property type(s) (e.g. house, offices etc) _____

Number of connections previously on site: _____

Date of disconnection: _____

Address of disconnected properties: _____

DOMESTIC UNITS

Property type	1 Bedroom Properties	2/3 Bedroom Properties	4+ Bedroom Properties	Landlord/ Bin Store	Internal Use Only	
					Loading Units (LU)	Total LU per property
Number of Units of this Type:						
Type of Fitting (Quantity per Unit)						
w/c flushing					2	
wash basin in house					1.5	
wash basin elsewhere					3	
bath (tap size 20mm)					10	
bath (tap size > 20mm)					22	
shower					3	
sink (tap size 15mm)					3	
sink (tap size >15mm)					5	
spray tap					0.5	
bidet					1.5	
domestic appliance					3	
communal/commercial appliance					10	
any other water fitting (including tap but excluding urinal or water softener)					3	

Property type	Apartment / terrace / mobile home	Semi-detached	Detached
Number of units of this type			

COMMERCIAL / INDUSTRIAL UNITS

Property Name/ Number	Purpose of Supply	Flow/Demand Details			Is a pulsed Output required for leak detection?
		Max Instantaneous Flow rate (l/s)	Storage Capacity (m ³)	Maximum Daily Demand (m ³ / day)	

Commercial

Although Cambridge Water does not deal with sewerage connections we are responsible for the collection of sewerage infrastructure charges on behalf of the local sewerage provider. Please provide details about how the foul and surface water will drain from the site.

- How will foul water drain?
- 1. Public sewer Yes No
 - 2. Septic Tank Yes No
- How will surface water drain?
- 1. Public sewer Yes No
 - 2. Soakaway Yes No
 - 3. Grey water harvesting Yes No

SECTION E – DETAILED DESIGN DRAWINGS

Please provide a detailed site plan in both .dwg (AutoCAD)* and PDF format with the below information present:

*The AutoCAD should be geo-referenced indicating the total site boundary, the area occupied by each unit, common areas and your proposed service pipe routes. Please ensure all cross-references are attached or bound to drawing before being sent.

- Proposed streets displaying whether they are private or to be adopted
- Service corridors
- Surface types e.g. landscaped area or asphalt surface
- Site phases (labelled)
- House type and plot numbers
- Any temporary building supplies (labelled)
- Details of any grey-water or rainwater harvesting systems
- Land not in ownership of the developer that may be affected by works (labelled, with grid references – also see section G)
- Sprinkler supply requirements (labelled)
- Solar heating systems (labelled)
- Any Reduced Pressure Zone Valves (RPZ)/Type BA Backflow devices (labelled)
- Internal boosters (labelled)
- Plans must be to 1:500 or 1:250 Scale and can be provided with the application in disc format or can be emailed

SECTION F – SOIL CONDITION REPORT

In the absence of a soil report or the Contaminated Land Assessment form which can be printed off the website, we will assume barrier pipe is going to be used. If main laying is required we require a full soil report and test results.

SECTION G – LAND OWNERSHIP

Please provide details of any 3rd party Land owners that may need to be contacted for completion of works:

Title: _____ First name: _____ Last name: _____

Company: _____ Telephone: _____

Mobile: _____ Email: _____

Title: _____ First name: _____ Last name: _____

Company: _____ Telephone: _____

Mobile: _____ Email: _____

APPENDICES

APPENDIX A – Sprinkler Supply Policy

APPENDIX B - Internal Metering Policy

SECTION H – BILL THE BUILDER

In 2026/2027 we will be reviewing Bill the Builder, likely transitioning to all new connections being the responsibility of the developer (the applicant) who will be registered against the property until the property is handed over to the buyer/tenant. Prior to the handover phase, the applicant is responsible for payment. Please therefore complete the bill payer's information below:

Company name: _____

Property name / number: _____ Telephone number: _____

Street: _____ Mobile number: _____

Village / town: _____ Email address: _____

City / county: _____ Postcode: _____

SECTION I – INFRASTRUCTURE AND ENVIRONMENTAL CHARGES

Within your quotation, you will see Infrastructure and Environmental charges. These are explained in more detail in the Developer Services Charging Arrangement and can either be paid upfront with your connection or we will raise an invoice post connection to settle the outstanding balance.

APPENDICES

APPENDIX A – SSW Sprinkler Policy

APPENDIX B - Internal Metering Policy



Cambridge Water

Important Announcement For Developers

Provision of Postal Address Requirements

Please note that we do not make connections **UNTIL** we are in receipt of the new postal address allocated by the local authority. This needs to be a copy of the notification issued by the local authority.

It is the developer's responsibility to provide details of the correct postal address for each new connection being made. This information helps us record the details on our billing system.

Will your connection be affected?

Yes: If your application is for –

- Brand new dwellings/units
- Property conversions where new dwellings/units are created

No: If your application is for –

- Existing property having a replacement/separation supply only

Do not delay getting YOUR connection. Contact your local authority at the earliest opportunity for your notification of postal address and then:



Post to:

Network Development
Cambridge Water
90 Fulbourn Road
Cambridge
CB1 9JN



Email to:

CamNetDev@
south-staffs-water.co.uk