



Affinity Water Limited
Developer Services

Operational Standards and Preferences for Self Lay Organisations

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Contents

1	Introduction.....	5
2	Design parameters – Water mains and services	6
2.1	Design standards	6
2.2	Application Form	9
2.3	Specification	9
2.4	Fire Authority	9
2.5	Pipe materials and fittings	10
3	Construction	12
3.1	Consent procedure	12
3.2	Before work commences	12
3.3	Trenches	12
3.4	Marker tape	12
3.5	Pipe work	13
3.6	Bed and surround	13
3.7	Operation of valves	13
3.8	Reinstatement	13
3.9	Pre-commencement and Progress meetings	13
4	Commissioning.....	14
4.1	Overview of Testing	14
4.2	Pressure test	14
4.3	Disinfection	15
4.4	Sampling and Testing	15
4.5	Mains connections	15
4.6	Service connections	16
4.7	Disposal of Water from cleansing, Testing or Disinfection	16
5	Data Capture requirements for newly laid mains, services and associated apparatus.	17
5.1	As-laid standards	17
6	DWI Regulation 31 Contract Clauses	19
7	Asset Payment.....	19

7.1	Asset Payment for Sectional completion of the main	19
7.2	Final Asset Payment for completed main	19
7.3	Invoices	20
8	Appendices	
8.1	NJUG location	

1 Introduction

It is the Water Company's responsibility, under license and as required by law, to ensure that the water we supply is safe, secure and reliable. This information is to be read in conjunction with Affinity Water's Addendum (AWL-01) to the code of practice for England and Wales for the Self-Laying of Water Mains and Services is provided to achieve compliance with Affinity Water policies and procedures.

2 Design parameters – Water mains and services

2.1 Design standards

Where the SLO is WIRS accredited to undertake design they may design the on-site water mains network to support a new development and the service pipe work for the new properties. The design should be undertaken in accordance with the Affinity Water Design manual (AM307 Design of Distribution Mains and Services) prior to issue to AWL for review and approval. In outline the design should consider:

- a) Assessment of likely demand from the development including domestic and non-domestic use and consideration of fire fighting needs. This should include consideration of the impact of mains feed systems (no storage) and also identify any allowances made for future growth;
- b) Assessment of the risk of contamination on both pipe and fitting materials and the water supply conveyed by the network and convey this assessment to Affinity Water as part of the design submission. Soil reports should form part of this assessment where appropriate;
- c) Liaison with AWL to determine the appropriate point of connection to the existing network.
- d) Design of the pipe size appropriate to deal with the assessed demand and to deliver water above the minimum required levels of service for each consumer whilst maintaining appropriate flow velocities.
- e) Design of the pipe configuration, layout, fittings, etc. so as to facilitate efficient construction, operation and maintenance of the network and to facilitate sampling and testing of the water after mains disinfection and prior to putting the main into service.
- f) Assessment of constructability to be undertaken as part of the design submission. This should consider:
 - the phasing of the development to ensure water is able to be available where it needs to be as the development progresses
 - Termination points for each phase in relation to the road construction plan (cross roads earlier rather than later so as they are not having to be open cut after construction;
 - Maintenance of water quality in the whole main. Either inducing turnover with building water, or putting a flushing programme in place.
- g) The fire authority's' requirements for hydrants.

The following reference documents should also be considered when undertaking the design:

- Affinity Water - AM307 Design of Distribution Mains and Services
- A guide to Water Service Pipes – Water UK/WRc
- Principles of Water Supply Hygiene and Technical Guidance Notes 1998 Water UK
- Guidance on Safeguarding the Quality of Public Water Supplies – HMSO
- Water Supply (Water Fittings) Regulations 1999
- Guidelines on the Design of Water Distribution Systems for small and medium sized developments – WRc/Water UK

