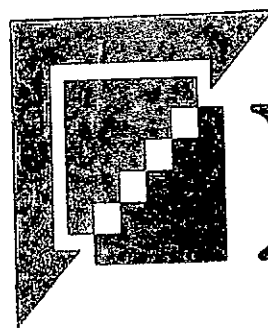


**bethell**  
UTILITY SERVICES



**KIER**

FILE 18

**Kier Living**

**BU0036**

**Radcliffe Civic Centre,  
New Church Road,  
Radcliffe**

**Developer Pack**



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030/BU0036

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971671009

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
**WIAPS CERTIFICATES ATTACHED** ☒ **PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED**  
*SENT PREVIOUSLY*

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 19             | ✓   |              | ✓ | ✓     | ✓        |
| 20             | ✓   | ✓            |   | ✓     | ✓        |
| 36             | ✓   |              | ✓ | ✓     | ✓        |
| 37             | ✓   | ✓            |   | ✓     | ✓        |
| 38             | ✓   | ✓            |   | ✓     | ✓        |
| 39             | ✓   | ✓            |   | ✓     | ✓        |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**SITE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: MON 18th / TUES 19th Nominated Elec. Supplier: EON  
DECEMBER

Signed for on behalf of the Developer: [Signature] Date: 5-12-17

### REQUEST CONFIRMATION Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 workings days' notice an abortive visit may again be charged.  
You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.  
Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



# SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer: **KIER LIVING**

Work Ref No: **6030 / BU0036**

Name of Development: **NEW CHURCH STREET, RADCLIFFE**

Contact Name: **ANDY LONGDEN**

Position: **PROJECTS MANAGER**

Tel No: **07971 671009**

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

## CHECKLIST (Please tick if correct)

No scaffolding erected on plots to be connected



Ducting installed correctly including draw cord



Meter boxes placed



Property is lock fast & water tight



Gas service pipe installed



Water pipes installed



**WIAPS CERTIFICATES ATTACHED**

**SENT PREVIOUSLY**

PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

## PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas                                 | Gas Box Type |                                     | Water                               | Electric                            |
|----------------|-------------------------------------|--------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                |                                     | SC           | R                                   |                                     |                                     |
| 40             | <input checked="" type="checkbox"/> |              | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                |                                     |              |                                     |                                     |                                     |
|                |                                     |              |                                     |                                     |                                     |
|                |                                     |              |                                     |                                     |                                     |
|                |                                     |              |                                     |                                     |                                     |
|                |                                     |              |                                     |                                     |                                     |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: **MON 18TH / TUES 19TH DECEMBER** Nominated Elec. Supplier: **EON**

Signed for on behalf of the Developer: **[Signature]** Date: **5-12-17**

## REQUEST CONFIRMATION Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates. Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH ST - RADCLIFFE

Contact Name: K BRADLEY

Position: SITE MANAGER

Tel No: 07712536963

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☐ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☐ Gas service pipe installed ☐ Water pipes installed ☐  
**WIAPS CERTIFICATES ATTACHED** ☐ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| TEMP SUPPLY    |     |              |   |       | ✓        |
| MOLSTEAD CLOSE |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 22ND AUG Nominated Elec. Supplier: EDN

Signed for on behalf of the Developer: ADL Date: 2-8-2017

### REQUEST CONFIRMATION Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



# SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Position:

Contact Name:

Fax No:

Tel No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

## CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☐ Ducting installed correctly including draw cord ☐ Meter boxes placed ☐  
Property is lock fast & water tight ☐ Gas service pipe installed ☐ Water pipes installed ☐  
**WIAPS CERTIFICATES ATTACHED** ☐ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

## PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**NOTE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: \_\_\_\_\_ Nominated Elec. Supplier: \_\_\_\_\_

Signed for on behalf of the Developer: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You **MUST** re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Position:

Contact Name:

Fax No:

Tel No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☐ Ducting installed correctly including draw cord ☐ Meter boxes placed ☐  
Property is lock fast & water tight ☐ Gas service pipe installed ☐ Water pipes installed ☐  
WIAPS CERTIFICATES ATTACHED ☐ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: \_\_\_\_\_ Nominated Elec. Supplier: \_\_\_\_\_

Signed for on behalf of the Developer: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

# NEW SUPPLY

YES ☐NO ☐INTERNAL ☐EXTERNAL ☐

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



## CERTIFICATE OF WORK COMPLETED

This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

mick TYER

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE, 2026 2UH  
Plots 19 + 20

Name and address of person who commissioned work:

KIER LIVING NORTHERN, BIRCHWOOD,  
WARRINGTON

Postcode:

WA3 7BH

Telephone: 01925 817800 Fax:

Please give a brief description of the work completed and its location:

NEW SUPPLY TO THE ABOVE PLOTS

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Date:

6-11-17

Print:

mick TYER

Certificate No.

W 6005119

## **WHAT THE CERTIFICATE MEANS TO YOU THE CUSTOMER**

The Regulations or Byelaws apply to any water fitting installed or used in premises to which water is to be supplied by a public water supplier.

There are penalties for owners, occupiers of premises and installers who contravene the requirements of the above. This Certificate may be used as a defence in any proceedings against an owner or occupier in which work did not meet the requirements of the Regulations or Byelaws.

Keep this Certificate in a safe place, it confirms that work has been carried out by a plumber who has proven by assessment that he/she understands the requirements of both the Regulations and Byelaws.

***Note:** The Regulations apply in England and Wales, the Byelaws apply in Scotland.*



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: **KIER LIVING**

Work Ref No: **6030**

Name of Development: **NEW CHURCH STREET, RADLIFFE**

Contact Name: **ANDY LONGDEN**

Position: **PROJECTS MANAGER**

Tel No: **07971 671009**

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

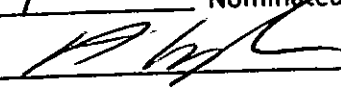
| Plots Required | Gas                                 | Gas Box Type                        |                                     | Water                               | Electric                            |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                |                                     | SC                                  | R                                   |                                     |                                     |
| 19             | <input checked="" type="checkbox"/> |                                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 20             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |                                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: **4-12-17** Nominated Elec. Supplier: **EON**

Signed for on behalf of the Developer:  Date: **6-11-17**

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates. Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

# NEW SUPPLY

YES ☐NO ☐INTERNAL ☐EXTERNAL ☐

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



## CERTIFICATE OF WORK COMPLETED



This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

MICK TYER

MEMBERSHIP  
No.

GW44-27

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE B26 2UH  
Plots 19 + 20

Name and address of person who commissioned work:

KIER LIVING NORTHERN, BIRCHWOOD,  
WARRINGTON

Postcode:

WA3 7BH

Telephone: 01925 817800 Fax:

Please give a brief description of the work completed and its location:

NEW SUPPLY TO THE ABOVE PLOTS

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Print:

MICK TYER

Date:

6-11-17

Certificate No.

W 6005119

## **Longden, Andrew**

---

**From:** Longden, Andrew  
**Sent:** 07 November 2017 10:03  
**To:** 'muconstruction@bethell.co.uk'  
**Cc:** Bradley, Kaine; Barnes, David (Warrington); Dunn, Mick  
**Subject:** Service call off - New Church Street, Radcliffe  
**Attachments:** CCE07112017.pdf

Good Morning

Please find attached service call off for New Church Street, Radcliffe. I trust these dates are achievable.

Regards  
Andy

**NEW SUPPLY**

YES



EXTERNAL



APPLICATION No.\*

DIST

\* if applicable

\* if applicable



# CERTIFICATE OF WORK COMPLETED



This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

ANDREW BENN

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE M26 2UH  
Plots 21, 22, 36, 37, 38, 39 & 40

Name and address of person who commissioned work:

KIER LIVING, BIRCHWOOD, WARRINGTON

Postcode:

W43 7BH

Telephone: 01925 817800 Fax:

Please give a brief description of the work completed and its location:

NEW SUPPLY TO THE ABOVE PLOTS

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Date:

18-10-17

Print:

ANDY BENN

Certificate No.

W 6005118

## **WHAT THE CERTIFICATE MEANS TO YOU THE CUSTOMER**

The Regulations or Byelaws apply to any water fitting installed or used in premises to which water is to be supplied by a public water supplier.

There are penalties for owners, occupiers of premises and installers who contravene the requirements of the above. This Certificate may be used as a defence in any proceedings against an owner or occupier in which work did not meet the requirements of the Regulations or Byelaws.

Keep this Certificate in a safe place, it confirms that work has been carried out by a plumber who has proven by assessment that he/she understands the requirements of both the Regulations and Byelaws.

*Note: The Regulations apply in England and Wales, the Byelaws apply in Scotland.*



1 of 3

## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971 671009

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

**CHECKLIST** (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
**WIAPS CERTIFICATES ATTACHED** ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

## PLEASE CONNECT THE FOLLOWING PLOTS

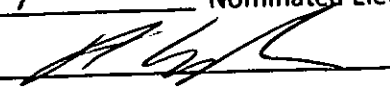
| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 36             | ✓   |              | ✓ | ✓     | ✓        |
| 37             | ✓   | ✓            |   | ✓     | ✓        |
| 38             | ✓   | ✓            |   | ✓     | ✓        |
| 39             | ✓   | ✓            |   | ✓     | ✓        |
| 40             | ✓   |              | ✓ | ✓     | ✓        |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 6-11-17 Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer:  Date: 18-10-17**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates. Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971 671009

Fax No: \_\_\_\_\_

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

**CHECKLIST** (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
 Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

## PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas                                 | Gas Box Type                        |                                     | Water                               | Electric                            |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                |                                     | SC                                  | R                                   |                                     |                                     |
| 21             | <input checked="" type="checkbox"/> |                                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 22             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |                                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |
|                |                                     |                                     |                                     |                                     |                                     |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 6-11-17 Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer: [Signature] Date: 18-10-17

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 workings days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

3 of 3

## NEW SUPPLY

YES ☒

NO ☐

INTERNAL ☐

EXTERNAL ☐

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



# CERTIFICATE OF WORK COMPLETED

This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

ANDREW BENN

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE M26 2UH  
Plots 21, 22, 36, 37, 38, 39 & 40

Name and address of person who commissioned work:

KIER LIVING, BIRCHWOOD, WARRINGTON

Postcode:

WA3 7BH

Telephone: 01925 817800 Fax:

Please give a brief description of the work completed and its location:

NEW SUPPLY TO THE ABOVE PLOTS

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Date:

18-10-17

Print:

ANDY BENN

Certificate No.

W 6005118

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



# CERTIFICATE OF WORK COMPLETED

This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

ANDREN BENN

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE M26 2UH  
PLOTS 1, 2, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32,  
33, 34 & 35

Name and address of person who commissioned work:

KIER LIVING, BIRCHWOOD, WARRINGTON

Postcode:

WA3 7BH

Telephone: 01925 817800

Fax: —

Please give a brief description of the work completed and its location:

NEW supply to the above plots

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Date:

25-8-17

Print:

ANDY BENN

Certificate No.

W

6005117

## **WHAT THE CERTIFICATE MEANS TO YOU THE CUSTOMER**

The Regulations or Byelaws apply to any water fitting installed or used in premises to which water is to be supplied by a public water supplier.

There are penalties for owners, occupiers of premises and installers who contravene the requirements of the above. This Certificate may be used as a defence in any proceedings against an owner or occupier in which work did not meet the requirements of the Regulations or Byelaws.

Keep this Certificate in a safe place, it confirms that work has been carried out by a plumber who has proven by assessment that he/she understands the requirements of both the Regulations and Byelaws.

*Note: The Regulations apply in England and Wales, the Byelaws apply in Scotland.*



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RAOCLIFFE

Contact Name: ANDY LONGDON

Position: PROJECTS MANAGER

Tel No: 07971 671009

Fax No: —

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 1              | ✓   |              | ✓ | ✓     | ✓        |
| 2              | ✓   | ✓            |   | ✓     | ✓        |
| 23             | ✓   |              | ✓ | ✓     | ✓        |
| 24             | ✓   | ✓            |   | ✓     | ✓        |
| 25             | ✓   | ✓            |   | ✓     | ✓        |
| 26             | ✓   | ✓            |   | ✓     | ✓        |

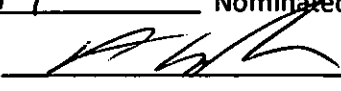
KEY: SC= Semi Concealed

R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 25-9-17 Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer:  Date: 25-8-17

### REQUEST CONFIRMATION Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971 671009

Fax No: —

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 27             | ✓   | ✓            |   | ✓     | ✓        |
| 28             | ✓   | ✓            |   | ✓     | ✓        |
| 29             | ✓   | ✓            |   | ✓     | ✓        |
| 30             | ✓   | ✓            |   | ✓     | ✓        |
| 31             | ✓   | ✓            |   | ✓     | ✓        |
| 32             | ✓   | ✓            |   | ✓     | ✓        |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 25-9-17

Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer: *AWL*

Date: 25-8-17

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971 671009

Fax No: —

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☒ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 33             | ✓   | ✓            |   | ✓     | ✓        |
| 34             | ✓   | ✓            |   | ✓     | ✓        |
| 35             | ✓   | ✓            |   | ✓     | ✓        |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 25-9-17

Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer: *A. Longden*

Date: 25-8-17

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

# NEW SUPPLY

YES ☒NO ☐INTERNAL ☐EXTERNAL ☐

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



## CERTIFICATE OF WORK COMPLETED



This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

ANDREW BENN

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J.A. PARKER

Address where work carried out:

(please include plot number, if applicable)

NEW CHURCH STREET, RADCLIFFE M26 2UH  
PLOTS 1, 2, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32,  
33, 34 & 35

Name and address of person who commissioned work:

KIER LIVING, BIRCHWOOD, WARRINGTON

Postcode:

WA3 7BN

Telephone: 01925 817800

Fax: —

Please give a brief description of the work completed and its location:

NEW supply to the above plots

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

Date:

25-8-17

Print:

ANDY BENN

Certificate No. W

6005117

# NEW SUPPLY

YES ☐NO ☐INTERNAL ☐

APPLICATION No.\*

DISTRICT No.\*

\* if applicable

\* if applicable



## CERTIFICATE OF WORK COMPLETED



This form must not be used on every occasion where an internal or external plumbing system has been installed in accordance with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

TOP WHITE COPY - CUSTOMER'S COPY. MIDDLE BLUE COPY - YOUR LOCAL WATER SUPPLIER'S COPY. BOTTOM GREEN COPY - FILE COPY.

MEMBER'S  
NAME:

ANDREW BENN

MEMBERSHIP  
No.

GW4427

TELEPHONE  
No.

01422 885673

COMPANY  
NAME:

J PARKER

Address where work carried out:

(please include plot number, if applicable)

THOMAS ST, RADCLIFFE :  
NEW CHURCH STREET 22, 24, 26, 28, 30, 32  
34, 36

Name and address of person who commissioned work:

KIER LIVING WARRINGTON

Postcode:

W3 7BH

Telephone: 01925 817800 Fax:

Please give a brief description of the work completed and its location:

SUPPLY NEW - PLOTS 11-18

I confirm that the work carried out complies with the Water Supply (Water Fittings) Regulations 1999 or Water Byelaws 2004, Scotland.

Signed:

ABenn

Date:

31-05-17

Print:

A Benn

Certificate No.

W 6005116

## **WHAT THE CERTIFICATE MEANS TO YOU THE CUSTOMER**

The Regulations or Byelaws apply to any water fitting installed or used in premises to which water is to be supplied by a public water supplier.

There are penalties for owners, occupiers of premises and installers who contravene the requirements of the above. This Certificate may be used as a defence in any proceedings against an owner or occupier in which work did not meet the requirements of the Regulations or Byelaws.

Keep this Certificate in a safe place, it confirms that work has been carried out by a plumber who has proven by assessment that he/she understands the requirements of both the Regulations and Byelaws.

*Note: The Regulations apply in England and Wales, the Byelaws apply in Scotland.*



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030

Name of Development: NEW CHURCH STREET, RADCLIFFE

Contact Name: K BRADLEY

Position: SITE MANAGER

Tel No: 07712536963

Fax No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

No scaffolding erected on plots to be connected



Ducting installed correctly including draw cord



Meter boxes placed



Property is lock fast & water tight



Gas service pipe installed



Water pipes installed



WIAPS CERTIFICATES ATTACHED



PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
| 15             | ✓   | ✓            |   | ✓     | ✓        |
| 16             | ✓   | ✓            |   | ✓     | ✓        |
| 17             | ✓   | ✓            |   | ✓     | ✓        |
| 18             | ✓   | ✓            | ✓ | ✓     | ✓        |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 3RD JULY

Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer:

Date: 31-05-17

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: **KIER LIVING** Work Ref No: **6030**  
Name of Development: **NEW CHURCH STREET, RADCLIFFE**  
Contact Name: **K BRADLEY** Position: **SITE MANAGER**  
Tel No: **07712 536 962** Fax No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

No scaffolding erected on plots to be connected ☒ Ducting installed correctly including draw cord ☒ Meter boxes placed ☒  
Property is lock fast & water tight ☒ Gas service pipe installed ☒ Water pipes installed ☒  
WIAPS CERTIFICATES ATTACHED ☐ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas                                 | Gas Box Type                        |   | Water                               | Electric                            |
|----------------|-------------------------------------|-------------------------------------|---|-------------------------------------|-------------------------------------|
|                |                                     | SC                                  | R |                                     |                                     |
| 11             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 13             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 14             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|                |                                     |                                     |   |                                     |                                     |
|                |                                     |                                     |   |                                     |                                     |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: 10TH JULY Nominated Elec. Supplier: ENW

Signed for on behalf of the Developer: [Signature] Date: 31-05-17

### REQUEST CONFIRMATION Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

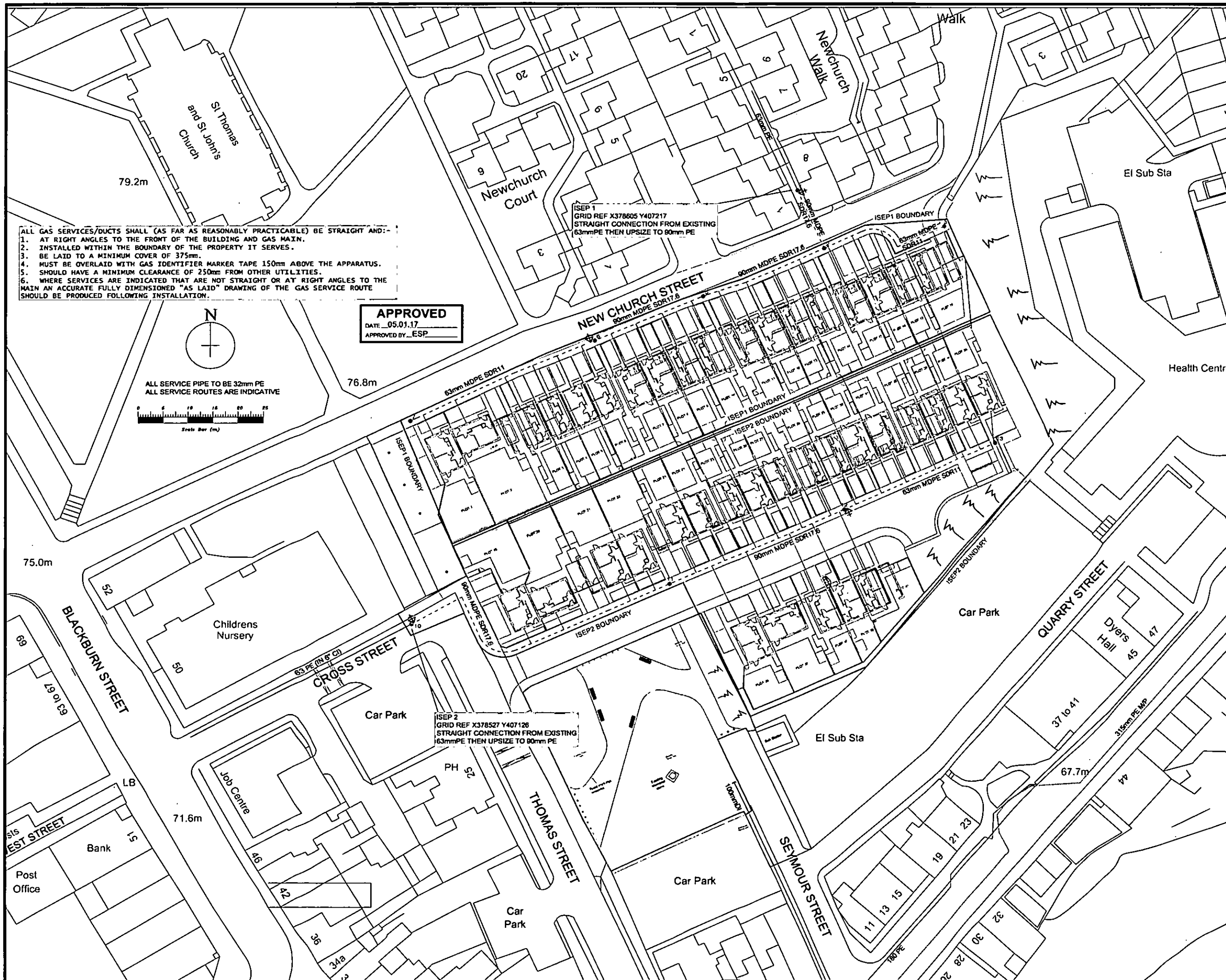
DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.

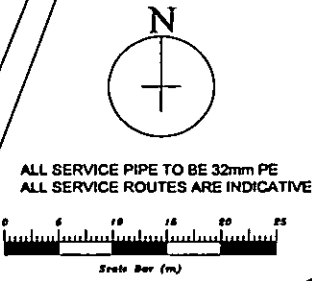
You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.



ALL GAS SERVICES/DUCTS SHALL (AS FAR AS REASONABLY PRACTICABLE) BE STRAIGHT AND:-  
1. AT RIGHT ANGLES TO THE FRONT OF THE BUILDING AND GAS MAIN.  
2. INSTALLED WITHIN THE BOUNDARY OF THE PROPERTY IT SERVES.  
3. BE LAID TO A MINIMUM COVER OF 375mm.  
4. MUST BE OVERLAID WITH GAS IDENTIFIER MARKER TAPE 150mm ABOVE THE APPARATUS.  
5. SHOULD HAVE A MINIMUM CLEARANCE OF 250mm FROM OTHER UTILITIES.  
6. WHERE SERVICES ARE INDICATED THAT ARE NOT STRAIGHT OR AT RIGHT ANGLES TO THE MAIN AN ACCURATE FULLY DIMENSIONED "AS LAID" DRAWING OF THE GAS SERVICE ROUTE SHOULD BE PRODUCED FOLLOWING INSTALLATION.

**APPROVED**  
DATE 05.01.17  
APPROVED BY ESP



**Key for Mains & Service Pipework**

- Existing LP mains or services operating up to 75 millibar gauge
- Proposed LP mains or services operating up to 75 millibar gauge
- Existing MP mains or services operating between 75 millibar and 2 bar gauge
- Proposed MP mains or services operating between 75 millibar and 2 bar gauge
- Existing IP mains or services operating between 2 bar and 7 bar gauge
- Proposed IP mains or services operating between 2 bar and 7 bar gauge

**Drawing Nomenclature**

- Change in diameter nominal bore
- Mains not connected
- Valve
- Pressure Regulator
- Cap End
- Pressure / Purge point
- Depth of Cover main or service

**ES PIPELINES**  
ES Pipelines  
HAZELDEAN  
STATION ROAD  
LEATHERHEAD  
SURREY  
KT22 7AA  
Tel: 01372 227560 FAX: 01372 377995

**CSEP REF** ESN018211  
**Upstream Transporter** NATIONAL GRID  
**Connection points** E:378605 N:407217  
E:378527 N:407216

**Pipe Lengths (mtrs)**

|    | 63mm | 90mm | 125mm | 180mm |
|----|------|------|-------|-------|
| LP | 102  | 165  |       |       |
| MP |      |      |       |       |
| IP |      |      |       |       |

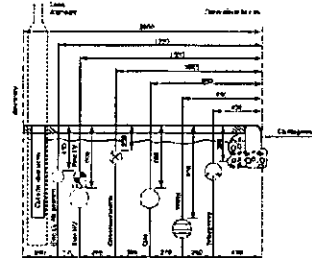
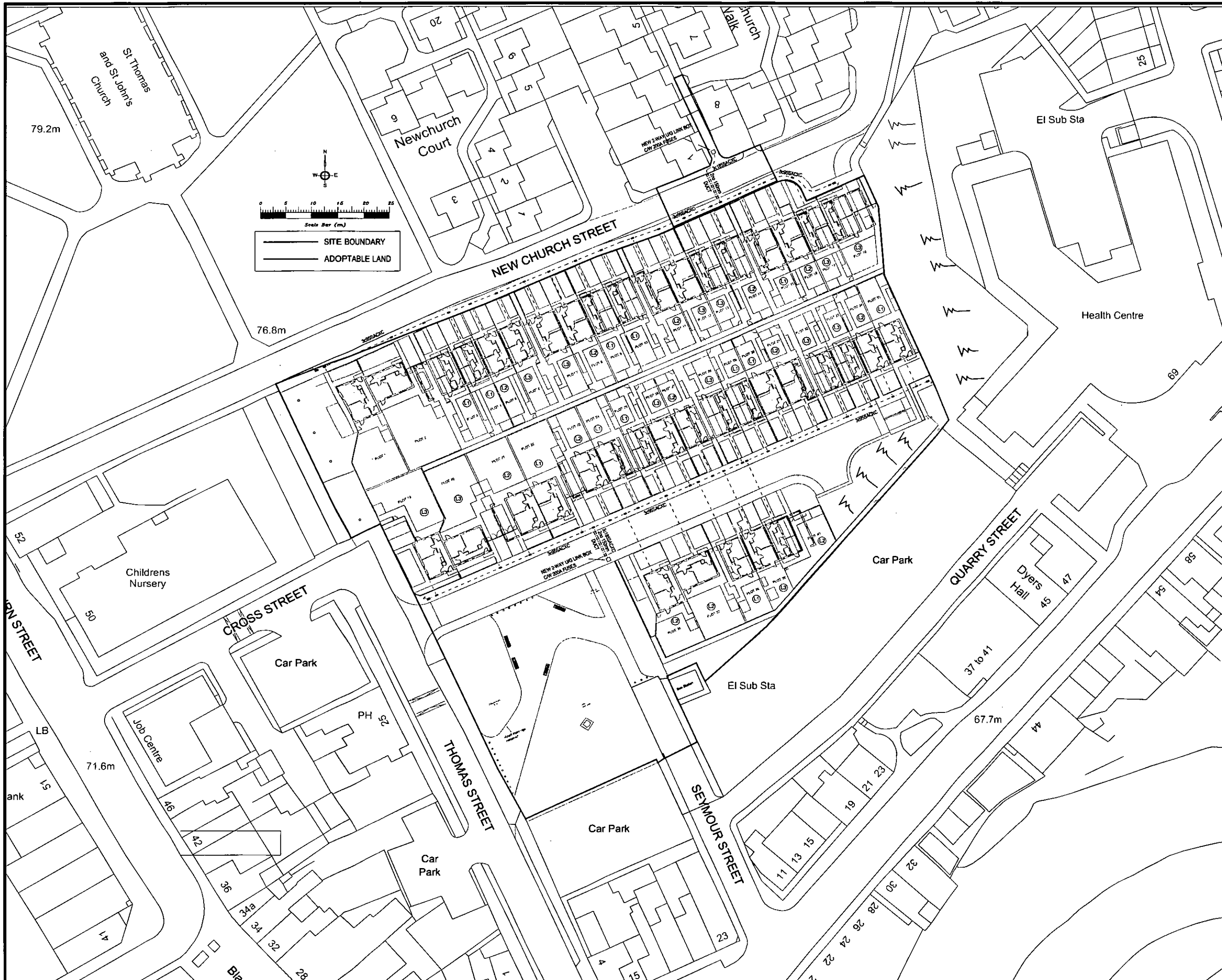
**TITLE**  
**FORMER CIVIC CENTRE**  
**NEW CHURCH STREET**  
**RADCLIFFE, BURY**  
**PROPOSED GAS DESIGN**

**bethell**  
UTILITY SERVICES

**BETHELL UTILITY SERVICES**  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|          |                |          |
|----------|----------------|----------|
| DRAWN    | RYAN WOODCOCK  | 03/11/16 |
| CHECKED  | SARAH STANDISH | 03/11/16 |
| APPROVED | SARAH STANDISH | 03/11/16 |
| DRG No.  | BU0036-G01     | REV A    |

SCALE 1:500 @ A2



| ELECTRIC KEY           |  |
|------------------------|--|
| HV & LV EXISTING       |  |
| HV & LV PROPOSED       |  |
| HV 11KV EXISTING       |  |
| HV 11KV PROPOSED       |  |
| HV ON SITE MADE UP     |  |
| LV EXISTING            |  |
| LV PROPOSED            |  |
| LV ON SITE MADE UP     |  |
| SERVICE W/ 30mm DUCT   |  |
| ROAD CROSSING DUCT     |  |
| TOWN TWO COIL LAMP     |  |
| BOTTLE END & EARTH ROD |  |

**SCHEDULE OF RESPONSIBILITY**

POC1:- BUSL TO INSTALL NEW 2 WAY U/G LINK BOX C/W 200A FUSES.

BUSL TO INSTALL 16m OF 3c185W/F FROM LV P.O.C TO NEW LINK BOX.

POC2:-BUSL TO INSTALL NEW 2 WAY U/G LINK BOX C/W 200A FUSES.

BUSL TO INSTALL 26m OF 3c185W/F FROM LV P.O.C TO NEW LINK BOX.

BUSL TO UNDERTAKE CLOSING JOINTS.

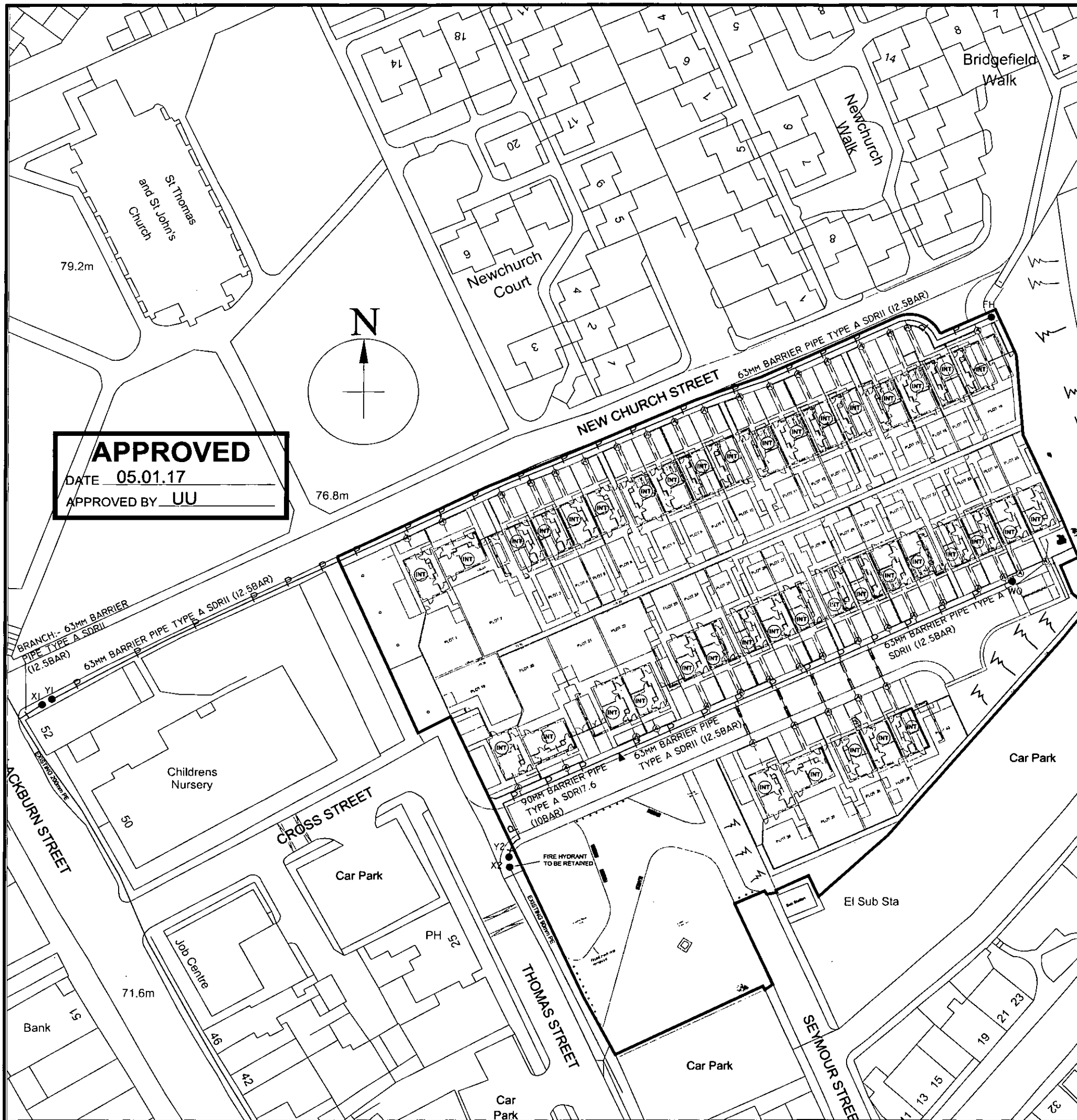
ENWL TO ADOPT MAIN FROM P.O.C TO LINK BOX.

| Rev.                                                                                      | Date |
|-------------------------------------------------------------------------------------------|------|
| TITLE                                                                                     |      |
| KIER LIVING<br>NEW CHURCH STREET,<br>RADCLIFFE<br>PROPOSED LV CONSTRUCTION                |      |
| PROPOSED MAINS LAY LENGTHS:<br>3c300SACXC :- XXm<br>3c185SACXC :- 18m<br>3c95SACXC:- 223m |      |



BETHELL UTILITY SERVICES  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|                  |                |          |
|------------------|----------------|----------|
| DRAWN            | RYAN WOODCOCK  | 19/12/16 |
| CHECKED          | SARAH STANDISH | 19/12/16 |
| APPROVED         | SARAH STANDISH | 19/12/16 |
| DRG No.          | BU0036-E01     | REV P1   |
| SCALE 1:500 @ A2 |                |          |



**APPROVED**  
DATE 05.01.17  
APPROVED BY UU

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Metering Details</b><br>It is UUW policy that all new domestic properties must be metered using AMR meters and the meter should be installed in one of the following locations:<br>- A WRAS approved wall box (in wall or wall mounted)<br>- Internally at a point of entry.                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>LEGEND</b><br>MAIN EXISTING<br>MAIN TO BE ABANDONED<br>MAIN PROPOSED<br>PROPOSED COMMUNICATION PIPE<br>PROPOSED SUPPLY PIPE<br>DUCT PROPOSED<br>VALVE<br>FIRE HYDRANT / WASH OUT<br>DIAMETER CHANGE<br>(POINT OF DELIVERY) METER BOUNDARY BOX<br>POINT OF DELIVERY FOR SERVICE WITH AMR METER                                                                                                                                                                               |  |
| <b>Contamination</b><br>As the site has been shown to have a degree of contamination present, our proposals involve the laying mains and/or services using an approved barrier pipe system which will protect water supplies from ingress of any contaminants.<br><br>All pipes and fittings to be installed by UUW and the SLO/Developer must be installed in accordance with the manufacturer's specification to form a complete approved barrier pipe system.                                                                                                                                                                                                                                                             |  | AMR Internal Meters in multi occupancy premise<br>AMR Internal Meters<br>AMR Wall mounted Meter box<br>AMR In wall Meter box                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>External Control for Internal Meters</b><br>The Developer must install a WRAS approved meter box for the external control which must be suitable for use in contaminated land. Where a multi-port is required for multi-occupancy premises a WRAS approved gun-metal manifold should be used and installed in a purpose built (brick/pre-cast) chamber suitable for use in contaminated land. All installations must be in accordance with UUW's Water Metering Policy and the manufacturer's specification.                                                                                                                                                                                                              |  | <b>Principal Lengths</b><br>29m x 90mm BARRIER PIPE TYPE A SDR17.6 (10 BAR)<br>263m x 63mm BARRIER PIPE TYPE A SDR11 (12.5 BAR)                                                                                                                                                                                                                                                                                                                                                |  |
| <b>Note:</b><br>Contestable Works<br><br>All proposed water main laying, service connections and meter installations to be provided by Bethell Utility Services including temporary WO's at points Y1 & Y2.<br><br>Piece-up at points X1-Y1 & X2-Y2 together with removal of temp WO's by BUSL.<br><br>Non Contestable Works<br><br>UU to provide branch connection, valve and temporary WO at point X1.<br><br>X2 will be an end connection.                                                                                                                                                                                                                                                                                |  | <b>Service Connections</b><br>All Services and meters from new mains to be installed by Bethell Utility Services. All service pipes to be 25mm with 15mm AMR meters unless stated otherwise.                                                                                                                                                                                                                                                                                   |  |
| <b>Service Connections 25 / 32mm</b><br>25/32mm service pipes must be installed in a continuous un-jointed length leaving enough pipe coiled at the boundary or agreed point of delivery to enable a connection directly into the water main. The supply pipe must have a continuous length of blue tracing mesh installed above it from the point of entry up to the property boundary or agreed point of delivery. Any coiled pipes left out for connection must be adequately protected to ensure the supply into the main remains un-jointed. Prior to connection to the water main, supply pipes must be clearly labelled showing which property they serve and should be sealed with a mechanical watertight stop end. |  | <b>REVISION HISTORY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| <b>Service Connections (&gt;32mm)</b><br>Any service pipes greater than 32mm must be installed with as few buried joints as possible. Prior to connection to the water main, supply pipes should be clearly labelled showing which property they serve and should be sealed with a mechanical watertight stop end.                                                                                                                                                                                                                                                                                                                                                                                                           |  | DEVELOPER: KIER LIVING LTD<br>THE GENESIS CENTRE<br>SCIENCE PARK SOUTH<br>BIRCHWOOD<br>WA3 7BH<br><br>DEVELOPMENT: RADCLIFFE CIVIC CENTRE, NEW CHURCH ST, BURY<br><br>DESIGNER: SARAH STANDISH<br><br>MOBILE No: 01204 404823<br><br>DRAWN BY: RYAN WOODCOCK<br><br>DATE : 24/10/2016<br><br>SCALE: 1:500 @ A2<br><br>OS GRID REF: 378538, 407133<br><br>DRAWING NO: BU0036-W01-A<br><br>SITE AGENT: CHRISTOPHER MOSS<br><br>MOBILE No: 07879 412658<br><br>UU REF: 4100234814 |  |
| <b>Infrastructure Allowances</b><br>No credits are applicable to this Site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | <b>SLO Company details:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>Sewerage Details</b><br>Please note that plots are to be connected to a UU Sewer for foul and surface water.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>EXTENT OF LAND OWNERSHIP</b><br>DEVELOPER LAND EDGED IN BLUE<br><br>THIRD PARTY LAND EDGED IN BROWN                                                                                                                                                                                                                                                                                                                                                                         |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>bethell</b><br>UTILITY SERVICES<br><br>BETHELL UTILITY SERVICES<br>DANE HOUSE,<br>EUROPA PARK<br>STONECLOUGH ROAD,<br>KEARSLEY, M26 1GE<br>TEL. 01204 439100                                                                                                                                                                                                                                                                                                                |  |



| ELECTRIC KEY                |  |
|-----------------------------|--|
| HV & MV EXISTING            |  |
| HV & MV PROPOSED            |  |
| LV EXISTING                 |  |
| LV PROPOSED                 |  |
| LV ON SITE MADE LIVE        |  |
| LV EXISTING IN SERVICE DUCT |  |
| LV ON SITE MADE LIVE        |  |
| ROAD CROSSING DUCT          |  |
| JOINT                       |  |
| BOTTLE END & EARTH ROD      |  |

SCHEDULE OF RESPONSIBILITY

POC1:- BUSL TO INSTALL NEW 2 WAY U/G LINK BOX C/W 200A FUSES.

BUSL TO INSTALL 16m OF 3c185W/F FROM LV P.O.C TO NEW LINK BOX.

POC2:-BUSL TO INSTALL NEW 2 WAY U/G LINK BOX C/W 200A FUSES.

BUSL TO INSTALL 26m OF 3c185W/F FROM LV P.O.C TO NEW LINK BOX.

BUSL TO UNDERTAKE CLOSING JOINTS.

ENWL TO ADOPT MAINS FROM P.O.C'S TO LINK BOXES.

| Rev. | Date |
|------|------|
|------|------|

TITLE  
KIER LIVING  
NEW CHURCH STREET,  
RADCLIFFE  
POC PROPOSED LV  
CONSTRUCTION

PROPOSED MAINS LAY LENGTHS:  
3c300SACXC :- XXm  
3c185SACXC :- 42m  
3c95SACXC:- XXm



BETHELL UTILITY SERVICES  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|                  |                |          |
|------------------|----------------|----------|
| DRAWN            | RYAN WOODCOCK  | 19/12/16 |
| CHECKED          | SARAH STANDISH | 19/12/16 |
| APPROVED         | SARAH STANDISH | 19/12/16 |
| DRG No.          | BU0036-E02     | REV P1   |
| SCALE 1:500 @ A2 |                |          |



## MATERIAL REQUEST FORM

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: 6030 / BU0036

Name of Development: NEW CHURCH STREET, RADCLIFFE

Site Address: THOMAS STREET, RADCLIFFE M26 2UH

Contact Name: ANDY LONGDEN

Position: PROJECTS MANAGER

Tel No: 07971 671 009

Fax No:

### PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                                         | 50 Meter Coils |
|-------------------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                                         | 1 NO           |
| Water Pipe (25mm / <del>32mm</del> )<br>Please delete where appropriate | 2 NO           |
| Electric Service Duct (38mm)                                            |                |

PROTECTOR  
LINE PIPE

|                          |  |  |
|--------------------------|--|--|
| Hockey Sticks (Electric) |  |  |
|--------------------------|--|--|

### METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       |          |
| Semi Concealed Meter Boxes (GAS)                                                 |          |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  |          |

NOTE: All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.



