

Temporary Time-Limited Refund in respect of Standard Connection Charges for Residential Development (the “Scheme”) Application Form & Letter of Undertaking



Download and complete this form by hand, please use **BLOCK CAPITALS** and black ink.

As per Circular PL 04/2023, issued on 28th April 2023, the Government has approved a new package of housing support measures to incentivise the commencement of housing developments by reducing housing construction costs, including the introduction of temporary time-limited arrangements for the refund of Uisce Éireann (UÉ) Standard Connection Charges.

This temporary refund Scheme applies to permitted residential developments that:

- commence on site between **25 April 2023** (the date of the Government Decision approving the measure) and **24 April 2024**; and
- are completed not later than **31 December 2025**.

The Scheme does not apply to applicable Quotable Charges and/or surety requirements specified in connection agreements. **Customers seeking a refund for Water and/or Wastewater Standard Connection Charges as part of this Scheme will be required to:**

1. Have validly entered into a Connection Agreement with Uisce Éireann and have met all the acceptance criteria, including:
 - payment of the Connection Charge;
 - return of Letter of Acceptance;
 - payment of any required surety/security; and
 - any other conditions as set out within the Connection Offer letter.
2. Submit the Uisce Éireann Connection Refund Scheme Application Form (the “**Refund Application**”) to **connectionrefundscheme@water.ie** (Section A of this document) along with a Site Layout drawing (PDF format) indicating the residential unit(s) associated with this Refund Application.
3. Submit a completed and signed copy of the Uisce Éireann Letter of Undertaking for Connection Refund Scheme to **connectionrefundscheme@water.ie** committing to repay any monies refunded by Uisce Éireann if the Scheme criteria are not met (Section B of this document).
4. Provide a signed Local Authority Letter of Approval in accordance with the Temporary Time-Limited Waiver in respect of Development Contributions and as set out in Circular PL08/2023 (Appendix 6). The Local Authority Letter of Approval shall be for the same development details as contained within the Refund Application and will determine the level of refund to be processed by Uisce Éireann.
5. Provide a valid Commencement Notice for the development¹, together with a printout of your Commencement Notice from the Building Control Management System².
6. For housing developments that are exempt under the Development Contribution Waiver Scheme, e.g., social housing, you will need to provide appropriate documentation from the relevant Local Authority Housing Department (such as a Manager’s Order) detailing the number of houses that will be built under the terms of the applicable scheme to enable you to submit a Refund Application to Uisce Éireann. Any documentation provided should relate to the Development specified in the Refund Application.

¹ For commencement notices, submitted directly to the Local Authority (LA), please provide completed LA Commencement Notice processed / approved by the LA.

² <https://nbco.localgov.ie/>

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Section B – Letter of Undertaking to Uisce Éireann

Re: Uisce Éireann Standard Connection Charge Refund Scheme (the “Scheme”)

CDS Reference number:

Development Levy Waiver Reference Unique Identifier:

I/we (insert customer name in block capitals)

of (insert business / company name if applicable)

a) wish to avail of the terms of the Scheme in respect of

Development Levy Unique identifier:

and CDS Reference number:

b) confirm and agree to the terms of the Scheme;

c) confirm that the permitted residential development complies with the qualification criteria applicable to the Scheme;

d) confirm and agree that all monies refunded by Uisce Éireann shall be repayable to Uisce Éireann if the terms of the Scheme are not fully complied with (i.e. development **must commence** between 25 April 2023 and 24 April 2024 and **must be completed** by 31 December 2025);

e) confirm and agree that:

- if the development is not complete by 31 December 2025, Uisce Éireann will issue an invoice for the repayment of the full value of the Standard Connection Charge previously refunded by Uisce Éireann; and
- if repayment is not made to Uisce Éireann within 30 days of the date of the invoice, Uisce Éireann may vary the terms of the Connection Agreement to exclude any units for which the Standard Connection Charge has not been repaid. Connections will be considered unauthorised where they are not covered by the Scheme or where repayment of refunded Standard Connection Charges has not been made within the applicable period;

f) confirm and understand that the Scheme does not apply to any applicable Quotable Charges and surety/security requirements applied as part of the Connection Agreement for the development.