- The service pipe manual – Water UK/FWR
- Manual for PVC pressure pipe systems
- Manual for polyethylene Pipe Systems for Water Applications – WRc
- Pipe Materials selection Manual Water Supply – 2nd edition – WRc
- NJUG Publication No 7 – Recommended positioning of Utilities Apparatus for new works on developments and in existing streets
- NJUG Publication No 10 – Guidelines for the planning, Installation and Maintenance of Utility Services Proximity to trees
- BS 5837 – Guide to Trees in relation to construction
- Trees on development sites – Arboricultural Association
- Civil Engineering Specification for the Water Industry (6th Edition) – Water UK
- Guidelines for the sizing of Water Service Pipes and small mains FR D164 – FWR
- WRAS Information Guidance Note No 9-04-03 The Selection of Materials for Water Supply Pipes to be laid in Contaminated Land.
- UKWIR Pipe Material Selection and Specification for use in Contaminated Land and CLIPS database.
- Guidelines for the supply of water for automatic fire sprinkler systems

The following five reference documents should be specifically considered with regard to managing Water quality:

- Safeguards in the operation and Management of Waterworks in England and Wales
- Principles of Water Supply Hygiene and Technical Guidance notes 1998
- Water Supply (Water Fittings) Regulations 1999
- Water Fittings and Materials Directory – WRc
- The Water Supply (Water Quality) Regulations 2000 Regulation 31

h) As part of the design, commissioning of the new apparatus must be considered with appropriate fittings being installed to facilitate this process

2.1.1 *Water Pressure*

The reference standard of service is to supply water to the Highway boundary (generally the point where the communication pipe joins the supply pipe) at a minimum pressure of 1 bar (10 metres head) with a flow of 9 litres per minute at all times. Whilst the normal working pressure in the area may be greater than the reference standard, it is possible that in future the pressure may fluctuate or reduce to this level.

The pipework system is to be designed to ensure that AWL's standard of service with regard to water supply pressure is maintained. At present the standard is 1 bar measured at the outlet to the stop tap at the street boundary.

2.1.2 *Metering Policies*

AWL has comprehensive policies which relate to metering configurations, which are designed to support operational needs after the new services are commissioned. These policies are available on request. However, in general terms the following principles should be adopted for the design of meter installations.

Configuration	Company
<p>Bulk Supplies/ Blocks of Flats</p> <p>Block of Flats - 12 dwellings or less</p> <p>Block of Flats > 12 dwellings</p>	<ul style="list-style-type: none"> • External meters to be installed to AWL policy for single domestic supplies; • Manifolds to be used where practicable; • Bulk supply is only considered in exceptional circumstances. <ul style="list-style-type: none"> • Provision of a Bulk supply is the norm; • Internal meters to be fitted in accordance with AWL policy AM306 Design of Bulk Supply Metering Installations.
<p>Single Domestic Supplies</p> <p>Standard Single Connection</p> <p>Multiple Connections for Single Properties</p> <p>Wall boxes for single connections</p>	<ul style="list-style-type: none"> • Installation of a combined boundary box and meter, usually in the highway at the property boundary. • Installation of two, four, six-way manifolds (configurable for 2, 3, 4, 5 or 6 connections) usually installed in the highway at the property boundary • Properties are to be individually metered on each individual service outlet • Approved wall boxes are permitted • Meter to be fitted within wall box
<p>Non-domestic/ Large Supplies</p> <p>All connections</p>	<ul style="list-style-type: none"> • Bespoke design according to the anticipated water demand; • Information available on request from AWL; • Liaison with AWL before undertaking design of meter chamber is recommended.

2.1.3 Meters

All meters have a minimum, continuous and maximum flow range. It is therefore important to size the meter correctly as set out in AM307, in order to capture the premise demand over a wide flow range.

At present four types of meters are used by AWL:

- | | |
|------------------------------------|--|
| • Manifold (positive displacement) | installed in boundary boxes, 1.0 QN and 2.5 QN |
| • In-Line (Positive displacement) | size 25mm to 40mm |
| • Flanged (Helical Turbine) | size 50mm to 150mm |
| • Flanged electromagnetic | size 80mm and above |

All meters are to be from the AWL Approved Materials list and installed in accordance with the designed size for each property. Where the SLO wishes to purchase the meters from AWL, they can do so as a contestable charge. Meters are to be paid for in advance of collection and it should be noted that Affinity Water does not offer a delivery service. The SLO is to fit the meter as each connection is made.

