Technical Note 1: Water Neutrality Statement

Site: Bassells Farm, West Grinstead, RH13 8NG
Prepared by: Ella Harrop
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Date: 31st July 2025

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1.0 Introduction

1.1 This Water Neutrality Statement (WNS) has been prepared on behalf of Mark Baldock to demonstrate how the proposed development at Bassells Farm, West Grinstead, RH13 8NG, will achieve water neutrality.

1.2 It is proposed to convert an existing garage to an ancillary one-bed annex, consisting of a family room, shower room and utility room.

1.3 Following the issue of Natural England's (NE's) Position Statement on Water Neutrality within the Sussex North Water Supply Zone (SNWSZ), all new, reserved matters, conditions discharge and Section 73 planning applications within the SNWSZ must demonstrate that the development can be water neutral. The SNWSZ covers part of Horsham District, as well as parts of the neighbouring Chichester, Arun and Crawley Districts. A plan showing the supply area can be found in **Appendix A** and NE's Position Statement can be found in full within **Appendix B.**

1.4 As the site falls within the SNWSZ boundary, Horsham District Council (HDC) as the Local Planning Authority (LPA) will want to know whether the proposed development represents a change in water consumption and, if so, that the proposed development can be water neutral.

1.5 Therefore, to satisfy NE's and HDC's requirements on water neutrality, this WNS will set out the following:

- The baseline, existing water demand for the development site;
- Whether there will be a change in water demand as a result of the proposed development;
- What water demand reduction measures, such as the fitting of water efficient fixtures and fittings, will be used;
- Whether the proposed development will be water neutral, and;
- Whether any further offsetting measures to meet proposed water demand are required.

2.0 Background

2.1 The proposed development is located at Bassells Farm, West Grinstead, RH13 8NG.

2.2 The proposed development site currently consists of an existing dwelling, Bassells Farm, and a detached double garage.

2.3 The proposal is to convert the double garage into a one-bed annex, including a family room, shower room and utility room. A copy of the proposed plans can be found in **Appendix C.**

3.0 Existing Water Usage

3.1 The site currently consists of an existing dwelling, Bassells Farm, and a detached double garage.

3.2 There is no proposed changes to the existing dwelling due to it already being quite water efficient, further details on this can be found in section 6 of this report. Therefore, it will not be considered in the water neutrality calculations.

3.3 The double garage does not have any water use associated with it. Therefore, no baseline data will be taken forward in the water neutrality calculations.

4.0 Future Water Demand

4.1 As previously defined, the proposed development will provide one one-bed annexe, consisting of a family room, shower room and utility room.

4.2 In terms of the mains water demand they will need to comply with Paragraph 2 of Schedule F1 of Building Regulations 2010, which states that "*the potential consumption of wholesome water by persons occupying a new dwelling must not exceed 125 litres per person per day*".

4.3 The occupancy levels for the development have been drawn from local census data (as recommended by HDC in their water neutrality methodology guidance) and this is summarised in Table 4.1, below.

Table 4.1 – Average District Occupancy Levels Per Dwelling Size

1-bed	2-bed	3-bed	4-bed
1.32	1.88	2.47	2.86

4.4 Using the above census data and the housing mix defined above, the population of the proposed development is estimated to be 1.32 persons.

4.5 Using the Building Regulations water consumption figure of 125 litres per person per day and population size of 1.32, it is estimated that the total water demand for the proposed development would be 165 litres per day.

4.6 Therefore, following construction of the proposed development, there would be a net increase in water demand of 165 litres per day. At this stage, the proposed development cannot be considered to be water neutral and further water reduction measures should be considered.

5.0 Water Reduction Measures

5.1 To further minimise the demand on the mains water, it is proposed that the dwelling will achieve a water efficiency of less than 110 litres per person per day of water, which will be in accordance with the optional water efficiency target set out in the Building Regulations Part G. This will be achieved through the use of water efficient fixtures and fittings.

5.2 A water calculation in accordance with Buildings Regulations Part G has been carried out and confirms that the proposed annexe will achieve a water consumption of 73.16 litres per person per day. A copy of the Part G calculation can be found in **Appendix D** and is summarised in Table 5.1, on the next page:

Table 5.1 – Proposed Part G

	Total Water Usage (l/p/day)
WC (full flush)	5.84
WC (part flush)	5.92
Taps (Excluding Kitchen)	5.85
Shower	33.60
Kitchen Taps	12.12
Washing Machine	13.50
Dishwasher	3.56
Total	80.39
Normalisation Factor	0.91
Total	73.16
External Water Use	0.00
Total	73.16

5.3 A copy of the proposed fixtures and fittings to achieve the above water consumption can be found in **Appendix E**.

5.4 Using the Part G water consumption figure of 73.16 litres per person per day and the census-based development population of 1.32 it is estimated that the mains water demand per day for the proposed development can be reduced to 96.57 litres per day.

5.5 Therefore, following the construction on site, there will be a net increase in mains water demand of 96.57 litres per day.

5.6 At this stage, the proposed development cannot be considered to be water neutral and to achieve water neutrality, further offsetting is required.

6.0 Offsetting Measures

6.1 To ensure the development can demonstrate water neutrality in accordance with the NE Position Statement, a residual mains water demand of 96.57 litres per day will need to be offset.

6.2 The option to offset from the existing property, Bassells Farm, within the proposed site boundary was explored. Meter readings were requested but as the client had recently moved in, calculations through meter readings would not be sufficient. A flow survey was conducted, the results of which show a total of 121.97 litres per person per day, which is less than Building Regulations Part G requirements of 125 litres per person per day and therefore the existing fittings and fixtures are already efficient and therefore would not provide the required offsetting for the proposed development. The results of the flow survey can be seen in **Appendix F.**

6.3 Therefore, the client is proposing to offset their development against a water offsetting scheme in Crawley, Sussex Water Neutrality. A summary of the offsetting scheme can be seen in **Appendix G**. One property will be used to offset the proposed development: 114 Weald Drive.

114 Weald Drive

6.4 114 Weald Drive is a six-bed property with a maximum population of six people. Within the HMO there are two kitchen spaces, one kitchen used by three occupants and one kitchen used by the other three occupants. The bathrooms are split between the bedrooms. This means that one bathroom (Bathroom One) will be used by three of the occupants and the second bathroom (Bathroom Two) will be used by three other occupants.

Meter Readings

6.5 Meter readings are available for 114 Weald Drive and these can be seen in **Appendix H.** The meter readings cover a period from 22nd June 2021 to 19th December 2024 and show a water usage of 899.69 litres per day. A copy of the calculations can be seen in **Appendix I**.

6.6 The NE Position Statement states that offsetting can be carried out by retrofitting existing properties with grey water recycling systems, rainwater harvesting and/or water reduction fittings. Therefore, a flow survey was undertaken on the property to determine the water savings available.

Flow Survey

6.7 A flow survey was undertaken in April 2024 to determine the existing water usage of 114 Weald Drive. A copy of the flow survey can be found in **Appendix J.**

6.8 Noting how the kitchens and bathrooms are used, the Part G calculation has been split into two. The part G calculation for the water use by the first three occupants and a Part G calculation for the next three occupants. They all use the communal washing machine, therefore this will remain the same across the calculations.

6.9 A Part G calculation following the flow survey on Bathroom One gives a water consumption of 183.96 litres per person per day, which includes an allowance of 5 litres per person per day for external water usage. This equates to 551.89 litres per day with a population of three.

6.10 A Part G calculation following the flow survey on Bathroom Two gives a water consumption of 126.89 litres per person per day, which includes an allowance of 5 litres per person per day for external water usage. This equates to 380.66 litres per day with a population of three. A copy of the Part G calculations for each bathroom can be found in **Appendix K.**

6.11 Following the flow survey, the total water consumption at 114 Weald Drive is 932.55 litres per day.

6.12 The flow survey shows a higher water consumption than the water bills. A precautionary approach has been taken and the lower value from the meter readings will be used as the baseline water usage at 114 Weald Drive.

6.13 Therefore, the water usage at 114 Weald Drive is 899.69 litres per day.

Water Reduction Measures

6.14 Flow restricting valves will be fitted to the basin taps and kitchen taps within the property to reduce the water consumption. The shower in Bathroom One will be fitted with a flow restricting valve and the bath in Bathroom Two will be disconnected so that it will act as a shower tray.

