

Appendix E - Minimum Information

The following tables set out the minimum information required for the typical self-lay journey
Draft 3 September 2020

Stage 1a – Pre-planning enquiry

This stage is intended to support the early engagement between Water Company and Developer necessary to plan for future Network capacity requirements and to enable the Developer to make an informed choice on the delivery route for the water infrastructure to the Site (i.e. Water Company Requisition, Self-Lay, New Appointment or Variation (NAV)).

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Submit pre-planning enquiry:</p> <ol style="list-style-type: none"> 1. Satisfactory completion of the relevant Water Company form 2. Defined Site boundary* 3. Expected site usage/quantity and types of buildings proposed. 4. Estimated meter supply of water required to first plot. 5. If the customer has a preference, indicate Site entrance i.e. Where the permanent Source of Water (SoW) could be delivered to Site. 6. Estimate of the quantity and types of buildings proposed within the first 5, 10, 15 years to include; commercial supply requirements including; internal fitments, flow rates, details of storage tanks, process water requirements. 		<p>The pre-planning enquiry will rely on detail about the Development.</p> <p>*Site boundary plan shall be provided in a format able to be electronically accessed by the Water Company. If available at this stage a CAD layout plan should be provided unmarked and with controlled reference and revision numbers and dates.</p> <p>The relevant Water Company form should provide a framework for the Minimum Information required and be published on the Water Company website</p>
	<p>Acknowledge receipt of complete and/or incomplete application. Provide Water Company reference and nominated contact to support future communication</p>	<p>Level of Service (LoS): 5 calendar days (existing Water UK metric)</p>

	<p>Pre-planning enquiry report:</p> <ol style="list-style-type: none"> 1. This is to be based on the expected development parameters 2. The Point of Connection (PoC) on the existing Network is to be identified relative to the Site entrance indicated by the Customer. 3. Any recommendation for an alternative or technically preferred Point of Connection is to be identified with reasons provided (if known at this early stage). If the report highlights multiple options, the rationale for any recommended option should be provided. 4. The Water Company will review and indicate any technical constraints to minimize the impact on development programme. 5. Specify the validity period of the pre-planning report 	<p>LoS: 21 calendar days (existing Water UK metric)</p> <p>Information produced at this stage will be draft and subject to a final review and confirmation in the subsequent stages.</p>
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Stage 1c – Point of Connection Enquiry (“POC”)

This stage confirms the point(s) where a Self-Laid Main can be connected to an Existing Main on the Network in order to allow the Customer to estimate costs, determine the scope of the Self-Lay Works and produce a design.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Submit POC enquiry: As a minimum:</p> <ol style="list-style-type: none"> 1. Satisfactory completion of the relevant Water Company form 2. Defined Site boundary and Self-Laid Main incoming access / utility routes*. 3. A Point of Connection in accordance with the Water Company Design and Construction Specification. 4. Expected Site water consumption. 5. Planning status and reference number for the Site. 6. Land registry reference number for the Site. 7. Source of Water Delivery Date. 8. Site layout plan (approved planning layout) to include topography. 9. Details of Special Engineering Difficulties 10. Details of any known future Development adjoining the site. 		<p>The POC enquiry will rely on detail about the development.</p> <p>*Site layout plan is to be provided in a CAD format able to be electronically accessed by the Water Company, unmarked and with controlled reference and revision numbers and dates.</p> <p>The relevant Water Company form should provide a framework for the Minimum Information required and be published on the Water Company website</p>
	<p>Acknowledge receipt of complete and/or incomplete application and provide details of information outstanding still required from the Customer. Provide Water Company reference and nominated contact to support future communication.</p>	<p>LoS: SLPM1/1</p>