2.2 Application Form

The Developer or SLO is to complete our Self Lay application form. (This enables us to understand your needs better and to provide you with an accurate, cost-effective proposal. The details provided on the application form, together with the requested enclosures will provide all the necessary information we need to design, or assess your design of a water mains scheme. Copies of the blank application form are available on the Developer Services section of the Affinity Water web site.

2.3 Specification

The SLO should set out their proposed specification for the permanent works to a level of detail that will enable Affinity Water to properly assess the proposals. This will cover such items as demand and hydraulic calculations, pipe materials, layout of mains, depth of mains, location of fittings, etc., ancillary equipment and so on.

The specification should extend to cover associated works such as thrust restraint, pipe supports, beds and surrounds, backfill, surface restoration, access arrangements, etc. The specification will take into account the impact of the works on the environment and conversely assessment must be made of the environment's effects on pipe installation. This requirement is illustrated by particular reference to trees; the effect of the works on existing trees must be considered and the appropriate mitigation measures taken.

Conversely, proposed tree and other planting by the developer must be selected so that apparatus is not prejudiced or put at any risk by future. Where there is impact on existing trees, the SLO or Developer should liaise with the appropriate authority and secure all necessary consents. AWL will review the specification and either approve, or provide comments for incorporation by the SLO;

2.4 Fire Authority

Where the SLO undertakes design, the SLO should consult with the appropriate Fire Authority to determine their requirements for both fire fighting and insurance purposes. The agreement of the Fire Authority should be submitted as part of the design. The costs of any hydrants will be met by the Fire Authority.

AWL will look for confirmation that this process has been completed to the satisfaction of the Fire Authority as part of its review of the design. It should be noted that, under certain circumstances, Planning Authorities may stipulate that the developer must pay for all fire hydrants.

2.5 Pipe materials and fittings

The SLO and AWL are to procure all the materials necessary to support their own works. Both the SLO & AWL are to use materials on the AWL Approved Materials list, unless consent for an alternative has been obtained from the AWL Asset Management team. Meters are available as a contestable item and can be requested through the AWL project manager at least 1 week prior to the required collection date (large orders - in excess of 50 meters, or non-standard meters, may require additional notice and this should be discussed with the AWL project manager at the design stage).

Any proposed pipe work and fittings (not already on the approved materials list) must be selected in order to satisfy three principle requirements:

- That they meet the minimum pressure rating for materials used on the network;
- That they are able to maintain their integrity and perform their functions over an appropriate “design life” of not less than 70 years;
- That they do not adversely affect the quality of the water over the design life in compliance with the requirements of BS 6920 and the drinking water inspectorate regulations.
- And comply with any Water Industry standards that are in force at the time of purchase

The following sets out guidelines for various fittings:

2.5.1 Sluice valves

Isolation valves shall be of the gate type with resilient seat; clockwise closing and double flanged, with dollies for key operation.

Valves shall be blue in colour to BS 5163 type B coating WIS 4-52.01.B+

2.5.2 Washouts/hydrants

Hydrant pattern – BS 750 type 2 PN16 flanged inlet, screw down type body, clockwise closing.

Fire hydrant marker posts and plates may be required by the Fire Authority and must be installed to Fire Authority specification

2.5.3 Air Valves

Air valves shall have separate isolating valves below and be sized to be either single or double acting

2.5.4 Flanges

Pipe work flanges are to be to NP16. Flanged joint sets – bolting hot dipped galvanised and Rilsan coated

2.5.5 Nuts, Bolts, Washers and Screws

Stainless steel, or mild steel coated with epoxy resin, Rilsan nylon or zinc plating

2.5.6 *Water Main*

Preferred material is HPPE – blue (engineering conditions may dictate the need for an alternative material). Plastic Barrier pipe is also preferred over Ductile Iron (DI); PE 100

Ductile Iron internal cement mortar, external colour blue PE wrapped or coated to BS EN 545

Minimum Pressure rating – HPPE 10 bar & DI 16 bar, unless a requirement for higher rated pipe is identified at design.

Flanged adapters/couplings – Viking Johnson type, epoxy coated or Rilsan coated.

Marker tape, blue in colour and water noted and should be capable of being traced with electronic pipe/cable detecting and tracing equipment.