6.15 A water calculation in accordance with Building Regulations Part G has been carried out and this confirms that the water use of Bathroom One can be reduced to 89.51 litres per person per day, which includes an allowance of 5 litres per person per day for external water usage. A copy of the Part G calculation can be found in **Appendix L** and is summarised in Table 6.1, on the next page:

Table 6.1 – Bathroom One, Retrofit Calculation

Fixture	Capacity/Flow Rate	Water Usage (l/p/day)
WC (Dual Flush)	6	8.76
WC (Dual Flush)	3	8.88
Taps	3.5	7.11
Shower	8	44.80
Kitchen Sink	5	12.56
Washing Machine	5.13	10.76
Total Calculated Use		92.87
Normalisation Factor		0.91
Total Water Consumption		84.51
External Water Use		5.00
Total Water Consumption (Part G)		89.51

6.16 Using the Part G water consumption figure of 89.51 litres per person per day and a population of three, it is estimated that the water usage of Bathroom One at 114 Weald Drive will reduce to 268.54 litres per day.

6.17 A copy of the flow restricting valves to achieve the above water consumption can be found in **Appendix M.**

6.18 A water calculation in accordance with Building Regulations Part G has been carried out and this confirms that the water use of Bathroom One can be reduced to 69.13 litres per person per day, which includes an allowance of 5 litres per person per day for external water usage. A copy of the Part G calculation can be found in **Appendix L** and is summarised in Table 6.2, below:

Table 6.2 – Bathroom Two, Retrofit Calculation

Fixture	Capacity/Flow Rate	Water Usage (l/p/day)
WC (Dual Flush)	6	8.76
WC (Dual Flush)	3	8.88
Taps	3.5	7.11
Shower	4	22.40
Kitchen Sink	5	12.56
Washing Machine	5.13	10.76
Total Calculated Use		70.47
Normalisation Factor		0.91
Total Water Consumption		64.13
External Water Use		5.00
Total Water Consumption (Part G)		69.13

6.19 Using the Part G water consumption figure of 69.13 litres per person per day and a population of three, it is estimated that the water usage of Bathroom Two at 114 Weald Drive will reduce to 207.39 litres per day.

6.20 A copy of the flow restricting valves to achieve the above water consumption can be found in **Appendix L**.

6.21 Following the installation of the flow restricting valves at 114 Weald Drive the total water consumption can be reduced to 475.93 litres per day.

Summary of Offsetting

6.22 114 Weald Drive's baseline water usage was 899.69 litres per day, following the incorporation of the above measures, the water usage will be reduced to 475.93 litres per day. This will provide a water saving of 423.76 litres per day within the SNWSZ.

6.23 296 of these credits are allocated against developments in Horsham, thus of the residual 127.76 credits available from 114 Weald Drive, 97 are being allocated to the proposed development at Bassells Farm, West Grinstead.

6.24 The remaining 30.76 credits will remain in the credit scheme for use on other proposed developments.

6.25 A copy of the title plan and details for 114 Weald Drive can be found in **Appendix M**.

6.26 A copy of the a management and maintenance plan for 114 Weald Drive can be found in **Appendix N**.

7.0 Summary and Conclusions

7.1 This Technical Note sets out the water usage strategy for the proposed development at Bassells Farm, West Grinstead, RH13 8NG.

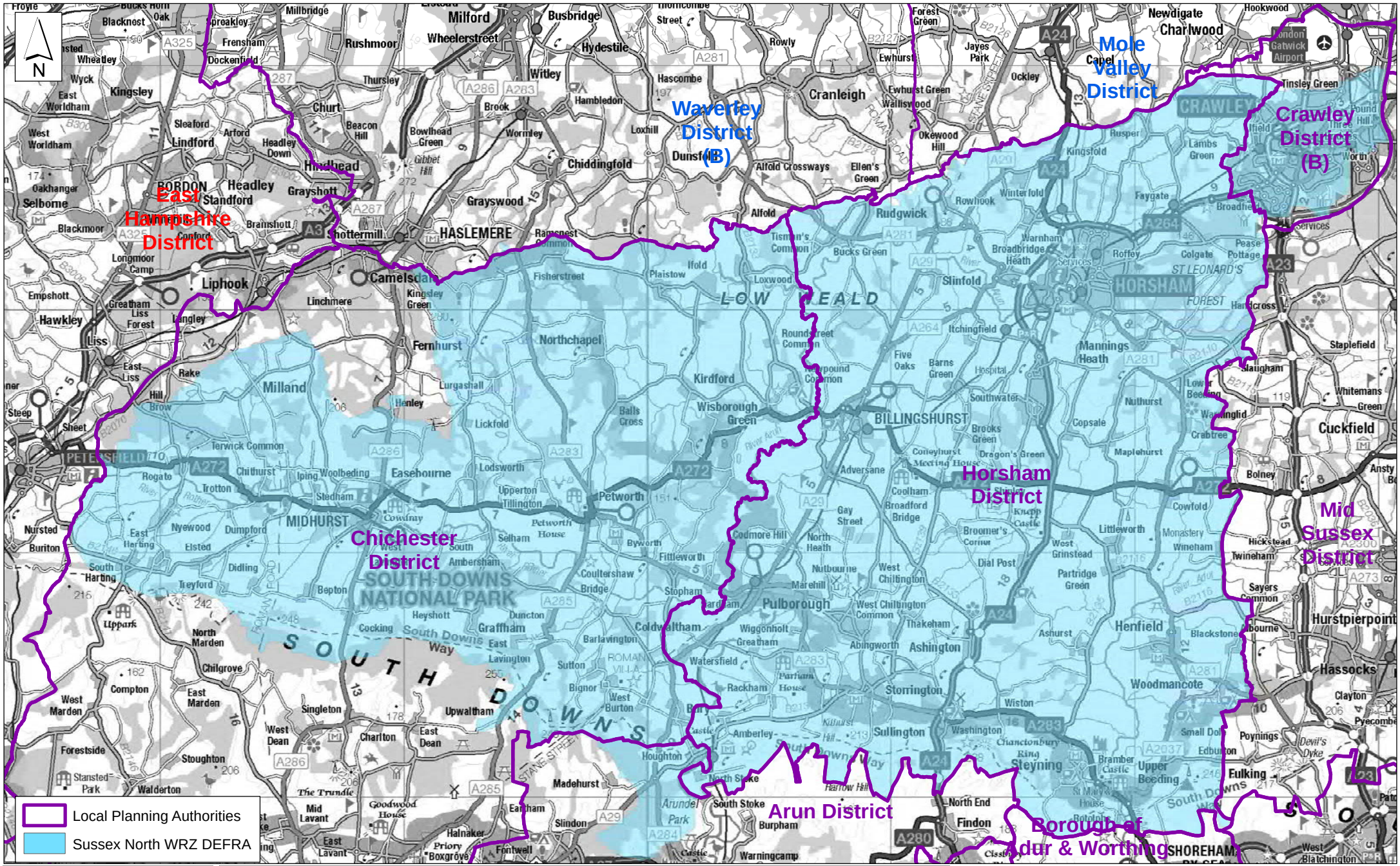
7.2 The proposal is to incorporate water efficient fixtures and fittings to the proposed one-bed annexe, in order to minimise the water demand of the proposed development.

7.3 The proposed development at Bassells Farm will purchase a total of 97 credits as part of the offsetting scheme by Sussex Water Neutrality. Therefore, the residual mains water requirement of the development of 96.57 litres per day has been fully offset and there is no additional mains water requirements within the SNWSZ as a result of the development.

7.4 This strategy will minimise the impact of the new development on the SNWSZ. This WNS confirms the proposal will be water neutral once complete and therefore satisfying NE's requirements.

Appendix A

Sussex North Water Supply Zone Map



Horsham District Council

Parkside, Chart Way, Horsham
West Sussex RH12 1RL.
Barbara Childs : Director of Place

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Sussex North Water Resource Zone

Chichester Horsham Crawley

Reference No :		Date : 23 November 2021	Scale : 1:3,000 at A2
Drawing No:	Drawn :	Checked :	Revisions :

Appendix B

Natural England's Position Statement

Natural England's Position Statement for Applications within the Sussex North Water Supply Zone

September 2021 – Interim Approach

Please take the following as Natural England's substantive advice for all applications which fall within Sussex North's Water Supply Zone.

Sussex North Water Supply Zone

Arun Valley SPA, SAC and Ramsar Site- Sussex North Water Supply Zone

The Sussex North Water Supply Zone includes supplies from a groundwater abstraction which cannot, with certainty, conclude no adverse effect on the integrity of;

- Arun Valley Special Area Conservation (SAC)
- Arun Valley Special Protection Area (SPA)
- Arun Valley Ramsar Site.

