



# Apply for us to adopt your existing sewer

Please complete this form and return it to us at



[developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk) or



Thames Water, Developer Services,  
Clearwater Court, Vastern Road, Reading, RG1 8DB

# Notes on your application

Please use this application form for any existing private sewers, pumping stations or other accessories you'd like us to adopt under Section 102 of the Water Industry Act 1991.

## When we adopt

When we consider adopting a private sewer, we need to take into account:

- The number of buildings the sewer serves and whether it will serve additional buildings in the future (considering proximity to other buildings)
- The method of construction and materials used

## Inspecting your sewer

Completing the attached application doesn't guarantee we'll adopt your sewer. We can only approve it if its design meets the standards set out in the Code for Adoption Design and Construction Guidance. Please provide a CCTV survey to help us carry out our review. Depending on the size of your site, we may charge an additional inspection fee equal to 1.5% of our estimated construction costs of the adoptable sewers. At this stage, we'll let you know if you need to carry out any remedial work.

## Adopting your sewer

Before we can adopt your sewer, we need to give at least two months' notice to all of its owners and interested parties. After we've finalised any legal documents (eg the transfer of land for a pumping station or rights to discharge surface water to a watercourse), we can make a declaration of vesting, which completes the adoption.

## Your right to appeal

If we let you know we can't adopt your sewer, you're entitled to appeal to Ofwat. You can also appeal to Ofwat to object to the proposal. Please send your request to:

Office of Water Services  
Centre City Tower  
7 Hill Street  
Birmingham B5 4UA

## What you'll need

Please complete this form and return it to us alongside:

- The appropriate fee, which is dependent on the size of the development. Adoptions of Sewage Treatment Works are priced on an individual basis. To see our charging arrangements please visit [thameswater.co.uk/wholesale/our-charges](https://thameswater.co.uk/wholesale/our-charges), and go to page 71
- The parameters and calculations used to design the sewers (if available)
- The materials and workmanship used during construction
- A location plan highlighting the sewer you'd like us to adopt with 'as constructed' drawings
- Details of all properties connecting to the sewer
- The developer's Health and Safety file prepared in accordance with the Construction Design & Management Regulation 2015 (if appropriate)
- Acceptable CCTV survey and report of the sewer

## Our commitments to you

- We'll confirm receipt of your application by sending an acknowledgement letter within 5 working days
- We'll make an initial assessment of your application within 7 calendar days
- We'll let you know if we need more information to carry out a technical assessment. We reserve the right to reject incomplete applications
- We'll carry out a full technical assessment within 28 calendar days from the date you send us a complete application

# Your application

Please complete ALL relevant sections of this form in BLOCK CAPITALS

## Site address

Name

Full postal address

Address line 1

Address line 2

Town

County

Postcode

Local authority

Grid reference

## Original developer

Company name

Title

Mr

Mrs

Ms

Miss

Dr

Other

First name(s)

Last name

Preferred phone number

Alternative phone number

Email address

Full postal address

Address line 1

Address line 2

Town

County

Postcode

## Owner of sewer

Company name

Title                      Mr        Mrs        Ms        Miss        Dr        Other

First name(s)

Last name

Preferred phone number

Alternative phone number

Email address

Full postal address        Address line 1

Address line 2

Town

County

Postcode

Please supply a list of properties connected to the sewer you want us to adopt

## Agent (if any) we should communicate with

Company name

Title                      Mr        Mrs        Ms        Miss        Dr        Other

First name(s)

Last name

Preferred phone number

Alternative phone number

Email address

Full postal address        Address line 1

Address line 2

Town

County

Postcode

## Invoice address

Company name

Title                      Mr        Mrs        Ms        Miss        Dr        Other

First name(s)

Last name

Preferred phone number

Alternative phone number

Email address

Full postal address        Address line 1

Address line 2

Town

County

Postcode

## Development details

Please give your planning permission reference

Are there any drainage-related planning conditions? Yes No

Number of domestic properties Number of commercial properties

Gross internal area of commercial properties

Are any sewers located on third-party owned land? Yes No

Does your surface water sewer discharge directly to our network? Yes No

Does your surface water discharge to a sustainable drainage system (SuDS) or watercourse? Yes No

If yes, has the landowner given consent to discharge to their SuDS or watercourse? Yes No

The information supplied is in accordance with the current edition of the Code for Adoption Design and Construction Guidance and our applicable local practice. By signing this application, you're not automatically granted approval.

To the best of my knowledge, I confirm the above information is complete and correct

[Please note: If you don't complete the above information \(as appropriate\), we'll consider this an incomplete application.](#)

## Minimum information checklist

Please provide the following information so that we can process your application.