## MATERIAL REQUEST FORM

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: BU0036

Name of Development: NEW CHURCH STREET, RADCLIFFE

Site Address: THOMAS STREET, RADCLIFFE

Contact Name: ANDY LONGDEN

Position: SENIOR PROJECTS MANAGER

Tel No: 07971 671009

Fax No: —

### PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             |                |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate |                |
| Electric Service Duct (38mm)                                |                |

|                          |                 |  |
|--------------------------|-----------------|--|
| Hockey Sticks (Electric) | 6 <sup>NO</sup> |  |
|--------------------------|-----------------|--|

### METER/WATER BOXES

|                                                                                             | QUANTITY        |
|---------------------------------------------------------------------------------------------|-----------------|
| Recessed Meter Boxes (GAS)                                                                  |                 |
| Semi Concealed Meter Boxes (GAS)                                                            | 2 <sup>NO</sup> |
| Atplax Boxes (WATER) <del>Normal</del> /<br>Contaminated<br>Please delete where appropriate | 9 <sup>NO</sup> |
| Surface Mounted Boxes (ELECTRIC)                                                            |                 |
| Recessed Meter Boxes (ELECTRIC)                                                             |                 |

NOTE: All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.

**CERTIFICATE OF THOROUGH EXAMINATION**  
Lifting Regulation Examination Certificate**Owners Copy**

The Lifting Operations and Lifting Equipment Regulations 1998  
Examination made in accordance with Regulation 9 (3) and Schedule 1 Regulation 10 (1)

|                                                                                                                                                     |                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>Issued By</b>                                                                                                                                    | <b>To: (Name and Address of Machine Owner)</b>                                   |
| PJP (UK) LTD<br>Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ                                                                                   | PJP (UK) LTD<br>Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ                |
| Plant Number: J272<br>Manufacturer: TAKEUCHI<br>Model: TB215R<br>Serial No: M215000127<br>Veh Reg: N/A                                              | <b>Address Examination Carried Out</b><br>Mill Street<br>Radcliffe<br>Manchester |
| <b>Defects (if any) In Machine Or Safe Load Indicator Affecting Safety Of Machine, Requiring Repair Before The Machine Is Returned To Operation</b> |                                                                                  |
| NONE                                                                                                                                                |                                                                                  |
| <b>Other Defects In Machine</b>                                                                                                                     |                                                                                  |
| NONE                                                                                                                                                |                                                                                  |

|                                               |                                |                        |
|-----------------------------------------------|--------------------------------|------------------------|
| <b>Signature Of Person Making Examination</b> | <b>Date Of Examination:</b>    | 20TH OCTOBER 2017      |
| <i>h code</i>                                 | <b>Certificate Expiry Date</b> | <b>19 October 2018</b> |

|                                                                                                   |                                                  |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------|
| <b>Name And Address Of Person Signing/Authenticating Report</b>                                   | <b>Signature Of Person Authenticating Report</b> |
| <b>Name:</b> SHEILA ROBINSON<br><b>Address:</b> Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ | <i>S Robinson</i>                                |
|                                                                                                   | <b>Date Of Report</b>                            |
|                                                                                                   | 20TH OCTOBER 2017                                |

Safe Working Load:  
Refer to the Operators Handbook

- Note i) Your attention is directed to the regulation quoted above which requires the machine to be examined at intervals of 12 months or following a substantial alteration or repair  
ii) This document is important and should be retained for production to the HSE (if required)



**Kier Living Ltd**  
The Genesis Centre  
Science Park South  
Birchwood  
WA3 7BH

Dear Mick,

**RE: Street light connections – Radcliffe Civic Centre, New Church Street, Radcliffe**

With reference to the above site and the provision of additional works, I now have the pleasure in presenting the following for your consideration.

**BUSL undertake to provide the following service-**

Install, test, excavate and commission Low Voltage service  
Install and test cable head/cut out

**Our offer is based on the following exclusions and assumptions-**

The point(s) of connection being adjacent to existing live mains (up to 25m)  
Capacity being available at the time of your request

**Developer responsibilities:**

Duct installations

Removal of any excess spoil from site.

Prior to final connection it is essential that you ensure that your electrical installations are constructed and installed according to the British Standard requirement, BS 7671/1992 (the IEE Wiring Regulations current edition).

**Utility Quotation**

The extra over cost of the supply, installation and connection of 6 No street light connections including the works associated with utilities co-ordination shall be **£2,250.00 + VAT** (Two Thousand Five Hundred Pounds plus VAT).

We trust that the quotation is acceptable to yourselves, should you wish to proceed then please complete the form attached and return with your remittance as previously indicated.

Yours faithfully,

**Sarah Standish**  
Design Manager

Sarah Standish  
Design Manager  
Bethell Utility Services  
Dane House  
Europa Park,  
Stoneclough Road  
Kearsley  
M26 1GE

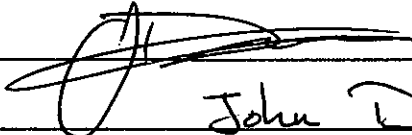
**Quotation Acceptance – Street light connections – Radcliffe Civic Centre, Radcliffe**

I accept your quotation reference BU0036 dated 11<sup>th</sup> October 2017 for Street light connections at the above site.

Being duly authorised to sign and accept this quotation, the cost of the works being **£2,250.00 + VAT**

Payments should be made payable to **Bethell Construction Ltd**

I confirm acceptance of the above referenced quotation, clarifications and Bethell Utility Services Terms and Conditions.

Signed   
Name John Day  
Position Quantity Surveyor  
Dated 18/10/17

|                                                                                              |  |                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
|----------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| ID: NW TW 21 3SWX_206254                                                                     |  | View extent: 2060m, 1220m                                                                    |  | Map 1 of 1 (GAS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| USER: Ricky_M                                                                                |  | LP MAINS                                                                                     |  | <p>This plan shows those pipes owned by National Grid Gas plc in its role as a Licensed Gas Transporter (GT). Gas pipes owned by other GTs, or otherwise privately owned, may be present in this area. Information with regard to such pipes should be obtained from the relevant owners. The information shown on this plan is given without warranty, the accuracy thereof cannot be guaranteed. Service pipes, valves, syphons, stub connections, etc., are not shown but their presence should be anticipated. No liability of any kind whatsoever is accepted by National Grid Gas plc or their agents, servants or contractors for any error or omission. Safe digging practices, in accordance with HS(G)47, must be used to verify and establish the actual position of mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that this information is provided to all persons (including direct labour or contractors) working for you on or near gas apparatus. The information included on this plan should not be referred to beyond a period of 28 days from the date of issue.</p> |  |
| DATE: 21/12/2015                                                                             |  | MP MAINS                                                                                     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| DATA DATE: 20/12/2015                                                                        |  | JP MAINS                                                                                     |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| REF: New Church Street                                                                       |  | LHP MAINS                                                                                    |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| MAP REF: SD7807                                                                              |  | NHP MAINS                                                                                    |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| CENTRE: 376617, 407136                                                                       |  | On 1<br>Approximate scale 1:5000<br>on A3 Colour Landscape                                   |  | MAPS Plot Server Version 1.8.0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| Valve      |  | Depth     |  | nationalgrid                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| Syphon    |  | Diameter  |  | Requested by: KIER LIVING LIMITED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| Material  |  | Change    |  | This plan is a reproduction of a map or based on the OS map by National Grid Gas plc, with the sanction of the controller of Her Majesty's Office. Crown Copyright Reserved. Ordnance Survey Licence number 100024888                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |

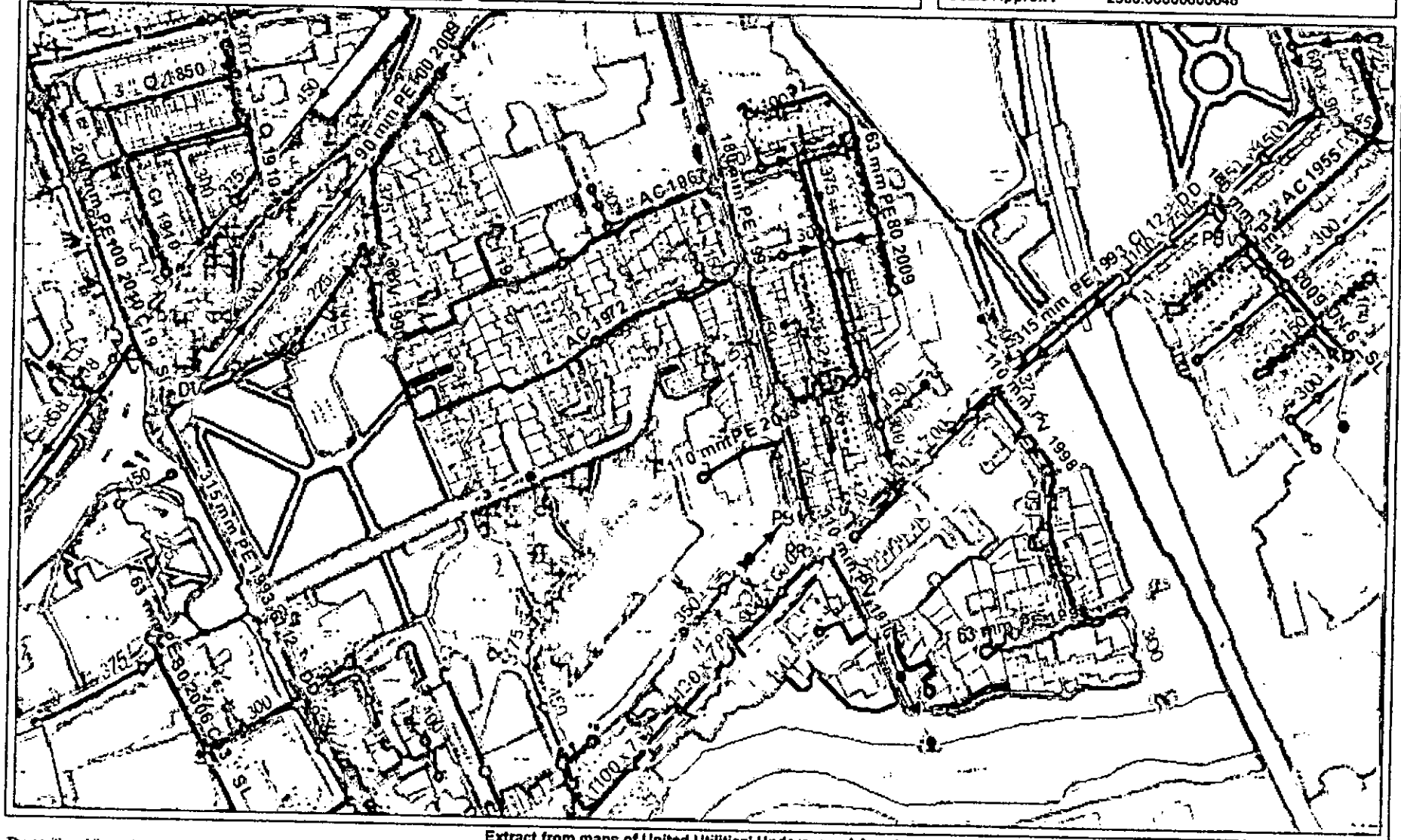
# UU Maps for Safe Dig

Centro : X : 378870

Y : 407232

Date : 17/08/2015 15:54:11

Scale Approx : 2500.00000000048

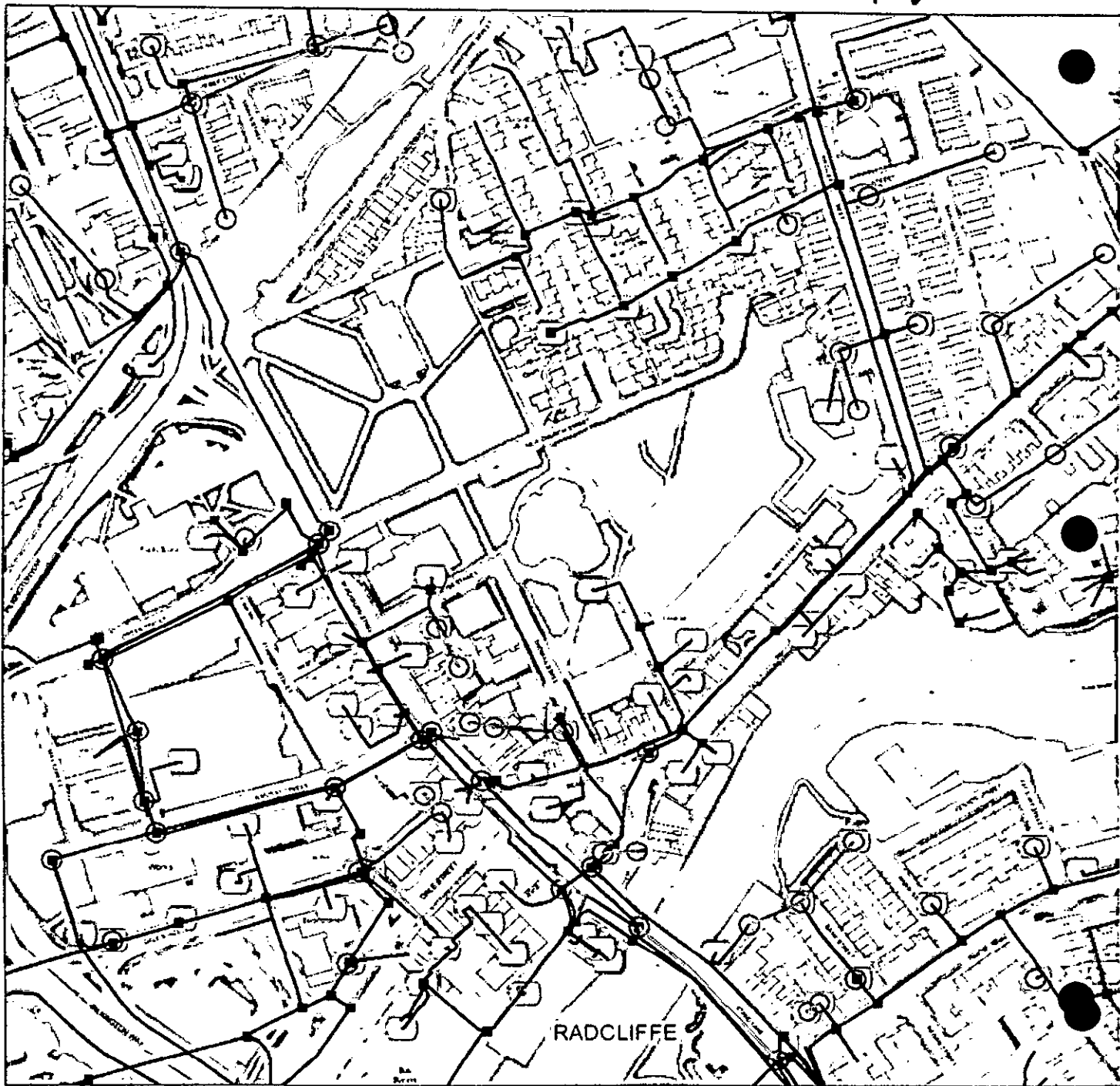


Extract from maps of United Utilities' Underground Assets

The position of the underground apparatus shown on this plan is approximate only and is given in accordance with the best information currently available. The actual positions may be different from those shown on the plan and private service pipes may be shown by a blue broken line. United Utilities Water will not accept liability for any damage caused by the actual position being different from those shown. Copyright UU 2012. This plan is based on the Ordnance Survey Map with the sanction of the Controller of H M Stationary Office. Crown and United Utilities Water copyrights are reserved. Unauthorised reproduction will infringe these copyrights.



# Maps by email Plant Information Reply



## IMPORTANT WARNING

Information regarding the location of BT apparatus is given for your assistance and is intended for general guidance only. No guarantee is given of its accuracy. It should not be relied upon in the event of excavations or other works being made near to BT apparatus which may exist at various depths and may deviate from the marked route.

## DIAL BEFORE YOU DIG

FOR PROFESSIONAL ON SITE ASSISTANCE PRIOR TO COMMENCEMENT OF EXCAVATION WORKS

ADVANCE NOTICE REQUIRED  
(Office hours: Monday-Friday 08.00 to 17.00)

Tel: 0800 9173983  
E-mail: [dbyd@openreach.co.uk](mailto:dbyd@openreach.co.uk)  
Website: [www.dialbeforeyoudig.com](http://www.dialbeforeyoudig.com)

Reproduced from the Ordnance Survey map by BT by permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office  
(C) Crown Copyright British Telecommunications plc 100028040

## KEY TO BT SYMBOLS

|  |                    |  |               |
|--|--------------------|--|---------------|
|  | UNDERGROUND PLANT  |  | POLE          |
|  | OVERHEAD PLANT     |  | CABINET       |
|  | JOINT BOX          |  | BURIED JOINT  |
|  | DISTRIBUTION POINT |  | JOINTING POST |
|  | MANHOLE            |  | PROPOSED U/G  |
|  | DP BOUNDARY        |  | PROPOSED O/H  |
|  | OTHER BT BOUNDARY  |  | PROPOSED BOX  |

Other proposed plant is shown using dashed lines. BT symbols not listed above may be disregarded. Existing BT plant may not be recorded. Information valid at the time of preparation.

**openreach**  
BT

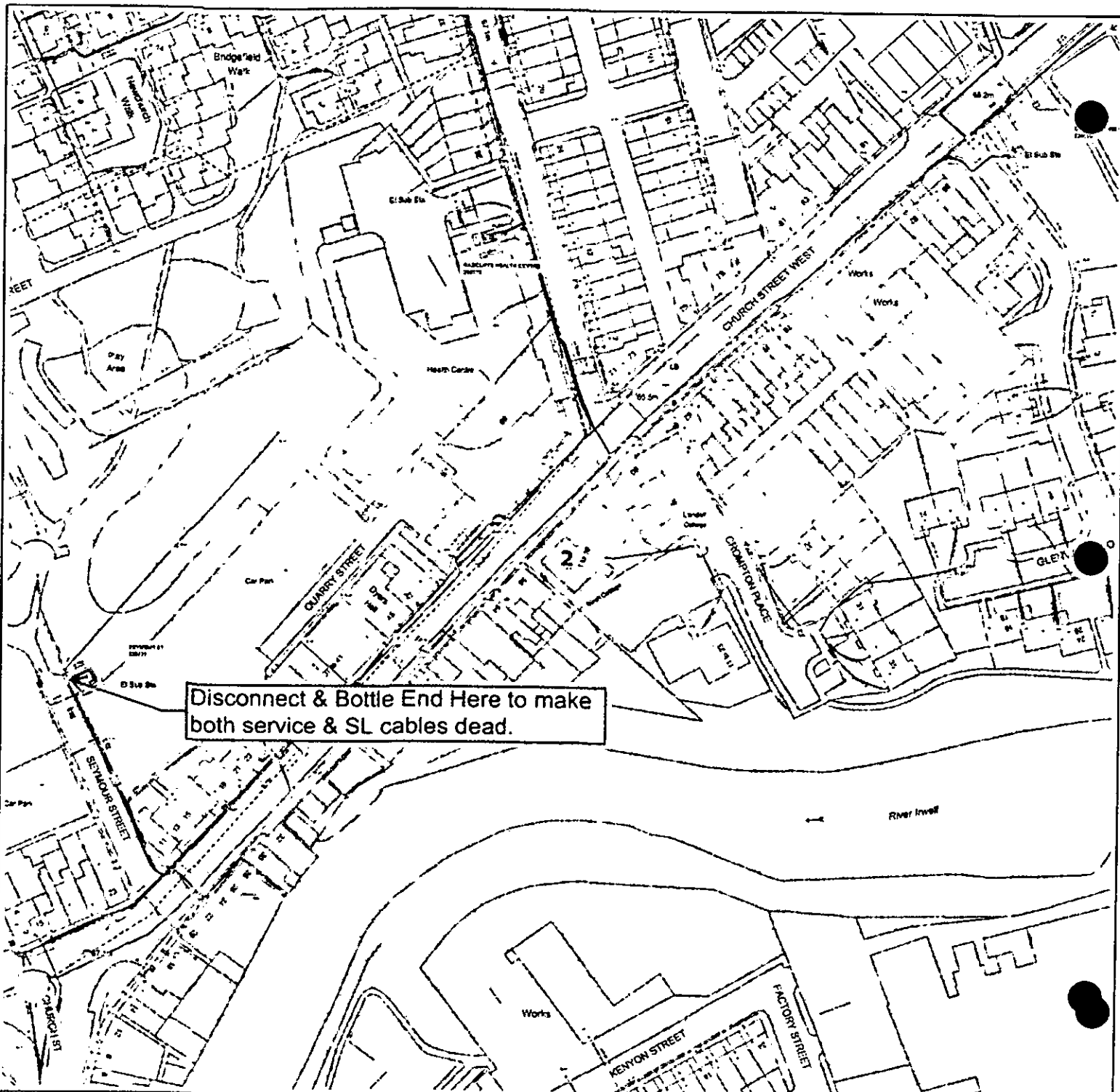
BT Ref : ADZ01318M

Map Reference : (centre) SD785640

Easting/Northing : (centre) 378564,4071

Issued : 21/12/2015 13:31:52

**FOOTNOTE: WARNING IT IS ESSENTIAL THAT YOU CONTACT NATIONAL NETWORK HANDLING CENTRE BY EMAIL**



Disconnect & Bottle End Here to make both service & SL cables dead.

Requested by: Ricky McDermott  
 Company: Kier Living Ltd  
 Date Requested: 21/12/2015  
 Job Reference: 7830256  
 Your Scheme/Reference: New Church Street

Dig Sites:  
 Area Line

| Operating Voltage | Colour Code | Line Colour |
|-------------------|-------------|-------------|
| 132kV             | Black       |             |
| 33kV              | Green       |             |
| 22kV-25kV         | Yellow      |             |
| 11kV              | Red         |             |
| 6kV-6.6kV         | Blue        |             |
| 1kV-6kV           | Violet      |             |
| LV                | Orange      |             |
| Unknown Voltage   | Brown       |             |

**electricity**  
 north west

Data Management  
 Electricity North West  
 Linley House  
 Dickinson Street  
 Manchester, M1 4LF  
 Phone: 0800 195 4141  
 Email: [planrequest@enwl.co.uk](mailto:planrequest@enwl.co.uk)

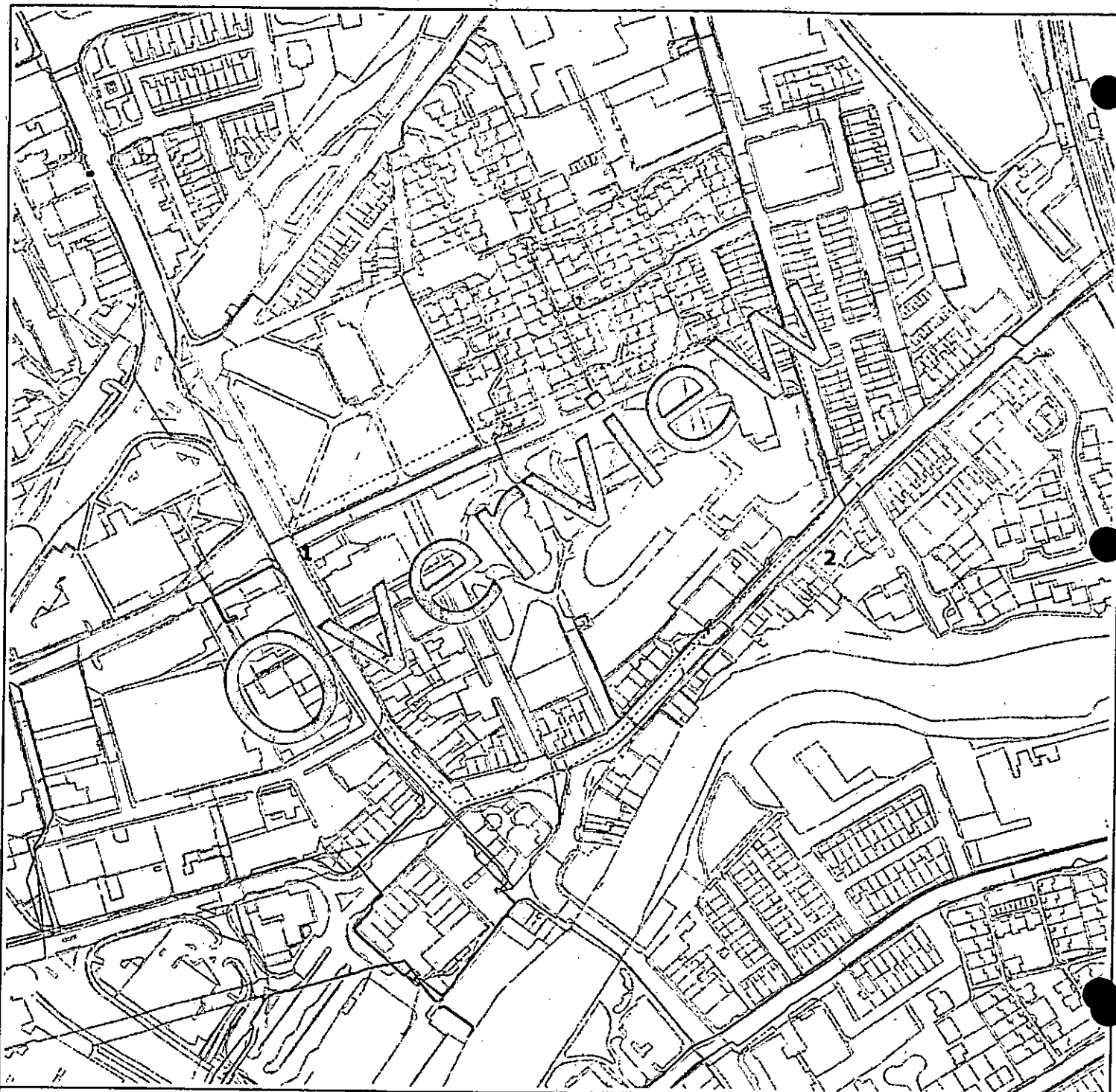
Scales on A4 paper:  
 1:1250 Area dig site  
 1:250 Line dig site

Unless otherwise indicated the depth of Electricity North West Limited cables are in accordance with NUG (450mm for Low Voltage & 600mm for 11kV cables) 33kV and 132kV cables are laid at depths as marked. The depth and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However third parties may have altered the level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different from shown. No person, body or company, shall be relieved from liability for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated on the cable records. Other apparatus may also be present which is owned by a third party other than Electricity North West Limited.

Reproduced from or based upon Ordnance Survey's map with the permission of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No. 100017892. Unauthorised reproduction may lead to Prosecution or Civil Proceedings.

Reference should be made to HSE Guidance, HSG47 "Avoiding Danger from Underground Services" and G56 "Avoidance of Danger from Overhead Power Lines".

Electricity North West Limited 304 Bridgewater Place, Birchwood Park, Warrington WA3 6XG. Registered in England and Wales. Registered No 02366949



Requested by: Ricky McDermott

Company: Kier Living Ltd

Date Requested: 21/12/2015

Job Reference: 7830256

Your Scheme/Reference: New Church Street

Dig Sites:

Area  Line 

| Operating Voltage | Colour Code | Line Colour                                                                          |
|-------------------|-------------|--------------------------------------------------------------------------------------|
| 132KV             | Black       |  |
| 33KV              | Green       |  |
| 22KV-25KV         | Yellow      |  |
| 11KV              | Red         |  |
| 6KV-6.6KV         | Blue        |  |
| 1KV-5KV           | Violet      |  |
| LV                | Orange      |  |
| Unknown Voltage   | Brown       |  |

**electricity**  
north west

Data Management  
Electricity North West  
Linley House  
Dickinson Street  
Manchester, M1 4LF

Phone: 0800 195 4141

Email: [planrequest@enwl.co.uk](mailto:planrequest@enwl.co.uk)

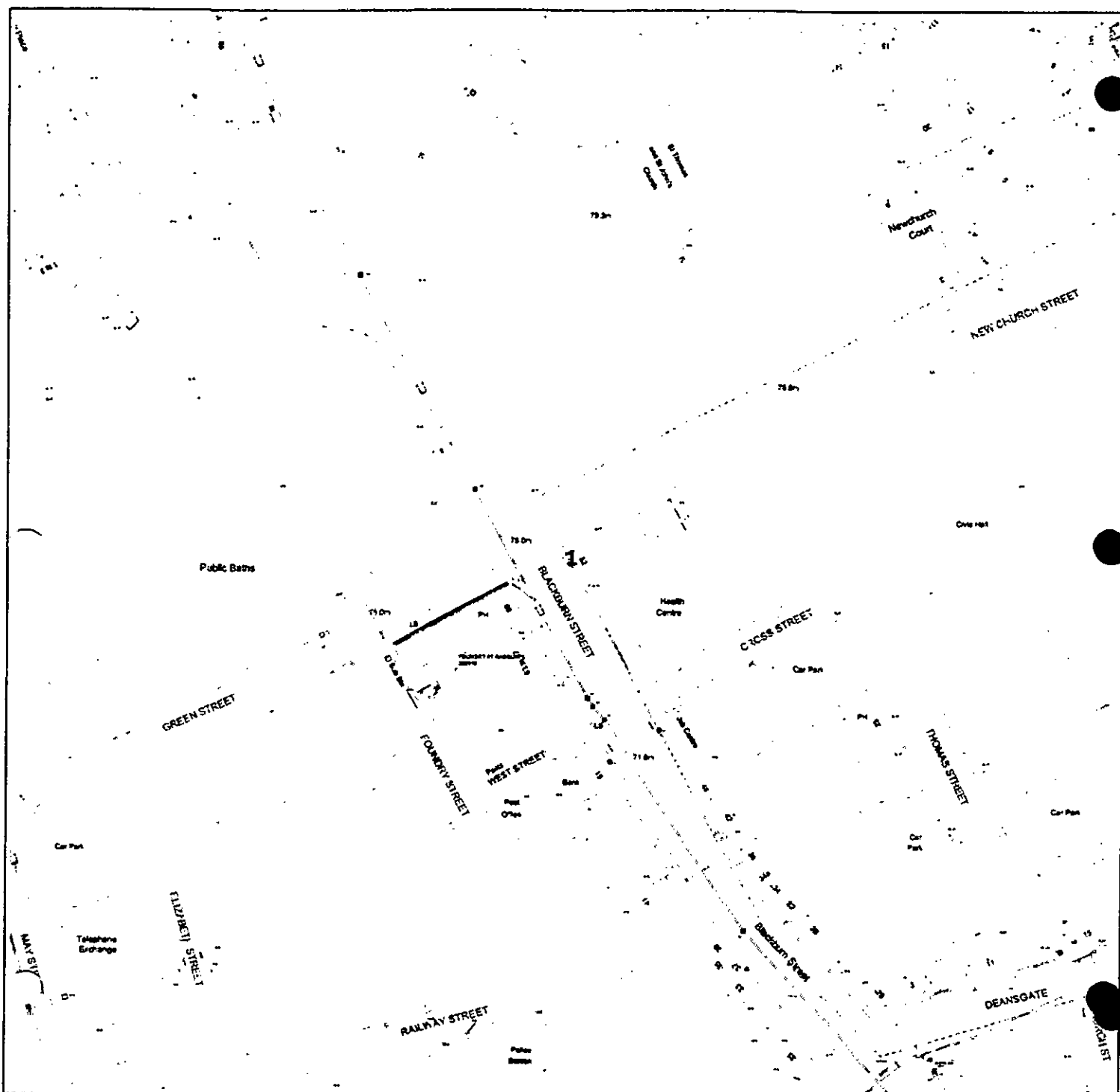
Scales on A4 paper:  
1:1250 Area dig site  
1:250 Line dig site

Unless otherwise indicated the depth of Electricity North West Limited cables are in accordance with KJUG (450mm for Low Voltage & 600mm for 11KV cables) 33KV and 132KV cables are laid at depths as marked. The depth and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However third parties may have altered the level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different from shown. No person, body or company, shall be relieved from liability for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated on the cable records. Other apparatus may also be present which is owned by a third party other than Electricity North West Limited.

Reproduced from or based upon Ordnance Survey's map with the permission of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No. 100017892. Unauthorised reproduction may lead to Prosecution or Civil Proceedings.

Reference should be made to HSE Guidance, HS(G)17 "Avoiding Danger from Underground Services" and GS6 "Avoidance of Danger from Overhead Power Lines".

Electricity North West Limited 304 Bridgewater Place, Brookwood Park, Warrington WA3 6XG. Registered in England and Wales. Registered No 02365949



Requested by: Ricky McDermott  
 Company: Kier Living Ltd  
 Date Requested: 21/12/2015  
 Job Reference: 7830256  
 Your Scheme/Reference: New Church Street

| Operating Voltage | Colour Code | Line Colour |
|-------------------|-------------|-------------|
| 132KV             | Black       | _____       |
| 33KV              | Green       | _____       |
| 22KV-25KV         | Yellow      | _____       |
| 11KV              | Red         | _____       |
| 6KV-6.6KV         | Blue        | _____       |
| 1KV-6KV           | Violet      | _____       |
| LV                | Orange      | _____       |
| Unknown Voltage   | Brown       | _____       |

**electricity**  
north west

Dig Sites:  
 Area [Symbol] Line [Symbol]

Data Management  
 Electricity North West  
 Linley House  
 Dickinson Street  
 Manchester, M1 4LF  
 Phone: 0800 195 4141  
 Email: planrequest@enwl.co.uk

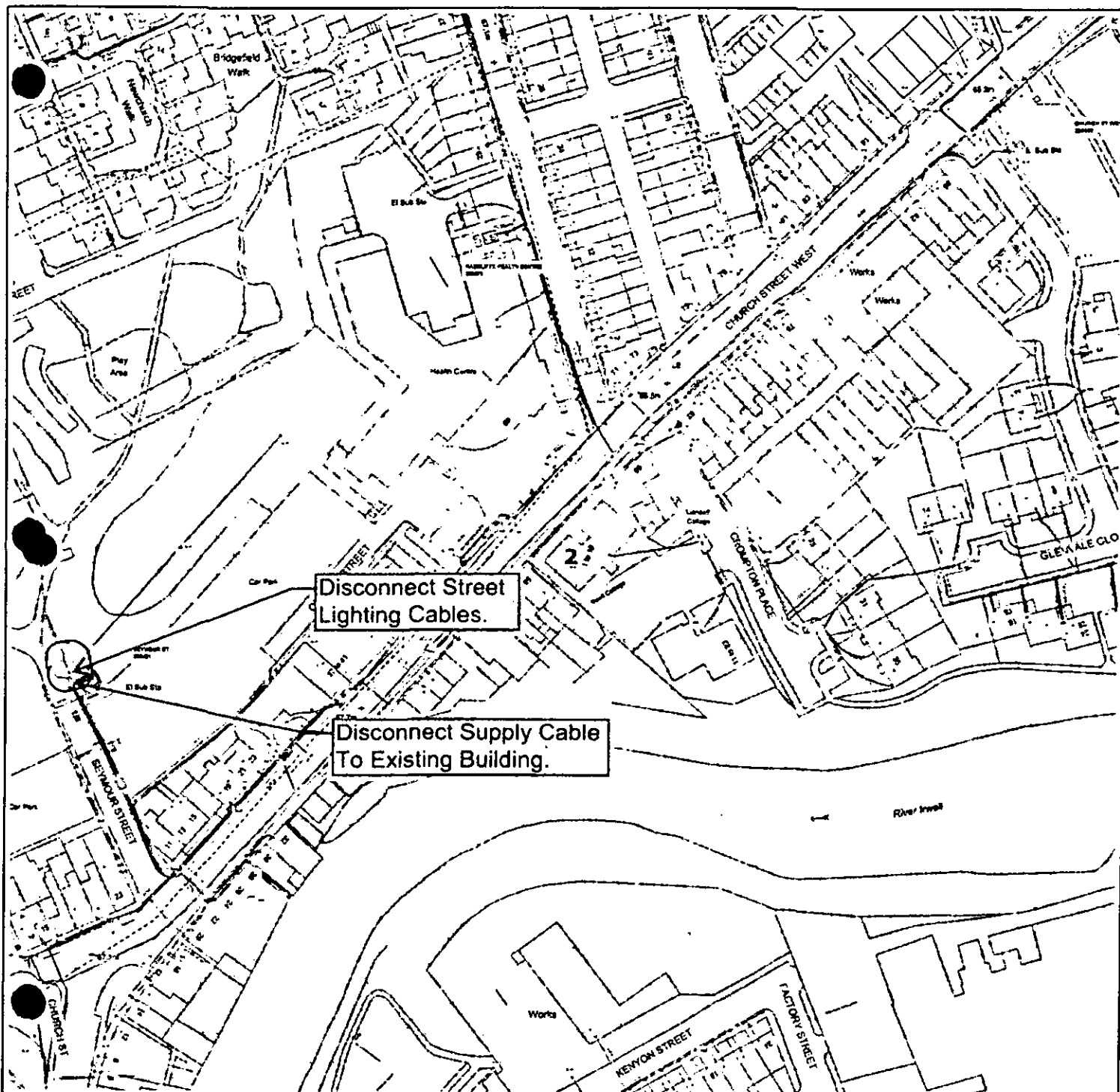
Scales on A4 paper:  
 1:1250 Area dig site  
 1:250 Line dig site

Unless otherwise indicated the depth of Electricity North West Limited cables are in accordance with HUG (450mm for Low Voltage & 600mm for 11KV cables) 33KV and 132KV cables are laid at depths as marked. The depth and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However third parties may have altered the level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different from shown. No person, body or company, shall be relieved from liability for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated on the cable records. Other apparatus may also be present which is owned by a third party other than Electricity North West Limited.

Reproduced from or based upon Ordnance Survey's map with the permission of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No. 100017892. Unauthorised reproduction may lead to Prosecution or Civil Proceedings.

Reference should be made to HSE Guidance, HS(G)47 "Avoiding Danger from Underground Services" and G56 "Avoidance of Danger from Overhead Power Lines".