As it cannot be concluded that the existing abstraction within Sussex North Water Supply Zone is not having an impact on the Arun Valley site, we advise that developments within this zone must not add to this impact. This is required by recent caselaw, Case C-323/17 People over wind and Sweetman. Ruling of CJEU (often referred to as sweetman II) and Coöperatie Mobilisation for the Environment and Vereniging Leefmilieu Case C-293/17 (often referred to as the Dutch Nitrogen cases).

Between them these cases require Plans and Projects affecting sites where an existing adverse effect is known (i.e. the site is failing its conservation objectives), to demonstrate certainty that they will not contribute further to the existing adverse effect or go through to the latter stages of the Regulations (no alternatives IROPI etc).

Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality.

In addition, the Gatwick Sub regional Water Cycle Study concluded that water neutrality is required for Sussex North to enable sufficient water to be available to the region.

The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

Strategic approach

Natural England has advised that this matter should be resolved in partnership through Local Plans across the affected authorities, where policy and assessment can be agreed and secured to ensure water use is offset for all new developments within Sussex North. To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy.

Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality. We have provided the following agreed interim approach for demonstrating water neutrality;

Minimising water use of new builds.

- Complete a water budget (based on occupancy)
- All new builds to demonstrate that they can achieve strict water targets (e.g., 85L/pp/day*)

  This can be achieved by measures such as:

- Grey water recycling (advantage of being reliable in hot dry weather);
- Rainwater harvesting;
- Water efficient fixings (such as shower aerators) to demonstrably reduce demand-this would need to be suitably certain.

In addition, water offsetting is required

- One way to achieve this is retrofitting of council owned properties/commercial buildings-located within Sussex North. Examples include:

- Grey water recycling- (for example there are clear opportunities for commercial properties).
- Rainwater harvesting of commercial settings;
- Installation of water reduction fittings in Council-owned buildings.

These measures need to be implemented until such time as a more sustainable water supply has been secured.

It will also need to be ensured that measures are not already proposed (for example in Southern Water's Management Plan) to avoid double-counting.

Any mitigation must be suitably certain in order to comply with the Habitats Regulations and Caselaw.

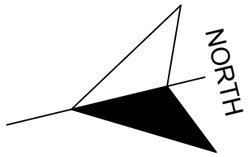
If the application cannot demonstrate, through an appropriate assessment, the required water neutrality, we advise that it is either revised to achieve this in line with the above or awaits completion of the strategic approach.

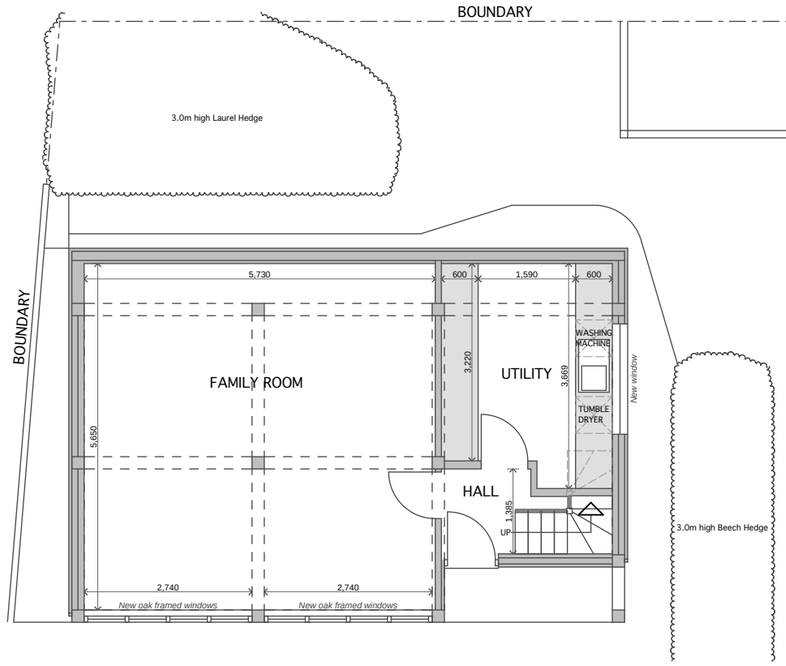
The securing of water neutrality is a matter which needs to be resolved at a strategic level and Natural England is working with the relevant authorities and the water company to achieve this. In light of this, Natural England will not be engaging with individual planning applications whilst the strategy is evolving.

***This this is the reasonably achievable figure with the above measures based on the early data from the strategic solution and may be subject to change as the strategic solution evolves.**

Appendix C

Proposed Site Plans



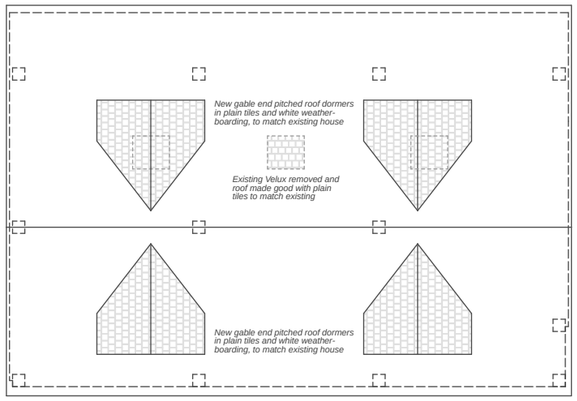


GROUND FLOOR PLAN 1:100

0m 1m 2m 3m 4m 5m 6m 7m 8m 9m 10m

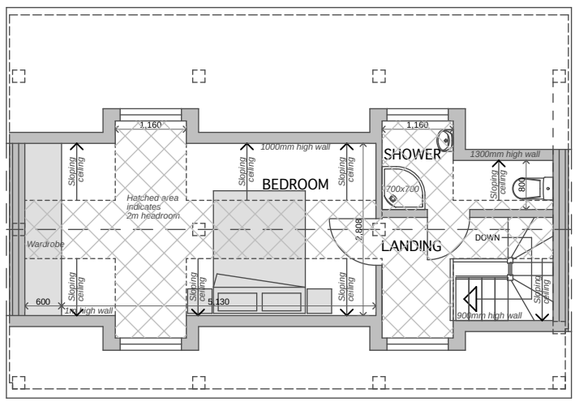
SECTION 1:100

0m 1m 2m 3m 4m 5m



ROOF PLAN 1:100

0m 1m 2m 3m 4m 5m 6m 7m 8m 9m 10m



FIRST FLOOR PLAN 1:100

0m 1m 2m 3m 4m 5m 6m 7m 8m 9m 10m

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Revisions:

Scheme **Bassells Farm, West Grinstead, RH13 8NG**

Title **Proposed Floor Plans & Section**

Drawn By	SRB
Date	NOV 2024
Date plotted	21/11/2024
Scale	1:100 @ A3
Drawing Number	**2416-005**

Appendix D

Proposed Part G Calculations

Proposed Water Usage - Annexe, Part G Calculation

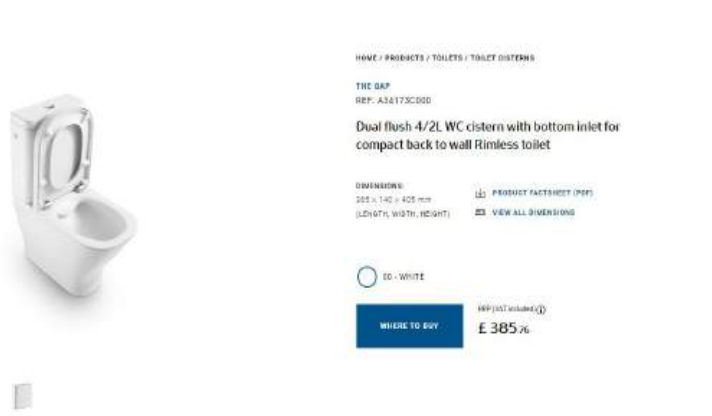
Fixture	Capacity/ Flow Rate	Use Factor	Fixed Use	litres/person/day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	4	1.46		5.84
WC (Dual Flush) Part	2	2.96		5.92
Taps (excluding kitchen)	2.7	1.58	1.58	5.85
Bath (where shower present)		0.11		0.00
Shower (where bath present)		4.37		0.00
Bath Only		0.5		0.00
Shower Only	6	5.6		33.60
Kitchen Sink	4	0.44	10.36	12.12
Washing Machine	6.43	2.1		13.50
Dishwasher	0.99	3.6		3.56
Total calculated use (litres/person/day)				80.39
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				73.16
External Water Use				0.00
Total Water Consumption (Part G) (litres/person/day)				73.16

	Number of units	Census	Population	Mains Water Usage (litres/day)
1-bed Annexe	1	1.32	1.32	96.57
Totals	1		1.32	96.57