Signature:

Print Name:

Date:

Occupation / Position:

Address:

Witnessed by⁶

Name:

Occupation:

Document to establish identity of declarant⁷

Date: / /

Signature of Witness:

⁶ This Undertaking must be made and signed in the presence of one of the following:

In Ireland, a Notary Public, a Commissioner for Oaths or a Solicitor. Abroad, before a Diplomatic or Consular Officer of Ireland, a Notary Public, a Commissioner for Oaths or an equivalent person authorised to administer oaths or declarations in the place of signing.

⁷ Documents that can be used to confirm the identity of the declarant:

Valid Irish Passport or Passport issued by the authorities of an issuing state which is an authority recognised by the Irish Government

or

National Identity Card issued by the authorities of a State which is an EU Member State, the Swiss Confederation or a Contracting Party to the EEA Agreement.

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Section C – Conditions

1. The Uisce Éireann Standard Connection Charges Refund Scheme is a government mandated scheme and will be managed in accordance with Circulars PL04/2023 and PL08/2023.
2. The Scheme is time limited as set out within Circulars PL04/2023 and PL08/2023.
3. The Scheme is being provided as part of a package of exceptional support measures under the Housing for All Programme and has strict timelines and completion criteria.
4. If a development, or phase of that development, for which a Customer has received a refund under the Scheme is not completed in accordance with the Scheme criteria i.e. completion of the development or relevant phase within the Scheme timelines as set out in PL04/2023 and PL08/2023, then an invoice for the previously refunded amount will be issued to the Customer and the Customer will be required to repay the refunded amount **within 30 days** of the date of the invoice. Failure to repay the refunded amount **within 30 days** may result in:
 - a. delays in the provision of any connections to the network(s) and/or the issuance of any completion certificate for the development; and/or
 - b. Uisce Éireann varying the terms of the Connection Agreement to exclude any units for which the Standard Connection Charge has not been repaid. Connections will be considered unauthorised where they are not covered by the Scheme or where repayment of refunded Standard Connection Charges has not been made within the applicable period. Furthermore, any variation of the terms of the Connection Agreement may result in capacity in the Uisce Éireann network(s) being made available to other applicants.
5. The Scheme applies to the Standard Connection Charge under the Uisce Éireann Connection Charging Policy only. All Quotable Charges associated with a connection and/or any surety/security requirements are excluded from the Scheme and will not be refunded.
6. Refunds under the Scheme will only be processed once the Customer has validly entered into a Connection Agreement with Uisce Éireann and has met all the acceptance criteria, including:
 - a. payment of the Connection Charge;
 - b. return of Letter of Acceptance;
 - c. payment of any required surety/security; and
 - d. any other conditions as set out within the Connection Offer letter.
7. Refunds are strictly subject to the provision by the Customer/Applicant of a valid Refund Application to Uisce Éireann, which includes the following:
 - a. a signed Uisce Éireann Standard Connection Charge Refund Scheme Letter of Undertaking;
 - b. valid Commencement Notice⁸, together with a print out of your Commencement Notice from the Building Control Management System⁹;
 - c. Local Authority Letter of Approval;
 - d. site lay-out plan in a form acceptable to Uisce Éireann.

⁸ For commencement notices, submitted directly to the Local Authority (LA), please provide completed LA Commencement Notice processed / approved by the LA.

⁹ <https://nbco.localgov.ie/>

8. The refund to be provided by Uisce Éireann applies only to residential units in a planning permission that are commenced and completed in accordance with the Scheme criteria. For larger developments, this may mean that only certain phases of the development will be eligible for the Scheme and that phases of a development with a longer delivery timeline will not. Accordingly, the level of refund of which will be processed by Uisce Éireann will be assessed based on the Local Authority Letter of Approval.
9. Refund Applications for Housing and Multi Mixed-Unit developments must include an acceptable site layout plan in PDF format indicating the residential units for which a Refund Application is being made.
10. Applicant details must match those stated on the relevant Connection Agreement and Refund Application before a refund can be made. Any discrepancies in the information provided may lead to delays in the processing of refunds and/or the rejection of the Refund Application.
11. Where there are specific reasons requiring a change of details, e.g. personnel changes within an organisation etc., these updates should be submitted to Uisce Éireann as supplementary information to facilitate processing of the refund as part of the Connection Refund Application process covering email.