### For sewers

#### A location plan showing:

Site boundary  
The OS benchmark details used for level data

#### Longitudinal sections (sewer and rising mains) showing:

Existing levels  
Proposed cover and invert levels  
Pipe diameters  
Bedding classification and details  
Air valves and washouts (if required)  
Pipe material  
Pipe strength  
  
Supplementary information should include:  
Existing services  
Borehole information (required if you're proposing plastic pipes)  
Private drainage plan (marked in black)

#### Adoptable drainage layout indicating the following:

Site boundary (edged in green)  
Roads  
Adoptable sewers including lateral drains must be indicated in colour as shown in Appendix vii of the Code for Adoptions design and construction guidance document  
Pipe materials and size, gradient, direction of flow and manhole levels  
Rising mains (if required)  
Sewers not being offered for adoption (marked in black)  
Road gullies and highway drains (marked in black)  
Watercourses  
Site contours  
Flood routing  
Storage and attenuation (if required)  
Outfalls and headwalls (if required)  
North point  
Actual OS grid references  
  
Supplementary information should include:  
Proposed buildings  
Ground floor levels  
Contaminated land reports (required if you're proposing plastic pipes)  
Existing trees and proposed landscaping

### Manhole schedules showing:

- Cover and invert level
- Manhole type
- Cover type
- Chamber size and depth

### Typical construction details:

- Manholes
- Demarcation chambers
- Pumping stations (if required)
- Outfall structures (if required)
- Special manholes (if required)
- Attenuation tanks

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## For pumping stations

You should design any pumping stations and rising mains in line with the Code for Adoption Design and Construction Guidance as well as our local practices. Our full guide to pumping station design can be found at [thameswater.co.uk/localpractices](https://thameswater.co.uk/localpractices)

### Full mechanical and electrical design package

#### Pumping station layout indicating:

- Access
- Finished levels
- Positions of chambers, kiosk, ducts and cables
- Bollards
- Hardstanding details
- Fencing specifications

#### Section through wet well and valve chambers showing:

- Valves
- Cover and invert levels to ordnance datum
- Alarm levels

#### Rising main long section indicating:

- Wash out valves
- Release valves (if present)

#### Pump station calculations showing:

- Inflow
- Pump rating
- Emergency storage
- Volume between duty start and stop
- Number of starts per hour
- Velocity through rising main
- Septicity checks
- Flotation check for wet well

### Where the rising main is over 500m include:

- A surge analysis

#### Land transfer plan at 1:500 showing:

- North point
- Road names
- Landmarks
- Boundary of the compound area edged (in red)
- Access right to the station (in brown)

#### Zoning diagram (compliance to DSEAR) showing:

- Any electrical installations and wet wells conform to the standards

#### Pump station information (if required) showing:

- General arrangement details
- Wet well capacity, storage and time to spillage
- Rising main capacity
- Surge calculations
- Storage calculations (must provide 4 hours emergency for foul)
- Flotation check
- Pump manufacturers design
- Pump head discharge curve
- Please also refer to our local practices

View the minimum information we need to progress your project through each stage of the process at [thameswater.co.uk/seweradoptions](https://thameswater.co.uk/seweradoptions)

## Payment and declaration

Each application must be made with the appropriate fee, which is dependent on the size of the development. Adoptions of Sewage Treatment Works are priced on an individual basis. To see our charging arrangements please visit [thameswater.co.uk/wholesale/our-charges](https://www.thameswater.co.uk/wholesale/our-charges), and go to page 71.

- **By phone** Call our contact centre on 0800 009 3921 to pay by card
- **By bank transfer** Complete our online Bacs form and include the unique DS reference with your payment details. If you've applied by post, add your site name or postcode. Our bank account number is 90478703 and our sort code is 60 00 01
- **By cheque** Please make it payable to Thames Water Utilities Ltd and write the site address on the back

Please include the minimum information we've requested on pages 7 and 8. Otherwise, we'll consider this an incomplete application, which will delay the process. We'll let you know if your application is incomplete within 7 days of receiving your application.

## Your declaration

I/we confirm that this application is complete and the information we've supplied is in accordance with the current Code for Adoption.

I/we undertake to pay Thames Water any reasonable costs incurred in preparing the adoption agreement. By signing this application, I/we understand we won't be automatically granted technical approval or guaranteed adoption.

Signature

Name in BLOCK CAPITALS

Date

## Get in touch

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

 [thameswater.co.uk/developerservices](https://www.thameswater.co.uk/developerservices)

 [developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)

 **0800 009 3921**  
Monday-Friday, 8am-5pm

 **Thames Water  
Developer Services  
Clearwater Court  
Vastern Road  
Reading  
Berkshire RG1 8DB**