Appendix E

Example Specification for Fixtures/Fittings

Example Fixtures and Fittings - Part G Specifications

Item	Capacity/Flow rate	Overview
Toilet (Dual Flush)	4/2 litres	The Gap 
Basin Tap	2.7 litres/minute	Joseph Miles 
Shower	6 litres/minute	Triton 
Kitchen Sink	4 litres/minute	Tap with flow regulator - Affinity by Moores 

		Flow Regulator:  • Tap tail type flow limiters are suitable for most Bristan basin, pillar taps, basin and sink mixers. • Operating pressure range - Min. 1.0 bar Max. 5.0 bar. • All flow limiters accurate +/- 10%. • Flow limiting flow straighteners aerates the water for a softer non-splashing flow. • Flow limiting flow straighteners can be easily retro fitted in tap spout (dependant on tap/mixer model). Colour / Flow Rate limited to: / Order Code Pink / 1 litre per minute / 806 37 Olive / 2 litres per minute / 806 38 Brown / 3 litres per minute / 806 39 Grey / 4 litres per minute / 806 40 Yellow / 5 litres per minute / 806 41 Black / 6 litres per minute / 806 42

Appendix F

Bassells Farm – Flow Survey Calculations

Existing Water Usage - Flow Survey

Fixture	Capacity/ Flow Rate	Use Factor	Fixed Use	litres/person/day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	6	1.46		8.76
WC (Dual Flush) Part	3	2.96		8.88
Taps (excluding kitchen)	8	1.58	1.58	14.22
Bath (where shower present)	278.4	0.11		30.62
Shower (where bath present)	8.7	4.37		38.02
Bath Only		0.5		0.00
Shower Only		5.6		0.00
Kitchen Sink	4.6	0.44	10.36	12.38
Washing Machine	6.42	2.1		13.48
Dishwasher	0.6	3.6		2.16
Total calculated use (litres/person/day)				128.53
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				116.96
External Water Use				5.00
Total Water Consumption (Part G) (litres/person/day)				121.96

	Number of units	Census	Population	Mains Water Usage (litres/day)
Bassells Farm, Existing House	1	2	2	243.92
Totals	1		2	243.92

Appendix G

Summary of Offsetting Scheme

Sussex Water Neutrality Offsetting Scheme

Developer and Water Credit Allocation

Property	Total Number of Credits	Developer	Planning Reference	Number of Credits Used	Remaining Credits
15 Aintree Road	265	Mr Kevin Shaw	DC/24/0511	265	0
118 Weald Drive	597	Wildgoose (UK) Ltd	TBC	597	0
124 Brighton Road	294	Wildgoose (UK) Ltd	TBC	291	3.98 (remaining used below)
73 Ditchling Hill	257	Mr Keith Potts	DC/19/2477	185	72.97 (remaining used below)
73 Ditchling Hill	72.97	Dominos Pizza	DC/24/1265	72.85	0.12
43 Ardingly Close	133.15	Dominos Pizza	DC/24/1265	133.15	0
40 Caburn Height	328	Mr Kevin Shaw	DC/24/1112	305	23.42
13 Scott Road	670.69	Mitchell Evans LLP	DC/24/1003	80	590.69 (remaining used below)
37 Five Acres	287.64	Mr Kevin Shaw	DC/24/1486	186	101.64 (remaining used below)
37 Five Acres	101.64	Brix Limited	TBC	101.64	0
20 Buckswood Drive	229.72	Brix Limited	TBC	229.72	0
124 Brighton Road	3.98	Brix Limited	TBC	2.64	1.34
13 Scott Road	590.69	Mr Mrs Spencer-Smith	DISC/23/0084	301.40	289.29 (remaining used below)
11 Aintree Road	102.37	Mr Mrs Spencer-Smith	DISC/23/0084	28.60	73.77
19 Epsom Road	358.37	Mr Kevin Shaw	TBC	256	102.37 (remaining used below)
42 Caburn Heights	348.68	Christopher Reed	TBC	80	268.68 (remaining used below)
19 Epsom Road	102.37	Mr Kevin Shaw	TBC	24	78.37 (remaining used below)
49 Arden Road	425.60	Remmus Designer Homes Ltd (Burgess Hill)	TBC	220	205.60
8 Ardingly Close	593.94	Mr Kevin Shaw	TBC	87	506.94
19 Epsom Road	78.37	Mr Kevin Shaw	TBC	49	29.37
42 Caburn Heights	268.68	Mr Kevin Shaw	TBC	93	175.68

114 Weald Drive	423.76	Mr Kevin Shaw	TBC	136	287.76 (remaining used below)
114 Weald Drive	287.76	Mr Kevin Shaw	TBC	160	127.76 (remaining used below)
114 Weald Drive	127.76	Mark Baldock	TBC	97	30.76
112 Weald Drive	143.33	Mr Kevin Shaw	TBC	140	3.33
13 Scott Road	289.29	Mr Mrs R uayle	TBC	273	16.29
			Total Allocated Credits	4,394	
			Total Remaining Credits		1,066.61

Appendix H

114 Weald Drive – Meter Readings Data

WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 7pm
Saturday - 8.30am to 2pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number [redacted]

Your payment reference [redacted]

Invoice number [redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 20 December 2021 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

184 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 20 Dec 2021

		2	0	1	5	.	0	0

Previous reading: 22 Jun 2021

		1	8	3	1	.	0	0

Your next meter reading is scheduled to take place by 24 Jun 2022

Previous bill's usage
110.00 m³

Charges

£284.27

Bill date
31 Dec 2021

Billing period
From: 23 June 2021
To: 20 December 2021

Bill type
Metered - Direct Debit

Previous bill's charges
£169.99

Future payments

Next monthly payment

£47.70

7 Feb 2022

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£29.70 monthly

Water

Period: 23 June 2021 to 20 December 2021

Variable Rate	£1.487 x	184.00m³	=	£273.61
Standing Charge			=	£10.66
Total Water				**£284.27**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 7pm
Saturday - 8.30am to 2pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number [redacted]

Your payment reference [redacted]

Invoice number [redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 06 December 2022 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

153 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 6 Dec 2022

2322.00

Previous reading: 31 May 2022

2169.00

Your next meter reading is scheduled to take place by 26 Jun 2023

Previous bill's usage
154.00 m³

Charges

£246.89

Bill date
08 Dec 2022

Billing period
From: 01 June 2022
To: 06 December 2022

Bill type
Metered - Direct Debit

Previous bill's charges
£241.74

Future payments

Next monthly payment

£48.00

5 Jan 2023

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£48.00 monthly

Water

Period: 01 June 2022 to 06 December 2022

Variable Rate	£1.550	x 153.00m³	=	£237.15
Standing Charge			=	£9.74
Total Water				**£246.89**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 7pm
Saturday - 8.30am to 2pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number
[redacted]

Your payment reference
[redacted]

Invoice number
[redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 06 June 2023 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

152 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 6 Jun 2023

		2	4	7	4	.	0	0

Previous reading: 6 Dec 2022

		2	3	2	2	.	0	0

Your next meter reading is scheduled to take place by 26 Dec 2023

Previous bill's usage
153.00 m³

Charges

£254.67

Bill date
07 Jun 2023

Billing period
From: 07 December 2022
To: 06 June 2023

Bill type
Metered - Direct Debit

Previous bill's charges
£246.89

Future payments

Next monthly payment

£50.80

5 Jul 2023

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£48.00 monthly

Water

Period: 07 December 2022 to 31 March 2023

Variable Rate	£1.550 x	96.00m³	=	£148.80
Standing Charge			=	£5.93

Period: 01 April 2023 to 06 June 2023

Variable Rate	£1.716 x	56.00m³	=	£96.10
Standing Charge			=	£3.84
Total Water				**£254.67**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

If you would like to know more about how we calculate our charges, please go to **www.southernwater.co.uk/account/how-we-calculate-your-bill**

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WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 6pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number
[redacted]

Your payment reference
[redacted]

Invoice number
[redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 21 December 2023 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

139 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 21 Dec 2023

2613.00

Previous reading: 6 Jun 2023

2474.00

Your next meter reading is scheduled to take place by 26 Jun 2024

Previous bill's usage
152.00 m³

Charges

£249.86

Bill date
22 Dec 2023

Billing period
From: 07 June 2023
To: 21 December 2023

Bill type
Metered - Direct Debit

Previous bill's charges
£254.67

Future payments

Next monthly payment

£34.60

5 Jan 2024

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£50.80 monthly

Water

Period: 07 June 2023 to 21 December 2023

Variable Rate	£1.716	x	139.00m³ =	£238.52
Standing Charge			=	£11.34
Total Water				**£249.86**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