2.5.7 *Service pipe*

Service pipe material should be Medium Density Polyethylene Pipe PE80 to BS 6572, blue in colour. As an alternative, approved plastic barrier pipe systems should be used in contaminated ground (generally blue in colour with a black line). Pressure rating 12 bar (120 m head)

2.5.8 *Chambers*

Chambers must be designed in accordance with AM307 and with specific reference to the Standard Details. They are also to be designed to prevent the accumulation of groundwater and to be suitable for the area they are installed (for example, verge, footpath or road).

2.5.9 *Entry onto site*

Where a main or pipe work is to be laid in private land, other than land owned by the developer, or the Highway, neither the SLO or AWL are to undertake the work until either permission from the landowner has been obtained or until a section 159 notice served by AWL has expired (3 months to expire).

Any land agents fees, compensation etc will contribute to the total cost of the works and will be distributed according to who paid the relevant costs;

Upon completion of work in any part of the third party private landsite the party undertaking the work shall restore the surface to the satisfaction of the landowner.

3 Construction

The works by the SLO and AWL shall be completed in accordance with the drawings and specification submitted to and approved by AWL and the relevant manufacturer's instructions.

3.1 Consent procedure

Should the SLO wish to seek approval of materials and fittings not on the AWL Approved Materials list they should request consent by providing the following information in the first instance:

- Name/type
- Manufacturer
- Specification/rating
- Relevant compliant standard
- Country of manufacture

This should be forwarded to the AWL project manager in writing (e-mail will suffice). Proposals will be reviewed and either approved or comments provided with 1 week of receipt.

3.2 Before work commences

The SLO and AWL are required to have met the provisions of the Self-Lay Agreement before construction work commences (refer to AWL Policy and Company Specific Addendum).

3.3 Trenches

The following standards are required for all trenches:

- The minimum trench width shall be the external pipe diameter plus 150mm either side.
- All trenches and connection holes should be kept clear of water.
- No new or existing pipes should be used for carrying water away from the excavations
- The excavation of the pipe trench is to be undertaken by the appropriate party in accordance with lines and levels set out by the Developer (or their representative) and compliant with NJUG
- The bedding in the trench bottom shall be hand trimmed so that pipes, when laid shall have a bearing upon the solid and undisturbed bedding throughout their length except at necessary joint holes.
- Affinity water insist that newly installed apparatus fully comply with the NJUG recommendations, failure to comply may result in Affinity Water refusing to adopt the water main.

3.4 Marker tape

Marker tape shall be laid in the trench backfill in continuous / jointed lengths at 450mm beneath the finished surface, above mains 51mm dia and above.

3.5 Pipe work

All pipes and fittings shall be supplied, stored, handled, installed and commissioned in accordance with manufacturer's recommendations.

Except when mainlaying and jointing is in progress, all open ends of pipes must be sealed with a purpose made water tight stopper. The ends of pipelines shall be securely capped off at the end of each working day and individual pipes shall be anchored to prevent flotation

Thrust blocks are to be installed as required by the party laying the main.

Pipework should be capable of being traced with electronic pipe/cable detecting and tracing equipment.

3.6 Bed and surround

Pipes and fittings should be bedded on and surrounded with a minimum of 150mm granulated material either sand or graded 3mm to 6mm single size aggregate. The material should be compacted by hand in particular at the sides of the pipe

It is not acceptable to lay the pipes on the trench bottom

The trench around the mains should be filled to a depth of 150mm over the mains.

3.7 Operation of valves

Valves and hydrants on live water mains MUST only be operated by Affinity Water Valve Operations trained personnel.

3.8 Reinstatement

All highway reinstatements are to be undertaken in accordance with HAUC 'Specification for the Reinstatement of Openings and Highways'.

3.9 Pre-commencement and Progress meetings

An AWL project manager will be allocated to the scheme for means of day to day communication

Construction works should not commence construction until the signed Self Lay Agreement is in place and the responsibilities of the various parties have been fulfilled.

The SLO and AWL project manager shall liaise with one another regularly for the purpose of monitoring progress and performance.