	<p>Provide PoC report including:</p> <ol style="list-style-type: none"> 1. Confirmation that Point of Connection is viable based on information provided by the Customer 2. If known, status of land at the Point of Connection (i.e. adopted highway, third party). 3. Any Special Engineering Difficulty which may be associated with the Point of Connection 4. Overview of any Network Reinforcement that the Water Company requires in order to make capacity available at the Point of Connection or for future Developments 5. Confirmation of pressure at source 6. Overview of any risk to the Network that may require diversion or asset protection work on Site or the land adjacent to Site 7. Summary of Contestable/Non-contestable works relative to the Site 8. Specify the validity period of the PoC report 	<p>LoS: SLPM 1/2</p> <p>If status of land at proposed Point of Connection is third party or unknown, or if any Special Engineering Difficulty identified, the Water Company may offer an alternate Point of Connection.</p> <p>Point of Connection reports produced at this stage may be limited relative to the available information provided by the Customer and therefore in this event will need to be reassessed and confirmed when the Water Company has received all required information from the customer.</p> <p>Water Company's Point of Connection reports should be compatible with their published Charging Arrangements and Annual Contestability Summary, and provide sufficient information to allow a reasonable estimate of costs to be derived by the Customer / Water Company</p>
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Stage 2 – Design Self-Laid Mains (Water Company)

Applicable to when the Customer instructs the Water Company to carry out Contestable design work in accordance with a published Local Practice under section 4.7 of the WSG and supplied as a service in accordance with the Water Company’s published Charging Arrangements.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Design request, including confirmation of development parameters:</p> <ol style="list-style-type: none"> 1. Satisfactory completion of the relevant Water Company form 2. Confirmation of Water Company as the Designer 3. Most recent layout of Site in CAD and PDF format unmarked and controlled with reference number, revision and date including site topography 4. History and details of previous land usage / copies of Geo-Environmental surveys / report 5. Pre or post-remediation Site investigation report where applicable 6. Subject to 4. And 5., quantitative risk assessment, remediation strategy and verification report as appropriate in accordance with Water UK / HBF Guidance for the Selection of Water Pipes to be used 	<p>Acknowledge in writing receipt of complete and / or incomplete application and provide details of information outstanding still required from the Customer. Provide Water Company reference and nominated contact to support future communication.</p> <p>Inform Customer of expected response due date based on complexity of Site.</p>	<p>LoS: SLPM 2/1a</p> <p>Applies only where a valid PoC has been obtained for the site. If one has not been obtained then revert to Stage 1c.</p> <p>A “complex” site is defined as follows:</p> <ul style="list-style-type: none"> • Number of plots on Site over 500 • Special Engineering Difficulties identified • Mains pressure (where the Site is higher than the reservoir on a gravity fed system) • Reinforcement that may require more than laying or upsizing a main (e.g. booster pump) • Highways constraints (e.g. major trunk road/motorways where a site meeting with a highway authority is specifically required) • Environmental issues in respect of SSSI or other designated sites • Site of archaeological interest • Third party and Crown Estate land • Protected undertakers (e.g. other utilities and Network Rail) • Schedule 13 Water Industry Act 1991 constraints

<p>in Brownfield Sites and the Contaminated Land Assessment Guidance</p> <ol style="list-style-type: none"> 7. Prescribed pipe type based on 6. 8. Identify third-party land which forms part of the access to the Site 9. Legal easement drawing (CAD and PDF) where applicable subject to 8. 10. Temporary water supply required date, location and size. 11. Domestic supply requirements i.e. property type schedule. 12. Multi Occupancy building supply: requirements, pumps, storage internal manifolds. 13. Details of any requirement for water for firefighting. 14. Details of any phasing of the development. 15. Preferred building entry positions. 16. Details of watercourses within the area to be developed / site or adjacent to such. 17. Details of Special Engineering Difficulties e.g. bridges or culverts the new water pipes must cross or other constraints that may impact on the design and construction work. 	<p>Water Company carries out the design in accordance with the published Design and Construction Specification.</p>	<p>LoS: SLPM 2/2a</p> <p>Technical design will be provided as indicated in the Water Company's Charging Arrangements and should be sufficiently developed to allow the Principal Designer to coordinate with other utilities and if appropriate instruct the works to progress to Stage 4 – Construct Mains.</p> <p>Design work will rely on detail about the Development and Site. The relevant detail may have been supplied in earlier stages. The Customer either re-confirms the parameters provided earlier, or updates to suit the latest proposals.</p> <p>Information regarding Principal Designer and Principal Contractor is required under CDM Regulations (2015).</p> <p>The relevant Water Company form should provide a framework for the Minimum Information required and be published on the Water Company website</p>
	<p>Fully defined schedule of Contestable and Non-contestable works.</p>	<p>The extent of Contestable work shall be shown on the drawing and detailed in a quotation / quantities document.</p>