If you would like to know more about how we calculate our charges, please go to **www.southernwater.co.uk/account/how-we-calculate-your-bill**

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WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 6pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number
[redacted]

Your payment reference
[redacted]

Invoice number
[redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 25 June 2024 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

95 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 25 Jun 2024

		2	7	0	8	.	0	0

Previous reading: 21 Dec 2023

		2	6	1	3	.	0	0

Your next meter reading is scheduled to take place by 26 Dec 2024

Previous bill's usage
139.00 m³

Charges

£185.02

Bill date
03 Jul 2024

Billing period
From: 22 December 2023
To: 25 June 2024

Bill type
Metered - Direct Debit

Previous bill's charges
£249.86

Future payments

Next monthly payment

£39.60

5 Aug 2024

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£34.60 monthly

Water

Period: 22 December 2023 to 31 March 2024

Variable Rate	£1.716 x	51.30m³	=	£88.03
Standing Charge			=	£5.78

Period: 01 April 2024 to 25 June 2024

Variable Rate	£1.958 x	43.70m³	=	£85.56
Standing Charge			=	£5.65
Total Water				**£185.02**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

If you would like to know more about how we calculate our charges, please go to **www.southernwater.co.uk/account/how-we-calculate-your-bill**

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WATER for LIFE from Southern Water

Visit our website for live chat or to log into your account
southernwater.co.uk/help

0330 303 0277
Weekdays - 8am to 6pm

ACCRUE PROPERTY LTD
[redacted]

Your customer number
[redacted]

Your payment reference
[redacted]

Invoice number
[redacted]

Dear ACCRUE PROPERTY LTD,

Here's your latest bill based on the meter reading we took on 19 December 2024 for: 114 WEALD DRIVE, CRAWLEY RH10 6NW. You currently pay by Direct Debit, so you don't need to do anything – your payments will be taken automatically.

Meter reading

Water used in cubic metres

271 m³

One cubic metre = 1,000 litres
This is equivalent to: 11 baths, 31 (4 min) showers or 166 toilet flushes

Meter number: 8163174

Latest reading: 19 Dec 2024

2979.00

Previous reading: 25 Jun 2024

2708.00

Your next meter reading is scheduled to take place by 26 Jun 2025

Previous bill's usage
95.00 m³

Charges

£542.24

Bill date
07 Jan 2025

Billing period
From: 26 June 2024
To: 19 December 2024

Bill type
Metered - Direct Debit

Previous bill's charges
£185.02

Future payments

Next monthly payment

£60.00

5 Feb 2025

For full list of future payments, see Your payment summary.

Struggling to pay? See p. 3

Previous bill's payments
£39.60 monthly

Water

Period: 26 June 2024 to 19 December 2024

Variable Rate	£1.958	x 271.00m³	=	£530.62
Standing Charge			=	£11.62
Total Water				**£542.24**

Wastewater

Thames Water takes away your wastewater. Its customer service number is **0800 980 8800**. You'll receive a separate bill from Thames Water for your wastewater.

Southern Water supplies your water.

Standing Charge:
This covers essential service costs such as sending bills, collecting payments and dealing with enquiries.

If you would like to know more about how we calculate our charges, please go to **www.southernwater.co.uk/account/how-we-calculate-your-bill**

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Appendix I

114 Weald Drive – Meter Readings Calculations

Water Bill - Calculations Meter Number: 8163174

ADDRESS: 114 Weald Drive, Crawley, RH10 6NW

Existing

Date	Reading	Days	Difference (m3)	Difference (litres)	Litres per day
22/06/2021	1831				
20/12/2021	2015	181	184	184000	1016.57
31/05/2022	2169	162	154	154000	950.62
06/12/2022	2322	189	153	153000	809.52
06/06/2023	2474	182	152	152000	835.16
21/12/2023	2613	198	139	139000	702.02
25/06/2024	2708	187	95	95000	508.02
19/12/2024	2979	177	271	271000	1531.07
	Total	1276	1148	1148000	**899.69**

Appendix J

114 Weald Drive – Flow Survey Data

Residential Flow Survey

16 Apr 2024 / Kevin Shaw @ 114 Weald Drive

Complete

Score	1 / 1 (100%)	Flagged items	9	Actions	0

Site conducted	114 Weald Drive, Crawley, RH10 6NW
Conducted on	16.04.2024 15:40 BST
Prepared by	Kevin Shaw @ 114 Weald Drive
Location	114 Weald Dr Crawley England RH10 6NW United Kingdom (51.1070445199826, -0.1691138454218425)
Water Meter Reading	N/A
Type of Property	Terrace
Number of bedrooms	6

Flagged items	9 flagged
Untitled Page / Kitchen **- Washing Machine Make & Model - litres/kg dry load PHOTO REQUIRED**	No
Untitled Page / Kitchen **- Dishwasher Make & Model - litres/place setting PHOTO REQUIRED**	No
Untitled Page / Kitchen **- Water Softener - litres/person/day**	No
Untitled Page / Kitchen **- Waste Disposal Unit - litres/use**	No
Untitled Page / Bathroom 3 **Is there an additional bathroom?**	No
Untitled Page / Bathroom 4 **Is there an additional bathroom?**	No
Untitled Page / Bathroom 5 **Is there an additional bathroom?**	No
Untitled Page **Hot tub**	No
Untitled Page **Swimming Pool**	No

Untitled Page	9 flagged
Kitchen	4 flagged
- Sink Taps - litres/minute VIDEO REQUIRED 3 tenants share this kitchen FA001222-7235-481E-9D5C-E529AE55ACD3-video.mov	Mixer Tap: 9Lpm
- Washing Machine Make & Model - litres/kg dry load PHOTO REQUIRED	No
- Dishwasher Make & Model - litres/place setting PHOTO REQUIRED	No
- Water Softener - litres/person/day	No
- Waste Disposal Unit - litres/use	No
Utility Room	
- Washing Machine Make & Model - litres/kg dry load PHOTO REQUIRED  Photo 1  Photo 2	Yes
- Sink Taps - litres/minute VIDEO REQUIRED This is a second kitchen 3 of the tenants use it 5CB3EEB1-8822-452E-BF57-D1585064F384-video.mov	Mixer Tap 16Lpm
WC	
- Basin Taps - litres/minute VIDEO REQUIRED 1D0F27B3-38EB-4CA4-AF6D-7A55DA945876-video.mov 11C82C72-AFCF-4A88-A1BF-9F4F2CE508D8-video.mov	Separate Hot and Cold Taps: Cold 15Lpm Hot 22Lpm
- WC (Single Flush) - litres PHOTO REQUIRED This single flush will be changed to a dual flush	Yes


Photo 3

- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	N/A

Bathroom 1

- Shower Make/Model - litres/minute VIDEO REQUIRED	Triton thermostatic mixer: 21Lpm

3 Tenants Share this bathroom

FF50846E-018B-4E53-AECB-BD3F02B84CA2-video.mov

- Basin Taps - litres/minute VIDEO REQUIRED	Mixer tap 22Lpm +

796E2DF4-CB26-4B32-8452-0E46F6C011D7-video.mov

- Bath Taps - litres/minute VIDEO REQUIRED	N/A
- WC (Single Flush) - litres PHOTO REQUIRED	N/A
- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	Yes


Photo 4

- Bathroom 2

Is there an additional bathroom?	Yes
- Shower - litres/minute VIDEO REQUIRED	Electric shower N/A


Photo 5

713F2975-7DE2-4BC6-9FF9-E5B9A433B722-video.mov

- Basin Taps - litres/minute VIDEO REQUIRED	Mixer Tap 22Lpm

6FC632BC-39F0-468C-9E92-35FB1590040E-video.mov

- Bath Taps - litres/minute VIDEO REQUIRED	Bath Internal Dimensions: L1530 x W600 x D (to overflow) 340

Plan to remove bath

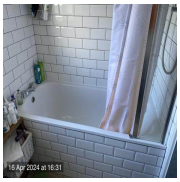


Photo 6

- WC (Single Flush) - litres PHOTO REQUIRED	N/A
- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	Yes



Photo 7

Bathroom 3	1 flagged
Is there an additional bathroom?	No
- Shower - litres/minute VIDEO REQUIRED	
- Basin Taps - litres/minute VIDEO REQUIRED	
- Bath Taps - litres/minute VIDEO REQUIRED	
- WC (Single Flush) - litres PHOTO REQUIRED	
- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	
Bathroom 4	1 flagged
Is there an additional bathroom?	No
- Shower - litres/minute VIDEO REQUIRED	
- Basin Taps - litres/minute VIDEO REQUIRED	N/A
- Bath Taps - litres/minute VIDEO REQUIRED	
- WC (Single Flush) - litres PHOTO REQUIRED	
- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	
Bathroom 5	1 flagged
Is there an additional bathroom?	No