Electricity North West Limited 304 Bridgewater Place, Birchwood Park, Warrington WA3 6XG. Registered in England and Wales. Registered No 02366949



Requested by: Ricky McDermott

Company: Kier Living Ltd

Date Requested: 21/12/2015

Job Reference: 7830256

Your Scheme/Reference: New Church Street

Dig Sites:

Area Line

| Operating Voltage | Colour Code | Line Colour |
|-------------------|-------------|-------------|
| 132KV             | Black       |             |
| 33KV              | Green       |             |
| 22KV-25KV         | Yellow      |             |
| 11KV              | Red         |             |
| 6KV-6.6KV         | Blue        |             |
| 1KV-5KV           | Violet      |             |
| LV                | Orange      |             |
| Unknown Voltage   | Brown       |             |

**electricity**  
north west

Data Management  
Electricity North West  
Linley House  
Dickinson Street  
Manchester, M1 4LF

Phone: 0800 195 4141

Email: [planrequest@enwl.co.uk](mailto:planrequest@enwl.co.uk)

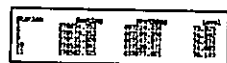
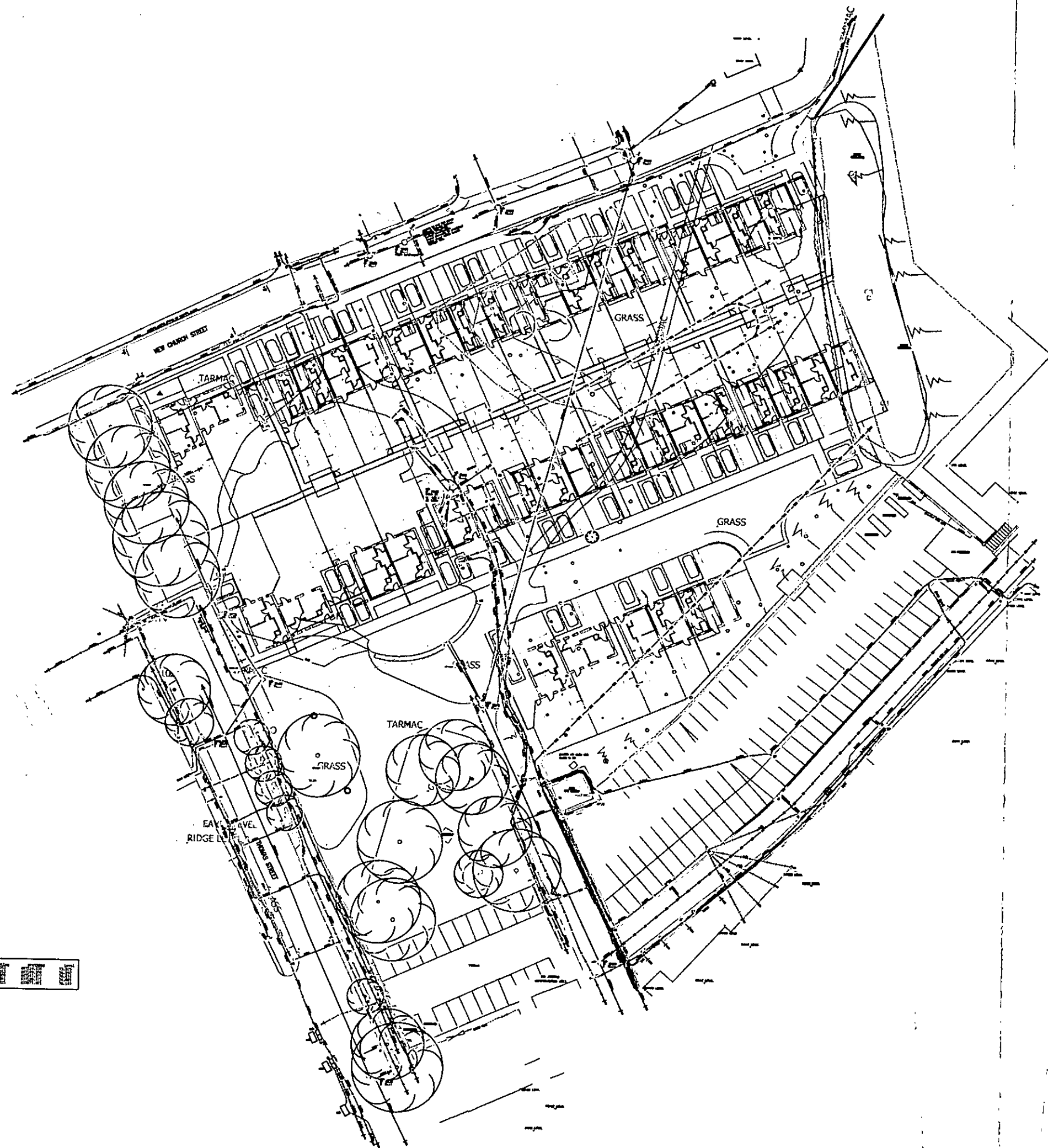
Scales on A4 paper:  
1:1250 Area dig site  
1:250 Line dig site

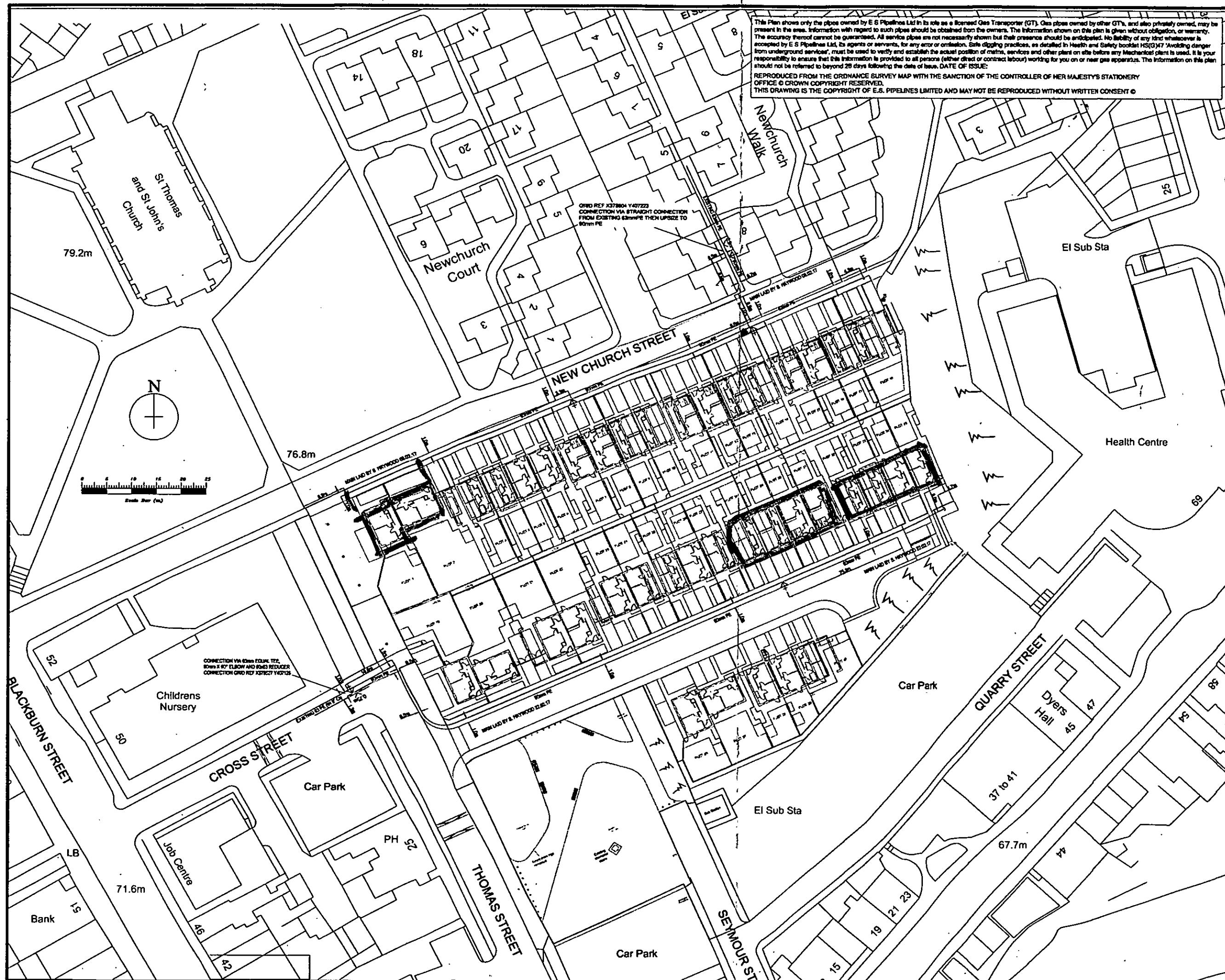
Unless otherwise indicated the depth of Electricity North West Limited cables are in accordance with IROG (450mm for Low Voltage & 600mm for 11KV cables) 33KV and 132KV cables are laid at depths as marked. The depth and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However third parties may have altered the level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated on the cable records. Other apparatus may also be present which is owned by a third party. © Electricity North West Limited.

Derived from or based upon Ordnance Survey's map with the permission of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No. 100017892. Unauthorised reproduction may lead to Prosecution or Civil Proceedings.

Reference should be made to HSE Guidance, HS(G)47 "Avoiding Danger from Underground Services" and GS6 "Avoidance of Danger from Overhead Power Lines".

Electricity North West Limited 304 Bridgewater Place, Birchwood Park, Warrington WA3 6XG. Registered in England and Wales. Registered No 02366949





This Plan shows only the pipes owned by E S Pipelines Ltd in its role as a Licensed Gas Transporter (GT). Gas pipes owned by other GTs, and also privately owned, may be present in the area. Information with regard to such pipes should be obtained from the owners. The information shown on this plan is given without obligation, or warranty. The accuracy thereof cannot be guaranteed. All service pipes are not necessarily shown but their presence should be anticipated. No liability of any kind whatsoever is accepted by E S Pipelines Ltd, its agents or servants, for any error or omission. Safe digging practices, as detailed in Health and Safety booklet HSG147 'Avoiding danger from underground services', must be used to verify and establish the actual position of mains, services and other plant on site before any Mechanical plant is used. It is your responsibility to ensure that this information is provided to all persons (either direct or contract labour) working for you on or near gas apparatus. The information on this plan should not be referred to beyond 28 days following the date of issue. DATE OF ISSUE: 04.09.17

REPRODUCED FROM THE ORDNANCE SURVEY MAP WITH THE SANCTION OF THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE © CROWN COPYRIGHT RESERVED.

THIS DRAWING IS THE COPYRIGHT OF E.S. PIPELINES LIMITED AND MAY NOT BE REPRODUCED WITHOUT WRITTEN CONSENT ©

**Key for Mains & Service Pipework**

- Existing UP mains or services operating up to 75 mbar gauge
- Proposed UP mains or services operating up to 75 mbar gauge
- Existing MP mains or services operating between 75 mbar and 2 bar gauge
- Proposed MP mains or services operating between 75 mbar and 2 bar gauge
- Existing IP mains or services operating between 2 bar and 7 bar gauge
- Proposed IP mains or services operating between 2 bar and 7 bar gauge

**Revisions**

| Rev. | Description                 | Date     |
|------|-----------------------------|----------|
| 1    | POC ADDED AT NEWCHURCH WALK | 04.09.17 |

**Legend**

- Change in diameter nominal bore
- Mains not connected
- Valve
- Pressure Regulator
- Cap End
- Pressure / Purge point
- Depth of Cover main or service

**ES PIPELINES**

ESP UTILITIES GROUP  
BLUEBIRD HOUSE  
MOLE BUSINESS PARK  
LEATHERHEAD  
SURREY  
KT22 7BA  
TEL: 01372 587500

**FORMER CIVIC CENTRE  
NEW CHURCH STREET  
RADCLIFFE, BURY  
GAS AS-LAID DRAWING**

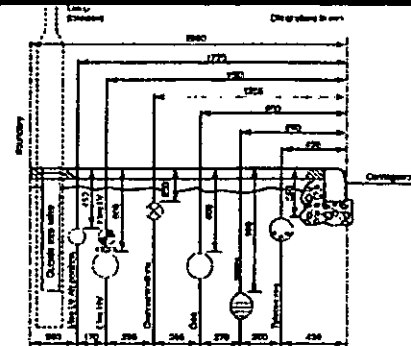
**MAINS LAID TO DATE:**  
90mm - 158m  
63mm - 111m

**bethell**  
UTILITY SERVICES

**BETHELL UTILITY SERVICES**  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL 01204 439100

|          |               |          |
|----------|---------------|----------|
| DRAWN    | RYAN WOODCOCK | 07/03/17 |
| CHECKED  | PAUL CONNOLLY | 07/03/17 |
| APPROVED | PAUL CONNOLLY | 07/03/17 |
| DRG No.  | BU0036-GAL-01 | REV 1    |

SCALE 1:500 @ A2



# ELECTRIC KEY

|                        |  |
|------------------------|--|
| HV 6.6KV EXISTING      |  |
| HV 6.6KV PROPOSED      |  |
| LV 11KV EXISTING       |  |
| LV 11KV PROPOSED       |  |
| LV ON SITE MADE LIVE   |  |
| SERVICE IN 30mm DUCT   |  |
| ROAD CROSSING DUCT     |  |
| LIGHTING COLUMN        |  |
| JOINT                  |  |
| BOTTLE END & EARTH ROD |  |

|   |                                                  |          |
|---|--------------------------------------------------|----------|
| 1 | 2no LINK BOXES, MAINS JOINTING, PLOTS 3-18 ADDED | 27.09.17 |
|---|--------------------------------------------------|----------|

Rev. Date

TITLE  
KIER LIVING  
RADCLIFFE CIVIC CENTRE  
RADCLIFFE, BURY  
LV AS-LAID DRAWING

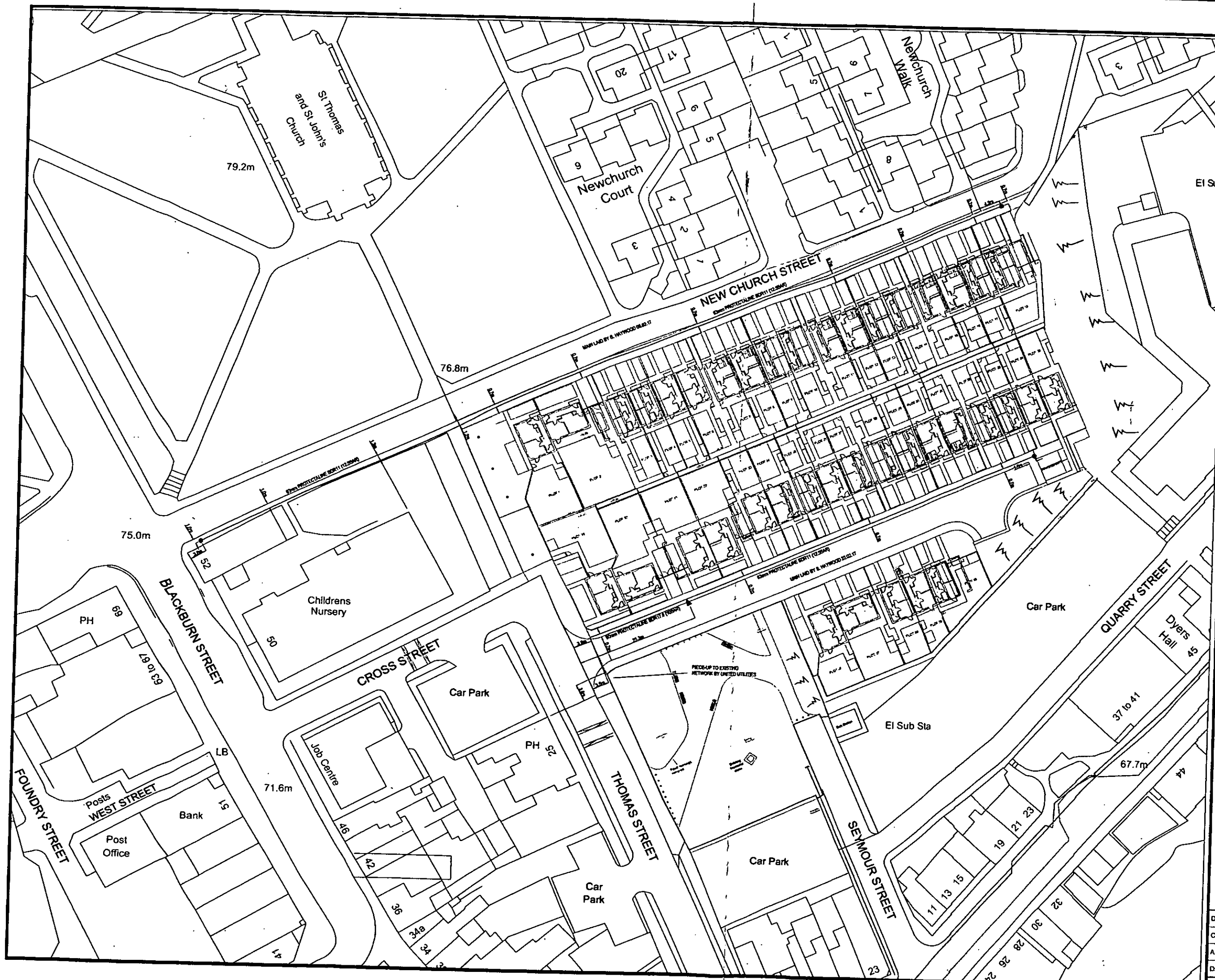
MAINS LAID TO DATE:  
3c300SACXC - 306m  
3c185SACXC - 28m  
3c95SACXC - 220m



BETHELL UTILITY SERVICES  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|          |                |          |
|----------|----------------|----------|
| DRAWN    | RYAN WOODCOCK  | 07/03/17 |
| CHECKED  | PAUL CONNOLLY  | 07/03/17 |
| APPROVED | PAUL CONNOLLY  | 07/03/17 |
| DRG No.  | BU0036-LVAL-01 | REV 1    |

SCALE 1:500 @ A2



| LEGEND                                       |     |
|----------------------------------------------|-----|
| MAIN EXISTING                                | --- |
| MAIN LAID BY BUSL                            | --- |
| VALVE                                        | +   |
| FIRE HYDRANT/WASH OUT                        | ⊕   |
| DIAMETER CHANGE                              | ⊕   |
| POINT OF DELIVERY FOR SERVICE WITH AMR METER | ⊕   |

|       |      |
|-------|------|
| Rev.  | Date |
| TITLE |      |

KIER LIVING  
RADCLIFFE CIVIC CENTRE  
RADCLIFFE, BURY  
WATER AS-LAD DRAWING

MAINS LAID TO DATE:  
160mm :- XXm  
110mm :- XXm  
90mm :- XXm  
63mm :- XXm

**bethell**  
UTILITY SERVICES

BETHELL UTILITY SERVICES  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|          |               |          |
|----------|---------------|----------|
| DRAWN    | RYAN WOODCOCK | 07/03/17 |
| CHECKED  | PAUL CONNOLLY | 07/03/17 |
| APPROVED | PAUL CONNOLLY | 07/03/17 |
| DRG No.  | BU0036-WAL-01 | REV 0    |

SCALE 1:500 @ A2



## STREETLIGHTING CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Contact Name:

Position:

Tel No:

Fax No:

I CAN CONFIRM THAT THE FOLLOWING ROAD CROSSING/S OR SERVICE DUCT/S WILL BE INSTALLED AND THE FOLLOWING CRITERIA COMPLETE PRIOR TO BUSL ON SITE WORKS.

|                                                                  | COLUMN NUMBER |  |  |  |  |  |  |  |  |  |
|------------------------------------------------------------------|---------------|--|--|--|--|--|--|--|--|--|
| Please tick boxes to confirm completion                          |               |  |  |  |  |  |  |  |  |  |
| <b><u>Street lamp connection in road crossing</u></b>            |               |  |  |  |  |  |  |  |  |  |
| 1.Road crossing is exposed one side                              |               |  |  |  |  |  |  |  |  |  |
| 2.Duct is 100/150mm red solid wall                               |               |  |  |  |  |  |  |  |  |  |
| 3.Duct is laid at 600mm depth                                    |               |  |  |  |  |  |  |  |  |  |
| <b><u>Street lamp connection service ducting in footpath</u></b> |               |  |  |  |  |  |  |  |  |  |
| 1.Service duct is exposed both ends                              |               |  |  |  |  |  |  |  |  |  |
| 2.Service duct is 32mm & 38mm                                    |               |  |  |  |  |  |  |  |  |  |
| 3.Service duct is laid in footpath at 450mm                      |               |  |  |  |  |  |  |  |  |  |

Signed for on behalf of the Developer: \_\_\_\_\_ Print Name: \_\_\_\_\_

Designation: \_\_\_\_\_ Date: \_\_\_\_\_

ON SITE WORKS BY BUSL WILL COMMENCE ON THE \_\_\_\_\_ (BUSL Admin to complete)

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged.



## MAINS CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Scheme No:

Name of Development:

Contact Name:

Position:

Tel No:

Fax No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

No scaffolding erected in area of work ☐

Line and level provided ☐

Work area cleared & accessible ☐

**NOTE:** BUSL cannot be held responsible for any alterations required due to incorrect Line and Level being given.

### WORK REQUIREMENTS

PLEASE LAY GAS ☐

WATER ☐

ELECTRIC ☐

MAIN FROM:

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required.

**Week Commencing:** \_\_\_\_\_

**Signed for on behalf of the Developer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

**DATE:** \_\_\_\_\_ **BUSL ADMINISTRATOR:** \_\_\_\_\_

**Our representative may visit you 3 days before the above date.**

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 working days' notice an abortive visit may again be charged. Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

**You MUST re-submit your request to BUSL in order to facilitate new programme dates.**



# CONTENTS

## **1. General Information**

Site and office contact details  
Tender quote, acceptance & copy invoice  
Client Site Plans / Letter of authority / Agreements / F10  
Scope of works / Installation of ducts & gas services

## **2. Conditions & Responsibilities**

Required Site Conditions  
Materials Responsibilities  
Developer Responsibilities  
Bethell Utility Services Responsibilities

## **3. Application & Request Processes**

Mains Application Processes (on site & off site)  
Service Connection Process  
Materials Request Process  
Pre-installation Inspection Form  
Call Off Forms

## **4. Electricity Connections**

Typical Indoor Meter Position  
Outdoor Meter Cabinet

## **5. Gas Connections**

Site Conditions For Semi-concealed Gas Services  
Site Conditions For External Gas Risers Services  
Site Conditions For Gas Recessed Meter Cabinet House Services  
Site Conditions For Internal Gas Risers Services

## **6. Water Connections**

Fitting Of Water Meters

## **7. BT Connections**

BT Entry Into Houses  
BT Entry Into Residential Flats, Apartments & Industrial Units

## **8. Site Plans**

Approved / Submitted Designs  
Existing Underground Maps  
Easement correspondence & S38 plan (If applicable)  
Water & Electric POC's, Fire Brigade Correspondence



## SERVICE CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Contact Name:

Position:

Tel No:

Fax No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

- No scaffolding erected on plots to be connected ☐ Ducting installed correctly including draw cord ☐ Meter boxes placed ☐  
Property is lock fast & water tight ☐ Gas service pipe installed ☐ Water pipes installed ☐  
**WIAPS CERTIFICATES ATTACHED** ☐ PLEASE NOTE IF WIAPS CERTIFICATES ARE NOT PRESENT, THE CALL OFF WILL NOT BE ACTIONED

### PLEASE CONNECT THE FOLLOWING PLOTS

| Plots Required | Gas | Gas Box Type |   | Water | Electric |
|----------------|-----|--------------|---|-------|----------|
|                |     | SC           | R |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |
|                |     |              |   |       |          |

KEY: SC= Semi Concealed R=Recessed

ALL SERVICES CALLED OFF WILL HAVE METERS FITTED

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required. Please note if in Yorkshire a minimum of 5 weeks is required.

Week Commencing: \_\_\_\_\_ Nominated Elec. Supplier: \_\_\_\_\_

Signed for on behalf of the Developer: \_\_\_\_\_ Date: \_\_\_\_\_

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

DATE: \_\_\_\_\_ BUSL ADMINISTRATOR: \_\_\_\_\_

Our representative may visit you 3 days before the above date.

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 workings days' notice an abortive visit may again be charged.

You MUST re-submit your Multi-Utility Service Connections request form to BUSL in order to facilitate new program dates.

Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                               |                                   |                           |
|-------------------------------|-----------------------------------|---------------------------|
| Project <u>Kier homes</u>     | Contract No                       | Induction No <u>08454</u> |
| Name: <u>Michael Brady</u>    | Trade: <u>ASSISTANT</u>           |                           |
| DOB: <u>19.6.71</u>           | NI Number: <u>NX 29 29 891</u>    |                           |
| Employer: <u>Barnham</u>      | Phone Number: <u>07788 681283</u> |                           |
| Subcontracted to: <u>Kier</u> | Phone Number: <u>" "</u>          |                           |
| Next of Kin: <u>FATHER</u>    | Phone Number: <u>" "</u>          |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no

☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no

☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no

☒ ☐

|                                                |                 |                                  |
|------------------------------------------------|-----------------|----------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><u>128381</u> | Category/Grade: | Expiry date:<br><u>31/1/2021</u> |
|------------------------------------------------|-----------------|----------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site."

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no

☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no

☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no

☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no

☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?..... PEDESTRIAN GATE
2. Where is a first aid box located?..... SITE OFFICE
3. Where do I deposit my rubbish?..... SKIPS ON SITE
4. Where is the traffic plan displayed?..... SITE OFFICE
5. Where is smoking allowed?..... Designated areas
6. Where can you get drinking water?..... CANTEEN
7. Who should you report unsafe acts or conditions to?..... SITE MANAGER

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

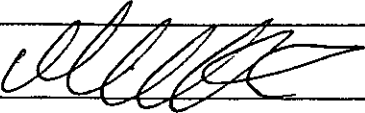
You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

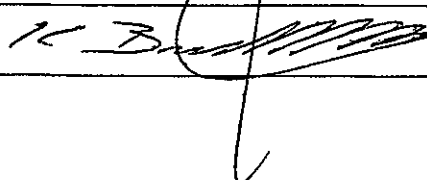
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |                      |
|---------------------------------------------------------------------------------------------|----------------------|
| Signed:  | Date: <u>10.3.18</u> |
|---------------------------------------------------------------------------------------------|----------------------|

**For Kier Use only:**

|                               |                                                                                                 |
|-------------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by: <u>K Bradley</u> | Signature:  |
| Comments:                     |                                                                                                 |



This document is uncontrolled when printed. Please visit [www.eusr.co.uk](http://www.eusr.co.uk)  
Printed: 30-Aug-2017 07:20am

## Register Search



Michael  
Brady  
128381

|                                                                                   | Status   | Expires     |
|-----------------------------------------------------------------------------------|----------|-------------|
| <u>National Water Hygiene</u>                                                     |          |             |
| National Water Hygiene                                                            | Approved | 13 Jan 2019 |
|  |          |             |
| <u>Utility Safety Health and Environmental Awareness (Gas)</u>                    |          |             |
| Utility SHEA (Gas)                                                                | Approved | 25 Aug 2019 |
| <u>Network Construction Operations (Gas)</u>                                      |          |             |
| NCO (G) Service Layer (Distribution)                                              | Approved | 31 Jan 2021 |
| <a href="#">Back</a>                                                              |          |             |

401

16 miles

# GROUP FORM

# SITE INDUCTION / INDUCTEE FORM

|                                  |                                   |                           |
|----------------------------------|-----------------------------------|---------------------------|
| Project <b>NEW CHURCH ST</b>     | Contract No <b>6030</b>           | Induction No <b>08743</b> |
| Name: <b>DAVE SALTER</b>         | Trade: <b>TRAINEE JOINER</b>      |                           |
| DOB: <b>15.07.75</b>             | NI.Number: <b>JC 79 69 78 C</b>   |                           |
| Employer: <b>DCJ</b>             | Phone Number:                     |                           |
| Subcontracted to: <b>BETHELL</b> | Phone Number:                     |                           |
| Next of Kin: <b>D SALTER</b>     | Phone Number: <b>01226 746094</b> |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

## 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                   |                               |                                |
|---------------------------------------------------|-------------------------------|--------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><b>C102 8438</b> | Category/Grade:<br><b>ECS</b> | Expiry date:<br><b>24.8.19</b> |
|---------------------------------------------------|-------------------------------|--------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

## 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒



|                                                                      |                  |                  |
|----------------------------------------------------------------------|------------------|------------------|
| Authorised By: John Edwards                                          | Page 1 of 2      | SHEMS-FOR-GR-032 |
| Author: Jem Bezodis                                                  | Date: April 2017 | Version: 1.6     |
| As part of our SHEMS review, this document is valid until April 2018 |                  |                  |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? OUTSIDE GATE
2. Where is a first aid box located? SITE OFFICE
3. Where do I deposit my rubbish? BINS PROVIDED
4. Where is the traffic plan displayed? SITE OFFICE
5. Where is smoking allowed? N/A
6. Where can you get drinking water? CANTEEN
7. Who should you report unsafe acts or conditions to? SITE MANAGER

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                               |                       |
|-------------------------------|-----------------------|
| Signed: <u>D. [Signature]</u> | Date: <u>19.12.17</u> |
|-------------------------------|-----------------------|

**For Kier Use only:**

|                                  |                               |
|----------------------------------|-------------------------------|
| Inducted by: <u>ANDY LONGOEN</u> | Signature: <u>[Signature]</u> |
| Comments:                        |                               |

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

402 16 miles

|                                 |                                   |                            |
|---------------------------------|-----------------------------------|----------------------------|
| Project: <b>NEW CURRA SI</b>    | Contract No: <b>6030</b>          | Induction No: <b>08741</b> |
| Name: <b>S. McILKIN</b>         | Trade: <b>L.V. Joiner</b>         |                            |
| DOB: <b>14.12.68</b>            | NI Number: <b>NR 60 91 30 17</b>  |                            |
| Employer: <b>D.C.S</b>          | Phone Number:                     |                            |
| Subcontracted to: <b>BETHEL</b> | Phone Number:                     |                            |
| Next of Kin: <b>M. COOPER</b>   | Phone Number: <b>01709 555505</b> |                            |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☒ ☐

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                 |                                 |                               |
|---------------------------------|---------------------------------|-------------------------------|
| CSCS / CPCS / IPAF etc Card No: | Category/Grade: <b>ELECTRIC</b> | Expiry date: <b>1-10-2018</b> |
|---------------------------------|---------------------------------|-------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and Ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?..... O/S TENDRAN GATE
2. Where is a first aid box located?..... SITE OFFICE
3. Where do I deposit my rubbish?..... PROVIDED SKIN
4. Where is the traffic plan displayed?..... SITE OFFICE
5. Where is smoking allowed?..... DESIGNATED AREA
6. Where can you get drinking water?..... CANTEEN
7. Who should you report unsafe acts or conditions to?..... SITE MANAGER

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

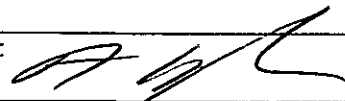
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |                |
|---------------------------------------------------------------------------------------------|----------------|
| Signed:  | Date: 14.12.17 |
|---------------------------------------------------------------------------------------------|----------------|

**For Kier Use only:**

|                              |                                                                                                 |
|------------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by:<br>ANDY LONGDEN | Signature:  |
| Comments:                    |                                                                                                 |



electrotechnical  
certification  
scheme

Affiliated

**DAVID SALTER**  
**C1028438**  
JOINTERS MATE



Card Expires 24 08 2019

**ECS RELATED DISCIPLINE**



electrotechnical  
certification  
scheme

Affiliated

**STEPHEN MCERLEAN**  
**C0182238**  
L.V. JOINTER



Card Expires 01 10 2018

**ECS RELATED DISCIPLINE**

Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 08743  
Name: DAVE SALTER  
Trade: TRAINEE JOINTER  
Date: 1/12/17  
CSCS card number: C1028438

Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 08741  
Name: S. MCERLEAN  
Trade: L.V. JOINTER  
Date: 1/12/17  
CSCS card number: C0182238



Joint Industry Board for the Electrical Contracting Industry  
PO Box 127, Swanley BR8 9BH  
Tel: 03333 218 230 Web: [www.ecscard.org.uk](http://www.ecscard.org.uk)

**QUALIFICATIONS**



Joint Industry Board for the Electrical Contracting Industry  
PO Box 127, Swanley BR8 9BH  
Tel: 03333 218 230 Web: [www.ecscard.org.uk](http://www.ecscard.org.uk)

**QUALIFICATIONS**



(397)

20 miles

GROUP FORM

SITE INDUCTION / INDUCTEE FORM

|                                        |                                   |                           |
|----------------------------------------|-----------------------------------|---------------------------|
| Project <b>NEW CHURCH ST</b>           | Contract No <b>6030</b>           | Induction No <b>02323</b> |
| Name: <b>STEPHEN POOLE</b>             | Trade: <b>MULTI UTILITIES</b>     |                           |
| DOB: <b>22.1.1974</b>                  | NI Number: <b>JA 10 0856 A</b>    |                           |
| Employer: <b>BETHNALS</b>              | Phone Number: <b>07827 313655</b> |                           |
| Subcontracted to:                      | Phone Number:                     |                           |
| Next of Kin: <b>SON (MARCUS POOLE)</b> | Phone Number: <b>07446 244141</b> |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

**1. Vocational, Health, Safety Environmental Knowledge & Experience**

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☐ ☐

|                                 |                                  |                              |
|---------------------------------|----------------------------------|------------------------------|
| CSCS / CPCS / IPAF etc Card No: | Category/Grade: <b>COMPETENT</b> | Expiry date: <b>DEC 2018</b> |
|---------------------------------|----------------------------------|------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

**2. Existing Injuries and ill-Health**

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? PEDESTRIAN ENTER
2. Where is a first aid box located? SITE OFFICE
3. Where do I deposit my rubbish? BINS OR SKIPS
4. Where is the traffic plan displayed? SITE OFFICE
5. Where is smoking allowed? OUTSIDE MEETING ROOM
6. Where can you get drinking water? CANTEEN
7. Who should you report unsafe acts or conditions to? SITE MANAGEMENT

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

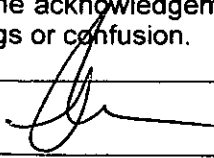
You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

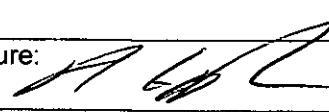
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |                       |
|---------------------------------------------------------------------------------------------|-----------------------|
| Signed:  | Date: <u>18.12.17</u> |
|---------------------------------------------------------------------------------------------|-----------------------|

**For Kier Use only:**

|                                     |                                                                                                 |
|-------------------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by:<br><u>ANDY LONGDEN</u> | Signature:  |
| Comments:                           |                                                                                                 |

398

20 miles

|                                   |                                   |                           |
|-----------------------------------|-----------------------------------|---------------------------|
| Project <i>NEW CHURCH ST.</i>     | Contract No <i>6030</i>           | Induction No <i>02389</i> |
| Name: <i>G Knight</i>             | Trade: <i>Multi utilitys</i>      |                           |
| DOB: <i>30-06-67</i>              | NI Number: <i>NP 170971C</i>      |                           |
| Employer: <i>Bethedl</i>          | Phone Number: <i>07827 383655</i> |                           |
| Subcontracted to:                 | Phone Number:                     |                           |
| Next of Kin: <i>Gaynor Knight</i> | Phone Number:                     |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☒ ☐**1. Vocational, Health, Safety Environmental Knowledge & Experience**

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / *CPCS* Card.

yes / no  
☒ ☐

|                                                          |                                              |                                  |
|----------------------------------------------------------|----------------------------------------------|----------------------------------|
| CSCS <i>CPCS</i> / PAF etc Card No:<br><i>00529891/1</i> | Category/Grade:<br><i>COMPETENT OPERATOR</i> | Expiry date:<br><i>Jan 2019.</i> |
|----------------------------------------------------------|----------------------------------------------|----------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

**2. Existing Injuries and ill-Health**

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident.**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? *Pedestrian gate*
2. Where is a first aid box located? *Site office*
3. Where do I deposit my rubbish? *Bins or skips*
4. Where is the traffic plan displayed? *Site office*
5. Where is smoking allowed? *outside washing room*
6. Where can you get drinking water? *Canteen*
7. Who should you report unsafe acts or conditions to? *Site Management*

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

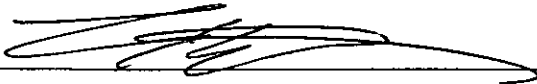
You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

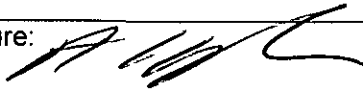
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |                       |
|---------------------------------------------------------------------------------------------|-----------------------|
| Signed:  | Date: <i>16.12.17</i> |
|---------------------------------------------------------------------------------------------|-----------------------|

**For Kier Use only:**

|                                     |                                                                                                 |
|-------------------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by:<br><i>ANDY LONGDEN</i> | Signature:  |
| Comments:                           |                                                                                                 |

Living Limited  
(Northern Region)

**KIER**

**Site Induction Card**

Induction number: 02389

Name: STEPHEN POOLE

Trade: MULTI UTILITIES

Date: 8.6.16

CSCS card number: 02819886/1

**CP CONSTRUCTION PLANT  
CS COMPETENCE SCHEME**

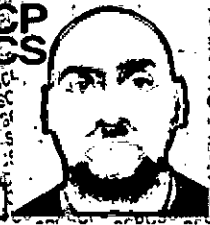
**MR S POOLE**

Registration No: 02819886/1

Expires End Dec 2018

**MS&E TESTED**

**[COMPETENT OPERATOR]**



**EUSR**

Stephen Poole  
83224




Check registrations at [www.eusr.co.uk](http://www.eusr.co.uk)

Kier Living Limited  
(Northern Region)

**KIER**

**Site Induction Card**

Induction number: 02323

Name: G Knight

Trade: Utilities

Date: 8.6.16

CSCS card number: 00529891/1

**CP CONSTRUCTION PLANT  
CS COMPETENCE SCHEME**

**G KNIGHT**

Registration No: 00529891/1

Expires End Jan 2019

**MS&E TESTED**

**[COMPETENT OPERATOR]**



**EUSR**

Geoffrey Knight  
16035




Check registrations at [www.eusr.co.uk](http://www.eusr.co.uk)

**Kier Living Limited**  
(Northern Region)

**Site Induction Card**

Induction number: 02389  
 Name: STEPHEN POORE  
 Trade: MULTI UTILITIES  
 Date: 8.6.16  
 CSCS card number: 02819886/1

The authenticity of this card can be checked by telephoning: 0844 8157274  
 Registration No: 02819886  
**PLANT OPERATOR**  
**CATEGORIES**  
 Forward Tipping Dumper - Wheeled

This card is issued in accordance with the terms laid out in the CPCS Booklet

**REGISTRATION**

|                                       |            |
|---------------------------------------|------------|
| Utility SHEA (Gas)                    | 11/05/2019 |
| Utility SHEA (Power)                  | 18/03/2018 |
| Utility SHEA (Water) Network          | 14/08/2016 |
| Utility SHEA (Water) Process          | 14/08/2016 |
| Utility SHEA (Water) Sewerage Network | 14/08/2016 |
| NCO (G) Assistant                     | 09/02/2019 |
| NCO (W) Assistant                     | 16/02/2020 |

**VALID UNTIL**

This card remains the property of Energy & Utility Skills.  
 If found it should be returned to: FREEPOST, MD24018, B90 4BR

**Kier Living Limited**  
(Northern Region)

**Site Induction Card**

Induction number: 02323  
 Name: SKRIGUE  
 Trade: UTILITIES  
 Date: 8.6.16  
 CSCS card number: 00529891/1

The authenticity of this card can be checked by telephoning: 0844 8157274  
 Registration No: 00529891  
**PLANT OPERATOR**  
**CATEGORIES**  
 Forward Tipping Dumper - Wheeled  
 Excavator 360 below 10 tonnes - Tracked

This card is issued in accordance with the terms laid out in the CPCS Booklet

**REGISTRATION**

|                                                                  |            |
|------------------------------------------------------------------|------------|
| Utility SHEA (Gas)                                               | 11/05/2019 |
| Utility SHEA (Power)                                             | 18/03/2018 |
| Utility SHEA (Water) Network, Process & Sewerage Network         | 10/11/2019 |
| NCO (G) Mains Layer upto 355mm (Distribution)                    | 12/01/2022 |
| NCO (G) Service Layer (Distribution)                             | 12/01/2022 |
| NCO (W) Mains Layer upto 315mm (Self-Lay)                        | 16/02/2020 |
| NCO (W) Service Layer (Self-Lay)                                 | 16/02/2020 |
| Safe Control of Mains Connections (Water)                        | 09/04/2017 |
| SCMC(W): Competent Person                                        | 22/10/2017 |
| SCO(GB): Trained - Check AE/CP with Network Controller (SCO 1&2) | 05/11/2018 |
| SCO(GB): Trained - Check AE/CP with Network Controller (SCO 5)   | 05/11/2018 |

**VALID UNTIL**

This card remains the property of Energy & Utility Skills.  
 If found it should be returned to: FREEPOST, MD24018, B90 4BR

|                                   |                                   |              |
|-----------------------------------|-----------------------------------|--------------|
| Project: <b>NEW CHURCH STREET</b> | Contract No                       | Induction No |
| Name: <b>RON AHER</b>             | Trade: <b>MULTI UTILITIES</b>     |              |
| DOB: <b>29.7.67</b>               | NI Number: <b>NP229690A</b>       |              |
| Employer: <b>BETHEL</b>           | Phone Number:                     |              |
| Subcontracted to:                 | Phone Number:                     |              |
| Next of Kin: <b>V. AHER</b>       | Phone Number: <b>01253 863491</b> |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                    |                                |                                 |
|----------------------------------------------------|--------------------------------|---------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><b>01056527/1</b> | Category/Grade:<br><b>CPCS</b> | Expiry date:<br><b>Dec 2019</b> |
|----------------------------------------------------|--------------------------------|---------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?..... FRONT GATE
2. Where is a first aid box located?..... SITE MANAGER'S OFFICE
3. Where do I deposit my rubbish?..... BINS + SKIPS
4. Where is the traffic plan displayed?..... SITE OFFICE + CANTEEN
5. Where is smoking allowed?..... SMOKING SITE LTR
6. Where can you get drinking water?..... CANTEEN
7. Who should you report unsafe acts or conditions to?..... SUPERVISOR - SITE MANAGER

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                            |                       |
|----------------------------|-----------------------|
| Signed: <u>[Signature]</u> | Date: <u>25.10.17</u> |
|----------------------------|-----------------------|

**For Kier Use only:**

|                               |                               |
|-------------------------------|-------------------------------|
| Inducted by: <u>K BRADLEY</u> | Signature: <u>[Signature]</u> |
| Comments:                     |                               |

|                               |                                   |              |
|-------------------------------|-----------------------------------|--------------|
| Project: <u>new Church St</u> | Contract No                       | Induction No |
| Name: <u>Graham Randles</u>   | Trade: <u>TILLIES</u>             |              |
| DOB: <u>14-3-64</u>           | NI Number: <u>NB 767756D</u>      |              |
| Employer: <u>BETHELL</u>      | Phone Number:                     |              |
| Subcontracted to:             | Phone Number:                     |              |
| Next of Kin: <u>SOE</u>       | Phone Number: <u>01253 773738</u> |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no

☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no

☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no

☐ ☒

|                                                  |                 |                               |
|--------------------------------------------------|-----------------|-------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><u>0207351-</u> | Category/Grade: | Expiry date:<br><u>Nov 19</u> |
|--------------------------------------------------|-----------------|-------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no

☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no

☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no

☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no

☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? front gate
2. Where is a first aid box located? Site managers
3. Where do I deposit my rubbish? in skips & bins provided
4. Where is the traffic plan displayed? Site office
5. Where is smoking allowed? Designated Areas
6. Where can you get drinking water? canteen
7. Who should you report unsafe acts or conditions to? Site agent

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                           |                       |
|---------------------------|-----------------------|
| Signed: <u>G. Randles</u> | Date: <u>25/10/17</u> |
|---------------------------|-----------------------|

**For Kier Use only:**

|                               |                               |
|-------------------------------|-------------------------------|
| Inducted by: <u>K BRADLEY</u> | Signature: <u>[Signature]</u> |
| Comments:                     |                               |

CP Construction Plant  
CS Competence Scheme

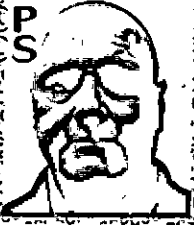
MR G RANDES

Registration No: 02073751/1

Expires End Nov 2019

HS&E  
TESTED

COMPETENT OPERATOR



CP Construction Plant  
CS Competence Scheme

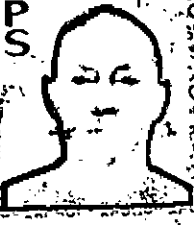
MR R ALLEN

Registration No: 01056527/1

Expires End Dec 2019

HS&E  
TESTED

COMPETENT OPERATOR



This card is issued in accordance with the terms laid out in the CP/CS Booklet

Excavator 360 below 10 tonnes - Tracked

Forward Tipping Dumper - Wheeled

CATEGORIES

PLANT OPERATOR

Registration No: 02073751

The authenticity of this card can be checked by telephoning: 0844 8157274

This card is issued in accordance with the terms laid out in the CP/CS Booklet

Excavator 360 below 10 tonnes - Tracked

Forward Tipping Dumper - Wheeled

CATEGORIES

PLANT OPERATOR

Registration No: 01056527

The authenticity of this card can be checked by telephoning: 0844 8157274

**STREET WORKS**  
Qualifications Register

**SWQR NUMBER : 24615200**

Holder :  
**GRAHAM RANGLES**

Date of Birth : 14/03/1964

Expiry Date :  
18/11/2017

*Please remember to carry your card at all times while at work as you may be asked to produce it on site.*



**QUALIFICATIONS GAINED** **SWQR No. 24615200**

Operatives

|                                                       |            |
|-------------------------------------------------------|------------|
| Excavation in the road/highway                        | 19/11/2012 |
| Excavation, backfilling & reinstatement - cold lay    | 19/11/2012 |
| Reinstatement of modular surfaces & concrete footways | 19/11/2012 |

If found please return to: SWQR, The Optima Building,  
58 Robertson Street, GLASGOW, G2 8DQ. Tel: 0845 270 2720

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                          |                                    |              |
|------------------------------------------|------------------------------------|--------------|
| Project <b>NEW CHURCH STREET</b>         | Contract No                        | Induction No |
| Name: <b>ARRON HAMLEY</b>                | Trade: <b>MULTI UTILITY OP</b>     |              |
| DOB: <b>05/02/1987</b>                   | NI Number: <b>SM697043D</b>        |              |
| Employer: <b>BETHEL UTILITY SERVICES</b> | Phone Number: <b>01204 439100</b>  |              |
| Subcontracted to:                        | Phone Number:                      |              |
| Next of Kin: <b>RACHEL MADDEN</b>        | Phone Number: <b>07539 351 543</b> |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                  |                                            |                                    |
|--------------------------------------------------|--------------------------------------------|------------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><b>02411216</b> | Category/Grade:<br><b>CSCS NVQ LEVEL 2</b> | Expiry date:<br><b>AUGUST 2020</b> |
|--------------------------------------------------|--------------------------------------------|------------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☒ ☒

**ALLERGIC TO PENICILLIN!**



|                                                                     |                  |                 |
|---------------------------------------------------------------------|------------------|-----------------|
| Authorised By: John Edwards                                         | Page 1 of 2      | SEMS-FOR-GR-032 |
| Author: Jem Bezodis                                                 | Date: April 2017 | Version: 1.6    |
| As part of our SEMS review, this document is valid until April 2018 |                  |                 |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?.....FRONT.....SITE.....
2. Where is a first aid box located?.....SITE MANAGERS.....OFFICE.....
3. Where do I deposit my rubbish?.....IN.....BINS.....+.....SKIPS.....
4. Where is the traffic plan displayed?.....SITE OFFICE.....+.....CANTEEN.....
5. Where is smoking allowed?.....SMOKING.....SHELTER.....
6. Where can you get drinking water?.....CANTEEN.....
7. Who should you report unsafe acts or conditions to?.....SUPERVISORS / SITE MANAGER.....