<p>18. Section 38 drawing detailing the roads and footpaths to be adopted by the Local Authority.</p> <p>19. Details of service strips/service corridors where applicable.</p> <p>20. Details of Principal Designer for the Development (copy of F10) and Principal Contractor</p> <p>21. Developer's project health and safety plan.</p> <p>22. Details of any known future Development adjoining the site.</p>		
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Stage 2 – Design Self-Laid Mains (Self-Lay Provider)

Applicable to when the customer chooses to carry out their own Contestable design work and submit said design to the Water Company for its approval.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Applications for design acceptance shall include the following:</p> <ol style="list-style-type: none"> 1. Satisfactory completion of the relevant Water Company form 2. Payment of any fees associated with the Water Company's published Charging Arrangements 3. Letter of authority from the Developer formally appointing the SLP to the role of Designer 4. Confirmation of the named SLP Designer (including contact details) 5. Most recent layout of Site in CAD and PDF format unmarked and controlled with reference number, revision and date including Site ownership boundary, layout and topography 6. Design drawing compliant with the published Water Company Design and Construction Specification 7. Desktop study of history and details of previous land usage (Phase 1 geo-environmental risk assessment) 8. A copy of the geo-environmental report where applicable subject to 6. 	<p>Acknowledge receipt of complete / incomplete application. Provide Water Company reference, and nominated contact to support future communication</p> <p>Inform Customer of expected response due date based on complexity of Site.</p>	<p>LoS: SLPM 2/1b</p> <p>Applies only where a valid PoC has been obtained for the site. If one has not been obtained then revert to Stage 1c.</p> <p>A complex Site is defined as follows:</p> <ul style="list-style-type: none"> • The number of plots on Site exceed 500 • Special Engineering Difficulties identified • Mains pressure (where the Site is higher than the reservoir on a gravity fed system) • Reinforcement that may require more than laying or upsizing a main (e.g. booster pump) • Highways constraints (e.g. major trunk road/motorways where a site meeting with a highway authority is specifically required) • Environmental issues in respect of SSSI or other designated sites • Site of archaeological interest • Third party and Crown Estate land • Protected undertakers (e.g. other utilities and Network Rail) • Schedule 13 Water Industry Act 1991 constraints