4 Commissioning

The workforce is to be conversant with and at all times apply the recommendations laid out in 'principles of Water Supply Hygiene and Technical Guidance Notes' whenever working with, on or adjacent to AWL's apparatus. Commissioning and testing is described below as being undertaken by 'contractors'. The term 'contractors' includes both SLO's and AWL samplers. All forecast commissioning activities should be set out in the weekly programme to enable witnessing to be planned in a timely manner. The relevant notifications for testing should also be issued.

4.1 Overview of Testing

The SLO and AWL will be required to undertake all pipeline swabbing, hydraulic testing, chlorination, dechlorination, flushing and preparation for sampling associated with the mains work they undertake.

Before a new main is brought into service it must be pressure tested, swabbed, flushed, disinfected and satisfactory samples obtained. All contractors who undertake this type of work on the Affinity Water Network, or for the commissioning of new mains, are required to submit details of their work instructions and method statements covering pressure testing, swabbing, flushing and disinfection for approval by Affinity Water's Water Quality team prior to any works being carried out. These works are to be undertaken in accordance with the company standard **NW033 VWCL Network Disinfection – Procedure**.

All test procedures must be recorded by an approved system and the certificates provided to the AWL project manager prior to connection of the main.

4.2 Pressure test

All temporary work, pipe work, fittings, plant, labour and materials to test a main (or section of main) will be provided by the party who installed the relevant section of main.

Prior to pressure testing, each length of main is to be swabbed with foam swabs.

MDPE Mains shall be tested in accordance with IGN 4-01-03:A5, the whole test shall be recorded by a pressure logging system.

Ductile Iron or rigid plastic mains will be subject to a one-hour static test at a pressure of 1.5 times the working pressure or 10 bar, whichever is the greater. The whole test shall be recorded by a pressure logging system

Successful pressure test results are to be provided to the AWL project manager for review. The AWL project manager will provide comments in writing should there be any points for further discussion. A valid pressure test certificate must be in place to complete the commissioning of the main prior to connection to the network.

4.3 Disinfection

The new main (or section of main) is to be disinfected by the party who installed the main and in accordance with both NW033 and the contractor's AWL approved method statement. As a guide, the following key points should be considered:

- *Pre-disinfection:* Following a satisfactory pressure test the main should be swabbed and flushed (3 times the volume of the main) using potable water.
- *Disinfection:* Disinfect with free chlorine levels of greater than 50mg/l with a contact time of greater than 30 minutes. The chlorine used must comply with DWI Regulation 31.
- *Post-disinfection:* The chlorinated water in the main should be discharged (dechlorinated) and the main flushed with potable water until chlorine residual at the inlet and outlet are the same. The water in the main should then be allowed to stand for a minimum of a further 24 hours before water samples are taken from it.

4.4 Sampling and Testing

A water quality sample for the new main (or section of main) should be taken by the party who installed and tested the main and in accordance with the company standard **NW080 VWCL Water Quality Sampling Following Network Activities – Procedure**. All samples are to be tested by an AWL laboratory. Arrangements to: pick-up bottles, collect samples or arrange drop-offs should be made through the AWL project manager. There are strict controls regarding the transportation of samples and these must be adhered to by all contractors. Pick-up and drop-off locations are serviced by a scheduled delivery service (details of which are available from the AWL project manager). Sample results are notified to the AWL project manager the following day. Any sample failures must be investigated fully by the contractor that undertook the sample and provided to the AWL project manager. Follow up discussions between the AWL Water Quality team and sampling party should take place so as to establish the root cause of the failure. Any recommendations from the findings of the failure report should be recorded in the sampling contractor's method statements and implemented thereafter. Sampling of mains includes the assessment of free/total chlorine, taste, odour on site, microbiological content, turbidity, pH and conductivity.

Any additional costs for re-testing work to be undertaken following a test failure will be the responsibility of the party who installed the relevant section of main.

4.5 Mains connections

Final connection to the network is only to be made once satisfactory pressure and water sample results have been obtained (and as-laid records provided).

The SLO and AWL project manager are to liaise regarding the test results to ensure that no connections are made to the existing network until there is agreement that satisfactory results have been obtained.

Once satisfactory results are confirmed the connection to the network should take place at the earliest opportunity and no later than 14 days from the sample pass date. If the SLO has obtained the necessary approval to undertake the piece through of the main as part of the Self-Lay Agreement then they should submit the relevant notification for the planned connection date.