- Shower - litres/minute VIDEO REQUIRED	
- Basin Taps - litres/minute VIDEO REQUIRED	
- Bath Taps - litres/minute VIDEO REQUIRED	
- WC (Single Flush) - litres PHOTO REQUIRED	
- WC (Dual Flush) - part litres/full litres PHOTO REQUIRED	
Hot tub	No
Swimming Pool	No

Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5

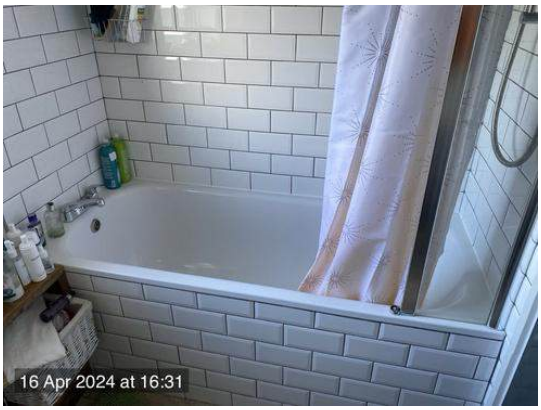


Photo 6



Photo 7

File summary

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1D0F27B3-38EB-4CA4-AF6D-7A55DA945876-video.mov
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713F2975-7DE2-4BC6-9FF9-E5B9A433B722-video.mov
6FC632BC-39F0-468C-9E92-35FB1590040E-video.mov

Appendix K

114 Weald Drive – Flow Survey Part G Calculation

Part G Calculation - 114 Weald Drive Water Usage (Flow Survey)

Bathroom 1

Fixture	Capacity/Flow Rate	Use Factor	Fixed Use	litres/person/ day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	6	1.46		8.76
WC (Dual Flush) Part	3	2.96		8.88
Taps (excluding kitchen)	22	1.58	1.58	36.34
Bath (where shower present)		0.11		0.00
Shower (where bath present)		4.37		0.00
Bath Only		0.5		0.00
Shower Only	21	5.6		117.60
Kitchen Sink	9	0.44	10.36	14.32
Washing Machine	5.13	2.1		10.76
Dishwasher		3.6		0.00
	Total calculated use (litres/person/day)			196.66
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				178.96
External Water Use				5.00
Total Water Consumption (Part G) (litres/person/day)				183.96

	Population	Mains Water Usage
6-bedroom	3	551.89
Totals	3	551.89

Part G Calculation - 114 Weald Drive Water Usage (Flow Survey)

Bathroom 2

Fixture	Capacity/Flow Rate	Use Factor	Fixed Use	litres/person/ day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	6	1.46		8.76
WC (Dual Flush) Part	3	2.96		8.88
Taps (excluding kitchen)	22	1.58	1.58	36.34
Bath (where shower present)	312	0.11		34.32
Shower (where bath present)	4	4.37		17.48
Bath Only		0.5		0.00
Shower Only		5.6		0.00
Kitchen Sink	16	0.44	10.36	17.40
Washing Machine	5.13	2.1		10.76
Dishwasher		3.6		0.00
	Total calculated use (litres/person/day)			133.94
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				121.89
External Water Use				5.00
Total Water Consumption (Part G) (litres/person/day)				126.89

	Population	Mains Water Usage
6-bedroom	3	380.66
Totals	3	380.66

Appendix L

114 Weald Drive - Retrofit Part G Calculation

Part G Calculation - 114 Weald Drive Water Usage (Flow Restricting Valves)

Bathroom 1

Fixture	Capacity/Flow Rate	Use Factor	Fixed Use	litres/person /day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	6	1.46		8.76
WC (Dual Flush) Part	3	2.96		8.88
Taps (excluding kitchen)	3.5	1.58	1.58	7.11
Bath (where shower present)		0.11		0.00
Shower (where bath present)		4.37		0.00
Bath Only		0.5		0.00
Shower Only	8	5.6		44.80
Kitchen Sink	5	0.44	10.36	12.56
Washing Machine	5.13	2.1		10.76
Dishwasher		3.6		0.00
	Total calculated use (litres/person/day)			92.87
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				84.51
External Water Use				5.00
Total Water Consumption (Part G) (litres/person/day)				89.51

	Population	Mains Water Usage
6-bedroom	3	268.54
Totals	3	268.54

Part G Calculation - 114 Weald Drive Water Usage (Flow Restricting Valves)

Bathroom 2

Fixture	Capacity/Flow Rate	Use Factor	Fixed Use	litres/person /day
WC (Single Flush)		4.42		0.00
WC (Dual Flush)	6	1.46		8.76
WC (Dual Flush) Part	3	2.96		8.88
Taps (excluding kitchen)	3.5	1.58	1.58	7.11
Bath (where shower present)		0.11		0.00
Shower (where bath present)		4.37		0.00
Bath Only		0.5		0.00
Shower Only	4	5.6		22.40
Kitchen Sink	5	0.44	10.36	12.56
Washing Machine	5.13	2.1		10.76
Dishwasher		3.6		0.00
	Total calculated use (litres/person/day)			70.47
Normalisation Factor				0.91
Total Water Consumption (CSH) (litres/person/day)				64.13
External Water Use				5.00
Total Water Consumption (Part G) (litres/person/day)				69.13

	Population	Mains Water Usage
6-bedroom	3	207.39
Totals	3	207.39

Appendix M

114 Weald Drive - Proposed Valves for Retrofit

Fixtures and Fittings - Part G Specifications

Item	Capacity/Flow rate	Overview
Basin Tap	3.5 litres/minute	Flow Restricting Valve
Shower	8 litres/minute	Flow Restricting Valve
Kitchen Sink	5 litres/minute	Flow Restricting Valve

Appendix N

114 Weald Drive – Title Plan and Details

ODT SOLICITORS

131 South Road, Haywards Heath,
West Sussex, RH16 4LY
Tel: 01444 801 030
Fax: 01273 221 584
DX 300309 Haywards Heath
www.odt.co.uk

Mr K Shaw
Accrue Property Limited
c/o Taintfield Barn
Picts Lane
Cowfold
RH13 8AN

Our Ref: 103412.002/SP/MW
Direct Line: 01444 801034
Date: 7 December 2016
E-Mail: speake@odt.co.uk

Dear Mr Shaw and Mr Taylor

Your purchase of 114 Weald Drive, Furnace Green, Crawley , RH10 6NW

I write to confirm that the registration formalities have now been completed at the Land Registry and I enclose a copy of the register entries for your information.

I have arranged for the credit balance of £144.40 to be transferred by BACS to your bank account as requested, please allow 3 working days for this amount to reach your account.

With kind regards

Yours sincerely

Sally Peake
ODT Solicitors

Conveyancing Quality

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Wheel House, 133 High Street,
Hurstpierpoint, BN6 9PU
Tel: 01273 831574
Fax: 01273 221584
DX 59654 Hassocks

Offices also at:
Pavilion View, 19 New Road
Brighton, BN1 1UF
Tel: 01273 710712
Fax: 01273 221584
DX 36663 Brighton 2