<p>9. Pre or post-remediation Site investigation report where applicable subject to 6. And 7.</p> <p>10. Quantitative risk assessment, remediation strategy and verification report as appropriate in accordance with Water UK / HBF Guidance for the Selection of Water Pipes to be used in Brownfield Sites and the Contaminated Land Assessment Guidance where applicable subject to 7., 8. and 9.</p> <p>11. Legal easement, right of access or wayleave drawing (CAD and PDF format) where applicable.</p> <p>12. Evidence related to sustainable development as per the Water Company's published Charging Arrangements e.g. where a water efficiency incentive scheme is available.</p> <p>13. Details of any temporary water supply requirements including date, location and size.</p> <p>14. Section 38 drawing detailing the roads and footpaths to be adopted by the Local Authority.</p> <p>15. Domestic supply requirements i.e. property type schedule.</p>	<p>If application is acceptable then formal written notice of design acceptance is issued.</p> <p>If design is deemed unacceptable then a design rejection with an itemized list of rejection grounds is issued.</p>	<p>LoS: SLPM 2/2b</p> <p>The Water Company will review the design to confirm compliance with its Design and Construction Specification and ensure that the assets can be accessed / maintained in the long term.</p> <p>The relevant Water Company form should provide a framework for the Minimum Information required and be published on the Water Company website</p>
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<p>16. Multi Occupancy building supply: requirements, pumps, storage internal manifolds.</p> <p>17. Details of any requirement for water for firefighting.</p> <p>18. Details of watercourses within the area to be developed / site or adjacent to such.</p> <p>19. Developer's project health and safety plan.</p> <p>20. Details of any known future Development adjoining the site.</p>		
<p>21. Confirmation of lead Designer for the development (copy of F10) and Main contractor/Developers project health and safety plan.</p> <p>22. Fire authority confirmation, or evidence that a consultation request has been made.</p>		<p>Required under CDM 2015</p> <p>The Fire Authority shall be consulted on new mains proposals and where washouts are proposed (the fire Authority may adopt a proposed washout and/or require additional installations)</p>
	<p>Fully define contestable and/or non-contestable works. Outline of any Network risks which may affect the Source of Water Delivery Date or method.</p>	<p>The extent of contestable work can be shown on drawings, or in a quotation / quantities document.</p>

Stage 3 – Execute adoption agreement

Customer and Water Company to agree Delivery Date, confirm scope of work and sign contract locking all parties into the delivery of the Self-Lay Works.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<ol style="list-style-type: none"> 1. Valid design with formal acceptance issued by the Water Company. 2. Proposed Source of Water Delivery Date and formal written request to the Water Company to deliver a Source of Water by that date. 3. List of affected Owners and their appointed legal representatives. 4. Confirm final Fire and Rescue Service requirements where the need for fire hydrant(s) has been identified 5. Return Water Adoption Agreement a minimum of 28 calendar days prior to the proposed Delivery Date signed by all necessary parties other than Water Company. 	<p>Agree proposed Delivery Date or propose new Delivery Date with evidenced rationale.</p> <p>Issue Water Adoption Agreement, containing Delivery Date in Schedule 1, to be signed by all parties (Developer, SLP, Owners and Water Company).</p>	<p>LoS: SLPM 3</p> <p>Water Companies shall issue the Site-specific Water Adoption Agreement during Stage 2 if all information is submitted at that stage.</p> <p>The Water Adoption Agreement shall be signed by all parties before Self-Lay Works are to be commenced.</p> <p>The Water Adoption Agreement signed by all parties shall be returned to the Water Company a minimum of 28 days prior to the Delivery Date. In the event that it is returned fewer than 28 days prior to the Delivery Date then the Water Company representative should amend the Delivery Date in Schedule 1 to be 28 days after receipt of the signed Water Adoption Agreement or a later date by agreement and date and initial prior to signing and sending copies to all parties.</p> <p>The Water Company may provide a form to provide a framework for the Minimum Information required at this stage and publish it on the Water Company website.</p>
	<p>Sign Water Adoption Agreement and issue copies to all parties.</p>	<p>The Water Company shall sign the Water Adoption Agreement upon receipt of a valid Water Adoption Agreement, signed by all other parties.</p>

	Issue plot references in accordance with published Local Practice.	Plot references will typically be provided to the customer during Stage 7 but Water Companies are permitted to vary the timing in accordance with section 4.7 of the WSG and may choose to issue such references upon the return of a valid signed Water Adoption Agreement.
	Provide details of meter pairing and commissioning criteria in accordance with published Local Practice.	The Water Company shall specify a Local Practice associated with meter pairing and commissioning in accordance with section 4.7 of the WSG.