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

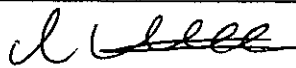
You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

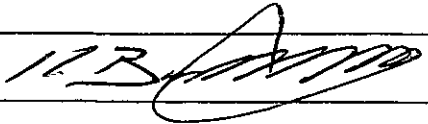
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |               |
|---------------------------------------------------------------------------------------------|---------------|
| Signed:  | Date: 3/10/17 |
|---------------------------------------------------------------------------------------------|---------------|

**For Kier Use only:**

|                         |                                                                                                 |
|-------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by: IZ BRADLEY | Signature:  |
| Comments:               |                                                                                                 |

# STREET WORKS

QUALIFICATIONS REGISTER

SWQR Number: 24434362

Fullname: MR ARRON HANLEY

Date of Birth : 05/02/1987

Expiry Date : 17/02/2022



Please remember to carry your card at all times while at work as you may be asked to produce it on site.

## CP Construction Plant CS Competence Scheme



CP Construction Plant  
CS Competence Scheme  
Registration No: 02411218  
HSE TESTED  
TRAINED OPERATOR



If found please return to: SWQR, The Optima Building,  
58 Robertson Street, GLASGOW, G2 8DQ. Tel: 0345 270 2720

RA Reinstatement - hot and cold lay bituminous materials  
RA Excavation in the road/highway  
RA Excavation, backfilling and reinstatement - cold lay  
RA Reinstatement of modular surfaces & concrete footways  
30/01/2017  
30/01/2017  
30/01/2017

SWQR No. 24434362

QUALIFICATIONS GAINED

Operatives

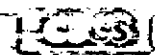
To upgrade this card to a Competent Operator card the relevant  
SNVO must be achieved  
This card is issued in accordance with the terms laid  
out in the CPSC Scheme Booklet.

EXPIRY DATE  
24/02/2018

Plant and Vehicle Markings  
CATEGORIES

Registration No: 02411218  
PLANT OPERATOR

The authenticity of this card can be checked by telephoning: 0844 8157274



CONSTRUCTION SKILLS CERTIFICATION SCHEME



MR A HANLEY

REG NO: 02411216 EXP: 15.08 August 2020



**SKILLED WORKER**

**CSCS**

Tel: 0344 994 4777 [www.cscs.uk.com](http://www.cscs.uk.com)  
Registration No: 02411216

General Highways Maintenance NVQ Level 2

The cardholder has met the Health and Safety awareness requirements as laid out in the CSCS Scheme Booklet

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                  |                                         |              |
|----------------------------------|-----------------------------------------|--------------|
| Project <u>NEW CHURCH STREET</u> | Contract No                             | Induction No |
| Name: <u>TIM HANLEY</u>          | Trade: <u>MAINTENANCE SERVICE LAYER</u> |              |
| DOB: <u>21-9-57</u>              | NI Number: <u>NP5896180</u>             |              |
| Employer: <u>BETHEL'S</u>        | Phone Number:                           |              |
| Subcontracted to:                | Phone Number:                           |              |
| Next of Kin: <u>MRS M HANLEY</u> | Phone Number: <u>0161 446 2923</u>      |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☒ ☐

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                               |                                             |                          |
|-------------------------------|---------------------------------------------|--------------------------|
| CSCS /CPCS /IPAF etc Card No: | Category/Grade: <u>COMPETENT PERSON OPT</u> | Expiry date: <u>2018</u> |
|-------------------------------|---------------------------------------------|--------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒



|                                                                     |                  |                 |
|---------------------------------------------------------------------|------------------|-----------------|
| Authorised By: John Edwards                                         | Page 1 of 2      | SEMS-FOR-GR-032 |
| Author: Jem Bezodis                                                 | Date: April 2017 | Version: 1.6    |
| As part of our SEMS review, this document is valid until April 2018 |                  |                 |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? ENTRANCE, FRONT GATE
2. Where is a first aid box located? SITE OFFICE
3. Where do I deposit my rubbish? IN BINS PROVIDED
4. Where is the traffic plan displayed? ON DISPLAY BOARD, SITE PLAN OFFICE, CANTEN
5. Where is smoking allowed? IN THE SMOKING AREA
6. Where can you get drinking water? WHERE FRESH DRINKING WATER PROVIDED
7. Who should you report unsafe acts or conditions to? SITE MANAGER - SUPERVISOR

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|         |       |
|---------|-------|
| Signed: | Date: |
|---------|-------|

**For Kier Use only:**

|              |            |
|--------------|------------|
| Inducted by: | Signature: |
| Comments:    |            |

ALIFICATIONS GAINED  
atives

xcavation in the road/highway

SWQR No. 21035734

29/02/2016

If found please return to: SWQR, The Optima Building,  
Robertson Street, GLASGOW, G2 8DQ. Tel: 0345 270 2720

The authenticity of this card can be checked by telephoning: 0844 8167274

Registration No: 00239320

PLANT OPERATOR

CATEGORIES

Forward Tipping Dumper - Wheeled  
Forward Tipping Dumper - Tracked  
Excavator 360 below 10 tonnes - Tracked  
Excavator 360 above 10 tonnes - Tracked

This card is issued in accordance with the terms laid  
out in the CPCS Booklet

Please remember to carry your card at all times while  
at work as you may be asked to produce it on site.

20/03/2021

Expiry Date :

Date of Birth : 21/09/1957

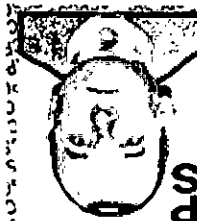
MR TIMOTHY HANLEY

Holder :

SWQR NUMBER : 21035734



STREET WORKS  
Qualifications Register



COMPETENT OPERATOR

HS&E TESTED

Expires End: Sep 2018

Registration No: 00239320/1

MR T HANLEY

CP CONSTRUCTION PLANT  
COMPETENCE SCHEME



**CERTIFICATE OF THOROUGH EXAMINATION**  
Lifting Regulation Examination Certificate

**Owners Copy**

The Lifting Operations and Lifting Equipment Regulations 1998  
Examination made in accordance with Regulation 9 (3) and Schedule 1 Regulation 10 (1)

|                                                                                                                                                                                                                           |                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Issued By</b>                                                                                                                                                                                                          | <b>To: (Name and Address of Machine Owner)</b>                                                                                                                   |
| <b>PJP (UK) LTD</b><br>Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ<br><br>Plant Number <b>E1635</b><br>Manufacturer: <b>TAKEUCHI</b><br>Model: <b>TB216</b><br>Serial No: <b>216005835</b><br>Veh Reg:          N/A | <b>PJP (UK) LTD</b><br>Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ<br><br><b>Address Examination Carried Out</b><br>Mill Street<br>Radcliffe<br>Manchester |
| Defects (if any) In Machine Or Safe Load Indicator Affecting Safety Of Machine,<br>Requiring Repair Before The Machine Is Returned To Operation                                                                           |                                                                                                                                                                  |
| NONE                                                                                                                                                                                                                      |                                                                                                                                                                  |
| Other Defects In Machine                                                                                                                                                                                                  |                                                                                                                                                                  |
| NONE                                                                                                                                                                                                                      |                                                                                                                                                                  |

|                                        |                         |                       |
|----------------------------------------|-------------------------|-----------------------|
| Signature Of Person Making Examination | Date Of Examination:    | 31ST JULY 2017        |
| <i>L. Madden</i>                       | Certificate Expiry Date | <b>30TH JULY 2018</b> |

|                                                                                                   |                                                  |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------|
| <b>Name And Address Of Person Signing/Authenticating Report</b>                                   | <b>Signature Of Person Authenticating Report</b> |
| <b>Name:</b> SHEILA ROBINSON<br><b>Address:</b> Mill Street<br>Radcliffe<br>Manchester<br>M26 1AJ | <i>Sesbunsa.</i>                                 |
|                                                                                                   | <b>Date Of Report</b>                            |
|                                                                                                   | 31ST JULY 2017                                   |

Safe Working Load:  
Refer to the Operators Handbook

- Note i) Your attention is directed to the regulation quoted above which requires the machine to be examined at intervals of 12 months or following a substantial alteration or repair  
 ii) This document is important and should be retained for production to the HSE (if required)

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                         |                                   |                          |
|-----------------------------------------|-----------------------------------|--------------------------|
| Project <i>New church st raddcliffe</i> | Contract No <i>6030</i>           | Induction No <i>4914</i> |
| Name: <i>Luke Billington</i>            | Trade: <i>Plant opp</i>           |                          |
| DOB: <i>13.2.77</i>                     | NI Number: <i>SL360509B</i>       |                          |
| Employer: <i>Jones Lighting</i>         | Phone Number: <i>0777 5767011</i> |                          |
| Subcontracted to:                       | Phone Number:                     |                          |
| Next of Kin: <i>Ann McFarlane</i>       | Phone Number: <i>01772 620008</i> |                          |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☒ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                  |                                |                                |
|--------------------------------------------------|--------------------------------|--------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><i>01158368</i> | Category/Grade:<br><i>CPCS</i> | Expiry date:<br><i>25.1.18</i> |
|--------------------------------------------------|--------------------------------|--------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and Ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? ..... *main gate* .....
2. Where is a first aid box located? ..... *site office* .....
3. Where do I deposit my rubbish? ..... *bins + skips* .....
4. Where is the traffic plan displayed? ..... *office* .....
5. Where is smoking allowed? ..... *shelters* .....
6. Where can you get drinking water? ..... *canteen* .....
7. Who should you report unsafe acts or conditions to? ..... *site management* .....

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                            |                     |
|----------------------------|---------------------|
| Signed: <i>[Signature]</i> | Date: <i>1.9.17</i> |
|----------------------------|---------------------|

**For Kier Use only:**

|                                                  |                               |
|--------------------------------------------------|-------------------------------|
| Inducted by: <i>A.J.M.</i><br><i>F. Williams</i> | Signature: <i>[Signature]</i> |
| Comments:                                        |                               |

**CP Construction Plant  
CS Competence Scheme**



CP Construction Plant  
CS Competence Scheme  
Registration No: 01158368  
MR LUKE BILLINGTON  
Trained Operator  
MSAE  
TESTED



**STREET WORKS**  
*Qualifications Register*

**SWQR NUMBER : 21141399**

Holder :  
**MR LUKE BILLINGTON**

Date of Birth : 13/02/1977

Expiry Date :  
03/08/2020



*Please remember to carry your card at all times while  
at work as you may be asked to produce it on site.*

The authenticity of this card can be checked by telephoning: 0844 6157274

Registration No: 01158368

**PLANT OPERATOR**

**CATEGORIES**

Lorry Loader - Hook

**EXPIRY DATE**

25/01/2018

To upgrade this card to a Competent Operator card the relevant  
S/NVQ must be achieved  
This card is issued in accordance with the terms laid  
out in the CPCS Scheme Booklet

292

16 miles

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                        |                                    |                           |
|----------------------------------------|------------------------------------|---------------------------|
| Project <u>New Church St Radcliffe</u> | Contract No <u>6030</u>            | Induction No <u>04912</u> |
| Name: <u>PERRY YOUNG</u>               | Trade: <u>HARB / LABOURER</u>      |                           |
| DOB: <u>08 05 1972</u>                 | NI Number: <u>N19 8572B</u>        |                           |
| Employer: <u>JONES LIGHTING</u>        | Phone Number: <u>01772 459 410</u> |                           |
| Subcontracted to: <u>KIER</u>          | Phone Number:                      |                           |
| Next of Kin: <u>SPOUSE MS YOUNG</u>    | Phone Number: <u>075846994773</u>  |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒**1. Vocational, Health, Safety Environmental Knowledge & Experience**

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                    |                                    |                                 |
|----------------------------------------------------|------------------------------------|---------------------------------|
| CSCS / CPCS / IPAF etc Card No:<br><u>02075857</u> | Category/Grade:<br><u>LABOURER</u> | Expiry date:<br><u>MAY 2022</u> |
|----------------------------------------------------|------------------------------------|---------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

**2. Existing Injuries and ill-Health**

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

|                                                                     |                  |                 |
|---------------------------------------------------------------------|------------------|-----------------|
| Authorised By: John Edwards                                         | Page 1 of 2      | SEMS-FOR-GR-032 |
| Author: Jem Bezodis                                                 | Date: April 2017 | Version: 1.6    |
| As part of our SEMS review, this document is valid until April 2018 |                  |                 |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? MAIN GATE.
2. Where is a first aid box located? MAIN OFFICE.
3. Where do I deposit my rubbish? BINS + SKIPS.
4. Where is the traffic plan displayed? MAIN OFFICE.
5. Where is smoking allowed? Designated area.
6. Where can you get drinking water? Canteen.
7. Who should you report unsafe acts or conditions to? Site management.

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

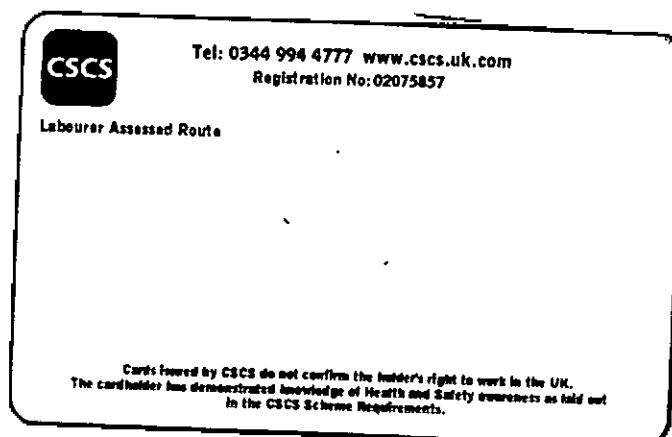
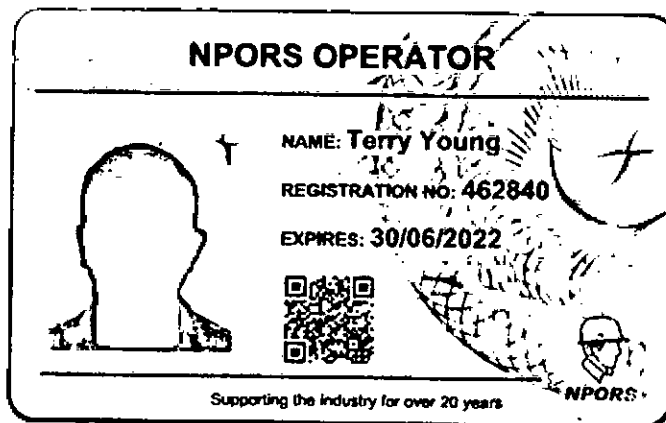
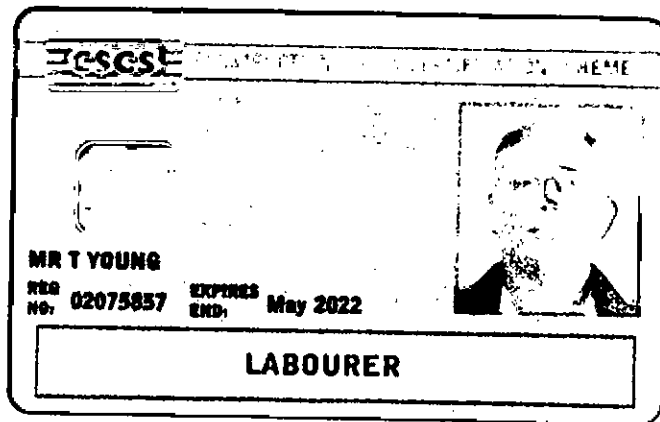
**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                            |                       |
|----------------------------|-----------------------|
| Signed: <u>[Signature]</u> | Date: <u>0109217.</u> |
|----------------------------|-----------------------|

**For Kier Use only:**

|                                                  |                               |
|--------------------------------------------------|-------------------------------|
| Inducted by: <u>D.S.M.</u><br><u>F. WILLIAMS</u> | Signature: <u>[Signature]</u> |
| Comments:                                        |                               |



## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                  |                                  |                           |
|----------------------------------|----------------------------------|---------------------------|
| Project <i>NEW CHURCH ST</i>     | Contract No <i>6030</i>          | Induction No <i>03757</i> |
| Name: <i>B. DAVIES</i>           | Trade: <i>CABLE JOINER</i>       |                           |
| DOB: <i>13/2/77</i>              | NI Number: *                     |                           |
| Employer: <i>DCS</i>             | Phone Number:                    |                           |
| Subcontracted to: <i>BGMELL</i>  | Phone Number:                    |                           |
| Next of Kin: <i>ANITA FISHER</i> | Phone Number: <i>07841235554</i> |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                    |                                       |                               |
|----------------------------------------------------|---------------------------------------|-------------------------------|
| CSCS / CPCS / IPAF etc Card No:<br><i>C1015714</i> | Category/Grade:<br><i>ELECTRICIAN</i> | Expiry date:<br><i>7/5/18</i> |
|----------------------------------------------------|---------------------------------------|-------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site."

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒



|                                                                      |                  |                  |
|----------------------------------------------------------------------|------------------|------------------|
| Authorised By: John Edwards                                          | Page 1 of 2      | SHEMS-FOR-GR-032 |
| Author: Jem Bezodis                                                  | Date: April 2017 | Version: 1.6     |
| As part of our SHEMS review, this document is valid until April 2018 |                  |                  |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?..... OUTSIDE MAIN GATE.....
2. Where is a first aid box located?..... SITE OFFICE.....
3. Where do I deposit my rubbish?..... SKIP.....
4. Where is the traffic plan displayed?..... SITE OFFICE.....
5. Where is smoking allowed?..... SMALTERS.....
6. Where can you get drinking water?..... CANTEN.....
7. Who should you report unsafe acts or conditions to?..... SITE MANAGER.....

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

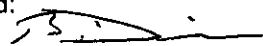
You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

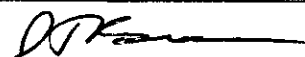
You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                                                                             |                      |
|---------------------------------------------------------------------------------------------|----------------------|
| Signed:  | Date: <u>31/8/17</u> |
|---------------------------------------------------------------------------------------------|----------------------|

**For Kier Use only:**

|                              |                                                                                                 |
|------------------------------|-------------------------------------------------------------------------------------------------|
| Inducted by: <u>D BARNES</u> | Signature:  |
| Comments:                    |                                                                                                 |

291

16 miles

GROUP FORM

SITE INDUCTION / INDUCTEE FORM

|                   |                   |               |              |              |       |
|-------------------|-------------------|---------------|--------------|--------------|-------|
| Project           | New Church Street | Contract No   | 6030         | Induction No | 04916 |
| Name:             | Gareth Hopkins    | Trade:        | Joining      |              |       |
| DOB:              | 3.11.71           | NI Number:    | *            |              |       |
| Employer:         | DCJ               | Phone Number: | 07813138794  |              |       |
| Subcontracted to: | Bethell           | Phone Number: | 01772 490577 |              |       |
| Next of Kin:      | S. Harrison       | Phone Number: | 01772 490577 |              |       |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction) yes / no  
☐ ☒

**1. Vocational, Health, Safety Environmental Knowledge & Experience**  
Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site? yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card. yes / no  
☒ ☐

|                               |                 |              |
|-------------------------------|-----------------|--------------|
| CSCS /CPCS /IPAF etc Card No: | Category/Grade: | Expiry date: |
| ECS 61010553                  | Joiner          | 16.10.17     |

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

**\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site."**

**2. Existing Injuries and ill-Health**

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely? yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site? yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely? yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident** yes / no  
☐ ☒



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point?..... Outside Main Gate.....
2. Where is a first aid box located?..... Site Office.....
3. Where do I deposit my rubbish?..... Skip.....
4. Where is the traffic plan displayed?..... Site Office.....
5. Where is smoking allowed?..... Shelters.....
6. Where can you get drinking water?..... Canteen.....
7. Who should you report unsafe acts or conditions to?..... Site Managers.....

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                                |                      |
|--------------------------------|----------------------|
| Signed: <u>Graham Phillips</u> | Date: <u>31.8.17</u> |
|--------------------------------|----------------------|

**For Kier Use only:**

|                              |                            |
|------------------------------|----------------------------|
| Inducted by: <u>D BARNES</u> | Signature: <u>D Barnes</u> |
| Comments:                    |                            |

 **ecs** electrotechnical  
certification  
scheme

Affiliated  
**BRETT DAVIES**  
**C1015714**  
INSTALLATION ELECTRICIAN  
DISTRIBUTION NETWORKS ELECTRICIAN



JIB GRADE  
ELECTRICIAN

Card Expires 07 06 2018

The registered holder of this card holds  
the qualifications listed on the reverse

 **ecs** electrotechnical  
certification  
scheme

Affiliated  
**GARETH HOPKINS**  
**C1010553**  
DISTRIBUTION NETWORKS ELECTRICIAN  
MAINTENANCE ELECTRICIAN



JIB GRADE  
JOINER

Card Expires 16 10 2017

The registered holder of this card holds  
the qualifications listed on the reverse



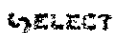
Joint Industry Board for the Electrical Contracting Industry  
PO Box 127, Swanley BR8 9BH  
Tel: 03333 218 230 Web: [www.ecscard.org.uk](http://www.ecscard.org.uk)

**QUALIFICATIONS**  
Completed Apprenticeship



Joint Industry Board for the Electrical Contracting Industry  
PO Box 127, Swanley BR8 9BH  
Tel: 03333 218 230 Web: [www.ecscard.org.uk](http://www.ecscard.org.uk)

**QUALIFICATIONS**  
Completed Apprenticeship



262

16 miles

GROUP FORM

SITE INDUCTION / INDUCTEE FORM

|                                   |                                  |                           |
|-----------------------------------|----------------------------------|---------------------------|
| Project <i>New church Street.</i> | Contract No <i>6030</i>          | Induction No <i>06029</i> |
| Name: <i>Lee Glover</i>           | Trade: <i>Mains + Services</i>   |                           |
| DOB: <i>23-09-75</i>              | NI Number: <i>Sc 712802C</i>     |                           |
| Employer: <i>Bethel</i>           | Phone Number: <i>07720566704</i> |                           |
| Subcontracted to:                 | Phone Number:                    |                           |
| Next of Kin: <i>herry Bradley</i> | Phone Number:                    |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                     |                                              |                              |
|-----------------------------------------------------|----------------------------------------------|------------------------------|
| <b>CSCS</b> / CPCS / IPAF etc Card No: <i>22538</i> | Category/Grade: <i>SCAFFOLDING UTILITIES</i> | Expiry date: <i>10-02-18</i> |
|-----------------------------------------------------|----------------------------------------------|------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site."

2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident

yes / no  
☐ ☒



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? *o/s main gate*
2. Where is a first aid box located? *SIGHT office*
3. Where do I deposit my rubbish? *11 11*
4. Where is the traffic plan displayed? *SIGHT office*
5. Where is smoking allowed? *Shelters*
6. Where can you get drinking water? *can keep*
7. Who should you report unsafe acts or conditions to? *SIGHT manager*

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                            |                      |
|----------------------------|----------------------|
| Signed: <i>[Signature]</i> | Date: <i>16-8-16</i> |
|----------------------------|----------------------|

**For Kier Use only:**

|                              |                               |
|------------------------------|-------------------------------|
| Inducted by: <i>D BARNES</i> | Signature: <i>[Signature]</i> |
| Comments:                    |                               |

263

14 miles

GROUP FORM

SITE INDUCTION / INDUCTEE FORM

|                                     |                                   |                           |
|-------------------------------------|-----------------------------------|---------------------------|
| Project <i>New church st</i>        | Contract No <i>6030</i>           | Induction No <i>06087</i> |
| Name: <i>Michael Marshall</i>       | Trade: <i>Mains / services</i>    |                           |
| DOB: <i>25/3/76</i>                 | NI Number: * <i>Se 61 58 31 D</i> |                           |
| Employer: <i>Bethell</i>            | Phone Number: <i>07518317922</i>  |                           |
| Subcontracted to:                   | Phone Number:                     |                           |
| Next of Kin: <i>Nadean Marshall</i> | Phone Number: <i>07714263969</i>  |                           |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                              |                                         |                          |
|----------------------------------------------|-----------------------------------------|--------------------------|
| CSCS / CPCS / IPAF etc Card No: <i>29181</i> | Category/Grade: <i>Mains / services</i> | Expiry date: <i>2022</i> |
|----------------------------------------------|-----------------------------------------|--------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site."

2. Existing Injuries and Ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? *Outside main gate*
2. Where is a first aid box located? *Site office*
3. Where do I deposit my rubbish? *Skips*
4. Where is the traffic plan displayed? *Site office*
5. Where is smoking allowed? *Shelters*
6. Where can you get drinking water? *Canteen*
7. Who should you report unsafe acts or conditions to? *Site agents*

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

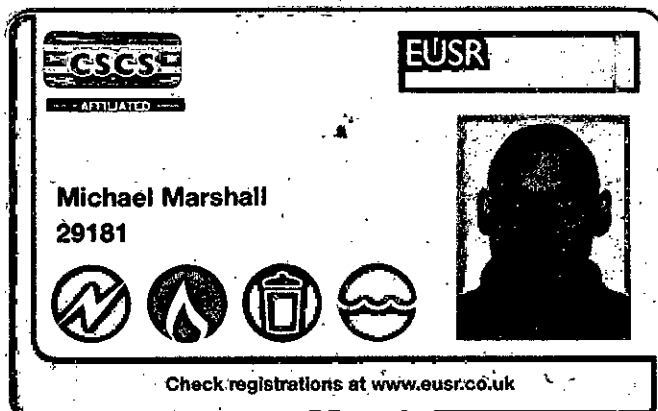
**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                          |                      |
|--------------------------|----------------------|
| Signed: <i>m newhall</i> | Date: <i>16-8-17</i> |
|--------------------------|----------------------|

**For Kier Use only:**

|                              |                             |
|------------------------------|-----------------------------|
| Inducted by: <i>D BARNES</i> | Signature: <i>DJ Barnes</i> |
| Comments:                    |                             |



**REGISTRATION****VALID UNTIL**

|                                                                 |            |
|-----------------------------------------------------------------|------------|
| Utility SHEA (Gas)                                              | 24/03/2018 |
| Utility SHEA (Power)                                            | 14/04/2018 |
| Utility SHEA (Water) Network, Process & Sewerage Network        | 12/09/2019 |
| NCO (G) Mains Layer upto 355mm (Distribution)                   | 10/03/2020 |
| NCO (G) Service Layer (Distribution)                            | 17/03/2020 |
| NCO (W) Assistant                                               | 12/09/2019 |
| NCO (W) Mains Layer 315mm & above (Self-Lay)                    | 12/11/2018 |
| NCO (W) Service Layer (Self-Lay)                                | 29/07/2022 |
| SCO(GB) Trained - Check AE/CP with Network Controller (SCO 1&2) | 23/01/2018 |
| SCO(GB) Trained - Check AE/CP with Network Controller (SCO 5)   | 23/01/2018 |
| PLUS: TT-UK Grundowinch                                         | 10/02/2018 |

This card remains the property of Energy & Utility Skills.  
If found it should be returned to: FREEPOST, MID24016, B90 4BR

**REGISTRATION****VALID UNTIL**

|                                           |            |
|-------------------------------------------|------------|
| Utility SHEA (Gas)                        | 28/08/2017 |
| Utility SHEA (Power)                      | 08/04/2017 |
| Utility SHEA (Water) Network              | 10/04/2017 |
| NCO (G) Service Layer (Distribution)      | 16/10/2019 |
| NCO (W) Mains Layer upto 180mm (Self-Lay) | 25/10/2020 |
| NCO (W) Service Layer (Self-Lay)          | 25/10/2020 |
| PLUS: TT-UK Grundowinch                   | 10/02/2018 |

This card remains the property of Energy & Utility Skills.  
If found it should be returned to: FREEPOST, MID24016, B90 4BR

Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 06087  
Name: MICHAEL MARSHALL  
Trade: UTILITIES  
Date: 16/8/17  
CSCS card number: 29181

Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 06089  
Name: LEE GLOVER  
Trade: UTILITIES  
Date: 16/8/17  
CSCS card number: 22538

|                               |                                  |              |
|-------------------------------|----------------------------------|--------------|
| Project <b>Raddcliff</b>      | Contract No                      | Induction No |
| Name: <b>Peter Morgan</b>     | Trade: <b>Utilities</b>          |              |
| DOB: <b>21/1/69</b>           | NI Number: <b>NR 43 57 69 A</b>  |              |
| Employer: <b>Bethell</b>      | Phone Number:                    |              |
| Subcontracted to: <b>Kier</b> | Phone Number:                    |              |
| Next of Kin: <b>Debbie</b>    | Phone Number: <b>07787 73025</b> |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☒ ☐

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                 |                             |                              |
|---------------------------------|-----------------------------|------------------------------|
| CSCS / CPCS / IPAF etc Card No: | Category/Grade: <b>360%</b> | Expiry date: <b>AUG 2018</b> |
|---------------------------------|-----------------------------|------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? Pedestrian Gate
2. Where is a first aid box located? Site office
3. Where do I deposit my rubbish? Correct bins Skips
4. Where is the traffic plan displayed? Site office
5. Where is smoking allowed? Smoking area
6. Where can you get drinking water? Canteene
7. Who should you report unsafe acts or conditions to? Site manager

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                            |                      |
|----------------------------|----------------------|
| Signed: <u>[Signature]</u> | Date: <u>16.2.17</u> |
|----------------------------|----------------------|

**For Kier Use only:**

|                             |                               |
|-----------------------------|-------------------------------|
| Inducted by: <u>D LEWIS</u> | Signature: <u>[Signature]</u> |
| Comments:                   |                               |

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                               |                              |              |
|-------------------------------|------------------------------|--------------|
| Project <u>Raddeliff</u>      | Contract No <u>075267</u>    | Induction No |
| Name: <u>Shaun Gradwell</u>   | Trade: <u>5832 utilities</u> |              |
| DOB: <u>12/07/1990</u>        | NI Number: <u>JT310913B</u>  |              |
| Employer: <u>Bethell</u>      | Phone Number:                |              |
| Subcontracted to: <u>Kier</u> | Phone Number:                |              |
| Next of Kin:                  | Phone Number:                |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                   |                                  |                                 |
|---------------------------------------------------|----------------------------------|---------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><u>0276 1127</u> | Category/Grade:<br><u>Dumper</u> | Expiry date:<br><u>08/12/17</u> |
|---------------------------------------------------|----------------------------------|---------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

**\* DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and Ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒



|                                                                      |                     |                  |
|----------------------------------------------------------------------|---------------------|------------------|
| Authorised By: John Edwards                                          | Page 1 of 2         | SHEMS-FOR-GR-032 |
| Author: Jam Bezodis                                                  | Date: November 2016 | Version: 1.5     |
| As part of our SHEMS review, this document is valid until April 2017 |                     |                  |



**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? Pedestrians Gate
2. Where is a first aid box located? Site office
3. Where do I deposit my rubbish? Correct skips bins
4. Where is the traffic plan displayed? Site office
5. Where is smoking allowed? Smoking area
6. Where can you get drinking water? canteen
7. Who should you report unsafe acts or conditions to? Site manager

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                        |                      |
|------------------------|----------------------|
| Signed: <u>Stodman</u> | Date: <u>16/2/17</u> |
|------------------------|----------------------|

**For Kier Use only:**

|                       |                         |
|-----------------------|-------------------------|
| Inducted by: <u>D</u> | Signature: <u>LEWIS</u> |
| Comments:             |                         |

Kier Living Limited  
(Northern Region)



### Site Induction Card

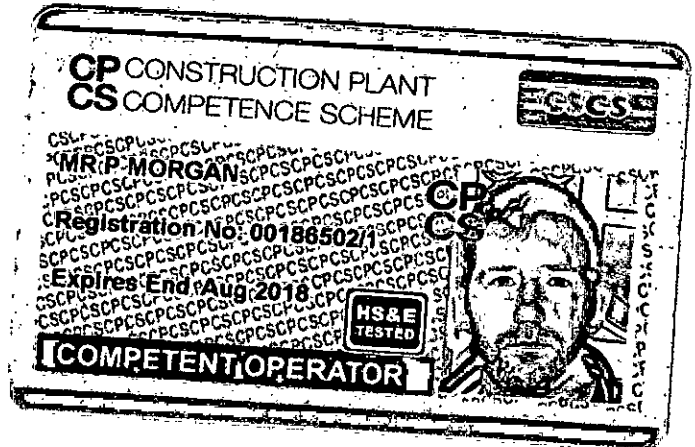
Induction number: 04787  
Name: Shaun Gradwell  
Trade: Utilities  
Date: 8/2/16  
CSCS card number: 204693

Kier Living Limited  
(Northern Region)



### Site Induction Card

Induction number: 04786  
Name: PETER MORGAN  
Trade: T.V  
Date: 8-2-16  
CSCS card number: 23679



The authenticity of this card can be checked by telephoning: 0844 8157274

Registration No: 02761197

PLANT OPERATOR

CATEGORIES

Forward Tipping Dumper - Wheeled

EXPIRY DATE

08/12/2017

To upgrade this card to a Competent Operator card the relevant  
S/NVQ must be achieved

This card is issued in accordance with the terms laid  
out in the CPCS Scheme Booklet

The authenticity of this card can be checked by telephoning: 0844 8157274

Registration No: 00185502

PLANT OPERATOR

CATEGORIES

Excavator 360 below 10 tonnes - Tracked

This card is issued in accordance with the terms laid  
out in the CPCS Booklet

## GROUP FORM

## SITE INDUCTION / INDUCTEE FORM

|                                |                                   |              |
|--------------------------------|-----------------------------------|--------------|
| Project <b>NEW CHURCH ST</b>   | Contract No                       | Induction No |
| Name: <b>SHAWN HAYWOOD</b>     | Trade: <b>UTILITIES</b>           |              |
| DOB: <b>17-11-66</b>           | NI Number: <b>NM464987D</b>       |              |
| Employer: <b>BETHELLS</b>      | Phone Number: <b>07904 890056</b> |              |
| Subcontracted to: <b>KIER</b>  | Phone Number:                     |              |
| Next of Kin: <b>P. HAYWOOD</b> | Phone Number: <b>07199 307807</b> |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ ☒

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ ☐

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ ☐

|                                                    |                                     |                                 |
|----------------------------------------------------|-------------------------------------|---------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><b>EUSR 23407</b> | Category/Grade:<br><b>UTILITIES</b> | Expiry date:<br><b>27-11-17</b> |
|----------------------------------------------------|-------------------------------------|---------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ ☒

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ ☒

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ ☒

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ ☒

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? AT PEDESTRIAN GATE
2. Where is a first aid box located? SITE OFFICE
3. Where do I deposit my rubbish? DESIGNATED SKIPS + BINS
4. Where is the traffic plan displayed? SITE OFF
5. Where is smoking allowed? DESIGNATED AREA
6. Where can you get drinking water? CANTEEN
7. Who should you report unsafe acts or conditions to? SITE AGENT

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                     |                      |
|---------------------|----------------------|
| Signed: <u>S.A.</u> | Date: <u>24-1-17</u> |
|---------------------|----------------------|

**For Kier Use only:**

|                               |                               |
|-------------------------------|-------------------------------|
| Inducted by: <u>K BRADLEY</u> | Signature: <u>[Signature]</u> |
| Comments:                     |                               |





**Shaun Haywood**  
23407






Check registrations at [www.eusr.co.uk](http://www.eusr.co.uk)

| REGISTRATION                                             | VALID UNTIL |
|----------------------------------------------------------|-------------|
| Utility SHEA (Gas)                                       | 17/10/2018  |
| Utility SHEA (Water) Network, Process & Sewerage Network | 10/11/2019  |
| NCO (G) Mains Layer up to 355mm                          | 01/12/2017  |
| NCO (G) Service Layer                                    | 01/12/2017  |
| NCO (W) Mains Layer 315mm & above (Distribution)         | 01/02/2020  |
| Safe Control of Mains Connections (Water)                | 27/11/2017  |
| SCMC(W): Competent Person                                | 27/11/2017  |

This card remains the property of Energy & Utility Skills.  
If found it should be returned to: FREEPOST, MID24016, E90 4BR

**CP Construction Plant  
CS Competence Scheme**

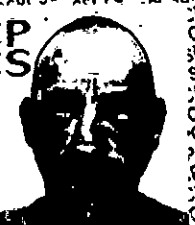
**MR S HAYWOOD**

Registration No: 01556775/1

Expires End Nov 2018

**COMPETENT OPERATOR**

HS&E  
TESTED



**STREET WORKS**  
Qualifications Register

SWQR NUMBER : 24932923

Holder :  
**SHAUN HAYWOOD**

Date of Birth : 17/11/1966

Expiry Date :  
02/01/2019

Please remember to carry your card at all times while  
at work as you may be asked to produce it on site.



The authenticity of this card can be checked by telephoning: 0844 8157274

Registration No: 01556775

**PLANT OPERATOR**

**CATEGORIES**

Forward Tipping Dumper - Wheeled  
Excavator 360 below 10 tonnes - Tracked

This card is issued in accordance with the terms laid  
out in the CPCS Booklet

**QUALIFICATIONS GAINED** SWQR No. 24932923

Operatives

|                                                       |            |
|-------------------------------------------------------|------------|
| Excavation in the road/highway                        | 02/01/2014 |
| Excavation, backfilling & reinstatement - cold lay    | 02/01/2014 |
| Reinstatement of modular surfaces & concrete footways | 02/01/2014 |

If found please return to: SWQR, The Optima Building  
58 Robertson Street, GLASGOW, G2 8DQ. Tel: 0845 270 2720

Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 04935

Name: S. HAYWOOD

Trade: UTILITIES

Date: 7-11-16

CSCS card number: EUSR 23407

|                                     |                                  |              |
|-------------------------------------|----------------------------------|--------------|
| Project <b>NEW CHURCH STREET</b>    | Contract No                      | Induction No |
| Name: <b>CHRIS ELLIS</b>            | Trade: <b>utilities</b>          |              |
| DOB: <b>15/04/69</b>                | NI Number: *                     |              |
| Employer: <b>Bethells utilities</b> | Phone Number: <b>07538710383</b> |              |
| Subcontracted to: <b>KIER</b>       | Phone Number: <b>07949091508</b> |              |
| Next of Kin: <b>LINDA PORTER</b>    | Phone Number:                    |              |

Please complete the questions below to the best of your knowledge

Are you the nominated supervisor for your works package? (You will be required to attend the supplementary Supervisors induction)

yes / no  
☐ yes ☒ no

### 1. Vocational, Health, Safety Environmental Knowledge & Experience

Do you have the competence and equipment necessary to safely carry out the tasks that you will be doing on this site?

yes / no  
☒ yes ☐ no

Have you achieved, or are you in the process of receiving, a CSCS / CPCS Card.

yes / no  
☒ yes ☐ no

|                                                |                                      |                                 |
|------------------------------------------------|--------------------------------------|---------------------------------|
| CSCS /CPCS /IPAF etc Card No:<br><b>377474</b> | Category/Grade:<br><b>EUSR /CSCS</b> | Expiry date:<br><b>10/11/19</b> |
|------------------------------------------------|--------------------------------------|---------------------------------|

(This may be verified via Phoenix)

If you cannot produce a Build UK approved card, you cannot commence work on this site.