H. M. LAND REGISTRY

NATIONAL GRID PLAN TQ 2835 SECTION D

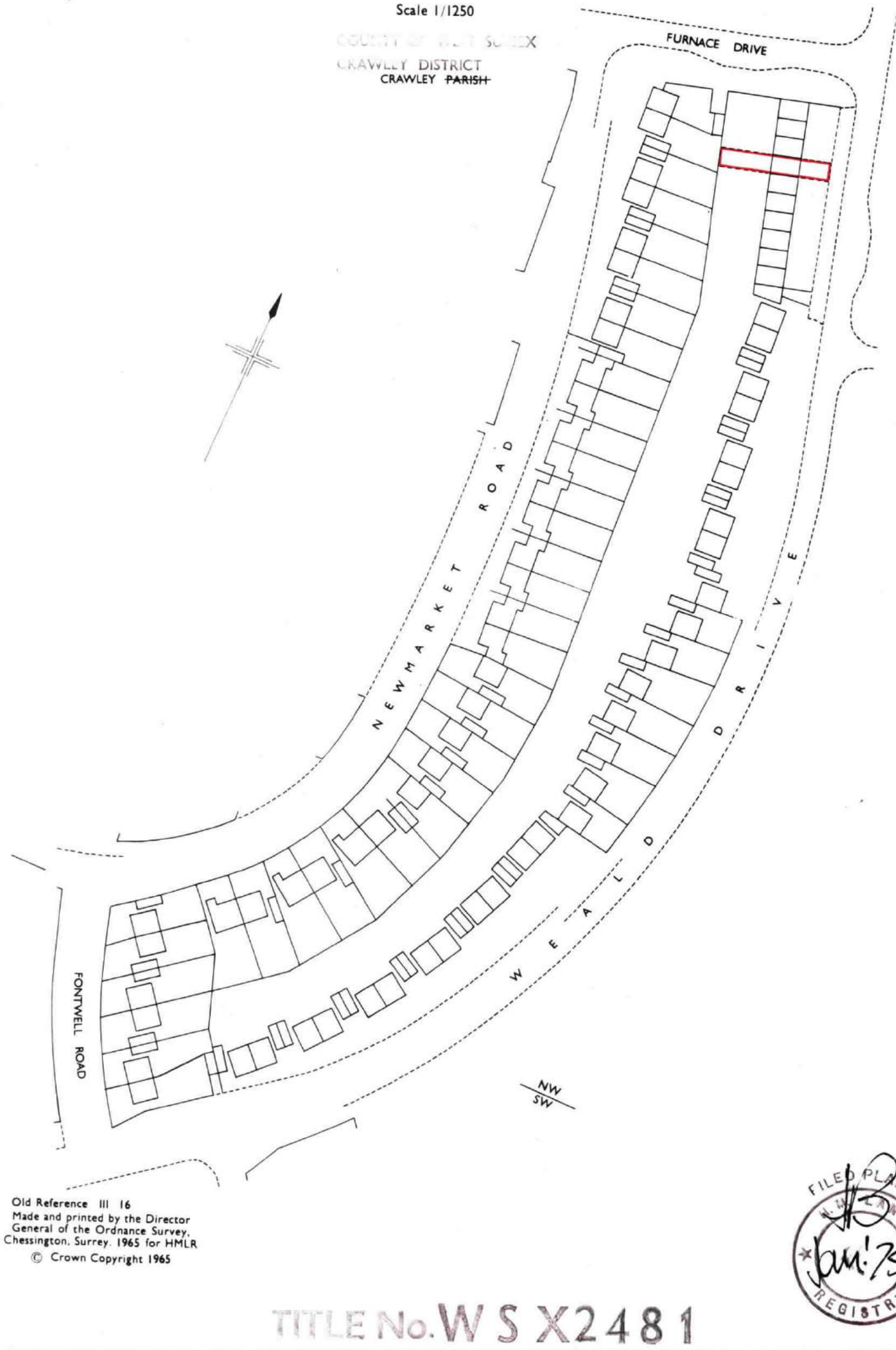
~~SUSSEX~~

Scale 1/1250

~~COUNTY OF WEST SUSSEX~~

CRAWLEY DISTRICT

CRAWLEY ~~PARISH~~



Old Reference III 16

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FILED PLAN H.M. LAND REGISTRY Jan. '75

TITLE No. W S X2481

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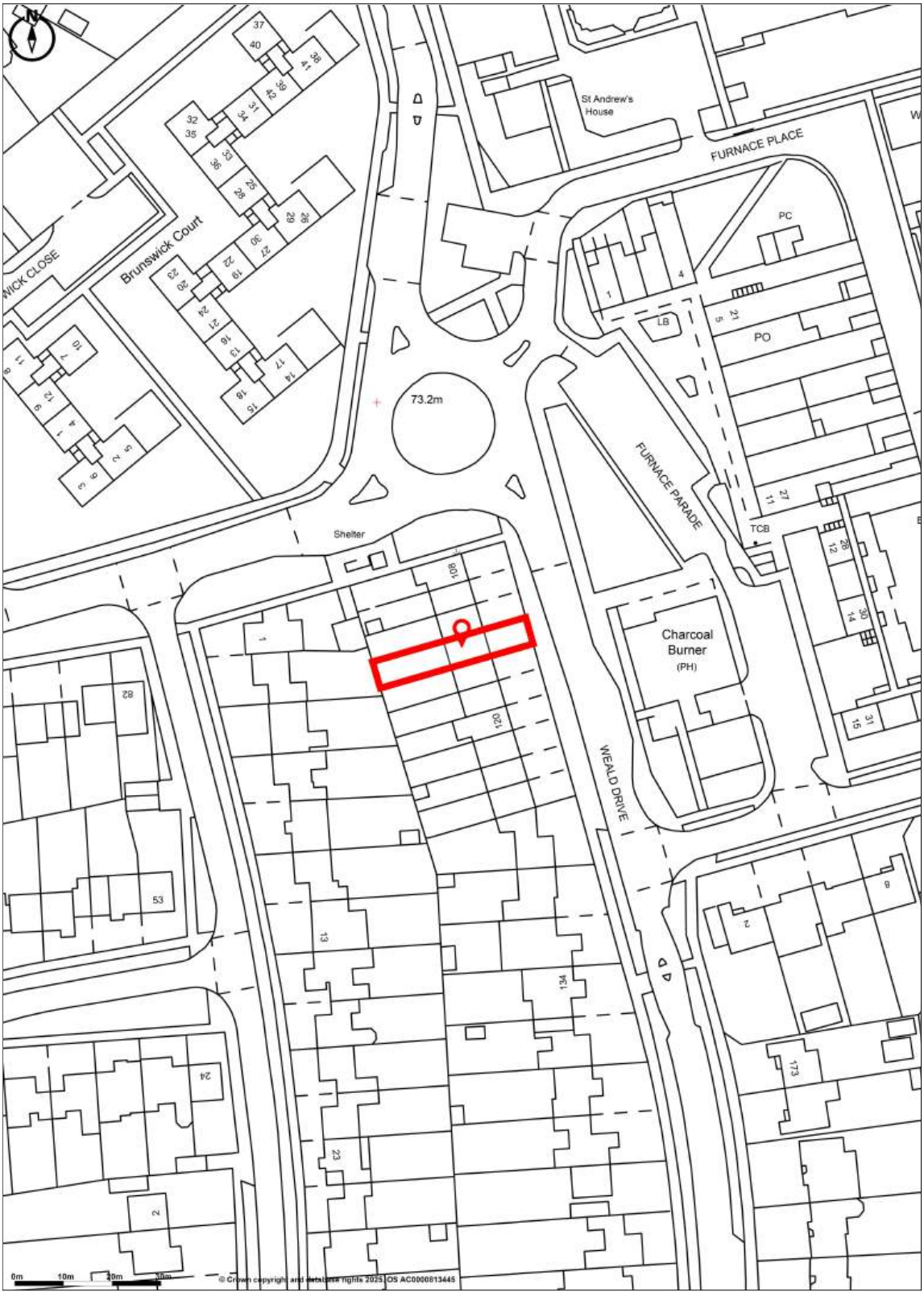
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Site Location Plan
114 Weald Drive, Crawley, RH10 6NW



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Land Registry

Official copy of register of title

Title number WSX2481 | **Edition date 17.10.2016**

- This official copy shows the entries on the register of title on 17 Oct 2016 at 16:15:06.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 17 Oct 2016.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by Land Registry Durham Office.

A: Property Register

This register describes the land and estate comprised in the title.

WEST SUSSEX : CRAWLEY

1 (16.06.1964) The Freehold land shown edged with red on the plan of the above Title filed at the Registry and being 114 Weald Drive, Crawley (RH10 6NW).

2 The land has the benefit of the rights granted by but is subject to the rights reserved by the Transfer dated 7 January 1975 referred to in the Charges Register.

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Title absolute

1 (17.10.2016) PROPRIETOR: ACCRUE PROPERTY LIMITED (Co. Regn. No. 10322391) of 114 Weald Drive, Crawley RH10 6NW and care of Taintfield Barn, Picts Lane, Cowfold, Horsham RH13 8AN.

2 (17.10.2016) The price stated to have been paid on 3 October 2016 was £318,000.

3 (17.10.2016) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate is to be registered without a written consent signed by the proprietor for the time being of the Charge dated 3 October 2016 in favour of OneSavings Bank PLC referred to in the Charges Register.

C: Charges Register

This register contains any charges and other matters that affect the land.