Stage 4 – Construct Water Mains

Construction of Self-Lay Works and Water Company Works.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Prepare method statement and risk assessment documents.</p> <p>Plan provision of Self-Lay Works.</p> <p>Update Weekly Whereabouts and issue to Water Company.</p> <p>Construct Self-Lay Works.</p>		<p>All Self-Lay Works are notified by the SLP to the Water Company by the issuing of a Weekly Whereabouts in accordance with WIRS.</p> <p>Self-Lay Works should be carried out in accordance with the accepted design Water Company published Design and Construction Specification and the Water Adoption Agreement.</p>
	<p>Plan provision of Water Company Works installation of a new branch connection relative to the agreed Point of Connection and liaise with Customer of date **via email.</p>	<p>Water Company Works should be coordinated with the Customer and third-party stakeholders where it is sensible to do so in order ensure that the Delivery Date is achieved.</p>
	<p>Confirm availability of Source of Water for Testing before contractual Delivery Date.</p>	<p>LoS: SLPM 4/1</p>
<p>Written notification to the Water Company of an intention to carry out Testing of the Self-Laid Main.</p> <ol style="list-style-type: none"> 1. Satisfactory completion of the relevant Water Company form. 2. Proposed date of Testing to be carried out. 3. Scope of Testing (which Self-Laid Main is to be tested). 		<p>All Testing is notified in accordance with the Water Company published Design and Construction Specification and WIRS via the Weekly Whereabouts or Water Company form to allow witness and audit by the Water Company at its discretion.</p> <p>Pressure testing and all aspects of the commissioning of Self-Lay Works shall be in accordance with the Water Company published Design and Construction Specification and the Agreement.</p>

<p>Inform the Water Company of the valid results including evidence / data evidencing the validity following Testing of the Self-Laid Main.</p> <ol style="list-style-type: none"> 1. Pressure test certificate. 2. Pressure test backing data. 3. Bacteriological sample pass certificate. 4. UKAS laboratory details. 5. Construction records indicating which mains have been tested electronically in CAD and PDF format or as otherwise agreed with the Water Company. 6. Photographs of Self-Lay Works. 		<p>LoS: SLPM 4/2</p> <p>Bacteriological test results shall be provided in accordance with the Water Company published Design and Construction Specification and include the UKAS laboratory details and required ref. number(s).</p> <p>Construction records should be submitted in accordance with the Water Company published Design and Construction Specification in electronic format.</p> <p>Photographic requirements shall be broadly equivalent to those records required from the Water Company's own supply chain.</p>
	<p>Carry out Site coordination and compliance visits to support design and construction coordination and alignment with the Design and Construction Specification and the Water Adoption Agreement.</p> <p>Where a defect is discovered, in accordance with the relevant clause within the Water Adoption Agreement, the Water Company should inform the Customer in writing and request that the Defect be rectified.</p>	<p>Any changes made to the Self-Lay or Water Company Works should be made in accordance with the Water Adoption Agreement clause relating to Variations.</p> <p>Any Site inspections, audits or compliance visits are at the Water Company's cost risk and shall not impinge on the SLP's ability to plan or undertake its Self-Lay Work.</p> <p>Outstanding Defects should be resolved prior to the Final Connection or Adoption of the Self-Laid Main.</p>
<p>Plan and remedy any identified Defects in accordance with the relevant clause within the Water Adoption Agreement or request that the Water Company remedy the Defect.</p>	<p>Review provided information and carry out final Site audit if the Site is complete.</p>	

	Water Company to issue approval of Self-Laid Works.	If minor outstanding Defects are accepted by the Water Company that will not impact on end-user customer supply or water quality etc., the Self-Laid Main can move forward to Final Connection and Adoption.
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Stage 5 – Connect Mains (SLP to make the Final Connection)

Where Final Connection of the Self-Laid Main to the Network is to be carried out by the Self-Lay Provider