\* **DOB or NI number is required to complete CSCS checks via CSCS Smart Card or by using "Card Checker" via the CSCS website, to make sure that invalid cards are not permitted on site.**

### 2. Existing Injuries and ill-Health

Please complete the following questionnaire, or if you are concerned about confidentiality then please discuss with the Site Manager in confidence after the induction.

Are you currently suffering from any injury or ill health that may affect your ability to work safely?

yes / no  
☐ yes ☒ no

Are you currently suffering from any injury or ill-health that may be made worse by your activities on this site?

yes / no  
☐ yes ☒ no

Are you taking any medication that could affect your ability to work safely?

yes / no  
☐ yes ☒ no

Are there any other medical issues that we should be aware of (such as allergies, epilepsy, etc) that requires special precautions or treatment? **Details will be recorded in a sealed envelope and only provided to the emergency services in the event of an accident or incident**

yes / no  
☐ yes ☒ no

**KEY QUESTIONS / KEY POINTS:**

1. Where is the fire assembly point? At Main gate
2. Where is a first aid box located? Site office
3. Where do I deposit my rubbish? Bins Provided
4. Where is the traffic plan displayed? Site office
5. Where is smoking allowed? Smoking hut
6. Where can you get drinking water? Canteen
7. Who should you report unsafe acts or conditions to? Site Manager

**I CONFIRM THAT:**

I have attended the Kier site induction and that I understand the safety, health & environmental requirements, and the Site Rules that are in place on this site.

As a contractor, I have seen and understand my Employers Method Statement and Risk Assessment relating to the specific activities that I will be carrying out on this site. Where a change in the method of work or equipment is required I will inform site management.

I will co-operate with Site management and supervisors and report any accident or unsafe condition.

I have informed the Site Management about any medication I am taking, and/or any other health issues that may affect my ability to work safely or result in me becoming unwell.

I will inform the site management of any changes in health or medication that may affect my ability to work safely on site

**MOBILE PHONES – AUTHORISATION/ACCEPTANCE USE POLICY**

You are authorised to use your mobile telephone in connection with this project in the designated areas of the site. It is your responsibility to ensure that you use it in a way that does not compromise your safety and that of others around you. This authorisation may be withdrawn at any time.

By signing this induction record sheet you acknowledge receipt of this authorisation and confirm that you will only use the mobile telephone in the specified areas.

You also confirm that you will not use it to take or send any photograph or video on, or connected to this site without prior written permission from the Site Manager.

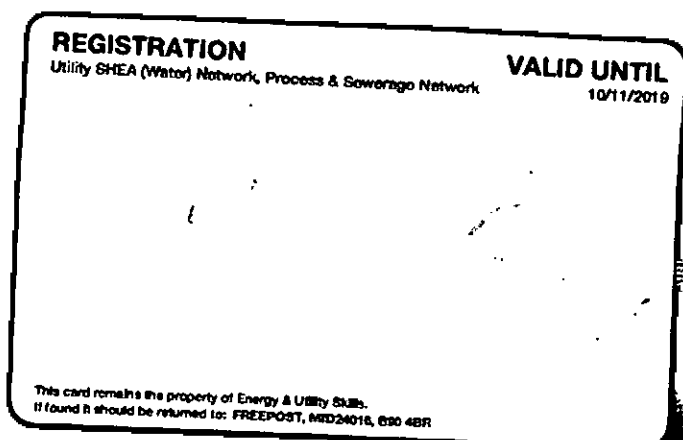
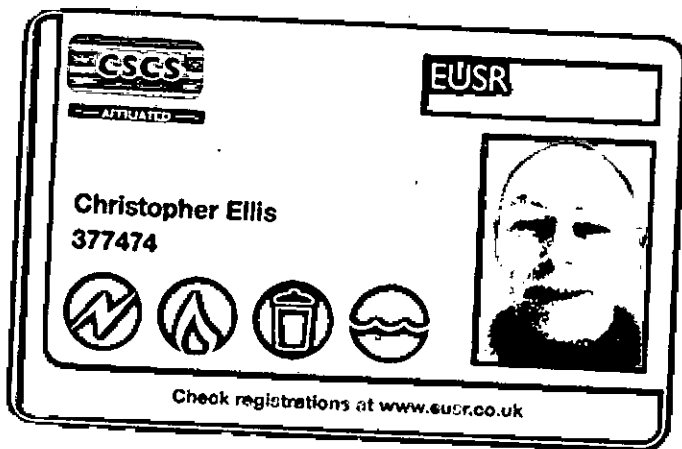
**ACKNOWLEDGEMENT**

Prior to signing the acknowledgement you should seek clarification on any of the above items to avoid any misunderstandings or confusion.

|                    |                      |
|--------------------|----------------------|
| Signed: <u>CEH</u> | Date: <u>24/1/17</u> |
|--------------------|----------------------|

**For Kier Use only:**

|                               |                               |
|-------------------------------|-------------------------------|
| Inducted by: <u>K BRADLEY</u> | Signature: <u>[Signature]</u> |
| Comments:                     |                               |



Kier Living Limited  
(Northern Region)



**Site Induction Card**

Induction number: 04936

Name: CHRIS ELIS

Trade: UTILITIES

Date: 7/11/16

CSCS card number: CITB 002485492



1

2

3

4

5

6

7

8

9

10

1



Contractor..... *Bethall* .....Site..... *Radecliffe* .....

| Risk Assessment & Method Statement Checklist                          |                                                                         | Yes | No | N/A |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------|-----|----|-----|
| 1. Document details                                                   | RAMS Title, No. and Revision included                                   | ✓   |    |     |
|                                                                       | Table of contents                                                       | ✓   |    |     |
|                                                                       | Principal contractor name                                               | ✓   |    |     |
|                                                                       | Project name and address                                                | ✓   |    |     |
|                                                                       | Name and position of author                                             | ✓   |    |     |
|                                                                       | Contractor has access to the Construction Phase H&S Plan                |     |    |     |
| 2. Scope of works                                                     | Description of works                                                    | ✓   |    |     |
|                                                                       | Reference to specific work location                                     |     |    |     |
| 3. SHE Sequence and method<br>(i.e. how the job is to be done safely) | Logical sequence of works                                               | ✓   |    |     |
|                                                                       | Detailed description of the method of works                             | ✓   |    |     |
|                                                                       | Drawings/visual means to detail tasks                                   |     |    | ✓   |
|                                                                       | Ref to relevant Kier Minimum Standards                                  |     |    |     |
|                                                                       | Consideration of Temp. works and services                               | ✓   |    |     |
|                                                                       | Public protection/interface                                             |     |    |     |
|                                                                       | Permit/Inspection/Test requirements                                     | ✓   |    |     |
|                                                                       | Start and finish dates                                                  |     |    |     |
|                                                                       | Interfaces with other trades                                            |     |    | ✓   |
|                                                                       | Sub-let packages                                                        |     |    | ✓   |
|                                                                       | Working hours/ Out of hours working                                     | ✓   |    |     |
|                                                                       | Access to site and work areas                                           | ✓   |    |     |
| 4. Competencies                                                       | Relevant Appointments: TW Supervisor, Crane AP, Fire Marshal, First Aid |     |    |     |
|                                                                       | Specific training requirements                                          |     |    |     |
|                                                                       | CSCS / CPCS Cards or equivalent                                         | ✓   |    |     |
|                                                                       | Separate Young Persons assessment                                       |     |    |     |
|                                                                       | Supervisor Qualifications (need a copy) SSSTS                           |     |    |     |
| 5. Resources                                                          | Type of plant selected and suitability                                  | ✓   |    |     |
|                                                                       | Plant certification and inspections                                     | ✓   |    |     |
|                                                                       | Labour levels                                                           | ✓   |    |     |
|                                                                       | Material deliveries and movement on site                                | ✓   |    |     |
| 6. Emergency Procedures                                               | Relevant project emergency procedures                                   |     |    |     |
|                                                                       | Task specific procedures and rescue plan                                |     |    |     |
|                                                                       | Emergency contact names and numbers.                                    |     |    |     |
|                                                                       | Pollution prevention methods                                            | ✓   |    |     |
| 7. Work Monitoring and Supervision                                    | Name of on-site and off-site supervision                                |     |    |     |
|                                                                       | Correct ratio                                                           |     |    |     |
|                                                                       | Daily co-ordination briefings                                           |     |    |     |
|                                                                       | Supervisors SHE monitoring                                              |     |    |     |
|                                                                       | H&S Managers inspections every 3 months                                 |     |    |     |
|                                                                       | Temporary works inspections                                             |     |    |     |
|                                                                       | Inspection and tests                                                    |     |    |     |
| COSHH                                                                 |                                                                         |     |    |     |

Contractor.....

Site.....

|                                              |                                                                                                |   |  |   |
|----------------------------------------------|------------------------------------------------------------------------------------------------|---|--|---|
| <b>8. Environmental</b>                      | Noise, dust, vibration, odour, road cleaning                                                   | ✓ |  |   |
|                                              | Protection of watercourses, drains and wells                                                   | ✓ |  |   |
|                                              | Waste provision (Reduce, Segregation, Removal)                                                 |   |  | ✓ |
|                                              | Waste Documentation, Hazardous Waste                                                           |   |  |   |
|                                              | Fuel Storage                                                                                   | ✓ |  |   |
|                                              | Drip Trays                                                                                     | ✓ |  |   |
|                                              | Spill Kits                                                                                     | ✓ |  |   |
|                                              | Refueling procedure                                                                            | ✓ |  |   |
|                                              | Control of concrete wash water                                                                 |   |  | ✓ |
|                                              | Protection of wildlife / Ecology / Control of invasive species                                 |   |  | ✓ |
|                                              | Contaminated land                                                                              | ✓ |  |   |
|                                              | Heritage, Archaeology                                                                          |   |  | ✓ |
|                                              | Import of aggregates / soils                                                                   | ✓ |  |   |
|                                              | Timber certification                                                                           |   |  | ✓ |
|                                              | Calibration certificates supplied and in date for equipment (e.g. CAT detector, Pull out test) | ✓ |  |   |
| <b>9. Quality</b>                            | Traffic routes                                                                                 | ✓ |  |   |
| <b>10. Any Amendments to current systems</b> | Emergency arrangements                                                                         |   |  |   |
|                                              | Existing systems of work                                                                       |   |  |   |
|                                              | Other                                                                                          |   |  |   |
| <b>11. Appendices</b>                        | Project Specific Risk assessments                                                              |   |  |   |
|                                              | Manual Handling assessments                                                                    | ✓ |  |   |
|                                              | COSHH assessments and controls                                                                 | ✓ |  |   |
|                                              | Noise Risk Assessment                                                                          | ✓ |  |   |
|                                              | Vibration Risk Assessment (HAVS)                                                               | ✓ |  |   |
|                                              | Personal Protective Equipment – Type & Grade specified                                         | ✓ |  |   |
|                                              | Temporary works designs                                                                        | ✓ |  |   |
|                                              | Reference to any other relevant documents.                                                     |   |  |   |

Comments

| Do the rams include?                                                                                                                   | YES | NO | N/A |
|----------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----|
| All operatives must be CSCS trained                                                                                                    | ✓   |    |     |
| All Plant operatives must hold CPCS cards for the relevant item of plant                                                               | ✓   |    |     |
| Plant operator medicals                                                                                                                |     |    |     |
| Excavation inspections                                                                                                                 | ✓   |    |     |
| Temporary Works including design of shoring                                                                                            | ✓   |    |     |
| Method for cutting clay / concrete pipes (stihl saw/dust suppression/face fit testing/abrasive wheel training)                         |     |    | ✓   |
| Wheel stops for trenches                                                                                                               | ✓   |    |     |
| COSHH (including but not limited to concrete, mortar, diesel, petrol, release agents, resins)                                          | ✓   |    |     |
| Avoiding manual handling (kerb handlers etc.)                                                                                          | ✓   |    |     |
| Installation of large diameter concrete pipes – how?                                                                                   |     |    | ✓   |
| All plant to be fitted with flashing warning beacons and CCTV or appropriate mirrors to eliminate blind spots (refer SHEMS-STD-GR-057) | ✓   |    |     |
| All plant to be tested (12 monthly + weekly / daily inspections)                                                                       | ✓   |    |     |
| Traffic management arrangements including any roads and streetworks                                                                    | ✓   |    |     |
| Working with contaminated land                                                                                                         | ✓   |    |     |
| Protection from falls into trenches / access into trenches                                                                             | ✓   |    |     |
| Protecting excavations if left open                                                                                                    | ✓   |    |     |
| Quick Hitches including driver training and inspection                                                                                 | ✓   |    |     |
| Lifting certificates and lifting plan for heavy pipes.                                                                                 |     |    | ✓   |
| Drip trays for refuelling (SHEMS-GUI-LIV-027)                                                                                          | ✓   |    |     |
| Vibration assessments                                                                                                                  | ✓   |    |     |
| Permit to Dig / Use of cat scan / Ecat 4+ / RD7000 / signal generator / Calibration / Training (RASWA) (SHEMS-GUI-LIV-12)              | ✓   |    |     |
| SMSTS / supervisor proof of training (full time supervisor)                                                                            | ✓   |    |     |
| Tool box talks fortnightly                                                                                                             |     |    |     |
| Supervisor weekly inspections                                                                                                          |     |    |     |
| Completion of kier paperwork                                                                                                           | ✓   |    |     |
| Plot drawings completed for services and foundation                                                                                    |     |    | ✓   |
| Avoiding underground services (SHEMS-GR-STD-GR059)                                                                                     |     |    |     |
| Fuel tank not wheeled / storage area (SHEMS-GUI-LIV-008)                                                                               |     |    | ✓   |
| Independent Inspections bi-monthly                                                                                                     |     |    |     |
| Spoil removal / waste transfer notes / waste carriers notes                                                                            | ✓   |    |     |
| Import of spoil / crushed aggregates                                                                                                   | ✓   |    |     |
| Bucket Changing area                                                                                                                   | ✓   |    |     |
| Keys on lanyards to ensure not left in ignition                                                                                        | ✓   |    |     |
| Insulated shovels                                                                                                                      | ✓   |    |     |
| Manholes pre-benched or benched when first ring installed to avoid confined spaces                                                     |     |    | ✓   |
| Concrete wash out                                                                                                                      | ✓   |    | ✓   |

| Comments |  |  |  |
|----------|--|--|--|
|          |  |  |  |



## Method Statement

Document Ref : 710  
 Issue No. :  
 Issue Date : 07.08.15  
 Originated By : S.Hayden  
 Approved By :

This method statement is to be read in conjunction with the associated risk assessments and the company's Health and Safety Policy and Procedures Manual

|                                                                                                    |                                                                                                                                                                                                                         |              |                                                                                                                                          |             |                  |  |
|----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------|--|
| <b>Description of the Task/Activity:</b>                                                           | <b>PE Main Laying</b>                                                                                                                                                                                                   |              | <b>Method Statement No.</b>                                                                                                              |             | <b>BUS/G/710</b> |  |
| <b>Project Name:</b>                                                                               |                                                                                                                                                                                                                         |              | <b>Project Ref:</b>                                                                                                                      |             |                  |  |
| <b>Site Address/ Location:</b>                                                                     |                                                                                                                                                                                                                         |              | <b>Start Date/Time:</b>                                                                                                                  |             |                  |  |
|                                                                                                    |                                                                                                                                                                                                                         |              | <b>Finish Date/Time:</b>                                                                                                                 |             |                  |  |
| <b>Personnel involved:</b>                                                                         | <b>Role/Trade</b>                                                                                                                                                                                                       |              | <b>Name</b>                                                                                                                              |             |                  |  |
|                                                                                                    | Technical Manager                                                                                                                                                                                                       |              |                                                                                                                                          |             |                  |  |
|                                                                                                    | Site Supervisor                                                                                                                                                                                                         |              |                                                                                                                                          |             |                  |  |
|                                                                                                    | Project Manager                                                                                                                                                                                                         |              |                                                                                                                                          |             |                  |  |
|                                                                                                    | GNO2 or NCO(G) mainlayer                                                                                                                                                                                                |              |                                                                                                                                          |             |                  |  |
|                                                                                                    | GNO1or NCO(G) Assistant                                                                                                                                                                                                 |              |                                                                                                                                          |             |                  |  |
|                                                                                                    |                                                                                                                                                                                                                         |              |                                                                                                                                          |             |                  |  |
| <b>Works Supervisor:</b>                                                                           |                                                                                                                                                                                                                         | <b>Role:</b> |                                                                                                                                          | <b>Tel:</b> |                  |  |
| <b>Key Plant and Tools Required:</b>                                                               | <ul style="list-style-type: none"> <li>• Mechanical Excavator</li> <li>• Cable/Pipe locator</li> <li>• Hand Tools</li> <li>• Disc Cutter</li> <li>• Pipe Trailer</li> </ul>                                             |              | <ul style="list-style-type: none"> <li>• Jack Hammer</li> <li>• Wacker plate</li> <li>• Submersible pump</li> <li>• Floor saw</li> </ul> |             |                  |  |
| <b>Key Materials Required:</b>                                                                     | <ul style="list-style-type: none"> <li>• Pipe</li> <li>• Fittings</li> <li>• Chamber sections, covers and frames</li> <li>• Granular Bedding and Surround</li> <li>• Marker Tape</li> </ul>                             |              |                                                                                                                                          |             |                  |  |
| <b>Other Essential Equipment:</b>                                                                  | <ul style="list-style-type: none"> <li>• First aid kit</li> <li>• Barriers</li> <li>• Stop logs – to prevent vehicles getting too close to evacuation</li> <li>• Signage</li> </ul>                                     |              |                                                                                                                                          |             |                  |  |
| <b>Specific Identified Residual Hazards:</b><br>(or refer to the task specific risk assessment(s)) | Please Refer to the associated risk assessments. However the key hazards associated with this operation are: <ul style="list-style-type: none"> <li>• Electrocution</li> <li>• Explosion</li> <li>• Flooding</li> </ul> |              |                                                                                                                                          |             |                  |  |

**Sequence of Operations:**

**1. Scope**

This procedure describes the method to be used when polyethylene (PE) pipes are laid as mains that will operate at pressures up to 7 bar, for adoption by a GT.

Where steel mains are to be laid, the guidance in MS14 Steel Pipe Systems should be used together with the principles of this procedure.

**2. Excavations – Method Statement MS01 Excavations**

**3. Proximity Distances**

**Minimum Proximity to Buildings for PE & Steel Mains (Summary)**

| Pressure             | Diameter       | PE minimum proximity | Steel minimum proximity |
|----------------------|----------------|----------------------|-------------------------|
| LP ( $\leq$ 75 mbar) | 125 mm or less | 0.25 m               | 0.25 m                  |
| LP ( $\leq$ 75 mbar) | 180 mm or more | 1 m                  | 0.25 m                  |
| MP (75mb - 2bar)     | Up to 315 mm   | 3 m                  | 1 m                     |
| MP (75mb - 2bar)     | 355 - 400 mm   | 4 m                  | 1 m                     |
| MP (75mb - 2bar)     | 500 mm         | 5 m                  | 1 m                     |
| IP (2 - 5.5 bar)     | Up to 315 mm   | 5 m                  | 3 m                     |
| IP (2 - 5.5 bar)     | 400 mm         | 8 m                  | 3 m                     |
| IP (2 - 5.5 bar)     | 500 mm         | 13 m                 | 3 m                     |
| IP (5.5 - 7 bar)     | Up to 400 mm   | 10 m                 | 3 m                     |
| IP (5.5 - 7 bar)     | 500 mm         | 15 m                 | 3 m                     |

For more detail and to see PE & steel specifications, see Table 5 in IGE/TD/3 Ed 4

**Depths**

The following minimum depths of cover are to be achieved:

- 1100 mm in open fields and agricultural land
- 750 mm in carriageway and verges
- 600 mm in footways and other private ground.

**Variations from approved design**

Approval must be obtained in advance for any variations from the design or from industry standards, for example where there are any proposed reductions in the required minimum depth of cover, pipeline route changes or different pipe diameters.

The Technical Advisor will refer to IGE/TD/101 Ed 2 regarding on-site variations, and will consult with and respond to the adopting GT where necessary.

Where it may be necessary to lay mains shallow or excessively deep, advice must be sought from the adopting GT and as-laid plans must be marked accordingly.

**Sequence of  
Operations (cont.):**

**4. Pipe Handling**

Pipe bundles should be stored on level ground and can be stored up to 3m high.

Small diameter coils, which are film wrapped and delivered on pallets, should remain on the pallet and stored on flat ground until required. Individual film wrapped coils should be stored flat on level ground. Again ensure there are no large stones or sharp objects, which may damage the pipe.

Free standing coils (FSC's) up to 180mm diameter can potentially cause injury if handled in the wrong manner; therefore FSC's should be stored flat on battens up to a maximum of 2.5 metres high. Timber battens should also be placed between coils to enable fork truck access or for slinging purposes.

Pipe should be transported on a flatbed vehicle, which is free from any sharp objects, nails etc. Full loads direct from the factory can be offloaded with a vehicle mounted Hi-Ab crane and are often delivered direct to site.

Pipe bundles should be offloaded by crane or fork truck. With crane offloading the bundles can be lifted with wide band slings; chains, hooks or steel rope should not be used. Fork truck and side loader offloading should be carried out by trained operators only; care is required to avoid damage by the metal fork blades.

Free standing coils (FSC's) are delivered on dedicated caged vehicles and off-loaded by Hi-Ab crane. They should be handled, wherever possible, on site by fork truck or crane with slings for lifting into the trailer/dispensers.

FSC's are banded in individual layers to allow the pipe to be dispensed in a safe and controlled manner; particular care should be taken with pipe ends so that they are secured when pipe is released from the coil dispenser or manually de-banded.

Do not store individual straight pipes of up to 125mm diameter more than eight pipes high (i.e. 1m)

Do not store individual straight pipes over 125mm diameter more than four pipes or 1m high

Do not store straight pipes in bundled packs more than two packs high

**5. Working with PE Pipe**

Pipe should not be pushed or pulled over rough or sharp edges. Protection should be provided against contact with sharp or angular objects.

Pipe and fittings should not be dropped and particular care should be exercised when handling at temperatures significantly below freezing.

Do not use a faulty or damaged pipe. Any scoring of the surface should not exceed 10% of the wall thickness.

Seal the pipe end to prevent ingress of water or debris at all times.

Particularly when left overnight, proprietary stoppers shall be used.

Place marker tape at 250mm above the top of all mains unless otherwise directed. Seek advice for any required additional protection of MP and IP pipes.

Do not bend PE pipe in a radius tighter than that shown in the table below:

**Minimum Bend Radius MDPE**

| Diameter | Without Joints | With Joints |        |
|----------|----------------|-------------|--------|
|          |                | SDR 11      | SDR17  |
| 63mm     | 1.0m           | 1.6m        | 2.9m   |
| 90mm     | 1.4m           | 2.3m        | 4.1m   |
| 125mm    | 1.9m           | 3.2m        | 5.7m   |
| 180mm    | 2.7m           | 4.5m        | 8.1m   |
| 250 mm   | 3.8 m          | 6.3 m       | 11.3 m |
| 315 mm   | 4.8 m          | 7.9 m       | 14.2 m |

Further reference: Table 7 of IGE/TD/3 Ed 4

Precautions should be taken when carrying out pipe jointing when the air temperature is below  $-5^{\circ}\text{C}$  or above  $40^{\circ}\text{C}$ . Pipes made from dissimilar polymers may be joined only by electrofusion or mechanical methods. Where electrofusion coupling are used to connect sections of thin walled pipe (e.g. SDR 26 or thinner), steel inserts shall be fitted to prevent pipe wall collapse during the fusion operation.

Each pipe will be marked:

- a) GAS;
- b) Polymer type, i.e. PE 80 or PE 100;
- c) Size (i.e. outside diameter) and SDR.

Each fitting will be marked:

- a) size (i.e. outside diameter) and SDR;
- b) SDR, for fittings of outside diameter greater than 250 mm;
- c) fusion time(s);
- d) cooling time.

Joints shall be made only with dry pipe and fittings.

A fusion surface which has been cleaned by trimming/scraping should not be touched.

It is essential that the pipe is supported to prevent it being moved during the heating, fusion and cooling phases. Long pipes should be supported to avoid misalignment due to sagging.

Pressure testing shall not be carried out until the complete system has cooled down to ambient temperature.

## 6. RECORDS

Mains and valve positions and any unusual details shall be recorded on construction drawings and submitted to the project manager for forwarding to the adopting GT within a Completion file.

|                                                                                                                                                                                                                                    |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  <b>KIER</b><br>Kier Living Limited<br>Lysander House<br>Tempsford Hall, Sandy<br>Bedfordshire SG19 2BD<br>Tel: 01767 642500<br>Fax: 01767 642501 |  | Valves should be located and installed as directed by the Designer. Typical distances which should not be exceeded are:<br><br>a) 800m in city and urban locations.<br>b) 1500m in rural locations<br><br>Recommended locations for valves are as follows:<br><br>a) On either side of special crossings or other sections of a system where there is high risk of interference damage.<br>b) On the three outlets of a branch in MP systems.<br>c) Other locations where considered necessary. |  |
| <b>Valve Locations:</b>                                                                                                                                                                                                            |  | Valves should be so positioned as to ensure unrestricted access for their operation and maintenance.                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <b>Method of Access and Egress to the work area:</b>                                                                                                                                                                               |  | Access to the base of the excavation only be permitted via...once sufficient trench supports are in position.                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>Fall Protection Measures:</b>                                                                                                                                                                                                   |  | • Barriers<br>• Heras Fencing                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>Hazardous Substances:</b>                                                                                                                                                                                                       |  | (ie: Lubricants/Solvents/Flammable Gases etc)                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>SWL's:</b>                                                                                                                                                                                                                      |  | Quantity Unit Description<br>1 150 b/n kerbs 150m ext radius<br>2 150 b/n kerbs 150m ext radius<br>1 150 b/n kerbs 150m ext radius<br>2 150 b/n kerbs 150m ext radius<br>1 150 b/n kerbs 150m ext radius<br>2 150 b/n kerbs 150m ext radius<br>1 150 b/n kerbs 150m ext radius<br>2 150 b/n kerbs 150m ext radius                                                                                                                                                                               |  |
| <b>Required Personnel Protective Equip.:</b>                                                                                                                                                                                       |  | Other:<br>1. Hi-Viz                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |

|                                          | Yes,<br>required<br>at all<br>times                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes,<br>required<br>at all<br>times | Yes,<br>required<br>at all<br>times | Yes, when<br>using<br>power<br>tools | Yes, when<br>using disc<br>cutter | Yes, when<br>using<br>power<br>tools |  |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|-----------------------------------|--------------------------------------|--|
| <b>Emergency Procedures:</b>             | <p>Call 999 and advise the appropriate emergency services,<br/>Isolate any plant, machinery or other equipment,<br/>Do <b><u>NOT</u></b> move the injured person unless it is absolutely necessary and they are in danger by remaining where they are,<br/>Keep the injured person warm and dry,<br/>Inform the site manager and head office.</p>                                                                                                                                                                                                                                                                                                                                                                                                                  |                                     |                                     |                                      |                                   |                                      |  |
| <b>Other Information &amp; Comments:</b> | <p>All plant machinery, tools and equipment will be inspected on each occasion before it is used and in accordance with the manufacturers and statutory requirements. If any defects are identified, the equipment shall be taken out of use and the company's Managing Director will be informed at once.</p> <p>The use of low vibration tools will be utilised where possible, only low vibration models will be purchased and when tools are being hired, consideration is to be given to lower vibration models.</p> <p>As with vibration, low noise tools will be selected where appropriate, consideration has been given to the selection of appropriate tools in this method statement and quieter methods of working are selected where appropriate.</p> |                                     |                                     |                                      |                                   |                                      |  |

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's Health and Safety Policy.

Bethell Utility Services



## Method Statement

Document Ref : 714

Issue No. :

Issue Date : September 2015

Originated By : S.Hayden

This method statement is to be read in conjunction with the associated risk assessments and the company's Health and Safety Policy and Procedures Manual

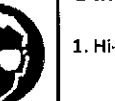
|                                          |                                                                                                                  |                             |                  |             |  |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------|-------------|--|
| <b>Description of the Task/Activity:</b> | <b>Pipe Handling</b>                                                                                             | <b>Method Statement No.</b> | <b>BUS/G/714</b> |             |  |
| <b>Project Name:</b>                     |                                                                                                                  | <b>Project Ref:</b>         |                  |             |  |
| <b>Site Address/ Location:</b>           |                                                                                                                  | <b>Start Date/Time:</b>     |                  |             |  |
|                                          |                                                                                                                  | <b>Finish Date/Time:</b>    |                  |             |  |
| <b>Personnel involved:</b>               | <b>Role/Trade</b>                                                                                                | <b>Name</b>                 |                  |             |  |
|                                          | Technical Manager                                                                                                |                             |                  |             |  |
|                                          | Site Supervisor                                                                                                  |                             |                  |             |  |
|                                          | Project Manager                                                                                                  |                             |                  |             |  |
|                                          | GNO2 or NCO(G) Team Leader                                                                                       |                             |                  |             |  |
|                                          | GNO1 or NCO(G) Assistant                                                                                         |                             |                  |             |  |
|                                          |                                                                                                                  |                             |                  |             |  |
| <b>Works Supervisor:</b>                 |                                                                                                                  | <b>Role:</b>                |                  | <b>Tel:</b> |  |
| <b>Key Plant and Tools Required:</b>     | <ul style="list-style-type: none"><li>• Excavator for Lifting</li><li>• Secure Cabin</li><li>• Padlock</li></ul> |                             |                  |             |  |
| <b>Key Materials Required:</b>           |                                                                                                                  |                             |                  |             |  |
| <b>Other Essential Equipment:</b>        | <ul style="list-style-type: none"><li>• First aid kit</li><li>• Barriers</li><li>• Signage</li></ul>             |                             |                  |             |  |

|                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specific Identified Residual Hazards:</b><br>(or refer to the task specific risk assessment(s)) | Please Refer to the associated risk assessments. However the key hazards associated with this operation are: <ul style="list-style-type: none"> <li>• Lifting heavy objects</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Specific Staff Training Requirements:</b>                                                       | <ul style="list-style-type: none"> <li>• Manual Handling</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>General Principles:</b>                                                                         | <p>Polyethylene pipe systems are tough and relatively light and easy to handle although they can be damaged by sharp objects through scoring or gouging. Therefore it is important that pipe and fittings are handled sensibly and with care, for the operatives' safety as well as for the protection of the pipe and fittings.</p> <p>Pipes and fittings should not be dropped or thrown from vehicles, or dragged across rough ground which may cause scoring. Pipe with scoring in excess of 10% of wall thickness should be clearly marked as damaged and discarded.</p> <p>Polyethylene is unaffected by freezing conditions. Pipe can, however, become very slippery and extra care should be exercised during handling and installation. In general all protective packaging should remain in place as long as practicable before use.</p> <p>All packaging should be disposed of sensibly according to the requirements of the site.</p> |
| <b>Loose pipes:</b>                                                                                | <p>Individual pipes should be stacked on level ground, free of stones and sharp objects, with timber batten supports at 1m centres. The pipe can be stored in pyramid fashion up to 1m high and should be strung out on site should be protected from damage, e.g. Coned off or within a barrier system and pipe end caps should be left in place to prevent the ingress of dirt etc.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Bundled pipe:</b>                                                                               | <p>Pipe bundles should be stored on level ground and can be stored up to 3m high.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Small Diameter Coils:</b> | Small diameter coils, which are film wrapped and delivered on pallets, should remain on the pallet and stored on flat ground until required. Individual film wrapped coils should be stored flat on level ground. Again ensure there are no large stones or sharp objects, which may damage the pipe.                                                                                                                                                                                                                                                                                                                        |
| <b>Free Standing Coils:</b>  | Free standing coils up to 180mm diameter can potentially cause injury if handled in the wrong manner; therefore, free standing coils should be stored flat on battens up to a maximum of 2.5 metres high. Timber battens should also be placed between coils to enable fork truck access or for slinging purposes.                                                                                                                                                                                                                                                                                                           |
| <b>Transport:</b>            | <p>Pipe should be transported on a flatbed vehicle, which is free from any sharp objects, nails etc. Full loads direct from the factory can be offloaded with a vehicle mounted Hi-Ab crane and are often delivered direct to site.</p> <p>Pipe bundles should be offloaded by crane or fork truck. With crane offloading the bundles can be lifted with wide band slings; chains, hooks or steel rope should not be used.</p>                                                                                                                                                                                               |
| <b>Transport cont:</b>       | <p>Fork truck and side loader offloading should be carried out by trained operators only; care is required to avoid damage by the metal fork blades.</p> <p>Free standing coils are delivered on dedicated caged vehicles and off-loaded by Hi-Ab crane. They should be handled on site by fork truck or crane with slings for lifting into the trailer/dispensers.</p> <p>Free standing coils are banded in individual layers to allow the pipe to be dispensed in a safe and controlled manner; particular care should be taken with pipe ends so that they are secured when pipe is released from the coil dispenser.</p> |
| <b>Drums:</b>                | <p>In addition to free standing, longer length drums are available e.g. up to 220m of 180mm pipe.</p> <p>Drums are delivered direct to site on a low loader and are normally dispensed directly from a coil trailer.</p>                                                                                                                                                                                                                                                                                                                                                                                                     |

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Fitting Information:</b>  | <p>Electrofusion fittings should be stored under cover and kept dry, fittings should be kept boxed and in their sealed bags up to the point of use.</p> <p>Larger diameter fabricated fittings can be stored externally for up to 1 year. However they must be stored to avoid damaging the pipe ends, as this may cause problems in jointing. As with pipe, fittings should not be stored close to heat sources or exhausts or where there may be a risk of contamination from chemicals, solvents and oils.</p>                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Small Diameter Coils:</b> | <p>All small diameter pipes 20 - 32mm are film wrapped and palletised, individual coils should be cut from the pallet as required. Pipe should be dispensed from the centre of the coil as required, with the pipe end plug being replaced.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Ingestion:</b>            | <p>Polyethylene is classified as chemically un-reactive and regarded as being biologically inert. Ingestion of PE in any form should, however, be avoided.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Physical Contact:</b>     | <p>PE is not considered to be a skin irritant. However, when cutting or scraping PE, dust particles may cause eye irritation and appropriate protective eyewear should be used.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Inhalation:</b>           | <p>PE does not release harmful fumes at normal ambient temperatures. Inhalation of PE dust can irritate the respiratory system and where possible cutting or scraping operations should be carried out in well ventilated areas.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Fire Hazard:</b>          | <p>Polyethylene will melt at 120 - 135°C and above 300°C will degrade to produce carbon dioxide, carbon monoxide, water and small amounts of various hydrocarbons and aldehydes. These gases may ignite and provide heat to accelerate the process. Burning, molten droplets of material may be released which could ignite adjacent materials.</p> <p>Avoid inhalation of smoke or fumes as the combustion of PE may release toxic materials. Do not allow PE dust particles to accumulate as in extreme circumstances there can be a risk of dust explosion. All electrical equipment should be carefully sited and earthed, likewise with the siting of any potential heat sources. In the event of fire, any fire extinguisher may be used, powder extinguishers are very effective in quenching flames.</p> <p>Water sprays are especially effective in rapidly cooling and damping down a fire but are not recommended.</p> |

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Handling:</b>                                                    | <p>Polyethylene pipe and fittings should be handled in accordance with IGEM recommendations.</p> <p>Particular care should be observed when handling large diameter pipe and fittings and during cold frosty weather. Appropriate safety clothing and equipment should be used at all times when handling PE pipes and fittings.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Safety Precaution:</b>                                           | <p>When handling or dispensing coils or drummed PE pipe extreme care should be taken, especially with 90mm diameter and larger pipe where a <u>coil dispensing trailer</u> must be used, where the coil is restrained within a steel cage and the outer end of the coil is safely secured during transport and storage. The inner end of the coil is restrained during dispensing to prevent 'Spring Back', some models have a removable roller assembly to act as a pipe guide during dispensing. Check Trailer Manufacturer details prior to use.</p> <p>Operatives should be adequately trained and experienced in the use of large diameter coiled pipe.</p>                                                                                                                                                                                                                                                                                                      |
| <b>Safety in Jointing:</b>                                          | <p>Fusion welding of PE pipe and fittings produces molten PE and will adhere strongly to skin if allowed to come into contact and cause severe burns. Protective gloves should be worn during the jointing process and when handling hot equipment.</p> <p>Jointing should always be carried out in well-ventilated areas. Fusion welding procedures produce small quantities of fumes and inhalation of fumes should be avoided or minimised.</p> <p>The Electrofusion jointing process can cause the ejection of molten material if the joint assembly is incorrectly carried out. Operatives should wear safety gloves and goggles during jointing and avoid standing directly over the joint area.</p> <p>Polyethylene is biologically inert and is not considered to be dangerous to the environment.</p> <p>Waste polyethylene material can be reprocessed into new pipe products or other products and there is a growing market for such waste materials.</p> |
| <b>Temporary Supports and Props needed to facilitate the works:</b> | As discussed Above                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Method of Access and Egress to the work area:</b>                | Access to the base of the excavation only be permitted via...once sufficient trench supports are in position.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |                                                                                     |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Fall Protection Measures:</b>             | <ul style="list-style-type: none"> <li>• Barriers</li> <li>• Heras fencing</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |                                                                                     |
| <b>Hazardous Substances:</b>                 | (ie: Lubricants/Solvents/Flammable Materials/Refrigerants/Welding Gases etc)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |  |  |  |
|                                              | Very Toxic                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Harmful/Irritant                                                                  | Corrosive                                                                         | Dangerous for the environment                                                      | Oxidising                                                                           | Highly flammable                                                                    | Explosive                                                                           |
| <b>Applicable:</b>                           | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | No                                                                                | No                                                                                | No                                                                                 | No                                                                                  | No                                                                                  | No                                                                                  |
| <b>Required Personnel Protective Equip.:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |  |  | <b>Other:</b><br>1. Hi-Viz                                                          |
|                                              | Yes, required at all times                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Yes, required at all times                                                        | Yes, required at all times                                                        | No                                                                                 | No                                                                                  | No                                                                                  |                                                                                     |
| <b>Emergency Procedures:</b>                 | <ul style="list-style-type: none"> <li>• Call 999 and advise the appropriate emergency services,</li> <li>• Isolate any plant, machinery or other equipment,</li> <li>• Do <b>NOT</b> move the injured person unless it is absolutely necessary and they are in danger by remaining where they are,</li> <li>• Keep the injured person warm and dry,</li> <li>• Inform the site manager and head office.</li> </ul>                                                                                                                                                                                                                                                                                                                                                |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |                                                                                     |
| <b>Other Information &amp; Comments:</b>     | <p>All plant machinery, tools and equipment will be inspected on each occasion before it is used and in accordance with the manufacturers and statutory requirements. If any defects are identified, the equipment shall be taken out of use and the company's Managing Director will be informed at once.</p> <p>The use of low vibration tools will be utilised where possible, only low vibration models will be purchased and when tools are being hired, consideration is to be given to lower vibration models.</p> <p>As with vibration, low noise tools will be selected where appropriate, consideration has been given to the selection of appropriate tools in this method statement and quieter methods of working are selected where appropriate.</p> |                                                                                   |                                                                                   |                                                                                    |                                                                                     |                                                                                     |                                                                                     |

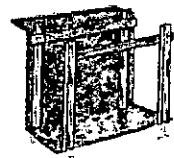
All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's Health and Safety Policy.