If the connection is not made within 14 days then the main must be flushed and re-sampled. Should the sample fail, then the main will need to be re-chlorinated using the procedure described in Section 4.3, above. The cost for this will be met by the party that caused the connection to be beyond 14 days.

4.6 Service connections

Service connections shall be made by electrofusion saddle or mechanical (gunmetal) ferrule strap to the top of the main. The service connections shall only be made to 'live' mains.

All meters are to be from the AWL Approved Materials list and installed in accordance with the designed size for each property. Where the SLO wishes to purchase the meters from AWL, they can do so as a contestable charge. Meters are to be paid for in advance of collection and it should be noted that Affinity Water does not offer a delivery service. The SLO is to fit the meter as each connection is made.

Meter / stopcock boundary boxes are to be installed in accordance with NJUG e.g. within the highway, at a maximum distance of 450mm from the boundary of the property, failure to comply with this recommendation may result in the highway authority refusing to adopt the highway.

4.7 Disposal of Water from cleansing, Testing or Disinfection

When discharging flushed water the contractor undertaking the work (including SLO's and AWL) is responsible for meeting the exact requirements of the Environment Agency or Sewerage Agency as appropriate.

The contractor shall avoid discharging chlorinated or high pH water into surface water drains or watercourses or onto arable land or pastureland. Care should be taken when using existing drainage to ensure that the requirements of the receiving watercourse are considered.

If discharge is via a foul water sewer, precautions shall be taken to avoid any risk of back-siphonage.

5 Data Capture requirements for newly laid mains, services and associated apparatus.

Completed mains as-laid drawings should be forwarded to the AWL project manager within 5 working days of commissioning each phase or section.

5.1 As-laid standards

Newly installed apparatus, which shall include, but not be limited to: Valves, Hydrants, Air Valves and pipes shall be recorded so that their location and attributes (information pertaining to the apparatus) may be recorded on Affinity Water's GIS system to a high degree of accuracy. The route of mains must be recorded every 10 metres or at each bend and the depth every 50 metres (or where there is a significant change in depth).

The location of newly installed apparatus is to be recorded to a minimum accuracy of 10cm. It is preferred that the location of apparatus should be recorded by geospatial survey using survey-grade GPS (or a Total Station where no signal is available) so that the absolute X & Y coordinates of the new main, fittings and services are recorded accurately. Where 10cm GPS accuracy is not available a 1:500 plan, showing each new apparatus, hand-measured from two locations, is to be provided. The two locations measured from must appear on the OS background mapping and should be selected in the following order of preference: Building corners, Boundary wall corners, kerbs, fence line corners, etc. Where there are no (good) points to measure from then 10cm accurate GPS must be used. The as-laid should also include a north indicator.

A photographic record of the individual tee's and all the fittings installed should be provided along with the as-laid drawing.

The core attributes (information about each apparatus) shall be recorded on the as-laid as follows:

- Hydrants: whether it is a Fire Hydrant or a Wash Out; if a Fire Hydrant a fire brigade reference number is to be annotated on the plan.
- Sluice Valves: size in mm; direction of closing e.g. clockwise, and the name of the manufacturer.
- Air Valves: size in mm and the name of the manufacturer;
- Non-Return Valves: size in mm and the name of the manufacturer;;
- Meter: size in mm, serial number and the name of the manufacturer;;
- Mains:
 - the length of pipe installed;
 - size in mm;
 - exact material (just PE is not acceptable);
 - method of mains laying e.g. open trench;

- pipe class e.g. SDR17;
- manufacturer;
- mains laying company;
- depth laid;
- Changes of material if a mixture of material has been used (due to contamination in certain areas of the site).

Supply Pipe / Fire Main:

- size in mm;
- Material;

Meter serial numbers and postal addresses should correlate correctly to the plot numbers. Photos are required to show the ferrule tapping, installation of the meters and the tap in the property. Once the meter has been fitted, the tap should be operated to indicate that the meter is operating to indicate that there is no blockage in the installed service pipe and to prove the meter to the property address. It should be noted whether the service has been installed through a duct.

