



Apply for us to adopt your existing sewer

Application form

Please complete this form and return it to us at



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 1.4% 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 if 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/developers/charges and go to page 73
- 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
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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
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Number of domestic properties	Number of commercial properties
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Gross internal area of commercial properties

Are any sewers located on third-party owned land?	Yes	No
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Does your surface water sewer discharge directly to our network?	Yes	No
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Does your surface water discharge to a sustainable drainage system (SuDS) or watercourse?	Yes	No
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If yes, has the landowner given consent to discharge to their SuDS or watercourse?	Yes	No
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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

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

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

Payment

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/developers/charges and go to page 73.

Once we receive your application, we'll respond to you with a DS reference number which you should quote when paying for the service (if you decide to progress with this).

Please note that payments can take up to three days to process. You can pay using the following methods:

Credit or debit card

You can call us on 0800 009 3921 Monday to Friday 8AM to 5PM to make a payment by credit or debit card. Please note we don't accept American Express.

BACS or CHAPS

Please pay to the Thames Water Utilities Ltd account, quoting the reference number starting 'DS' and using the following information:

Sort Code: 60-00-01

Bank Account: 90478703

For international payments, the IBAN number is GB96NWBK60000190478703

For CHAPS payments, the BIC number is NWBKGB2L

Please note that payments can be delayed if you don't use the 'DS' reference number.

If the BACS payer is not listed on this form, please send us the payer's full name, postal address and email address, as well as your 'DS' reference number once the payment is made.

If we receive a payment without all the necessary supporting information, we may not be able to process your payment, which will cause delays with progressing your application.

Cheque

Please make payable to Thames Water Utilities Ltd and write your DS reference number on the back.

If you're posting your form, you can attach a cheque to it directly.

Your declaration

Please include the minimum information we've requested on pages 6 and 7. 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.

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 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



developer.services@thameswater.co.uk



0800 009 3921

Monday – Friday, 8am – 5pm



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

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