This method statement is to be read in conjunction with the associated risk assessments and the company's Health and Safety Policy and Procedures Manual

|                                              |                                                                                                                                                                                                     |                             |                                                                                                                                  |             |  |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------|-------------|--|
| <b>Description of the Task/Activity:</b>     | <b>Excavation</b>                                                                                                                                                                                   | <b>Method Statement No.</b> | <b>BUS/G/704</b>                                                                                                                 |             |  |
| <b>Project Name:</b>                         |                                                                                                                                                                                                     | <b>Project Ref:</b>         |                                                                                                                                  |             |  |
| <b>Site Address/ Location:</b>               |                                                                                                                                                                                                     | <b>Start Date/Time:</b>     |                                                                                                                                  |             |  |
|                                              |                                                                                                                                                                                                     | <b>Finish Date/Time:</b>    |                                                                                                                                  |             |  |
| <b>Personnel involved:</b>                   | <b>Role/Trade</b>                                                                                                                                                                                   | <b>Name</b>                 |                                                                                                                                  |             |  |
|                                              | Construction Manager                                                                                                                                                                                |                             |                                                                                                                                  |             |  |
|                                              | Technical Manager                                                                                                                                                                                   |                             |                                                                                                                                  |             |  |
|                                              | Site Supervisor                                                                                                                                                                                     |                             |                                                                                                                                  |             |  |
|                                              | Project Manager                                                                                                                                                                                     |                             |                                                                                                                                  |             |  |
|                                              | GNO2 Team Leader                                                                                                                                                                                    |                             |                                                                                                                                  |             |  |
|                                              | GNO1 Assistant                                                                                                                                                                                      |                             |                                                                                                                                  |             |  |
| <b>Works Supervisor:</b>                     |                                                                                                                                                                                                     | <b>Role:</b>                |                                                                                                                                  | <b>Tel:</b> |  |
| <b>Key Plant and Tools Required:</b>         | <ul style="list-style-type: none"> <li>Mechanical Excavator</li> <li>Cable/Pipe locator</li> <li>Hand Tools</li> <li>Disc Cutter</li> </ul>                                                         |                             | <ul style="list-style-type: none"> <li>Jack Hammer</li> <li>Wacker plate</li> <li>Submersible pump</li> <li>Floor saw</li> </ul> |             |  |
| <b>Key Materials Required:</b>               | <ul style="list-style-type: none"> <li>Steel trench sheets</li> <li>Timber rails and struts</li> <li>Trench props</li> <li>Bedding and backfill equipment</li> </ul>                                |                             |                                                                                                                                  |             |  |
| <b>Other Essential Equipment:</b>            | <ul style="list-style-type: none"> <li>First aid kit</li> <li>Barriers</li> <li>Stop logs – to prevent vehicles getting too close to excavation</li> <li>Signage</li> </ul>                         |                             |                                                                                                                                  |             |  |
| <b>Specific Identified Residual Hazards:</b> | <p>Please Refer to the associated risk assessments. However the key hazards associated with excavations are:</p> <ul style="list-style-type: none"> <li>Persons falling into excavations</li> </ul> |                             |                                                                                                                                  |             |  |

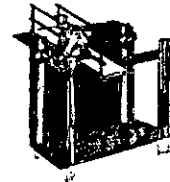
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                              | <ul style="list-style-type: none"> <li>• Striking underground services</li> <li>• Persons in excavations being struck by falling materials</li> <li>• Building or structures collapsing due to excavations</li> <li>• Flooding</li> <li>• Asphyxiation or poisoning due to ground conditions or fumes from plant</li> <li>• Plant running into excavations</li> <li>• Plant sinking into unstable ground</li> <li>• Manual handling</li> <li>• Safe use of excavators and dumpers</li> <li>• Slips, trips and falls</li> <li>• Underground services</li> <li>• Noise and vibration</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Specific Staff Training Requirements:</b> | <p>When planning work, the plant, equipment, materials and procedures necessary to comply with the relevant standards will be allowed for.</p> <p>An experienced sub-contractor/supervisor with 10+ years' experience in the area will be appointed to manage and oversee all site operations, and will co-ordinate all aspects of the work including on-site health and safety.</p> <p>The supervisor will obtain details of the ground conditions likely to be encountered in excavation work or the buildings or structures affected, to enable work to be planned safely.</p> <p>All staff are to receive training from the supervisor on safe excavation techniques and construction awareness. As well as the training, only competent operatives shall have use of excavators, dumpers or other plant and equipment.</p> <p>Only working staff that has the specific accredited training in the changing and mounting of abrasive wheels shall be permitted to mount, replace or use and abrasive wheel or disc cutters.</p> |
| <b>Specific Staff Training Requirements:</b> | <p>Any operator on site should hold the relevant certificates of competence to demonstrate that they are suitable to operate machinery in a safe manner. To accompany this, a record of all staff training will be maintained on-site and will be available upon request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

1. Contact the client in advance of the start date to advise them of the respective start date and the duration of the works etc.
2. Ensure all materials, plant and equipment have been ordered and are available for the start of works.
3. Access to the working area will only be via agreed access/egress points.
4. Set out the extent of the excavations and carry out a service scan, using a cable avoidance tool (CAT) along the full length of the proposed excavation, prior to it being excavated. Also check existing service drawings for any information relating to known buried services in the working area.
5. If any buried services are encountered, they will be carefully exposed by hand using hand tools. All services should be assumed to be live, unless proved otherwise. Hand-held power tools or mechanical excavators i.e. jack hammers, floor saws etc., shall not be used within a 0.5m safety zone of the marked service. Any services located shall be suitably supported at all times to prevent damage.
6. The depth of excavation will generally be between 750mm and 1200mm below ground level. The requirement for trench supports will be dependent on the ground conditions. Trench sheets and trench props will be available to provide support and to prevent any trench collapses. A risk assessment will determine the requirement for trench support.
7. Where possible turfs will be lifted and stored prior to excavation and re-laid on completion. Otherwise verges will be top soiled and seeded or provided with new turf.
8. Where ground conditions dictate, the following sequence of work is to be adopted for the installation of the trench supports in order to stabilise the trench and prevent it collapsing and undermining adjacent areas:
  - a. Excavate to the required depth a section of trench the length of a wailing;
  - b. Place a vertical trench sheet at each end of the trench and drive them into the base of the excavation with the excavator bucket;

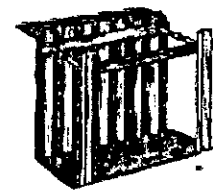


**Sequence of operations  
(cont.):**

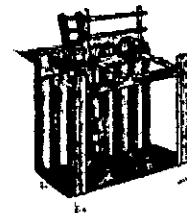
c. Install a horizontal waling along each side of the excavation about 300 mm below ground level by hanging it with chains from the top of the trench sheets;



d. Working from a lightweight staging (with guard rails affixed) laid across the trench, insert a strut between the walings at the location of the trench sheets;

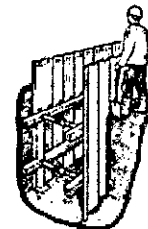


e. Install additional sheets between the walings and the trench sides and drive into the base of the excavation. Where the risk of falling material or water ingress exists, each of the trench sheets should be overlapped to prevent such material entering the excavation and harming those working below;



f. Install intermediate struts as necessary from the lightweight staging to ensure that the excavation is properly supported along its length;

g. Install edge protection as necessary to prevent people or materials from falling into the trench. Where practical this can be achieved by using oversized trench sheets that extend above ground level to form a physical barrier/wall;



h. Position a ladder into the excavation, secure, and install lower and intermediate walings as required by the design (or the ground conditions). Alternatively, hydraulic waling frames which can be inserted from ground level may be used following steps (c)-(h).

9. The above procedure should then be repeated in sections along the length of the open trench.

10. Where other site vehicles such as dumpers, vans and tipper wagons need to get close to the excavation, 'stop logs' or similar need to be used to prevent them getting too close to the excavation.



11. Upon completion of the excavation and propping works, the base of the excavation needs to be cleaned and prepared prior to the placement of the pipe bedding materials.



**Sequence of operations  
(cont.):**

12. Shortly before the placing of the backfill material above and around the pipework, the trench supports and trench sheets should where applicable be removed in the reverse order to which they were installed. Only the sections to be backfilled should be stripped of their supports and care must be taken to ensure that adequate barriers are retained around the top of the excavations to prevent persons gaining access to or falling into the excavations.
13. The excavation should then be carefully backfilled to the required depth with either suitable backfill material or the as excavated material, compacted in layers in accordance with the specification. Care must be taken to ensure that the sides of the trench are not accidentally overloaded or undermined due to the omission of the trench supports.
14. When backfilling around pipes and other utilities, a marker tape should also be incorporated within the trench to warn others in the future of the presence of the pipework or cables below.
15. The backfill will be carefully compacted using a wacker plate, though to avoid the risks associated with Hand Arm Vibration, no person will be permitted to operate the wacker plate for more than 10 minutes in any 60 minute period.
16. Upon completion of the backfilling works, the area is to be tidied and protective handrails are to be erected around the area if a risk of falling remains.

**Signing and Guarding**

1. All work will be signed and guarded in accordance with the principles of Chapter 8 and Code of Practice. Courtesy boards complete with out of hours contact number will be positioned at each site of works. Signs, barriers etc., will be kept clean and maintained at all times. Each individual site will be assessed and where additional protection is required i.e. security fencing crowd barrier, this will be provided.

**Works in Vicinity of Trees**

- Hand dig under the canopy of branches.
- A fork causes less damage BUT beware of cables.
- Keep root intact whenever possible
- If roots are damaged cut back cleanly to promote growth.
- Cover exposed roots in hot or windy weather.
- Do not spill oil, diesel or cement on roots.
- Use fine, as dug soil, to backfill around roots and compact carefully.
- Negotiate roots by going below where practicable; use shallow change of level to prevent stress on ducts.

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | <ul style="list-style-type: none"> <li>• Take care with branches when using grab wagon.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Sequence of operations (cont.):</b></p> | <p><b><u>Work Near High and Medium Pressure Gas Mains/High Pressure Pipelines/ When Known</u></b></p> <ol style="list-style-type: none"> <li>1. Work should only take place after consultation with the service provider and reference to drawings supplied for area to be worked.</li> <li>2. Service will be located and marked by reference to any drawings supplied and evidence on site, i.e. valve boxes, previous reinstatement etc.</li> <li>3. Hand Dig trial holes to determine depth and direction to be carried out.</li> <li>4. Machine digging will not be permitted within 0.5 metres of a gas pipeline/high pressure pipeline; <u>a greater safety distance may be required by the service provider</u> as per requirements of HS (G) 47 "Avoiding Danger from Underground Services".</li> <li>5. Where work exposes a gas pipe/high pressure pipeline, backfill shall be adequately compacted especially below the pipe and shall consist of selected fine materials, containing no bricks, stones etc. Compaction over the pipeline shall not commence until 200mm of fill has been placed.</li> </ol> <p><b><u>Work Near High Voltage Electrical Cables (Underground) When Known</u></b></p> <ol style="list-style-type: none"> <li>1. Work should not commence until relevant drawings have been obtained, services located and marked by tracers, followed by further use of cable locating tool and further marking as found necessary. Hand Dig trial holes to discover depth and direction.</li> <li>2. Where cables are found to be embedded in concrete contact must be made with the local Electricity Board to have the cable made dead before proceeding with further work.</li> <li>3. Tiles or marker tape found over cables shall be replaced in its original location.</li> </ol> |

|                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              | <ol style="list-style-type: none"> <li>4. Machine digging will not be permitted within 0.5 metres of the line of cable.</li> <li>5. Continual surveillance will be carried out when digging near a marked service to identify any deviation from the marked route.</li> <li>6. Any cables exposed during the excavation, crossing the line shall be adequately protected and supported using non-conductive material.</li> <li>7. Backfill around cables shall be of selected material with no bricks or lumps of concrete.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                              | <ol style="list-style-type: none"> <li>1. No personnel will be permitted to enter the trench whilst excavation work is being carried out with the excavators.</li> <li>2. A competent banksman is to be used to co-ordinate all vehicles</li> <li>3. No other work is to be permitted to take place in the vicinity of any operational excavator and a safe working distance shall at all times be maintained around such plant.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Sequence of operations (continued)                           | <ol style="list-style-type: none"> <li>1. The company has a policy of a Tidy Site is a Safe Site and in this respect all employees are required to remove and dispose of waste as it is generated leaving a clean and tidy site at all times.</li> <li>2. Furthermore at the end of each working day all rubbish, scrap and waste materials/packaging will be collected and removed from the site and disposed of within the appropriate site skips.</li> <li>3. All excavations are to be inspected by a competent person prior to the start of every shift, after any event likely to have affected the strength or stability of the excavation and after any accidental fall of rock, earth or other material. A written report of such inspections will be maintained on site in accordance with the Construction (Design and Management) Regulations 2007.</li> <li>4. All excavators and other plant are to be operated by competent trained operatives and a banksman is to be used at all times.</li> </ol> |
| Temporary Supports and props needed to facilitate the works: | As discussed Above                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Control Measures:</b></p>        | <ul style="list-style-type: none"> <li>• Any excavation may require the sides supporting or battering back to an angle that is suitable for the material being excavated and the type of work in progress.</li> <li>• Ensure adequate materials, plant, pumps etc are available before work commences.</li> <li>• Identify underground services before excavation commences.</li> <li>• Trench or excavation support. Underpinning or shoring will be designed by specialists and only be installed by trained persons.</li> <li>• Installation of supports must only be carried out from the safety of an already supported or protected section.</li> <li>• Ladders will be used for access unless the excavation is such to allow easy access, e.g. shallow batter, steps etc.</li> <li>• Support all services where they cross the excavation. Do not use them as "steps" for access.</li> <li>• Ensure a safe distance is kept between the excavation and any adjacent building or traffic.</li> <li>• Keep spoil, tools, materials etc. at least 0.5m away from the edges of excavations. Use stops to prevent vehicles driving too close to the edge of excavations.</li> <li>• Protect the public and others by installing barriers around the working area and ensure the necessary light, signs and barriers are maintained when the excavation is unattended.</li> </ul> |
| <p><b>Control Measures (cont):</b></p> | <ul style="list-style-type: none"> <li>• Do not cross the excavation unless a properly guarded gangway is provided.</li> <li>• Do not stand close to a machine whilst it is excavating or backfilling.</li> <li>• Banksmen may be required for excavators if the excavation is deep or the working area is limited.</li> <li>• Ensure the excavation is checked every day by a "competent" person who will be nominated by the Supervisor.</li> <li>• Where health hazards may be encountered e.g. landfill sites, industrial sites, sewers, methane gas, and carbon dioxide from limestone etc, the Safety Advisor must be asked for advice on precautions required e.g. air sampling, monitoring etc.</li> <li>• Spoil heaps will be sited clear of overhead cables with the sides suitably battered to prevent collapse. When removing spoil, it will be ensured that no vertical sides are left unattended. Regular checks will be made for signs of children "burrowing" into them.</li> <li>• Stability of plant will be considered when working on peat or soft ground conditions to ensure that plant does not tip over or sink etc. There may be</li> </ul>                                                                                                                                                                                                                |

|                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                             | <p>a requirement for the provisions of such safeguards as excavator mats or ground stabilisation techniques. The presence of "marsh gas" (i.e. methane) which can cause an explosive mixture with air, should also be considered in these conditions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Monitoring by supervisor:</b></p>                     | <ul style="list-style-type: none"> <li>• Ensure that excavation work is not started, until all plant, materials and equipment necessary to carry out the excavation work safely is available on site.</li> <li>• Ensure that no person is permitted to enter any unsupported excavation unless the sides are properly supported or batters back to a safe angle for the ground conditions which apply. Shallower trenches may require support in very poor conditions.</li> <li>• Ensure that, where possible, the excavation support is installed from ground level, otherwise precautions must be provided for the safety of operatives installing support.</li> <li>• Ensure that a competent person is appointed to carry out daily inspections of all excavations required to be supported.</li> <li>• Ensure that access and plant are routed away from the edge of excavations.</li> <li>• Arrange for stop blocks or other precautions to be provided to prevent vehicles tipping into excavations, or over running the edges of excavations.</li> <li>• Arrange for materials to be stacked or placed well away from the edges of excavations.</li> <li>• Arrange for secure barriers to be provided around any deep excavations or around excavations of any depth in public areas.</li> <li>• Arrange for securely fixed ladders to be provided for access into excavations, and to provide a means of egress in the event of flooding.</li> </ul> |
| <p><b>Method of Access and Egress to the work area:</b></p> | <p>Access to the base of the excavation only be permitted once sufficient trench supports are in position.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p><b>Fall Protection Measures:</b></p>                     | <p>Secure handrails, Barriers</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Hazardous Substances:</b></p>                         | <p>(ie: Lubricants/Solvents/Flammable Materials/Refrigerants/Welding Gases etc)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                           |                                                                                                       |                                                                                                                           |                                                                                                                  |                                                                                                            |                                                                                                  |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
|                                                 | <br>Very Toxic                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <br>Harmful/<br>Irritant | <br>Corrosive        | <br>Dangerous for<br>the<br>environment | <br>Oxidising                 | <br>Highly<br>flammable | <br>Explosive |
| <b>Applicable:</b>                              | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Yes                                                                                                       | No                                                                                                    | Yes                                                                                                                       | No                                                                                                               | Yes                                                                                                        | No                                                                                               |
| <b>Required Personal<br/>Protective Equip.:</b> | <br>Safety<br>Boots                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <br>Hard Hats            | <br>Safety<br>Gloves | <br>Hearing<br>Protecti<br>on            | <br>Respiratory<br>Protection | <br>Eye<br>Protection   | <b>Other:</b><br><br>1. Hi-Viz<br>2. Coveralls                                                   |
|                                                 | Yes,<br>required<br>at all<br>times                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Yes,<br>required<br>at all<br>times                                                                       | Yes,<br>required at<br>all times                                                                      | Yes,<br>when<br>using<br>power<br>tools                                                                                   | Yes, when<br>using disc<br>cutter                                                                                | Yes, when<br>using<br>power<br>tools                                                                       |                                                                                                  |
| <b>Other Information &amp;<br/>Comments:</b>    | <p>All plant machinery, tools and equipment will be inspected on each occasion before it is used and in accordance with the manufacturers and statutory requirements. The use of low vibration tools will be utilised where possible, only low vibration models will be purchased and when tools are being hired, consideration is to be given to lower vibration models.</p> <p>As with vibration, low noise tools will be selected where appropriate, consideration has been given to the selection of appropriate tools in this method statement and quieter methods of working are selected where appropriate.</p> |                                                                                                           |                                                                                                       |                                                                                                                           |                                                                                                                  |                                                                                                            |                                                                                                  |

All work will be undertaken by qualified competent persons with experience of the type of work described above, and in all cases in full accordance with safety procedures specified in the company's Health and Safety Policy.

Mr Paul Connolly  
Operations Director  
Bethell Utility Services  
Dane House  
Europa Park  
Stoneclough Rd  
Kearsley  
Gt Manchester  
M26 1GE

23<sup>rd</sup> September 2016

### **Quotation Acceptance**

I accept your quotation dated **20<sup>th</sup> September 2016** for Water, Gas and Electric Mains and services only for 39nr properties for our development at **New Church Street, Radcliffe**

We agree to pay the overall charges of **£108,309.65 plus VAT**, where applicable, as detailed in your quotation.

We understand that the payment terms for this project are as follows:-

- Payment of Electric Non Contestable, Gas Charges and Legal fees of **£3,073.20 + VAT** and 25% of Remaining (**£26,309.11**) on Contract Acceptance – Total **£29,382.31**
- Payment of **50%** of the remaining balance due before the commencement of the installation of the Mains of **£52,618.23**
- Remainder of the Contract Sum Payment of **£26,309.11** to be paid prior to the installation of the Services

Payments shall be made within 14 days of receipt of your invoice, in line with the above terms. Payments should be made payable to **Bethell Construction Ltd**

Our order number for this project is .....TBC....., which should be quoted in all correspondence.

We understand that you will not be able to progress the works for energisation until we have completed all necessary legal / adoption paperwork, and we will ensure this is addressed in a timely manner by ourselves.

The site will be ready for Bethell Utility Services to start work on .....

Signature R. McDermott ..... On behalf of; Kier Living Limited .....

Date; 23.09.16 ..... Our site Manager is Kaine Bradley .....

Site Manager's contact details;

Site Office tel Number -

Site Office Fax Number -

Email Address - Kaine.Bradley@kier.co.uk

Mobile Number - 07580513976

QS: John.Day@kier.co.uk - 07815707929

CM: Mick.Dunn2@kier.co.uk - 07580513972



Kier Living Ltd  
The Genesis Centre  
Science Park South  
Birchwood  
Warrington  
WA3 7BH

20/09/16

Ref: BUS204E

Dear Ricky,

**Re: Multi Utility quote for the proposed development at New Church Street, Radcliffe**

Further to your recent enquiry, I have great pleasure in submitting the following quotation for the above proposed development.

#### **Scope of works**

The following is a brief description of the proposed scope of works and the quotation is based on the Site lay-out and information presented to us at the time. Should you decide to proceed with the works going forward we would forward our design to the Asset owner for approval. Should they require modifications to our proposals we may need to amend the price.

The POC for the Electric and water have been confirmed by ENWL and United Utilities respectively.

The measures stated below have been taken directly off the set lay out plan provided and therefore could be subject to change. The quotes are based upon Bethell Utility Services providing the developer with a new Water, Electric and Gas infrastructure for the 40 dwellings and includes for Bethell Utility Services to undertake all the "On and Off-site" excavation mains work only which shall include all sanding, taping, backfill and reinstatement. The quote includes for gas and water meters to all dwellings.

CELEBRATING

150

YEARS

1865-2015



Registered Office: Dane House, Europa Park, Stoneclough Road, Kearsley, Greater Manchester M26 1GE. Registered Number: 264322

Bethell Utility Services  
Dane House, Europa Park, Stoneclough Road,  
Kearsley, Greater Manchester M26 1GE  
T 01204 439100 F 01204 439101  
solutions@bethell.co.uk www.bethell.co.uk

Trading Division of Bethell Construction Ltd

## Utility Breakdown:

### Electric:

- Excavate for POC on Seymour Street and at the junction of Blackburn Street and New Church Street and connect to existing network "off-site" in existing footway
- Excavate and lay "circa" 75m x 3c 95w/f cable in the existing f/w "off-site"
- Excavate and lay "circa" 122m x 3c 95 w/f cable "off-site" in existing footway but the developer will complete the final reinstatement.
- Excavate and lay "circa" 162m x 3c 95 w/f "on-site" in unmade
- Connect only 16nr short side services "on-site" (Developer to Excavate on private, and supply and install private ducting and hockey sticks and install meter boxes provided by BUSL)
- Connect only 18nr short side services "off-site" (Developer to Excavate on private, and supply and install private ducting and hockey sticks and install meter boxes provided by BUSL)
- Connect only 5nr long side services "on-site" (Developer to Excavate on private, and supply and install private ducting and hockey sticks and install meter boxes provided by BUSL)
- Chosen supplier to install meters

### Gas:

- Excavate for 2 x Cseps 1 on Seymour Street and 1 on New Church Street to connect to existing network "off-site"
- Excavate and lay "circa" 9m x 63mm MDPE pipe "off-site"
- Excavate and lay "circa" 122m x 63mm MDPE pipe "off-site" in existing footway but the developer will complete the final reinstatement.
- Excavate and lay "circa" 132m x 63mm MDPE pipe "on-site"
- Connect only 16nr short side services "on-site" (Developer to Excavate on private, supply and install private pipe, black bends and meter boxes)
- Connect only 18nr short side services "off-site" (Developer to Excavate on private, supply and install private pipe and black bends and install meter boxes provided by BUSL)
- Connect only 5nr long side services "on-site" (Developer to Excavate on private, supply and install private pipe and black bends and install meter boxes provided by BUSL)
- Fit Smart meters

### Water:



- Excavate and install end wash outs at the site entrance on Seymour Street and at the junction of Blackburn Street and New Church Street in readiness for Branch installations (by UU) and Piece up connection (carried out by Bethell Utility Services).
- Excavate and install "circa" 58m of pipe "off-site" in existing footpath
- Excavate and install "circa" 122m x 63mm Barrier pipe "off-site" in existing footway but the developer will complete the final reinstatement.
- Excavate and install "circa" 132m x 63mm Barrier pipe "on-site"
- Connect only 16nr short side services "on-site" (Developer to Excavate on private, supply and install private pipe)
- Connect only 18nr short side services "off-site" (Developer to Excavate on private, supply and install private pipe)

- Connect only 5nr long side services "on-site" (Developer to Excavate on private, supply and install private pipe)
- Fit Meters

#### Price Breakdown:

| Description                                            | Cost               |
|--------------------------------------------------------|--------------------|
| <b>Contestable Charges</b>                             | <b>£110,538.79</b> |
| <b>Non Contestable Charges (estimated) :</b>           |                    |
| Electrical infrastructure charges                      | £1,927.20          |
| Gas charges                                            | £246.00            |
| Water charges                                          | £36,133.86         |
| Legal charges                                          | £900.00            |
| <b>Sub-total</b>                                       | <b>£38,875.86</b>  |
| <b>Total (Contestable and Non Contestable Charges)</b> | <b>£149,414.65</b> |
| <b>Anticipated Asset values</b>                        | <b>£41,105.00</b>  |
| <b>Total Cost to Developer (Excl.VAT)</b>              | <b>£108,309.65</b> |

#### Notes/ Comments:

- Developer to install hockey sticks, black bends and entry ducts
- Developer to install all road crossings for mains and services including ducting across the site entrance.
- We have assumed meter positions
- No costs included for any site clearance disconnections.
- Includes for 1 x S50 notices and traffic management. Should it become apparent that further notices are required these charges will be payable by the developer.
- Developer to install service entry ducts from the meter positions to back of f/w
- Service pipes in shared driveways will be classified as PRIVATE and will therefore be the responsibility of the developer to lay
- Based on 1 visit for the mains laying and a minimum call off of 4 services per visit
- No allowances have been made for any site clearance disconnections

**Contestable Charges:** The cost of the design, installation and Project management of (Scope of works as described).

**Non-Contestable Charges:** These charges relate to works associated with point of connections and infrastructure charges and are only an estimate at this point in time and could be subject to change.

**Asset Values:** Assets for Electric and Gas have been confirmed by ESP, however, the water asset value is estimated at this stage and will be confirmed on design approval.

Regards

Sarah Standish  
Design Manager



## CONTACT INFORMATION

Your Scheme No is: BU0036

Your Scheme Title is: Radcliffe Civic Centre, New Church Road, Radcliffe

Your Main Contact is: Mark Harrison – 07827 313674

For alternative contacts please see following page

### Our office contact details are:

Dane House  
Europa Park  
Stoneclough Road  
Radcliffe  
M26 1GE

Tel: 01204 439100 opt 2  
Fax: 01204 439101

Email: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### Client Signature:

I have read and understood this document.

Site Manager:

Name:.....

Date:.....

Signature:.....

Please take your copy of this document and return the other signed copy to your Bethell Representative.



## CONTACT INFORMATION

Your Scheme No is: BU0036

Your Scheme Title is: Radcliffe Civic Centre, New Church Road, Radcliffe

Your Main Contact is: Mark Harrison – 07827 313674

For alternative contacts please see following page

### **Our office contact details are:**

Dane House  
Europa Park  
Stoneclough Road  
Radcliffe  
M26 1GE

Tel: 01204 439100 opt 2

Fax: 01204 439101

Email: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### **Client Signature:**

I have read and understood this document.

Site Manager:

Name:.....

Date:.....

Signature:.....

Please take your copy of this document and return the other signed copy to your Bethell Representative.



## CONTACT INFORMATION

### Contacts & Responsibilities

| Bethell Utility Services Contacts | Name           | Telephone                      | E-mail                                                                         |
|-----------------------------------|----------------|--------------------------------|--------------------------------------------------------------------------------|
| Operations Director               | Paul Connolly  | 07769 248796                   | <a href="mailto:paul.connolly@bethell.co.uk">paul.connolly@bethell.co.uk</a>   |
| Site Manager                      | Chris Moss     | 07879 412668                   | <a href="mailto:chris.moss@bethell.co.uk">chris.moss@bethell.co.uk</a>         |
| Site Manager                      | Mark Harrison  | 07827 313674                   | <a href="mailto:mark.harrison@bethell.co.uk">mark.harrison@bethell.co.uk</a>   |
| Site Technician                   | Ryan Woodcock  | 07342 057869                   | <a href="mailto:ryan.woodcock@bethell.co.uk">ryan.woodcock@bethell.co.uk</a>   |
| Administrator                     | Zoe Magari     | 01204 404825                   | <a href="mailto:zoe.magari@bethell.co.uk">zoe.magari@bethell.co.uk</a>         |
| Design Manager                    | Sarah Standish | 07342 058078 /<br>01204 404823 | <a href="mailto:sarah.standish@bethell.co.uk">sarah.standish@bethell.co.uk</a> |
| Health & Safety Director          | Ian Madden     | 07818 002987                   | <a href="mailto:ian.madden@bethell.co.uk">ian.madden@bethell.co.uk</a>         |
| Procurement                       | Kate Atkinson  | 01204 404856                   | <a href="mailto:kate.atkinson@bethell.co.uk">kate.atkinson@bethell.co.uk</a>   |
| Site Liaison                      | Paul Cummings  | 07796 397370                   | N/A                                                                            |

S. HAYWOOD - S.H.

C. ELLIS - C.E.

M. Marshall - M Marshall

L. Glover - L.G.

B. DAVIES - B.D.

G. Hopkins - G.H.

A. HANLEY - A.H.

T HANLEY - T.H.

G. Randles - G. Randles

R. Allen - R.A.

M. Brady - M.B.



## **Utilities Information for Contractors**

This publication guides the Developer towards meeting his responsibilities in preparation for the utilities.

Care must be taken to meet any specific contractual requirements which will take precedence over the guidance given here.

### **SAFETY**

Only BUSL personnel or their subcontractors may construct or work on gas, water and electricity networks during the construction phase.

#### **Emergency actions:**

If any damage, leakage or defect to utility infrastructure occurs, the following immediate actions must be made:

#### **Gas:**

- Evacuate the area, stay away and keep others from entering the area
- Extinguish naked flames, remove source of ignition and enforce "no smoking"
- Call the National Gas Emergency number 0800 111 999

#### **Water:**

- Evacuate the area, stay away and keep others from entering the area
- Contact the relevant water company immediately.

#### **Electricity:**

- Evacuate the area, stay away and keep others from entering the area
- Contact relevant electricity company immediately.

### **VARIATIONS**

Any changes to the scope of work, pipe or cable routes, meter positions etc, need to be agreed between the developer, BUSL and the network owners. Please advise our Site Manager of any changes at the earliest opportunity.



## **RECEIPT OF MATERIALS**

All material delivered to site must be accompanied with delivery note. The site agent must sign the delivery note with their name, date, time and location of where the material has been unloaded or stored. Where delivery note is not accompanied with the material, the site agent should contact the BUSL Site Manager for guidance.

## **STORAGE OF MATERIALS**

We may require space for the safe & secure storage of materials, which should be kept clean & tidy. It is our joint responsibility to ensure safekeeping of all materials once delivered to site.

Petrol, diesel and other chemicals can seriously damage plastic materials, so they must be kept far away or stored separately.

All water pipes shall be stored hygienically off ground on pallets with end caps and seals to prevent contaminants entering the pipe. Pesticides and herbicides should never be used near where the pipes will be stored.

Pipe coils must be stored on firm level ground, stacked no more than 2 coils high.

Straight pipe lengths must be stored on firm level ground and restrained to prevent accidental movement.

All fittings must be kept clean & dry, and retained in their original packaging.

Cable drums must be stored on level ground & prevented from rolling.

A suitable segregated labelled area shall be provided for the storage of waste material.



## **HANDLING MATERIALS**

### **Coiled Service Pipe**

Service pipe will be supplied in coils of either 50m or 100m lengths and can be manually handled but care shall be taken to control whiplash from loose pipe ends. The operative shall wear suitable PPE including gloves & eye protection.

All open ended pipe ends must be sealed against ingress of contaminants & liquids.

### **Cable Drums**

| <b>Utility</b> | <b>Minimum depth of cover<br/>In the footway</b> | <b>Minimum depth cover<br/>In the carriageway</b> |
|----------------|--------------------------------------------------|---------------------------------------------------|
| Gas            | 600mm                                            | 750mm                                             |
| Water          | 750mm                                            | 900mm                                             |
| Electricity    | 450mm                                            | 600mm                                             |

### **Minimum depth of cover for mains to finished ground levels**

Ducts should only be used for mains where they cross the carriageway, and for service pipes if required (see below). We can advise on appropriate duct sizes for the purpose of mains crossing the carriageway. All buried pipes and ducts must be overlaid with the appropriate Warning/Marking Tape.

## **SERVICE PIPES, CABLES & DUCTS**

### **General**

Arrangements may be made for the developer to install water and gas service pipes and for electricity service ducting subject to prior agreement and instruction to ensure you understand the exact specifications for carrying out this element of work.

The line of service pipes shall be at right angles to the main, take the shortest route to the property and be positioned as shown on the drawing provided. The service must not cross any other property. Where this is not possible the developer must advise our Site Manager who will seek approval from the Network Owner.

A minimum of **250mm** must be maintained from other utilities. If this is not achievable please contact our Site Manager for advice.



All buried pipes & ducts must be overlaid with the appropriate Warning/Marker Tape.

The open end of pipes and service ducts must be sealed with plugs or caps to prevent the ingress of water and debris, and labelled with plot/unit number.

| Utility     | Minimum depth of cover<br>In the footway | Minimum depth cover<br>In the carriageway |
|-------------|------------------------------------------|-------------------------------------------|
| Gas         | 600mm                                    | 750mm                                     |
| Water       | 750mm                                    | 900mm                                     |
| Electricity | 450mm                                    | 600mm                                     |

#### **Minimum depth of cover for services to finished ground levels**

#### **Trench Preparation**

Service pipes and ducts must be placed in a trench free of debris such as sharp stones, rocks or bricks etc. If necessary, the trench should be excavated to 75mm below the required depth to enable the pipe or duct to be laid on a bed of suitably compacted materials.

#### **Ducts for Road Crossings**

Ducts must be laid to the same standards as for pipes & cables. If a new road is to be constructed, you should supply & install service ducts of at least 50mm diameter to enable the pipe to be threaded through the duct and this will avoid the need to excavate a trench across the new road. Each duct should project 300mm beyond the kerb lines.

#### **Gas Services**

Gas service ducts should be yellow in colour and perforated along its length. A separate service pipe must be laid from the gas main into the meter and must not share a duct.

Gas service pipes must not be laid under the foundations of any building or garage. They may be curved to a radius no tighter than 15 times the outside diameter.

Service pipes for domestic premises are normally 32mm diameter. If larger sizes are required (due to excess length or demand) these will be detailed on our construction drawings.



### **Gas Service Route**

Wherever practicable, the line of a service will be at right angles to the main, and to the front of the building (as per the drawing below). The service pipe should be routed so as to minimise the possibility of third party damage.

### **Water Services**

Water services are owned partly by the water company and partly by the property owner.

The specification for water ducts will depend on the individual water company requirements. Up to two service pipes may share the same road crossing ducts.

Where two communication pipes share a common trench, their respective supply pipes should be no more than 1.0m apart, where they cross the street boundary. A separate service pipe must be laid from the water meter or stopcock to supply each premise.

Plastic service pipe may be curved to a radius no tighter than 15 times the outside diameter.

Service pipes for domestic premises are normally 25mm diameter. If larger sizes are required (due to excess length of demand) these will be detailed on our construction drawing.

All service pipe must be labelled to the correct plot number and shall run as a single length with the ends capped off. Service pipes shall be laid perpendicular to the water main and according to the design drawing.

### **Water valve and meter box installation**

Valve boxes and meter boxes should not be placed closer together than 300mm to allow for backfill and reinstatement to be correctly placed.

The finished line and level of the footpath must be made clear to the contractor; any subsequent alterations will be at the developer's expense.

### **Manifolds for water services**

Where manifolds are specific on the drawing, a single communication pipe will be laid from the main to the inlet of the manifold. The manifold can have up to six outlets and is situated in a concrete or plastic chamber. The developer should lay supply pipes from the premises to meet the outlets of the manifold as detailed in the drawing. It is essential that each supply pipe in a common trench is permanently identified with the plot number where it meets the manifold so that we know which manifold outlet is connected to which property.



## **Electric Services**

Electric service ducts should be red in colour. They must be laid in one continuous length between the main and the property, and connected to the "hockey stick" at the property end. A separate service duct must be laid from the electricity main to supply each premise.

## **METERS**

### **Gas meters**

Gas meters should be sited at the front of the property or no more than 2 metres from the front of the property, and wherever possible sited in external meter boxed. We can advise on the different types of meter box available.

It is the developer's responsibility to fit meter boxes to the correct position in relation to the finished ground level; any future alteration work will be chargeable.

If a meter box has been damaged then it must be replaced by you before meters are fitted.

### **Water Boundary Valves and Meter Boxes**

Most water companies require a combined boundary stop valve and meter box to be located adjacent the property. We will connect the supply pipe and make it live.

As an alternative, wall mounted water meter boxes can be installed subject to acceptance by the water company. Further details are available from us upon request.

### **Electricity Meters**

The developer will install one meter box for each plot on the development or alternatively a 25mm thick fire retardant meter board (chipboard/ply) for the metering equipment to be installed on.

Electricity meter boxes should be installed between 450mm and 1000mm above finished ground level. The incoming cable will be positioned on the left hand side of the meter box when viewed from the front. The cable will be installed from the ground to the outdoor meter box via a "hockey stick" which can be placed either in the cavity or externally.

A standard GRP external meter box shall not be used indoors as it does not comply with the appropriate British Standards for fire resistance and fume emissions.

If a meter box has been damaged then it must be replaced by you before the meters are fitted.



For external meter positions, a meter board must be suitably positioned in a location having at least 1.5 metres head room and not be considered as a confined space. It must not be enclosed and should be readily accessible for inspection and maintenance. There must be at least 300mm separation from other utility services, meters and equipment.

The service cable above the floor must not be obscured by panelling of any type or routed behind the backs of cupboards or fitments. We can arrange for the cable to be covered with a cable guard or capping which is easily identified as cable protection.

A temporary protection box may be required over the cable termination and electric meter, if building works are still on going. We will discuss these requirements with you if it is deemed necessary. It is the developer's responsibility to provide and install such protection.

## **Services**

When installing your services please ensure the following have been completed:

- Each service position will be lock fast and weather-proof and a back board will be provided to install the termination and metering equipment. The board shall be installed such that
  1. The bottom is a minimum of 500mm above floor level and the top is a maximum of 2m above floor level and a minimum of 750mm-access space is available in front of the board.
  2. Meter board will be minimum size 600x300x12mm and be of resin bonded compressed wood chipboard (or other approved material) and is directly above the service entry tube.
  3. Spacer tubes are fitted to ensure the board is mounted clear of the wall to avoid problems from a damp wall.
  4. The electrical service position is not in proximity to other services.
- Each service has been ducted from the service/metering position in the footpath following the route shown on the site plan.
- Each duct must extend past the drive way and have a suitable draw cord or service cable fitted. Once the service is installed the duct must be sealed at both ends to prevent the ingress of water and gas.
- Your electrician has installed 40mm duct and appropriate meter tails plus earthing conductor to the bottom right hand corner of the meter position.



## **Installation of ducts and gas service pipes by Developer acting as a Groundworker**

All infrastructure installed by Bethell Utility Services will be adopted by the appropriate Distribution Network Operator (for electric), independent Public Gas Transporter (for gas) or Water Authority. In order for the apparatus to be adopted, it is essential that any ducts or service pipes laid by the Developer meet the specifications set out in this document, which forms part of our offer to carry out the works.

### **Materials**

#### **Ducted road crossings for mains and services.**

- The developer will supply and install suitable ducting for road crossings as detailed on the Construction Drawing provided by Bethell Utility Services and colour coded as below –
  - Electricity – Red
  - Gas – Yellow
  - Water – Blue

### **Services**

- The developer will supply and install suitable ducting as detailed on the Construction Drawing provided by Bethell Utility Services and colour coded as below -
  - Electricity – Red
  - Gas – Yellow
  - Water – Blue

### **Marker tape**

- The appropriate marker tape must be placed over any ducts and pipes installed by the Developer

### **Installation**

Installation should be carried out as per the drawings below.

Fine fill surround with no sharp particles must be placed around all ducts and pipes as indicated.

The cover indicated must be adhered to.