Discrepancies to existing records – All discrepancies with the current GIS information that we may have provided to you are to be noted on the plan (eg size of main incorrect, position of main in road incorrect, etc.)

Where geospatial as-laid are submitted to Affinity Water these shall be in ESRI Shapefile format and the coordinates saved to BNG OStn02. Where paper drawings submitted they should be legible; every new apparatus shown clearly marked and measured, containing a north arrow and scale bar or text. Accompanying both submissions shall be details of the site location, dates the apparatus was installed, an Affinity Water works reference and contact details for the self-lay organisation's drawing office.

As-laid will be reviewed by the Asset Information Team (AIT) within Affinity Water and comments regarding the completeness or otherwise will be provided in writing to the SLO for their attention.

6 DWI Regulation 31 Contract Clauses

The Drinking Water Inspectorate (DWI) produce and maintain a document which includes a list of products and processes Approved under regulation 31 for use in connection with the supply of water for drinking, washing, cooking and food production purposes. The list is published once a year, and is circulated by Scientific Services to departments within Affinity Water. It can also be obtained from the DWI web site www.dwi.gov.uk/cpp/pagea.htm.

It is an offence for any company to use non-approved products; therefore it is imperative that the document is consulted prior to proposing alternative materials for approval to be used on the network and certainly before purchasing products that may come into contact with water that is to be supplied to our customers.

7 Asset Payment

The asset payment will be recalculated upon vesting of the main (or section of main) as set out below. The intended recipient of the Asset Payment (as set out in the Self Lay Agreement) will be asked to provide relevant company details to enable Affinity Water to set the recipient up as a supplier in Oracle and to enable the AWL project manager to obtain a Purchase Order for the work. This information should be provided by the intended recipient at the earliest opportunity to ensure it does not become the critical path for making a payment. The recipient should ensure the Purchase Order number is quoted on the invoice.

7.1 Asset Payment for Sectional completion of the main

Where the SLO has completed and commissioned the new main and it been connected to the live network the main will, by this time, have been vested, and therefore adopted, by Affinity Water. Any residual issues from the vesting of the main (as set out in the WRc Code of Practice) should be addressed prior to application for payment. Assuming all dependant actions have been completed an asset payment should be claimed for the length of adopted main. This will usually be calculated on the basis of the percentage completion of the overall length of the main, less any contestable charges incurred and as long as this would not lead to an overpayment for the adopted asset. Accurately reconciling the asset payment at this time would require the S42 model data to be re-validated and this is thought to be unnecessarily onerous. Should the value of the sectional completion be unable to be agreed between the SLO and AWL project manager on a percentage basis then the SLO will be asked to provide updated S42 data in order to allow the model to be re-run.

7.2 Final Asset Payment for completed main

Where the SLO has completed and commissioned all work associated with the Self Lay Agreement and the new main has been connected to the live network, the main will, by this time, have been vested, and therefore adopted by Affinity Water. Any residual issues from the vesting of the main (as set out in the WRc Code of Practice) should be addressed prior to application for the final asset payment. Assuming all dependant actions have been completed the scheme should be final accounted to ascertain the total cost of the scheme. Upon the request of the AWL project manager, the SLO should provide an update of the Section 42 model information to enable the model to be re-run based on the latest build programme for the site and therefore an up to date schedule of forecast service connection dates. The final asset payment will be the total cost less

any contestable charges incurred (or the balance due if payments have already been made on account. It should be noted that the final payment could be either positive or negative).

7.3 Invoices

The intended recipient should initially make an application for payment for review and agreement by the AWL project manager. On agreement of the value of the invoice the recipient should submit their invoice for payment, quoting the Purchase Order number provided by the AWL project manager. AWL standard payment terms are 30 days from presentation of an appropriately raised invoice.



NJUG Guidelines on the Positioning of Underground Apparatus for New Development Sites

FIGURE 1 - Recommended Positioning of Utility Apparatus in a 2 metre Footway
 Note – the same positioning should apply in the carriageway/service strip (if safe and practical to do so) where a development has no footway(s) available for services and/or the boundary of the property is on the carriageway (please refer to minimum depths in carriageways). For further advice please contact the asset owner.