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Provide details of Self-Lay Works to be connected to the Network:</p> <ol style="list-style-type: none"> 1. Submit CRMC paperwork according to WIRS. 2. Date of proposed connection. 3. Construction records indicating Self-Laid Mains to be connected electronically in CAD and PDF format or as otherwise agreed with the Water Company. 4. Contact details of responsible competent person. 5. Prepare method statements and risk assessment documents compliant as a minimum with the Water Company published Design and Construction Specification. 6. Update Weekly Whereabouts with Final Connection date (by email or as otherwise agreed by the Water Company). 	<p>Review documents provided by the SLP in Stage 4 and agree proposed Final Connection date by written response in accordance with the published DCS and ACS.</p> <p>A part of its review of the supporting documents to determine SLP evidence of competency for activities relative to WIRS, the SLP and Water Company coordinates any requirements regarding connection method, standby resources, or materials etc. as agreed at design acceptance (Stage 2).</p>	<p>LoS: SLPM 5/1b</p> <p>Following submission of Testing results in SLPM 4/2 or concurrently if date of Final Connection is known.</p> <p>Comply with the Water Company published Design and Construction Specification, the Annual contestability Summary and the Agreement (CDM and HSE requirements and specific Water Company authorisation and approvals procedures i.e. “safe control of operations”).</p> <p>CRMC paperwork provided by WIRS as part of accreditation.</p> <p>Flushing may be necessary if likely demand on the new Self-laid Main is insufficient to maintain a suitable level of turnover. The Water Company and customer discuss the anticipated programme and activities and a flushing programme shall be agreed prior to consenting the Self-lay Works connection if deemed necessary by the Water Company. Water Company</p>
<p>Following an agreed Final Connection, completion notification shall be issued by the SLP to the Water Company within 24 hours.</p>		<p>LoS: SLPM 5/2</p> <p>Industry standard Certificate of Vesting should be used, as defined in the MWAA.</p>

<ol style="list-style-type: none">1. Completed Certificate of Vesting2. Construction records indicating Self-Laid Mains that have been connected electronically in CAD and PDF format or as otherwise agreed with the Water Company.		
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Stage 5 – Connect Mains (Water Company to make the Final Connection)

Where Final Connection of the Self-Laid Main to the Network is to be carried out by the Water Company.

Information provided by Customer	Information provided by Water Company	Comments / standard required
<p>Provide details of Self-Lay Works to be connected to the Network:</p> <ol style="list-style-type: none"> 1. Submit completed relevant Water Company form formally requesting work to be carried out. 2. Date of proposed connection. 3. Construction records indicating Self-Laid Mains to be connected electronically in CAD and PDF format or as otherwise agreed with the Water Company. 4. Contact details of Site contact. 5. Payment for requested Water Company Works if applicable. 	<p>Provide a date within 14 days when Final Connection will take place.</p>	<p>Los: SLPM 5/1a</p> <p>Comply with the Water Company published Design and Construction Specification, the Annual Contestability Summary and the Water Adoption Agreement (in particular CDM and HSE requirements and specific Water Company authorisation and approvals procedures i.e. “safe control of operations”).</p> <p>The relevant Water Company form should provide a framework for the Minimum Information required and be published on the Water Company website.</p> <p>Payment terms will be in accordance with Water Company published Charging Arrangements.</p>
	<p>Carry out Final Connection on agreed date, not more than 14 days from receipt of formal request.</p> <p>Arrange for Water Company asset records to be updated showing Final Connection.</p>	
<p>Payment for Water Company works if applicable.</p>	<p>Issue invoice for Water Company Works if not already done so.</p>	<p>In accordance with Water Company’s published Charging Arrangements.</p>