1 The land is subject to the following rights reserved by a Conveyance of the land in this title and other land dated 8 March 1940 made between (1) Charles George Ashburner Nix (Vendor) (2) Charles Frederick Lloyd and Christopher Francis Ashburner Nix (Trustees) (3) R J Estates Limited (Company) and (4) Mary Diana Heathcote Hewitt and Joan

Appendix O

114 Weald Drive – Management and Maintenance Plan

114 Weald Drive, Crawley, RH10 6NW

Management and Maintenance Plan
Offsetting Measures

Document Control Sheet

114 Weald Drive, Crawley, RH10 6NW

This document has been issued and amended as follows:

Date	Issue	Prepared by	Approved by
31st March 2025	FINAL	Laura Jagiela	Neil Jaques

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5.0 Inspection and Maintenance Frequency of Measures 5

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A Site Location Plan

1.0 Introduction

1.1 This report sets out the principles for the long-term management and maintenance of the offsetting measures installed at 114 Weald Drive, Crawley, RH10 6NW. A location plan can be seen in **Appendix A**.

1.2 The purpose of this document is to ensure that the offsetting measures have a robust inspection and maintenance plan going forwards. This will ensure the optimum operation of the measures and that they will be continually maintained. This will ensure the property keeps providing water savings within the Sussex North Water Supply Zone (SNWSZ) area.

1.3 All those responsible for maintenance should follow relevant health and safety legislation for all activities listed within this report (including lone working, if relevant).

1.4 This document has been produced by Motion to describe the management and maintenance tasks that are known at the design stage (such as maintenance frequencies and typical tasks).

1.5 Maintenance is considered as a construction activity under the CDM Regulations 2015. Under the CDM Regulations, it is a requirement that a competent person be appointed to carry out a required role. CDM defines a competent person as an individual with sufficient knowledge of the specific tasks to be undertaken, as well as sufficient experience and ability to carry out their duties in relation to the task in a way that secures health and safety on site.

1.6 In recognition of the requirements of the CDM Regulations 2015, this management and maintenance plan expects that the maintenance work will be carried out by a competent person who must have prior knowledge of the water saving measures onsite.

2.0 Maintenance Categories

2.1 There are three categories of maintenance activities referred to in this report. These are:

Initial maintenance

- Initial maintenance consists of checks upon installation of measures

Regular maintenance (including inspections and monitoring)

- Regular maintenance consists of basic tasks done on a frequent and predictable schedule.

Remedial maintenance

- Remedial maintenance comprises of intermittent tasks that may be required to rectify faults associated with the offsetting measures that have been identified through visual inspections. The likelihood of faults can be minimised by correct installation, regular inspection and timely maintenance.

3.0 The Offsetting Measures

3.1 The proposed offsetting measures can be made up of a number of measures. These include:

- Flow restricting valves on wash hand basin
- Flow restricting valves on showers
- Lowering of the bath overflow

3.2 All measures should be installed in accordance with the manufacturer's instructions.

3.3 Manufacturer's instructions are to be added to this document once specific products have been selected and installed. This document will subsequently form the basis for a maintenance regime for the offsetting measures.

4.0 General Maintenance Principles

4.1 All measures require regular maintenance to keep them working at optimum efficiency. The maintenance of the measures should be carried out alongside other regular maintenance tasks within the property.

4.2 Timely and adequate maintenance will increase the lifespan of the measures. Inadequate maintenance will do the reverse.

4.3 The landowner/property owner are responsible for the monitoring and maintenance of the measures for the lifetime of the property.

5.0 Inspection and Maintenance Frequency of Measures

5.1 Table 5.1 below lists each of the measures used within the development. It suggests an indicative maintenance frequency for each component and ascribes typical maintenance tasks to them.

5.2 It is the responsibility of property owner to ensure that all necessary maintenance activities are carried out in a timely manner and that the design performance of each component is preserved.

5.3 If there is any uncertainty regarding the correct and safe methods of cleaning, or what equipment should be used, the manufacturer should be consulted.

Maintenance Schedule	Required Action	Frequency
Initial Maintenance	Calibration of flow rate of valves	Upon installation
	Check measures perform correctly	Upon Installation
Regular Maintenance	Inspection of the measures for wear or erosion	One year after installation
	Check measures perform correctly	One year after installation
	Inspection of the measures for wear or erosion	Every three years thereafter
	Check measures perform correctly	Every three years thereafter
Remedial Actions	Replacement or repair of measures following damage	As required

Table 5.1 – Maintenance tasks and frequencies

5.4 Upon completion of maintenance activities, a record should be kept of the work carried out. This should be retained and an annual maintenance report should be compiled, which should include the following:

- Observations resulting from inspections;
- Maintenance and operation activities undertaken during the year; and
- Recommendations for inspections and maintenance programmes for the following year.

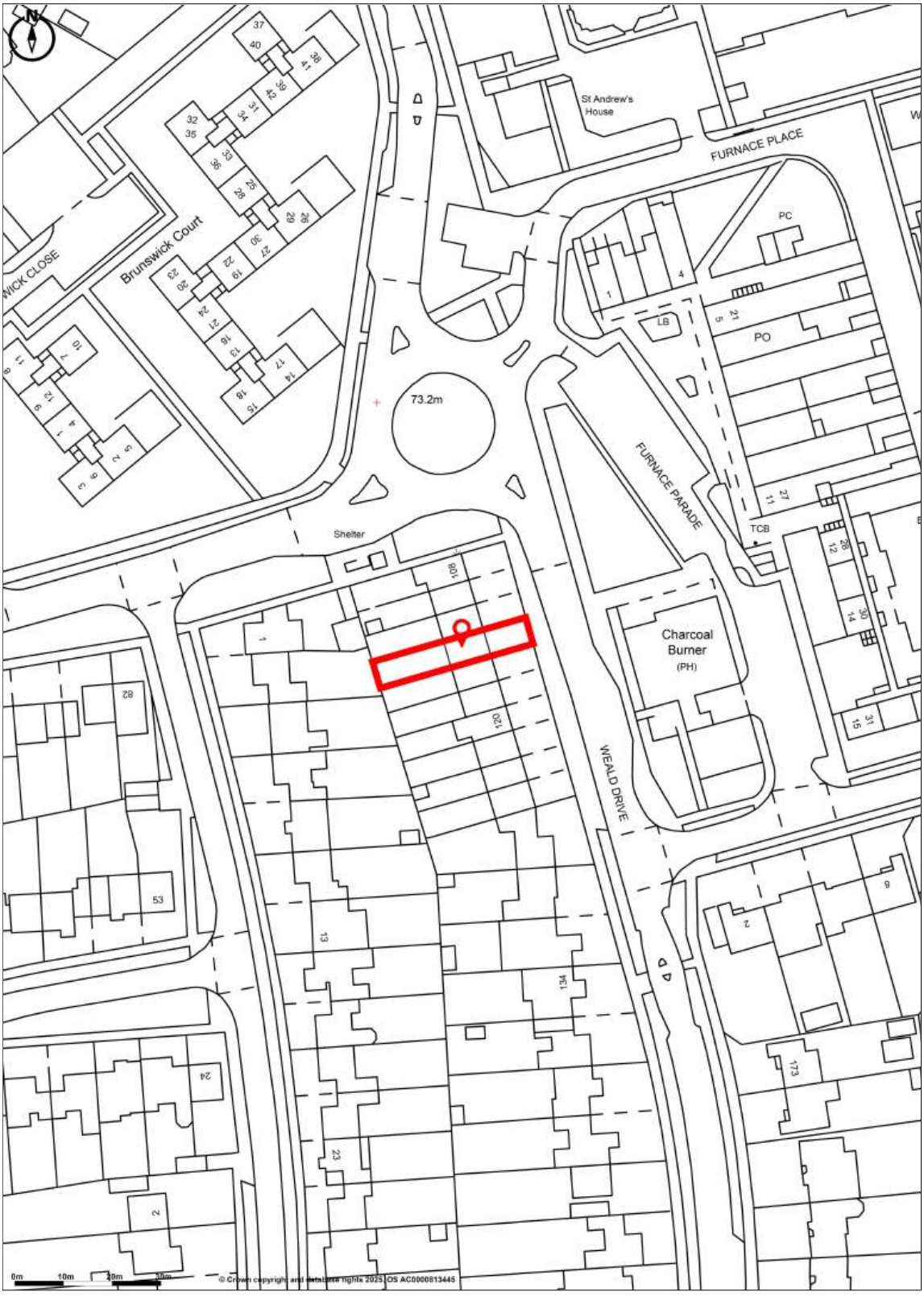
5.5 On the next page is a table with suggested information that should be recorded and included with the maintenance plan. As mentioned in the introduction to this document, this should be a living document and regularly updated, as required and should be kept for the lifetime of the development.

Date	Component requiring maintenance	Issues prompting maintenance	Scheduled maintenance (Y/N)	Maintenance carried out	Additional works required (Y/N). If yes, please detail	Next scheduled date of inspection and maintenance

Appendix A

Site Location Plan

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