- All road crossing ducts must be laid at right angles to the kerb line. Diagonal duct runs are not acceptable.
- All service ducts / pipes in gardens or drives must be laid perpendicular from the property. Service ducts/pipes must not run in other properties gardens or drives.
- Shallow / deep ducts or ducts not laid to the route indicated on the construction drawing will not be accepted and installation of mains and services may be delayed.
- If there is a site problem, please discuss this with your Bethell Utility Services contact



## Electric

Duct diameter as per construction drawing:

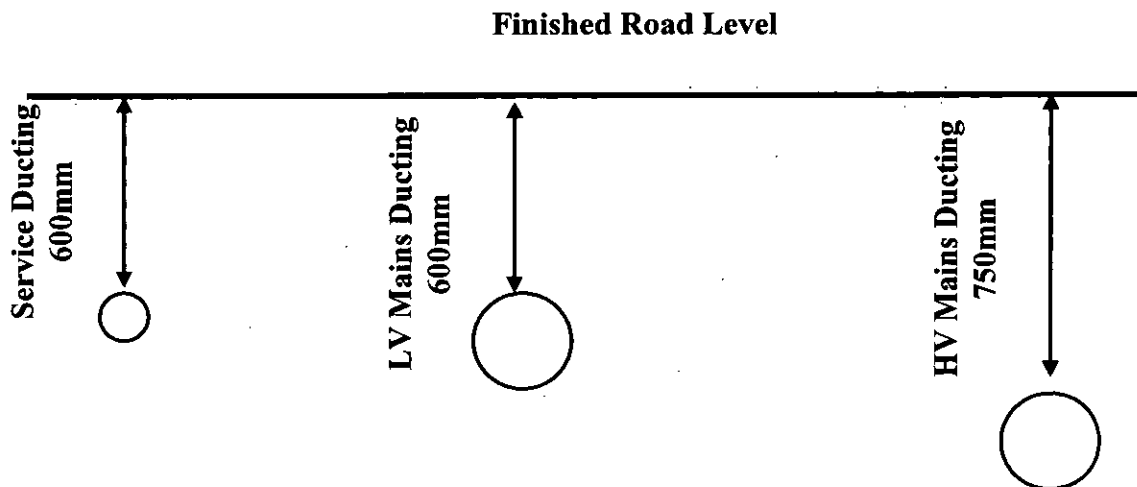
Marker tape for appropriate DNO to be placed 100mm above duct

Fine fill surround 40mm below ducts, 100mm above LV ducts

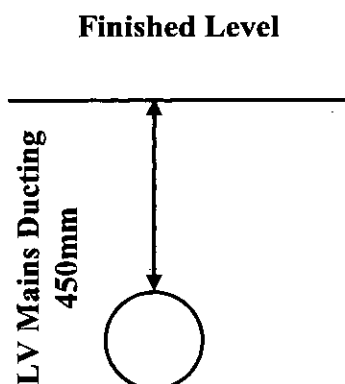
Service road crossings - 38mm ducts to be used

Mains road crossings - 150mm ducts to be used

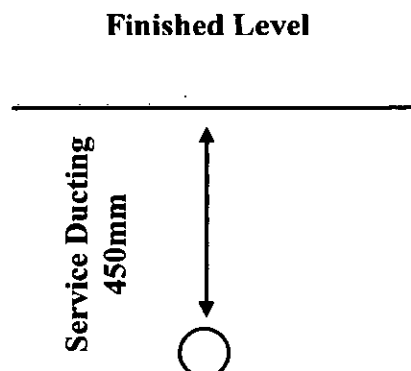
## Carriageway



## Footway



## Private





## Gas

Duct diameter as per construction drawing:

Gas Service Size – 32mm – 60mm Ducting

Gas Main Size – 63mm – 150mm Ducting

Gas Main Size – 90mm – 150mm Ducting

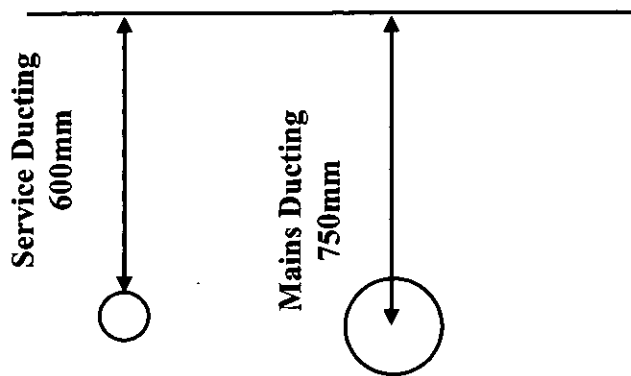
Gas Main Size – 125mm – 150mm Ducting

Marker tape to be placed 150mm above duct

Fine fill surround 100mm above and below ducts

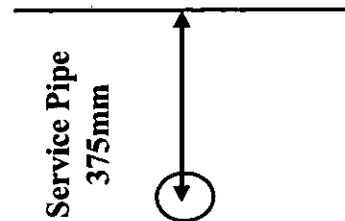
### Carriageway

Finished Level



### Private

Finished Level



## **Water**

Duct diameter as per construction drawing

Water Service Size – 25mm – 60mm Ducting

Water Main Size – 63mm – 150mm Ducting

Water Main Size – 90mm – 150mm Ducting

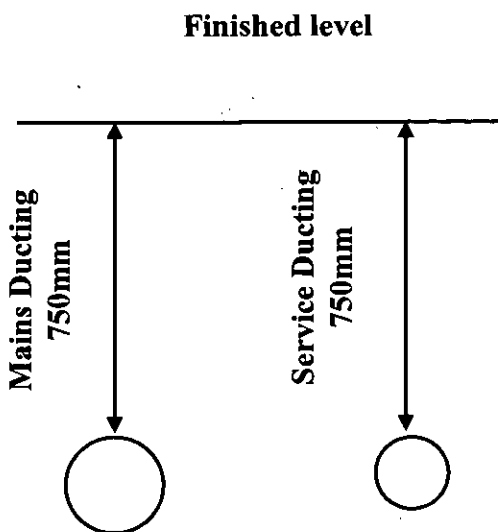
Water Main Size – 110mm – 150mm Ducting

Marker tape to be placed 150mm above duct

Fine fill surround 100mm above and below ducts,

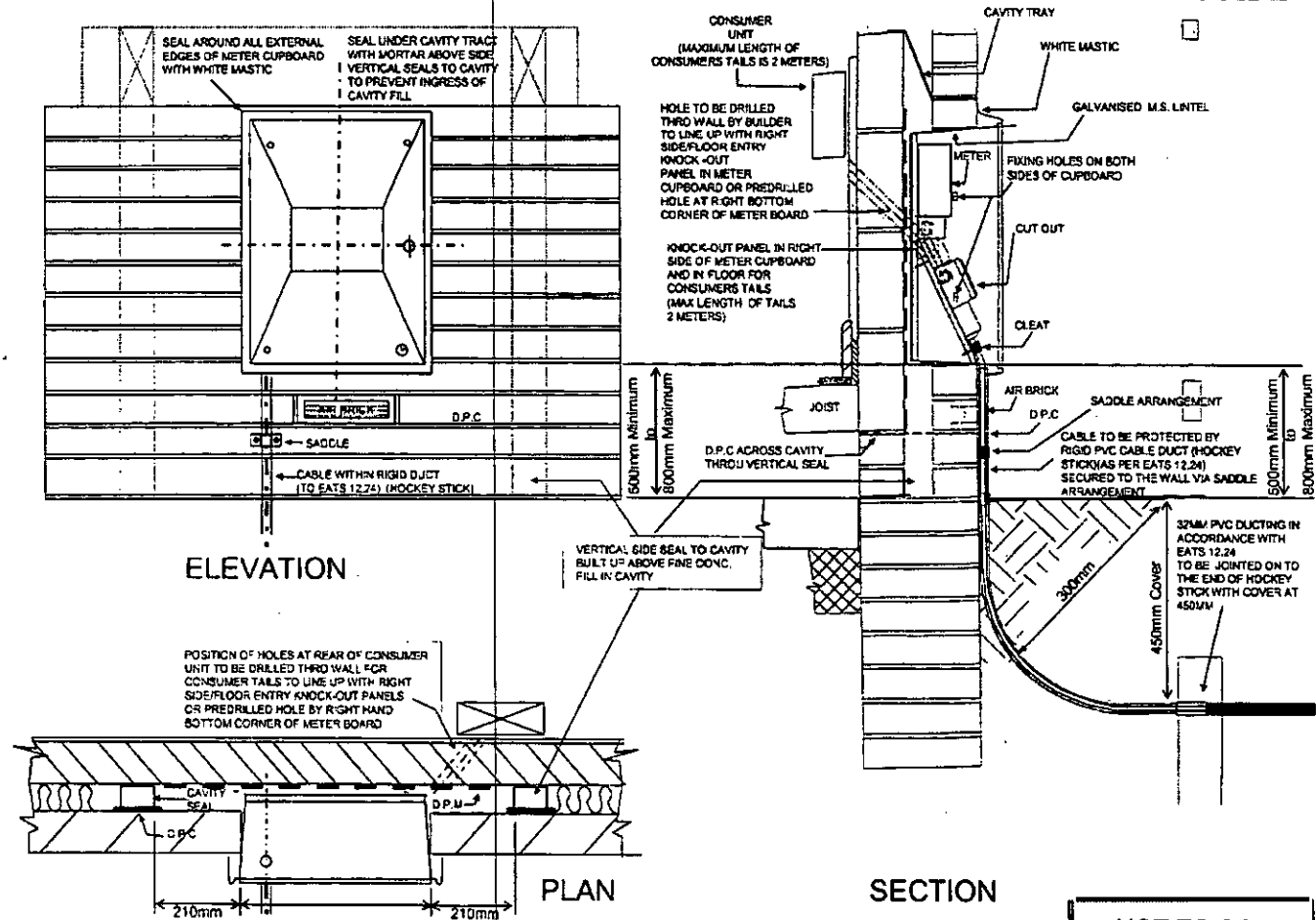
Water services laid between the property and the water meter are the responsibility of the developer and should be laid 750mm below finished level by a WIAPS plumber or passed by the relevant Water Authority Bylaws Inspector before the water meter is installed and the supply made live.

## **Carriageway**



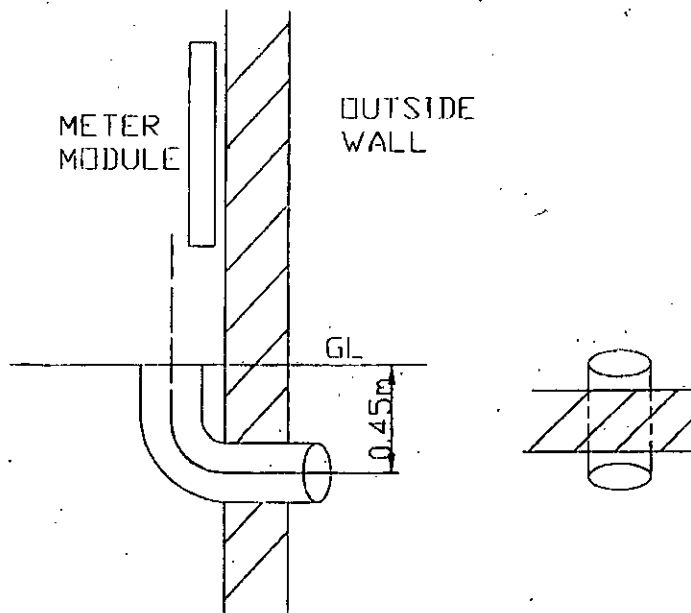
# STANDARD EXTERNAL HOCKEY STICK VIEWING CABINET INSTALLATION GUIDE

## Electric meter boxes



**Electric duct entry for internal meters**

**ELECTRIC DUCT ENTRY**  
**INTERNAL METER**

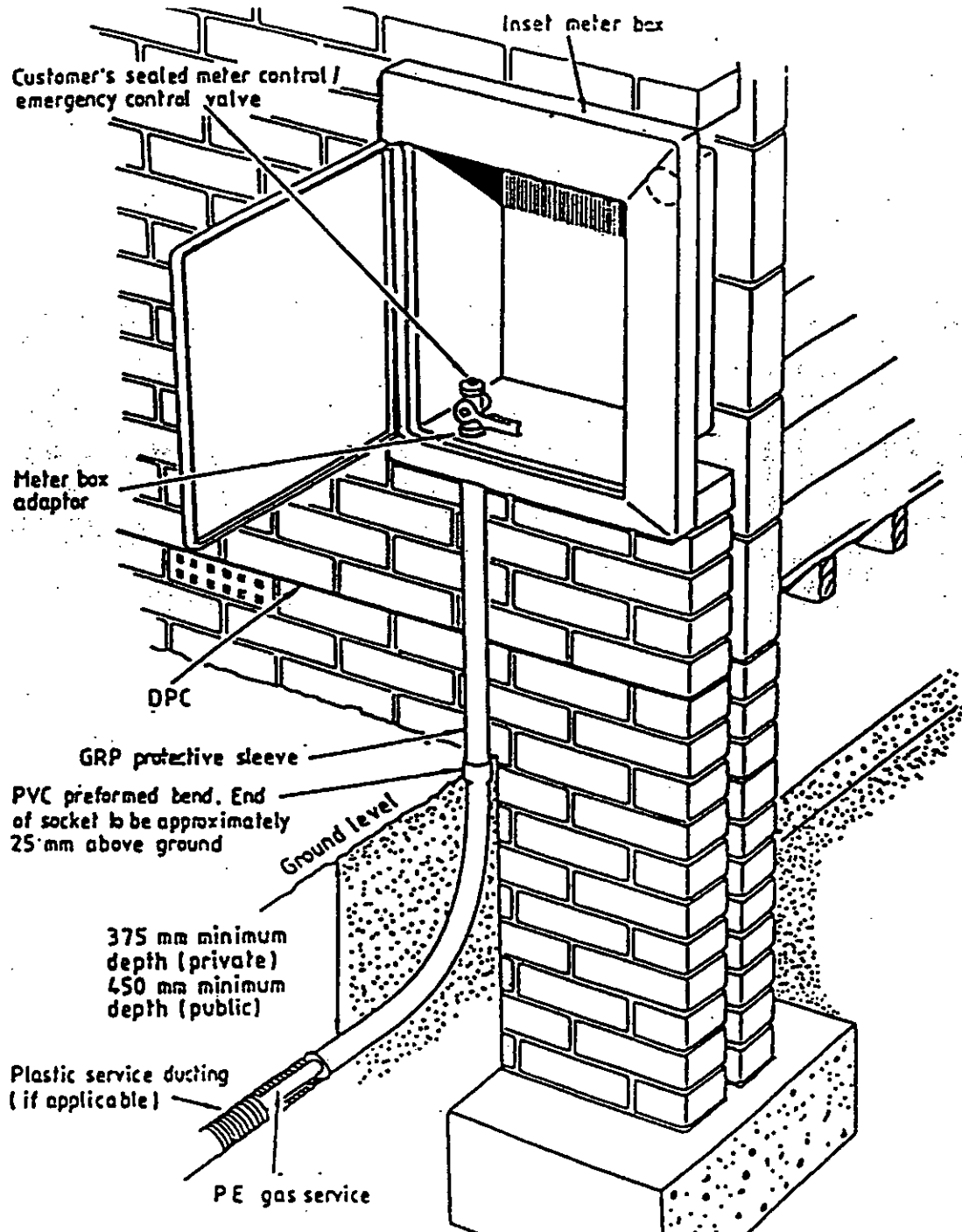


MODULE - DUCT TO BE 150mm - RED - UU  
SUPPLIES - BLACK - SP MANWEB

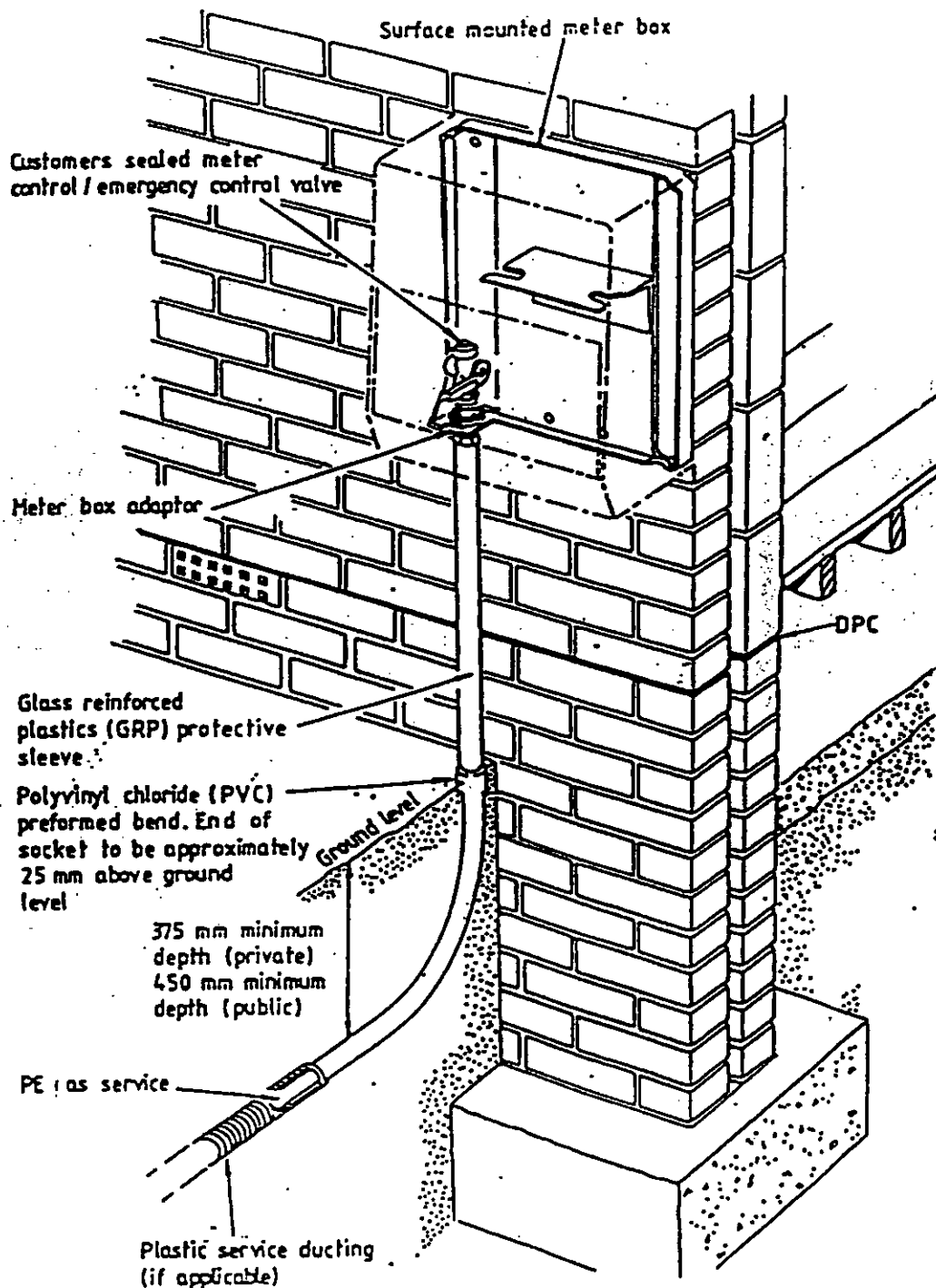
HOUSE  
SUPPLIES  
SMALL  
COMMERCIAL  
SUPPLIER  
(WHOLE  
CURRENT)

- DUCT TO BE 100mm - RED - UU  
- BLACK - SP MANWEB

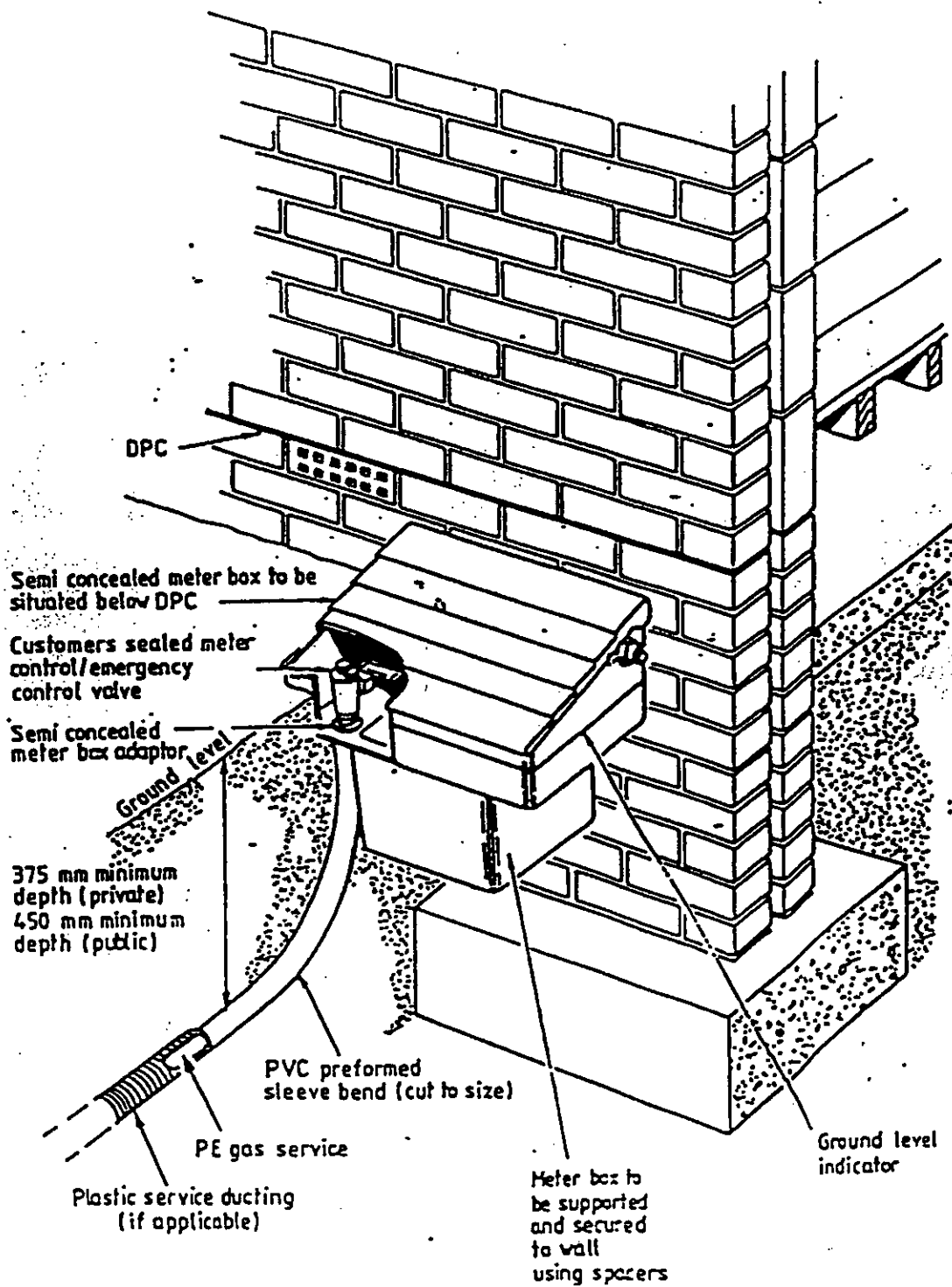
### Gas built in meter box



## Gas surface mounted meter box



### Gas semi concealed meter box





## Notes For Site Agents & Contractors As To

# Site Connections Required Before Utility Installation Commences

1. Footpaths adjacent to roadway - outside kerb haunching to be in position and inner kerb line defined.
2. Outer limits of footpath defined and finished levels indicated.
3. Utilities laid in other areas covered by way leave agreement – finished levels must be indicated and route defined.
4. Routes must be clear of all obstruction.
5. Ground level should be within + or – 150mm to the finished level.
6. BUSL reserves the right to excavate either by hand or mechanically at their discretion.
7. Where ground conditions exist such that it would result in back fill having to be imported, BUSL would reserve the right to wait until ground conditions improved unless the Site Developer would be prepared to import back fill and remove surplus soil at no cost to BUSL.
8. Where road crossing have been installed by the Developer's Contractor, it is the Developer's responsibility to locate each end of the crossing.
9. Before excavation commences the Site Agent should be consulted regarding the number and locations of the other utilities and service in close proximity to the BUSL route.
10. Where it is necessary to lay utilities in an undeveloped part of the site to enable the developed portion to be services the Site Agent should ensure that other contractors are aware of the existence of these utilities.
11. When services are laid, sufficient cover must be provided to satisfy the conditions in Para 6.
12. It is the Site Agent's responsibility to ensure that the approved type of utility ducting (to NJUG specification) is used, is clear of obstructions and its position indicated on the outside of the building.
13. Clear access must be provided for each utility between the service entry and the service position.
14. Before testing and commissioning takes place the houses must be weather-proof and lock fast.



## RESPONSIBILITIES

### Materials Responsibility

| Material                                                     | Description                                                                                                    | Supplied By                                               | Comment                                                                                           |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| <b>ELECTRICITY</b>                                           | Service Boxes<br>Hockey Stick<br>Service Ducting<br>Service Cable (12m per service, not available in Scotland) | Bethell Utility Services                                  | Delivered to site by Bethell Utility Services through Site Liaison Officer or as arranged.        |
|                                                              | Main Cable                                                                                                     | Bethell Utility Services                                  | Delivered and recovered from site by Bethell Utility Services                                     |
|                                                              | Electricity Meters                                                                                             | Meter Operator                                            | Supplied by Meter Operator appointed by supplier.                                                 |
|                                                              | Road Crossing Ducts                                                                                            | Developer                                                 |                                                                                                   |
| <b>GAS</b><br>(Gas service ducting is based on 15m per plot) | Service Boxes<br>Service Pipe<br>Service Equipment                                                             | Bethell Utility Services                                  | Delivered to site by Bethell Utility Services                                                     |
|                                                              | Main Gas Pipe Work                                                                                             | Bethell Utility Services                                  | Delivered to site by Bethell Utility Services Contractor                                          |
|                                                              | Gas Meters                                                                                                     | As arranged by Transporter                                | Installation arranged by Bethell Utility Services.                                                |
|                                                              | Road Crossing Ducts (Mains & Services)                                                                         | Developer                                                 |                                                                                                   |
| <b>WATER</b>                                                 | Service Pipes<br>Entry Ducts                                                                                   | Developer                                                 |                                                                                                   |
|                                                              | Mains Water Pipes                                                                                              | Bethell Utility Services                                  | Delivered to site by Multi Utility UK.                                                            |
|                                                              | Water Meters                                                                                                   | Host Water Company/<br>Bethell Utility Services           | Installation arranged by Bethell Utility Services.                                                |
|                                                              | Road Crossing Ducts (Mains & Services)                                                                         | Developer                                                 |                                                                                                   |
| <b>BT</b>                                                    | BT Main Ducting<br>BT Chambers<br>BT Service Ducting                                                           | Bethell Utility Services or Developer                     | Delivered to site by BT                                                                           |
|                                                              | BT Road Crossing Ducting                                                                                       | Developer                                                 |                                                                                                   |
| <b>GENERAL</b>                                               | Service/Main<br>Connection Equipment                                                                           | Bethell Utility Services or other utility (Site Specific) | All equipment associated with connection to the utility main, including inspection chambers, etc. |

\*Collection/delivery established on site specific basis and determined by local Multi Utility UK Representative.

**DEVELOPER IS TO PROVIDE SECURE STORAGE FACILITIES FOR ALL MATERIALS DELIVERED**

## Developer Responsibilities:

### ELECTRICITY

1. Install road crossing ducts (provided by Developer)
2. Install service tube, hockey stick and draw cord from kerb line to meter box (where applicable).
3. Provide all internal routes and trunking for internal services (on some locations our contractor will install trunking etc.).
4. Apply for mains and service connections via the BUSL shared mailbox.
5. Ensure cabinet doors are fitted immediately after service installed.

### GAS

1. Install road crossing ducts (provided by Developer)
2. Install service pipe (provided by BUSL) from kerb line to gas meter position only.
3. Provide all internal routes and riser routes, including all necessary associated building work.
4. Fit recessed or semi-concealed meter boxes (supplied by BUSL)
5. Apply for mains and service connections via the BUSL shared mailbox.
6. Ensure cabinet doors are fitted immediately after service installed.
7. **APPOINT SHIPPER/SUPPLIER.**

### WATER (if applicable)

1. Install supply pipe from house to stop tap or meter box (service pipe sized and supplied by Developer).
2. Install road crossing ducts (provided by Developer).
3. Install atlas box (supplied by Developer).
4. Apply for mains and service connections via the BUSL shared mailbox.
5. Comply with Water Fittings Regulations 1999

### TELECOMMUNICATIONS (when organised by BUSL)

#### **Obtain BT proposals to service the site and forward to BUSL.**

1. Install road crossing ducts (supplied by BT).
2. Install service & mains ducting from dwelling to back of footpath complete with draw rope.
3. Take delivery of materials and provide safe and secure storage facilities.
4. Supply and fit house entry ducting seals.
5. Install point of entry and BT back box.
6. Apply to service provider (BT) for connection.

### TELECOMMUNICATIONS (when organised by Developer)

#### **Obtain BT proposals to service the site.**

1. Install road crossing ducts (supplied by BT).
2. Install service ducting from dwelling to junction box complete with draw rope.
3. Arrange with service provider for the delivery of materials to site and provide safe and secure storage facilities.
4. Supply and fit house entry ducting seals.
5. Arrange to joint inspect installed assets with BT.
6. Install point of entry and BT back box.
7. Apply to service provider (BT) for connection.

### GENERAL

1. Ensure kerb races have been installed prior to requesting installation.
2. Maintain an obstacle free route to allow installation to be carried out in one visit where possible.
3. Provide a safe, secure area for storage of materials.
4. Provide storage for surplus excavated material to be used/disposed of at a later date by Developer.
5. Adhere to service layout drawings for ducting installation.



# **Multi-Utility Responsibilities:**

## **Bethell Utility Services Ltd**

### **ELECTRICITY (if applicable)**

1. Provide proposal drawing.
2. Design and installation of electrical work.
3. Carry out diversion/reinforcement works within the local network areas.
4. Supply and install substation(s).
5. Energise and commission system within the local network area.
6. Liaise with host electric company to energise and commission electrical system/network.
7. Co-ordinate installation of electric meters.
8. Provide meter boxes and service tubing.
9. Install internal services in ducts and risers (if applicable).
10. Install service cables through ducts laid by developer.
11. Install and energise service connections.
12. Liaise with host electricity company to energise service connections (if applicable).

### **GAS (if applicable)**

1. Design gas network and provide layout drawing.
2. Install gas network and commission.
3. Co-ordinate the installation of meters.
4. Supply gas meter boxes (semi-concealed or surface mounted).

### **WATER (if applicable)**

1. Design water network and provide proposal drawing.
2. Install water network and commission.
3. Install or co-ordinate mains installation.
4. Install or co-ordinate service installation.
5. Tender and contract with host water company.

### **TELECOMMUNICATIONS (when organised by BUSL)**

1. Co-ordinate the supply of materials.
2. Tender and contract with BT.
3. Co-ordinate the installation of mains ducts and joint boxes.
4. Arrange joint inspection and asset handover to BT.



## Mains Application Process for On-Site Works

Actions carried out  
by the Developer

Actions carried out  
by BUSL

1) Developer must request mains installation by email using mains call off form

4 WEEKS NOTICE  
REQUIRED FOR  
MAINS  
INSTALLATION

2) The BUSL Administrator programmes mains installation.

3) Developer to ensure a clear obstacle free route is provided and kerb braces are in place.

4) BUSL will contact Developer with agreed programme for mains installation.

MULTI UTILITY UK  
REPRESENTATIVE MAY PREVET  
THE MAINS ROUTE 3 DAYS  
BEFORE WORKS COMMENCE  
ON SITE

5) BUSL will install required mains.

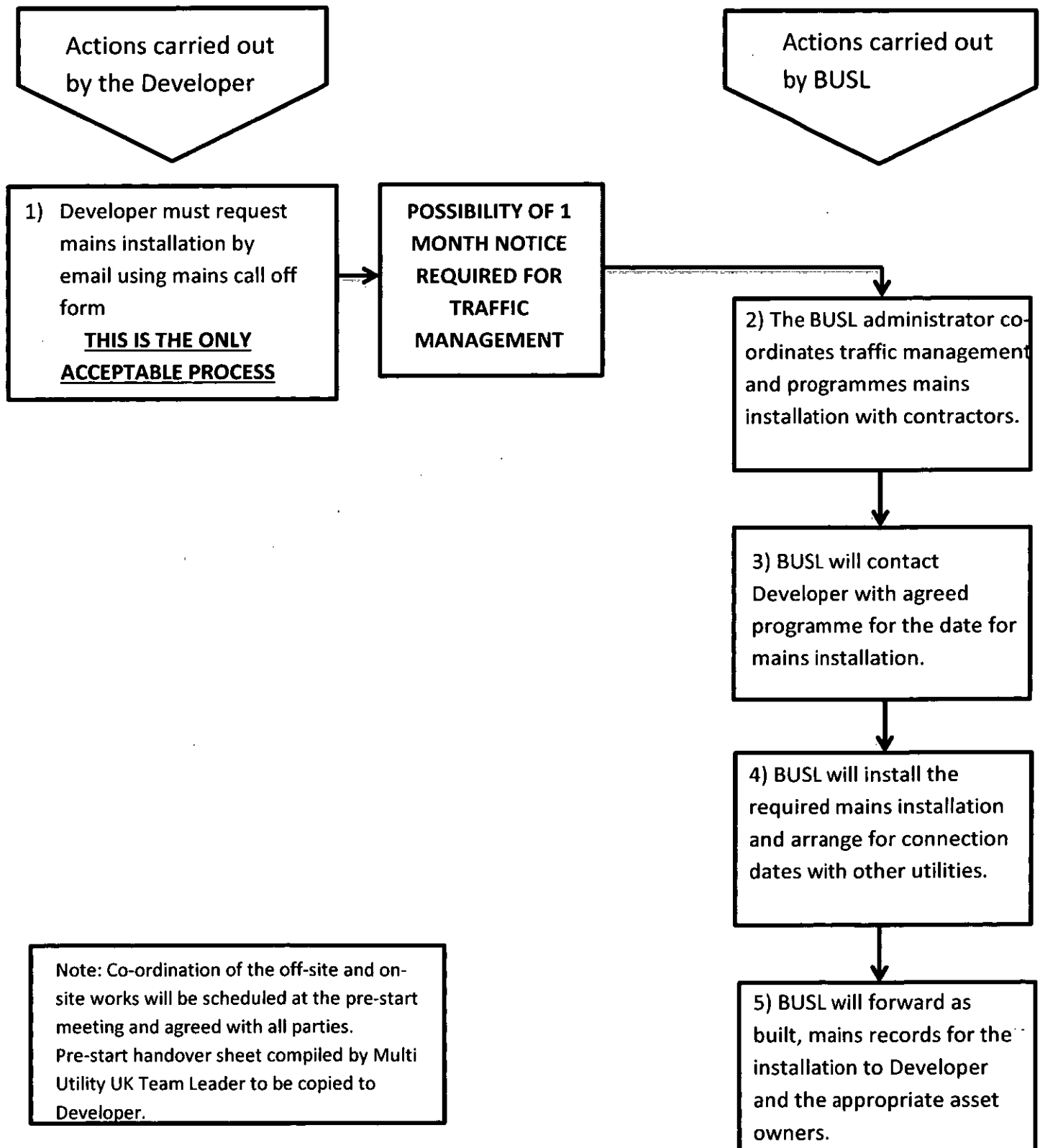
6) BUSL will forward as built, mains records for the installation to the Developer & asset owners.

PREVET FAILS

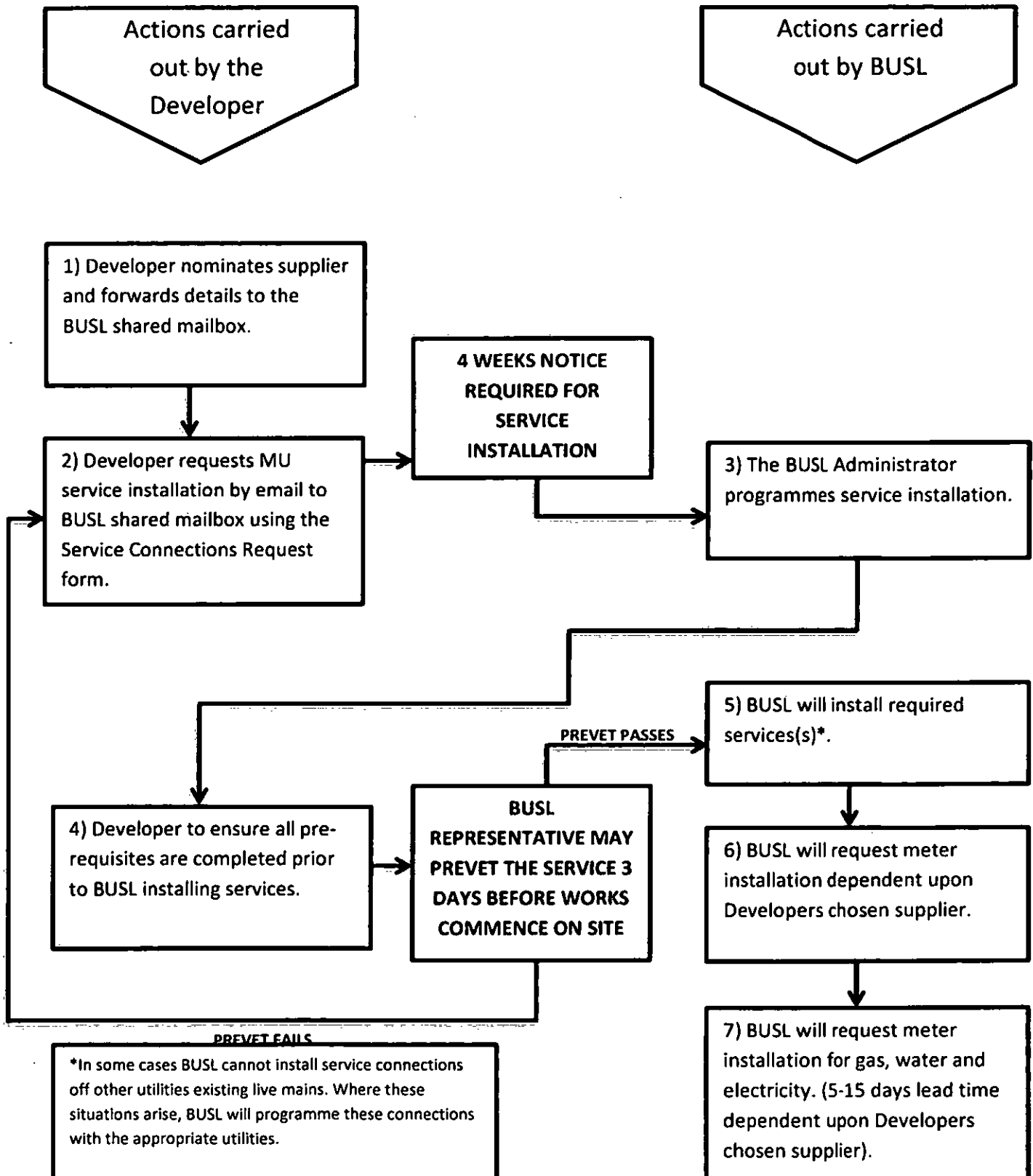
PREVET PASSES

**Note:** Co-ordination of the off-site and on-site works will be scheduled at the pre-start meeting and agreed with all parties, or at agreed milestones.

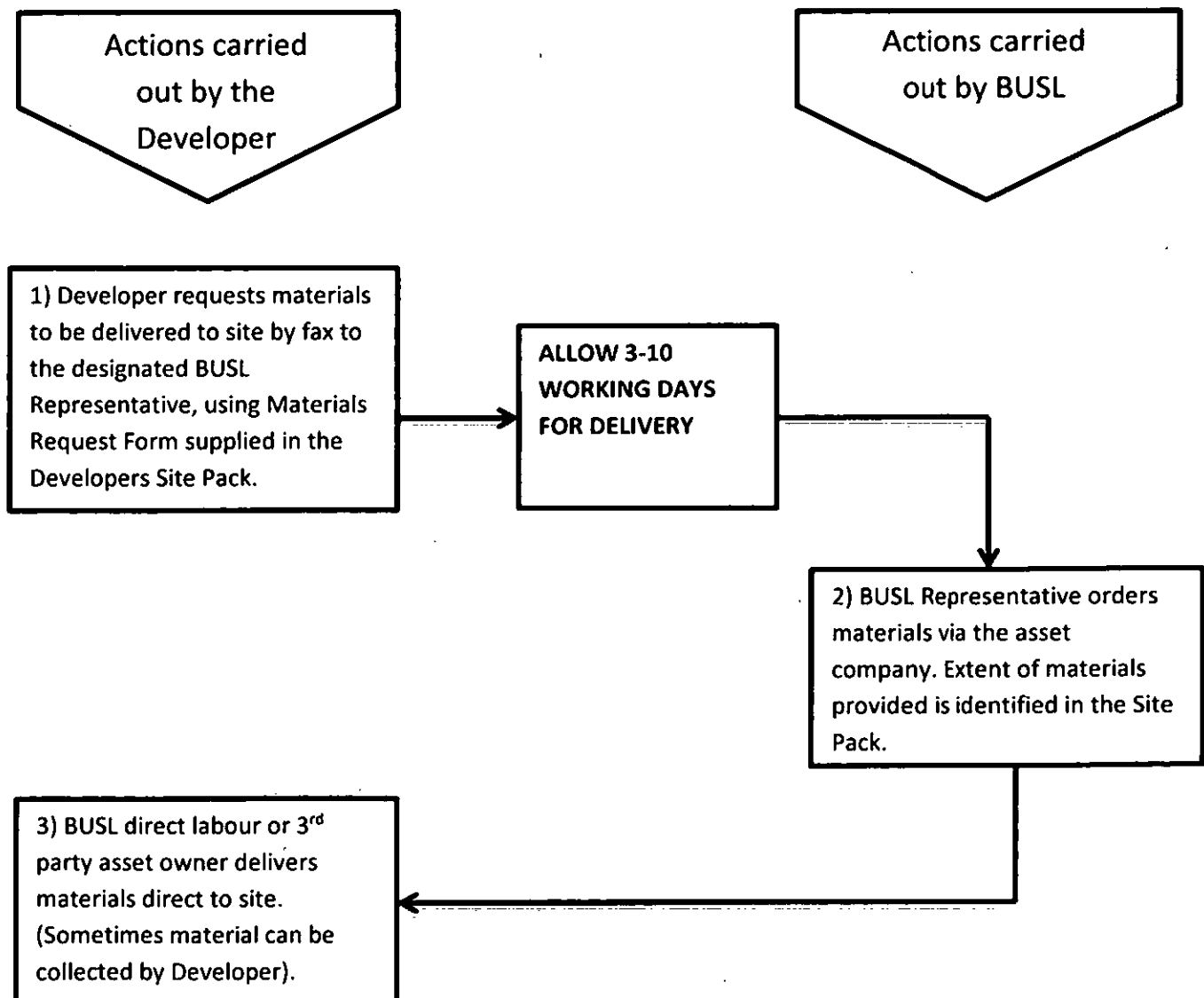
## Mains Application Process for Off-Site Works



## Service Connection Process for Multi-utility Works



## Materials Request Process



**SERVICE DUCTING PROVIDED IS BASED ON A MAXIMUM OF 12M PER PLOT  
E.G IF SITE HAS 100 PLOTS THEN A MAXIMUM OF 1200 METRES WILL BE PROVIDED.**

**NOTE: Water and gas road crossing ducts and water service pipes to be supplied by Developer.  
(Co-ordination of BT material delivery to site by BUSL Site Representative if BUSL hold BT contract for the site)**



## INSPECTION FORM

# Utility Services Connections (Both MU and SU) Pre-installation Inspection Form

Site:

Developer:

For the attention of:

Spec Dev Number:

The services below have been inspected and are deemed **READY/NOT READY** for connection.