Stage 6 – Vest new mains and correct any defects

Information provided by Customer	Information provided by Water Company	Comments / standard required
All information relative to Vesting should have been submitted by the SLP in Stage 5.	<p>Declare the Self-Laid Main vested from the date of Final Connection.</p> <p>Take responsibility for the maintenance of the Adopted Self-Laid Main, which now forms part of the Network.</p> <p>Update asset records internally to reflect transfer of ownership and responsibility.</p>	<p>LoS: SLPM 6</p> <p>Written declaration via e-mail should be provided to the SLP.</p> <p>The vesting process legally transfers appropriately constructed Self-Laid Mains to the ownership of the Water Company as part of the adoption process. Legal transfer via vesting can only occur when a Declaration is made by the Water Company. These processes assume that will be done in writing by the Water Company as a result of it becoming aware that the conditions of the Agreement have been satisfied, and that the asset has entered service successfully and back-dated to whenever the Final Connection was made by the SLP or Water Company in Stage 5.</p>
If designed by SLP – Notify Fire Authority of connected hydrants and copy in the Water Company.		
Arrange joint Site walk-off to confirm that the final installation complies with the Water Adoption Agreement.	<p>Attend joint Site walk-off with Customer.</p> <p>Water Company to notify SLP if follow up work is necessary at this stage or as part of the final Site walk-off (end of maintenance period).</p>	In accordance with Water Company's published Design and Construction Specification and the Water Adoption Agreement.
	Identify any Defects and inform the SLP where it is to rectify.	SLP and Water Company to agree who is carrying out the works in accordance with the Water Adoption Agreement and notify the Developer accordingly.

Stage 7 – Make Service Connections

	Information provided by Water Company	Comments / standard required
SLP notifies Water Company of its intention to connect a Service Pipe to an Adopted Self-Laid Main via its Weekly Whereabouts.	Issue consent, plot reference information and costings associated with connections if not already done so at Stage 3.	LoS: SLPM 7/1 All Service Pipe connections are to be notified by the SLP in accordance with the WIRS requirements and relative to Water Regulation inspections to allow witness and / or audit by the Water Company at its discretion or alternatively submit paperwork according to an Approved Plumbers Scheme. Water Company may use a Local Practice and issue plot reference information and costings at Stage 3.
Once a Self-Laid Main has been connected (Stage 5) and Vested (Stage 6), the Service Pipe connections can be made following submission of all requisite information: <ul style="list-style-type: none"> 1. All documentation and permissions relating to the Adoption of the Self-Laid Main in Stages 4 and 5. 2. Postal addresses for all plots to be connected. 3. Approved Plumbers Scheme certificate or Water Company Water Regulations inspection pass. 4. Notification of date of intent to connect Service Pipe via Weekly Whereabouts. 5. Any associated fees (if applicable). 		Service Pipe connections can only be made to an Adopted Self-Laid Main or Existing Main, and for this reason the physical work to make Service Pipe connections will normally follow the issuing of notification of Final Connection and the subsequent Declaration of Vesting. Where this is not possible (e.g. where an SLP plans to connect a Service Pipe on the same day as the Final Connection is made) then this should not hold up the works as the Water Main is considered to have vested as from the Final Connection Date and the MWAA provides that Service Pipes will Vest in the Water Company automatically. The SLP will make the Water Company aware of this intention via the Weekly Whereabouts.

		Fees may be applicable prior to or after making Service Pipe connections in accordance with the Water Company's published Charging Arrangements.
SLP makes connection, fits meter and sends connection notification to Water Company with. the meter serial number, meter size, meter location, current meter reading, full postal address of the premises served and, where it has the right to do so, the name and address of the owner and occupier where known and the date that that person became (or will become) the owner and/or occupier, together with any other information specified by the Water Company	Issue invoice for any charges associated with Service Pipe connections. Water Company verifies data received and arranges any follow-on meter validation	LoS: SLPM 7/2 Non-household connections must be notified to the Water Company within 1 working day of connection due to Retail Market rules. In accordance with Water Company's published Design and Construction Specification and relevant Water Company forms published on its website.
Request the Water Company fits meter if applicable.	Attend Site to fit meters as requested.	LoS: SLPM 7/3 The split of work should be agreed during Stage 2
Make payment within required period.		In accordance with Water Company's published Charging Arrangements.