Please note below the details of the standards that will be inspected in the normal course of events.

| Write Plot Numbers HERE →                                                                                                          |  |  |  |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
| <b>All Utilities</b>                                                                                                               |  |  |  |  |  |  |
| 1. Service pipe/cable sufficient length to connect to main                                                                         |  |  |  |  |  |  |
| 2. Scaffolding removed from meter cabinet area                                                                                     |  |  |  |  |  |  |
| 3. Footpaths have been surfaced or based                                                                                           |  |  |  |  |  |  |
| 4. Site materials clear to allow connections to main                                                                               |  |  |  |  |  |  |
| 5. No excessive concrete haunching behind kerb or edging                                                                           |  |  |  |  |  |  |
| 6. Meter cabinets secure to wall                                                                                                   |  |  |  |  |  |  |
| 7. Doors fitted to meter cabinets                                                                                                  |  |  |  |  |  |  |
| 8. Cabinets undamaged                                                                                                              |  |  |  |  |  |  |
| 9. Structural frame of building complete                                                                                           |  |  |  |  |  |  |
| 10. Road Crossings – one side excavated and marked                                                                                 |  |  |  |  |  |  |
| <b>Electricity</b>                                                                                                                 |  |  |  |  |  |  |
| 1. Road crossing ducts in place for electricity service                                                                            |  |  |  |  |  |  |
| 2. Electric meter cabinet installed and is correct height                                                                          |  |  |  |  |  |  |
| 3. Electric service duct installed to back of footpath and is visible                                                              |  |  |  |  |  |  |
| 4. Hockey stick fitted into left hand side of meter cabinet                                                                        |  |  |  |  |  |  |
| 5. Any communal meter rooms are boarded and secure                                                                                 |  |  |  |  |  |  |
| 6. Electric service duct clear from footpath to house and roped                                                                    |  |  |  |  |  |  |
| <b>Gas</b>                                                                                                                         |  |  |  |  |  |  |
| 1. Road crossing ducts in place for gas service pipe.                                                                              |  |  |  |  |  |  |
| 2. Gas meter cabinet installed and is correct height                                                                               |  |  |  |  |  |  |
| 3. Gas service pipe installed to back of footpath and is visible                                                                   |  |  |  |  |  |  |
| 4. Wall cavity sleeve/spigot installed to gas cabinet                                                                              |  |  |  |  |  |  |
| <b>Water</b>                                                                                                                       |  |  |  |  |  |  |
| 1. Road crossing in place for water service pipe                                                                                   |  |  |  |  |  |  |
| 2. Water meter box installed (if no arrangement for Atplax box to be fitted)                                                       |  |  |  |  |  |  |
| 3. Water service pipe installed to back of footpath and is visible.                                                                |  |  |  |  |  |  |
| 4. Water pipe clear from house to footpath and disconnected from Intex box (if no plans made for developer to disconnect from box) |  |  |  |  |  |  |
| 5. By-law inspection/Water pipe fittings regulation 1999 pipe out/internal plumbing certificate passed by water company            |  |  |  |  |  |  |
| <b>Miscellaneous Checks</b>                                                                                                        |  |  |  |  |  |  |
| 1. Other                                                                                                                           |  |  |  |  |  |  |
| 2. Other                                                                                                                           |  |  |  |  |  |  |
| Please mark under each plot 'PASS' OR 'FAIL' →                                                                                     |  |  |  |  |  |  |

**Copy to: Site Agent, Site Liaison Officer and Contractor.**

Notes:

If any of the plots above have **FAILED** the pre-inspection please rectify any remedial works and re-submit the application for the failed plots by completing a new service application form.

Site Manager:

Site Liaison Officer:



## MAINS CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Scheme No:

Name of Development:

Contact Name:

Position:

Tel No:

Fax No:

THE FOLLOWING MUST BE COMPLETED BEFORE WORK CAN COMMENCE ON SITE. I CONFIRM, ON BEHALF OF THE DEVELOPER, THAT THE UNDERNOTED POINTS WILL BE COMPLETED TO ALLOW WORK TO BE SAFELY COMPLETED.

### CHECKLIST (Please tick if correct)

No scaffolding erected in area of work ☐

Line and level provided ☐

Work area cleared & accessible ☐

**NOTE: BUSL cannot be held responsible for any alterations required due to incorrect Line and Level being given.**

### WORK REQUIREMENTS

PLEASE LAY GAS ☐

WATER ☐

ELECTRIC ☐

MAIN FROM:

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

Plot No. \_\_\_\_\_ To Plot No. \_\_\_\_\_ Approx. Length \_\_\_\_\_

**DATE WORK REQUIRED:** Minimum 3 weeks' notice required.

**Week Commencing:** \_\_\_\_\_

**Signed for on behalf of the Developer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**REQUEST CONFIRMATION** Section to be completed by BUSL admin and emailed back to the Developer.

The above work has been programmed for: \_\_\_\_\_

**DATE:** \_\_\_\_\_ **BUSL ADMINISTRATOR:** \_\_\_\_\_

**Our representative may visit you 3 days before the above date.**

**NOTE:** Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 workings days' notice an abortive visit may again be charged.  
Abortive visits have to be re-booked and can take approximately 4 weeks to re-schedule.

**You MUST re-submit your request to BUSL in order to facilitate new programme dates.**



## STREETLIGHTING CALL OFF

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Contact Name:

Position:

Tel No:

Fax No:

I CAN CONFIRM THAT THE FOLLOWING ROAD CROSSING/S OR SERVICE DUCT/S WILL BE INSTALLED AND THE FOLLOWING CRITERIA COMPLETE PRIOR TO BUSL ON SITE WORKS.

|                                                                  | COLUMN NUMBER |  |  |  |  |  |  |  |  |  |
|------------------------------------------------------------------|---------------|--|--|--|--|--|--|--|--|--|
| Please tick boxes to confirm completion                          |               |  |  |  |  |  |  |  |  |  |
| <b><u>Street lamp connection in road crossing</u></b>            |               |  |  |  |  |  |  |  |  |  |
| 1.Road crossing is exposed one side                              |               |  |  |  |  |  |  |  |  |  |
| 2.Duct is 100/150mm red solid wall                               |               |  |  |  |  |  |  |  |  |  |
| 3.Duct is laid at 600mm depth                                    |               |  |  |  |  |  |  |  |  |  |
| <b><u>Street lamp connection service ducting in footpath</u></b> |               |  |  |  |  |  |  |  |  |  |
| 1.Service duct is exposed both ends                              |               |  |  |  |  |  |  |  |  |  |
| 2.Service duct is 32mm & 38mm                                    |               |  |  |  |  |  |  |  |  |  |
| 3.Service duct is laid in footpath at 450mm                      |               |  |  |  |  |  |  |  |  |  |

Signed for on behalf of the Developer: \_\_\_\_\_ Print Name: \_\_\_\_\_

Designation: \_\_\_\_\_ Date: \_\_\_\_\_

ON SITE WORKS BY BUSL WILL COMMENCE ON THE \_\_\_\_\_ (BUSL Admin to complete)

NOTE: Should site conditions change and we are unable to carry out our work, an aborted visit may be charged. If mains are cancelled without 5 workings days' notice an abortive visit may again be charged.



# MATERIAL REQUEST FORM

**EMAIL BACK TO:** [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Site Address:

Contact Name:

Position:

Tel No:

Fax No:

## PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             |                |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate |                |
| Electric Service Duct (38mm)                                |                |

|                          |  |  |
|--------------------------|--|--|
| Hockey Sticks (Electric) |  |  |
|--------------------------|--|--|

## METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       |          |
| Semi Concealed Meter Boxes (GAS)                                                 |          |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  |          |

**NOTE:** All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.



## MATERIAL REQUEST FORM

**EMAIL BACK TO:** [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Site Address:

Contact Name:

Position:

Tel No:

Fax No:

### PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             |                |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate |                |
| Electric Service Duct (38mm)                                |                |

|                          |  |  |
|--------------------------|--|--|
| Hockey Sticks (Electric) |  |  |
|--------------------------|--|--|

### METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       |          |
| Semi Concealed Meter Boxes (GAS)                                                 |          |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  |          |

**NOTE:** All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.



# MATERIAL REQUEST FORM

**EMAIL BACK TO:** [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

## SITE DETAILS

Developer:

Work Ref No:

Name of Development:

Site Address:

Contact Name:

Position:

Tel No:

Fax No:

## PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             |                |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate |                |
| Electric Service Duct (38mm)                                |                |

|                          |  |  |
|--------------------------|--|--|
| Hockey Sticks (Electric) |  |  |
|--------------------------|--|--|

## METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       |          |
| Semi Concealed Meter Boxes (GAS)                                                 |          |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  |          |

**NOTE:** All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.





## ELECTRICITY INSTALLATION

# Site Conditions Required For Internal Electric House Services

1. The only acceptable ducting for a single phase domestic supply will be supplied by BUSL.
2. The ducting should start from the left hand side of the terminating board and finish at the kerb line or property boundary.
3. The service ducting should be installed at the required depth of a minimum of 450mm (600mm in gardens) from the ground floor level and should be free from repairs, kinks, rubble or any joints unless these joints have been agreed with the BUSL.
4. The service ducting will need to be visible at the point of entry to the house. Any damaged or blocked ducts will need to be rectified by the Developer before a service cable can be installed.
5. All service ducting will require a draw rope. This will be the responsibility of the Developer to install the draw rope and if required rectify any blockages.
6. Before service installation can take place the house must be lock fast and waterproof (i.e. the roof plus all door and windows must be installed). If the meter board is in the garage then the garage roof and door must be installed.
7. A fire retardant board should be in place within the cabinet to allow the service termination equipment to be installed.
8. The meter board must be installed prior to arrival of the joiner to ensure work is carried out with the minimum delay. (This will hopefully reduce aborted site visits).

**NOTE: The service cable ducting will be provided by BUSL from our depot.**



## ELECTRICITY INSTALLATION

# Site Conditions Required For Electric Outdoor Meter Cabinet House Services

1. The only acceptable ducting for a single-phase domestic supply will be supplied by BUSL.
  2. The ducting should be laid from the kerb line to the meter position.
  3. BUSL will supply a pre-formed bend (hockey stick) which must be installed as per the Host Electricity Company's specifications, from the outdoor meter cabinet to the kerb line or property boundary and connected by the jointing piece.
  4. The service ducting should be installed at the required depth of a minimum 150mm (600mm in gardens) from the ground floor level and should be free from repairs, kinks, rubble or any joints unless these joints have been agreed with the BUSL Site Manager.
  5. The service ducting will need to be visible at the point of entry to the house. Any damaged or blocked ducts will need to be rectified by the Developer before a service cable can be installed.
  6. All service ducting will require a draw rope. This will be the responsibility of the Developer to install the draw rope and if required rectify any blockages.
  7. Where the service is to be installed internally, property must be lock fast and waterproof (i.e. the roof plus all doors and windows must be installed). If the meter board is in the garage then the garage roof and door must be installed.
  8. A fire retardant board should be in place within the cabinet to allow the service termination equipment to be installed.
  9. The meter board must be installed prior to arrival of the jointer to ensure work is carried out with the minimum delay. (This will hopefully reduce aborted site visits).
- NOTE: The service cable ducting will be provided by BUSL. New connections from BUSL from our depot.**



# Site Conditions Required For Semi-concealed Gas Services

1. The only acceptable ducting for a single domestic supply will be 60mm YELLOW in colour, which is vented and can be supplied by BUSL.
2. The 60mm yellow vented ducting should be laid in a straight line from the meter position to the main in the common footpath or service strip.
3. The service ducting should be installed with the required depth of cover, which is 375mm (private) / 450mm (public) from the finished ground level and should be free from repairs, kinks, rubble or any joints.
4. Any damaged or blocked ducts will need to be rectified by the Developer before service pipe can be installed.
5. Any service duct runs will require a draw rope. This will be the responsibility of the Developer to install the draw rope and if required rectify and blockages.
6. The semi-concealed meter cabinet will be installed by the Developer with the ground level left at a suitable position to ensure stability of the new meter cabinet equipment.
7. If the Developer wishes to install gas service pipe instead of the 60mm ducting available, (supplied by the Developer) then this will involve dead service laying training. Only suitable, competent trained ground-workers can lay dead service pipe once BUSL training has been carried out. The BUSL Gas Engineer will carry out this training. (Scottish power gas sites only).

**NOTE: The service pipe ducting will be provided by BUSL. New connections from BUSL from our depot.**



## GAS INSTALLATION

# Site Conditions Required For External Gas Risers Services

1. It will be the Developer's responsibility to ensure that the riser entry has been cored and sleeved.
2. There will be a legal requirement to install an emergency valve, which must remain visible with available access adjacent to the external riser with the position agreed by the BUSL Gas Engineer.
3. The Developer should ensure that scaffold is in place prior to the external risers being installed by BUSL.

### **Special Note:**

**External risers on a timber kit construction will be required to meet the expansion requirements and will require a flexible connection through the sealed sleeve.**

# Site Conditions Required For Gas Recessed Meter Cabinet House Services

1. The only acceptable ducting for a single domestic supply will be 60mm and YELLOW in colour, which is vented and can be supplied by BUSL.
2. The 60mm yellow vented ducting should be laid in a straight line from the meter position to the main in the common footpath or service strip.
3. The service ducting should be installed with the required depth of cover, which is 375mm (private) / 450mm (public) from the finished ground level and should be free from repairs, kinks, rubble or any joints.
4. Any damaged or blocked ducts will need to be rectified by the Developer before the service pipe can be installed.
5. Any service duct runs will require a draw rope. This will be the responsibility of the Developer to install the draw rope and if required rectify any blockages.
6. There should be from the termination of the ducting a PVC preformed bend, which should end 25mm above ground level. A GRP protective sleeve will be externally installed and terminate at the meter box adaptor. (This will be the responsibility of BUSL).
7. Before service installation can take place the house should be lock fast and waterproof (i.e. the roof plus all doors and windows should be installed). If the meter board is in the garage then the garage roof and door should be installed.
8. If the Developer wishes to install gas service pipe instead of the 60mm ducting available, then this will involve dead service laying training. Only suitable, competent trained ground-workers can lay dead service pipe once training has been carried out. The BUSL Gas Engineer will carry out this training.

**NOTE: The service pipe ducting will be provided by BUSL. New connections from BUSL from our depot.**



## GAS INSTALLATION

### Site Conditions Required For Internal Gas Risers Services

1. It will be the Developer's responsibility to ensure that the riser entry has been cored.
2. The service riser will enter the building above the finished ground level unless otherwise agreed with the BUSL Gas Engineer.
3. There will be a legal requirement to install an emergency valve that must remain visible with available access out with the duct in the event of an emergency. It should be noted that it should be no higher than 1.6m from the finished floor level.
4. Construction of all ducts to be completed prior to commissioning of gas risers.
5. The duct must comply with all building regulations and ventilation within the duct must be provided at high and low levels, with fire seals fitted at each level to ensure gas cannot enter adjacent cavities.
6. The pipe can either run visibly or within a duct, however if within a duct the duct **MUST** have easily removable panels over its entire length.
7. The gas service must have a minimum clearance of 100mm within the duct.
8. BUSL will install meter control valves within each dwelling within 2m of the entry point and positioned no more than 1.6m above finished floor level.

**NOTE: For any further information on internal or external risers please contact the BUSL Site Manager.**





## WATER INSTALLATION

# Water Connections Options

## Fitting Of Water Meters

### United Utilities Area of Supply

- BUSL makes service connection and notifies United Utilities of connections made.
- BUSL fit meter in either wall box or internally.
- Developer completes United Utilities 'New Occupier Form' on handover of property to customer and forwards direct to United Utilities.
- BUSL will require WIAPS certification for the approved Ground Workers/Plumbers carrying out work on site along with UU Spider Number.

### Severn Trent Area of Supply

- BUSL installs service.
- BUSL to liaise with Severn Trent Site Advisor for delivery of meter to site.
- Developer/Plumber to fit meter.

### Northumbrian Water Area of Supply

- BUSL installs service.
- BUSL fixes meters at same time as service is installed.
- BUSL notifies Yorkshire Water of completed service connections.

### South Staffordshire Water Area of Supply

- BUSL to liaise with South Staffordshire Water to install service.
- BUSL to liaise with South Staffordshire Water for delivery of meters to site.
- Developer to fit meters.

### Welsh Water Area of Supply

- BUSL install service.
- BUSL to liaise with Welsh Water to supply meter.
- Welsh Water to install water meter.

### Dee Valley Water Area of Supply

- BUSL installs service connection.
- BUSL to liaise with Dee Valley Water to install meter connection.



## BT Entry Into Houses

A number of options are available for BT entry into new houses. An appropriate method of entry will have been agreed between BT and the Site Developer at the initial design stage. Any subsequent revision which may be required should always be agreed with BT before execution.

### Installation - Developer's Responsibilities

If BUSL have been requested by the Developer to install BT as part of the Multi-utility package the Developer will be responsible for the following on site;

#### Housing

- The installation of 50mm internal diameter BT service ducting from the footpath or service strip and termination of the 90 degree pre-formed bend will be the responsibility of the Developer, who should ensure all duct runs have been installed to a depth of 350mm/450mm beneath the proposed external ground level.
- The Developer will supply and install standard 20mm electrical conduit through the cavity wall at the point vertically above the end of the service duct.
- The Developer will install a BT back box or standard single gang flush steel box approximately 230mm above the finished floor level inside the property pre-preparation.
- All ducts are to be provided with a draw rope after installation, unless local agreement is reached with the BT New Sites Representative (NSR) to substitute the draw rope for cable.
- The Developer will be responsible for the installation of all service cables from the joint box to the house of the developer.

**NOTE:** To avoid future surface wiring, it is recommended that any wiring within the premises for extensions is completed before the walls are plastered. All internal cables should be run inside conduit to enable maintenance which does not disturb finished surfaces.

#### Installation - BUSL Responsibilities

- BUSL will be responsible for the installation of the main infrastructure ducting and the connection of the service duct to the BT main duct or joint box.

#### BT Installation

- It will be the responsibility of the Developer to provide a safe and secure area for the BT materials. BT will deliver these materials to site through a BUSL Representative on request from the Developer.
- **ENSURE AT LEAST 5 WORKING DAYS FOR DELIVERY OF MATERIALS.**

#### Materials Available from BT

- 50mm internal diameter PVC duct, including pre-formed bends and tees(Duct No 56)
- Grey PVC capping, bend and cover (capping 25, connector bend 4 and cover IOIA)
- Duct plug IA.
- External cable.
- Back box for BT main socket.

## BT Entry Into Residential Flats, Apartments And Industrial Units

### Entry Into Buildings

A number of options are available for BT entry into residential buildings and industrial units. An appropriate method of entry will have been agreed between BT and the site Developer at the initial design stage. Any subsequent revision which may be required should always be agreed with BT before execution.

### Installation – Developer’s Responsibilities

If BUSL have been requested by the Developer to install BT as part of the Multi-utility package the Developer will be responsible for the following on site;

#### Flatted & Commercial Installations

- The installation of 50mm or 90mm internal diameter BT service ducting from the footpath or service strip and termination of the 90 degree pre-formed bend will be the responsibility of the Develop, who should ensure all duct runs have been installed to a depth of 350mm/450mm beneath the proposed external ground level.
- For any new building the Developer will ensure that the duct which passes through the wall/floor is to be coated with Solvent Cement Compound 21.
- **After installation seal ducts as follows;**
  - 1) Tie draw cord in the hole provided on plugs pressure and insert plugs.
  - 2) Pressure into end and tighten.
- The Developer will be responsible for the installation of all service cables from flatted properties & commercial units cables (cable supplied by BT NSR)

#### BT Installation

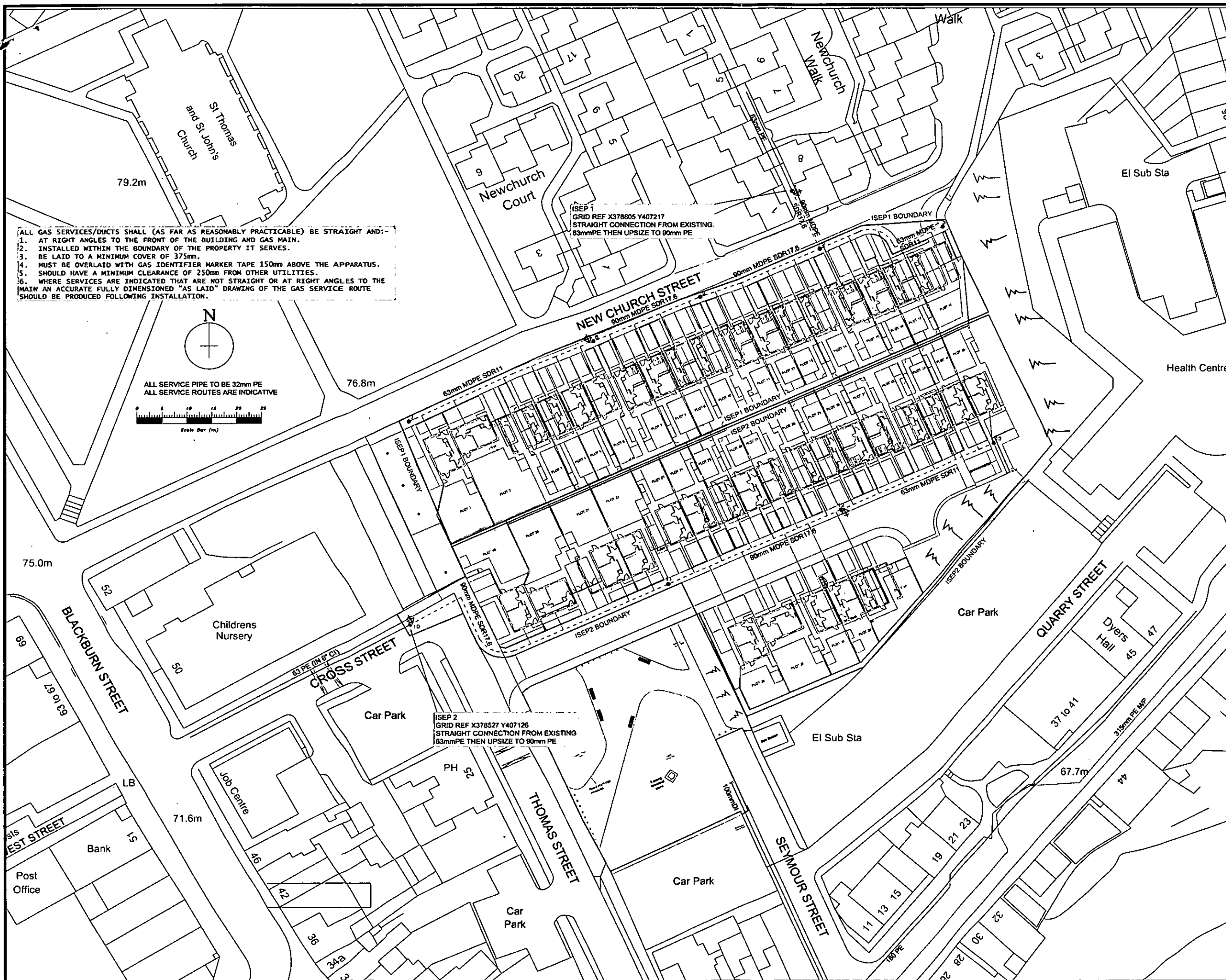
- It will be the responsibility of the Developer to provide a safe and secure area for the BT materials. BT will deliver these materials to site through a BUSL Representative on request from the Developer.
- **ENSURE AT LEAST 5 WORKING DAYS FOR DELIVERY OF MATERIALS.**

#### Materials Available From BT

- 50mm internal diameter PVC duct, including pre-formed bends and tees (Duct No 56).
- 90mm internal diameter PVC duct, including pre-formed bends and tees (Duct No 54D).
- Plugs pressure.
- Draw cord.
- Service cable.
- Solvent Cement Compound 21.







Key for Mains & Service Pipework

- Existing LP mains or services operating up to 75 millibar gauge
- Proposed LP mains or services operating up to 75 millibar gauge
- Existing MP mains or services operating between 75 millibar and 2 bar gauge
- Proposed MP mains or services operating between 75 millibar and 2 bar gauge
- Existing IP mains or services operating between 2 bar and 7 bar gauge
- Proposed IP mains or services operating between 2 bar and 7 bar gauge

Drawing Conventions

- Change in diameter nominal bore
- Mains not connected
- Valve
- Pressure Regulator
- Cap End
- Pressure / Purge point
- Depth of Cover main or service

**ES PIPELINES**  
ES Pipelines  
HAZELDEAN  
STATION ROAD  
LEATHERHEAD  
SURREY  
KT22 7AA  
Tel: 01372 227560 FAX: 01372 377990

|                     |                      |               |          |
|---------------------|----------------------|---------------|----------|
| <b>ES PIPELINES</b> | CSEP REF             | ESN019211     |          |
|                     | Upstream Transporter | NATIONAL GRID |          |
|                     | Connection points    | E:378605      | N:407217 |
|                     |                      | E:378527      | N:407216 |

Pipe Lengths (mtrs)

|    | 63mm | 90mm | 125mm | 180mm |
|----|------|------|-------|-------|
| LP | 102  | 165  |       |       |
| MP |      |      |       |       |
| IP |      |      |       |       |

TITLE

FORMER CIVIC CENTRE  
NEW CHURCH STREET  
RADCLIFFE, BURY  
PROPOSED GAS DESIGN

**bethell**  
UTILITY SERVICES

BETHELL UTILITY SERVICES  
DANE HOUSE, EUROPA PARK  
STONECLOUGH ROAD, KEARSLEY,  
M26 1GE TEL. 01204 439100

|          |                |          |
|----------|----------------|----------|
| DRAWN    | RYAN WOODCOCK  | 03/11/16 |
| CHECKED  | SARAH STANDISH | 03/11/16 |
| APPROVED | SARAH STANDISH | 03/11/16 |
| DRG No.  | BU0036-G01     | REV P1   |

SCALE 1:500 @ A2





## MATERIAL REQUEST FORM

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: BU 0036

Name of Development: NEW CHURCH STREET

Site Address: THOMAS STREET, RADCLIFFE

Contact Name: KANE BRADLEY

Position: SITE MANAGER

Tel No: 07712536963

Fax No:

### PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             | 8              |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate | <del>8</del>   |
| Electric Service Duct (38mm)                                | 8              |

|                          |    |  |
|--------------------------|----|--|
| Hockey Sticks (Electric) | 24 |  |
|--------------------------|----|--|

### METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       | 5        |
| Semi Concealed Meter Boxes (GAS)                                                 | 17       |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  | 24       |

**NOTE:** All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.



## MATERIAL REQUEST FORM

EMAIL BACK TO: [MUConstruction@bethell.co.uk](mailto:MUConstruction@bethell.co.uk)

### SITE DETAILS

Developer: KIER LIVING

Work Ref No: BU0036

Name of Development: NEW CHURCH STREET

Site Address: THOMAS STREET, RADCLIFFE

Contact Name: KAINE BRADLEY

Position: SITE MANAGER

Tel No: 07703 438 164

Fax No:

### PLEASE INDICATE NUMBER OF UNITS REQUIRED

|                                                             | 50 Meter Coils |
|-------------------------------------------------------------|----------------|
| Gas Pipe (32mm)                                             | 2              |
| Water Pipe (25mm / 32mm)<br>Please delete where appropriate |                |
| Electric Service Duct (38mm)                                | 2              |

|                          |    |  |
|--------------------------|----|--|
| Hockey Sticks (Electric) | 16 |  |
|--------------------------|----|--|

### METER/WATER BOXES

|                                                                                  | QUANTITY |
|----------------------------------------------------------------------------------|----------|
| Recessed Meter Boxes (GAS)                                                       | 2        |
| Semi Concealed Meter Boxes (GAS)                                                 | 16       |
| Atplas Boxes (WATER) Normal /<br>Contaminated<br>Please delete where appropriate |          |
| Surface Mounted Boxes (ELECTRIC)                                                 |          |
| Recessed Meter Boxes (ELECTRIC)                                                  | 16       |

NOTE: All pipes and ducts must be installed as per BUSL and local DNO specification.

All materials called off will be delivered directly to site, it is the responsibility of the developer to verify quantities and condition and inform BUSL of any discrepancies within 24 hours – any shortages will not be accommodated unless notified formally. It is the responsibility of the developer to unload the materials and keep in a dry secure area. Any loss, damage or replacement materials will be charged for.



|                                   |                         |
|-----------------------------------|-------------------------|
| SCALE: 1:625                      | LP MAINS                |
| USER ID: 206.mageri@betheil.co.uk | MP MAINS                |
| DATE: 11/21/2016                  | IP MAINS                |
| EXTRACT DATE: 11/21/2016          | LHP MAINS               |
| MAP REF: SD7807                   | NHP MAINS               |
| CENTRE: 378556.407181             | HISTORY MAINS           |
| Some over pipes of plant shown:   | OUT OF STANDARD SERVICE |
| Video                             | OTs                     |
| Depth of Cover                    | SSSs                    |
| Syphon                            |                         |
| Diurnal Change                    |                         |
| Nocturnal Change                  |                         |

This plan shows those pipes owned by National Grid Gas Distribution Limited in their role as a Licensed Gas Transporter (GT). Gas pipes owned by other GTs, or otherwise privately owned, may be present in this area. Information with regard to such pipes should be obtained from the relevant owners. The information shown on this plan is given without warranty, the accuracy thereof cannot be guaranteed. Service pipes, valves, syphons, stub connections, etc. are not shown but their presence should be anticipated. No liability of any kind whatsoever is accepted by National Grid Gas Distribution Limited or their agents, servants or contractors for any error or omission. Safe digging practice, in accordance with BS (Q47), must be used to verify and establish the actual position of mains, pipes, services and other apparatus on site before any mechanical plant is used. It is your responsibility to ensure that this information is provided to all persons (either direct labour or contractors) working for you on or near gas apparatus. The information included on this plan should not be relied on beyond a period of 28 days from the date of issue.

**nationalgrid**

This plan is reproduced from or based on the OS map by National Grid Gas Distribution Limited, with the sanction of the controller of HM Stationary Office.



Clean

**Scale Approx : 985.963711058269**

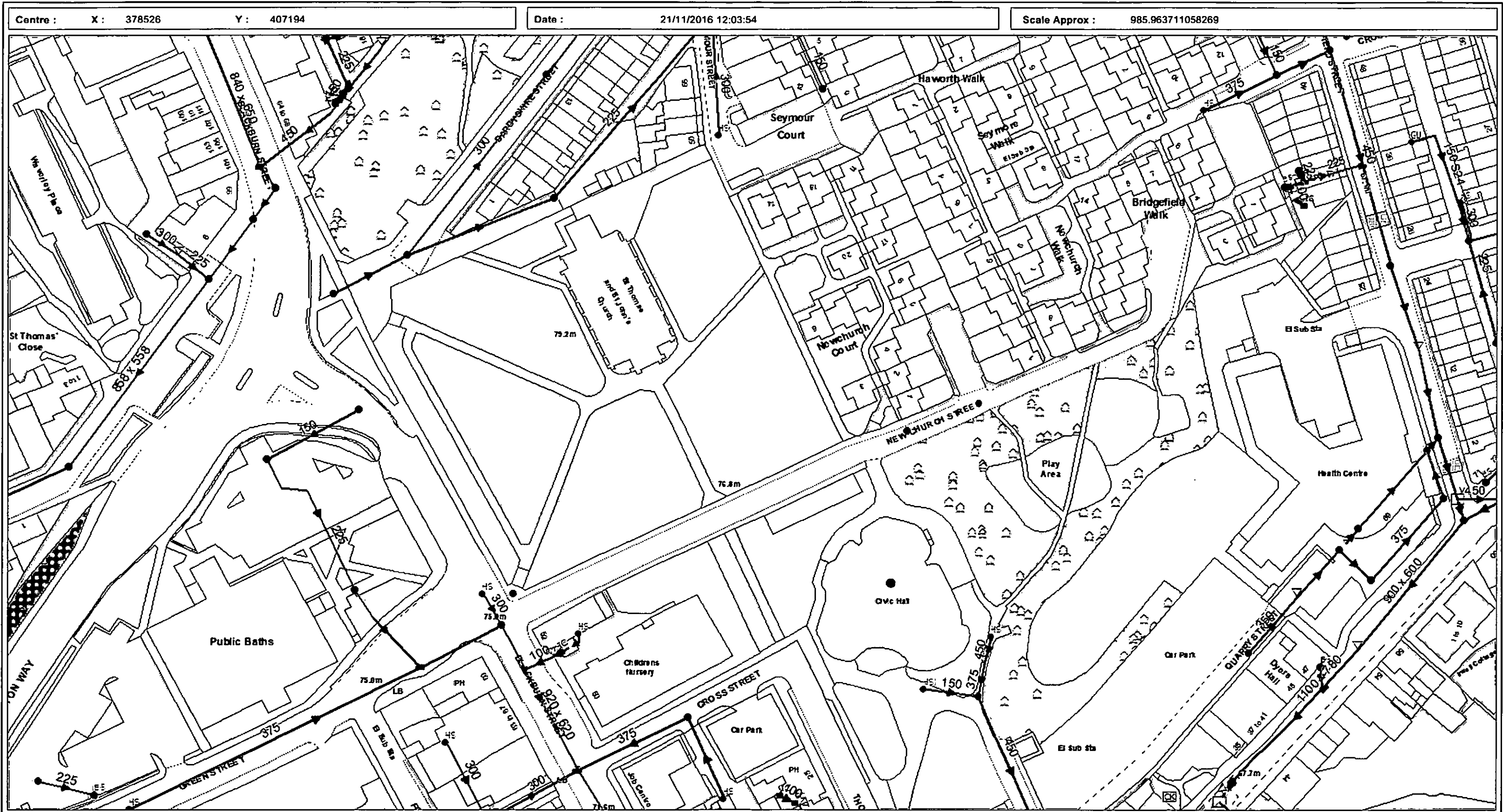


Copyright © 2012. This plan is based on the Ordnance Survey Map with the sanction of the Controller of H.M. Stationary Office. Crown and United Utilities Water copyrights are reserved. Unauthorised reproduction will infringe these copyrights.



# UU Maps for Safe Dig

Waste



## Extract from maps of United Utilities' Underground Assets

The position of the underground apparatus shown on this plan is approximate only and is given in accordance with the best information currently available. The actual positions may be different from those shown on the plan and private service pipes may be shown by a blue broken line. United Utilities Water will not accept liability for any damage caused by the actual position being different from those shown.

Copyright UU 2012. This plan is based on the Ordnance Survey Map with the sanction of the Controller of H.M. Stationary Office. Crown and United Utilities Water copyrights are reserved. Unauthorised reproduction will infringe these copyrights.





Requested by: Zoe Magari  
Company: Bethell Utility Services  
Date Requested: 21/11/2016  
Job Reference: 9456961  
Your Scheme/Reference: BU0036

Dig Sites:  
Area  Line 

| Operating Voltage | Colour Code | Line Colour                                                                           |
|-------------------|-------------|---------------------------------------------------------------------------------------|
| 132kV             | Black       |  |
| 33kV              | Green       |  |
| 22kV-25kV         | Yellow      |  |
| 11kV              | Red         |  |
| 6kV-6.6kV         | Blue        |  |
| 1kV-6kV           | Violet      |  |
| LV                | Orange      |  |
| Unknown Voltage   | Brown       |  |

**Electricity**  
north west

Data Management  
Electricity North West  
Linley House  
Dickinson Street  
Manchester, M1 4LF  
Phone: 0800 195 4141  
Email: [planrequest@enwl.co.uk](mailto:planrequest@enwl.co.uk)

Scales on A4 paper:  
1:1250 Area dig site  
1:250 Line dig site

Unless otherwise indicated the depth of Electricity North West Limited cables are in accordance with NJUG (450mm for Low Voltage & 600mm for 11kV cables) 33kV and 132kV cables are laid at depths as marked. The depth and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However third parties may have altered the level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different from shown. No person, body or company, shall be relieved from liability for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated on the cable records. Other apparatus may also be present which is owned by a third party other than Electricity North West Limited.

Reproduced from or based upon Ordnance Survey's map with the permission of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No. 100017892. Unauthorised reproduction may lead to Prosecution or Civil Proceedings.

Reference should be made to HSE Guidance, HS(G)47 "Avoiding Danger from Underground Services" and GS6 "Avoidance of Danger from Overhead Power Lines".

Electricity North West Limited 304 Bridgewater Place, Birchwood Park, Warrington WA3 6XG. Registered in England and Wales. Registered No 02366949

# Water pre-development enquiry

Budget costs and guidance for your development



**United Utilities Water Ltd  
Developer Services Water  
Windermere House  
Lingley Mere Business Park  
Lingley Green Avenue  
Warrington  
WA5 3LP**

Zoe Magari  
Bethell Utility Services  
Dane House  
Europa Business Park  
Stoneclough Road  
Kearsley  
M26 1GE

Telephone: 0345 072 6067  
Facsimile: 01925 677973  
Email: [DeveloperServicesWater@uuplc.co.uk](mailto:DeveloperServicesWater@uuplc.co.uk)

Your ref:  
Our ref: **4100234814**  
Date: **11.07.2016**

Dear Zoe

**Pre-Development Enquiry for a new development site at Newchurch Street, Radcliffe**

Thank you for your pre-development enquiry dated, 1.07.2016 which we received on 1.07.2016.

I am pleased to tell you that based on current and anticipated demands our clean water network is able to supply the likely requirements for your development.

**Point of connection**

The point of connection for the water supply to your development is along a section of the existing 90mm PE water main located on Thomas Street and the existing 200mm PE water main located on Blackburn Street, as shown on the attached drawing. Please note that water pressure at ground level is expected to be 2.5bar for properties connected from Thomas street and 3.5Bar for those properties connected from Blackburn Street, please take this into account when designing the internal plumbing and consider the need for p umped storage.

**Existing United Utilities water assets**

To help plan your development I have enclosed a copy of our asset records. This shows that we have no operational assets within the boundaries of your proposed development. However, our network maybe affected at the proposed site entrances depending on the proposed lines and levels to the existing road surface.

Regarding the existing water mains surrounding your development, you must establish the true position of these water mains, the lines and levels should be plotted onto your proposed layout, and a copy of the plan should then be sent to this office for my attention for approval. Please note, that if damage does occur as a result of your works,

the repair/replacement of the mains network/surface boxes will be fully rechargeable to yourselves.

It is the responsibility of the developer to arrange for the disconnection of the existing services to site.

Note billing only accepts written requests to email: [customer.services@uuplc.co.uk](mailto:customer.services@uuplc.co.uk)

You will need to attach the bill and the request to disconnect and confirm if the property was domestic or commercial.

### **Important note**

This copy of our asset records is only provided to help you assess the likely risks when planning your development at a desk top stage. It is not intended to be used for planning any actual excavation or construction work. You are reminded that a Health and Safety plan should include an up to date record of all underground equipment.

### **Infrastructure Charges**

Based on the information you have provided we would advise you to allow a budget of £28,608.00 for water and wastewater infrastructure charges for the planned 40 new connections. At present this charge is outside the scope of VAT.

### **Infrastructure Credits**

We have no record of any chargeable water or sewerage connections to previous premises on this site within the last 5 years. This means that we are unable to offer any infrastructure credits against new connections on your proposed development.

### **What to do next**

If you decide to proceed with your development, you can choose between requisitioning your new clean water directly from us, or you can employ a contractor directly to self lay the new mains. A list of approved installers is available at Lloyds Register [www.lr.org](http://www.lr.org). If your development will be using water for domestic purposes we will often provide an allowance in respect of future water use toward the cost of your new main, this allowance is the same no matter who you choose to lay your development main.

We have a booklet "Obtaining water supplies for new developments - Guidance notes for developers" which is available on request or can be downloaded from our website [unitedutilities.com](http://unitedutilities.com), which has lots of useful information to help you make the right choice for your new water main or water connection.

The information given is valid for up to 6 months, if you need any further information or assistance, please do not hesitate to contact me at this office.

Yours sincerely,

Teresa Helm  
Design Engineer

Enc. General Conditions  
Mains Records

## onemap



### Extract from maps of United Utilities' Underground Assets

The position of the underground apparatus shown on this plan is approximate only and is given in accordance with the best information currently available. The actual positions may be different from those shown on the plan and private service pipes may be shown by a blue broken line. United Utilities Water will not accept liability for any damage caused by the actual position being different from those shown.

Copyright © 2012. This plan is based on the Ordnance Survey Map with the sanction of the Controller of H.M. Stationary Office. Crown and United Utilities Water copyrights are reserved. Unauthorised reproduction will infringe these copyrights.





Bringing energy to your door

Electricity Connections  
Electricity North West  
Frederick Road  
Salford  
M6 6QH

Ms. Zoe Magari  
Bethel Utility Services  
Dane House Europa Park  
Stoneclough Road  
Kearsley  
M26 1GE

Our Ref: 5500084648/A

T: 0800-195-4141  
DD: 08433 114393  
E: david.crompton@enwl.co.uk

14 October 2016

Dear Ms. Zoe Magari

**Re: IDNO Point of Connection for Plots 1-18 New Church Street Radcliffe, 0, 0, M26 2UH**

Thank you for your recent enquiry requesting a quotation in relation to the above.

Our price for carrying out any statutory works, detailed in the enclosed Project Specification, is £2,530.00 plus VAT of £506.00 totalling £3,036.00

The point of connection is valid for a period of 180 days from the date of this letter. A detailed price breakdown can be found on the following pages.

The works and the assumptions made in calculating our price are based on your application and are detailed in the Project Specification. Please take time to read through and check these details and should you wish to make any amendments please notify us at the earliest opportunity.

Any work carried out is subject to Electricity North West General Conditions of Contract and the Project Specification. A full copy of the Electricity North West Limited General Conditions of Contract (business) can be viewed at <http://www.enwl.co.uk/our-services/connection-services/help-faqs>. If you are unable to access the internet please contact us on 0800 048 1820 and we will post a copy to you.

There is a new Competition in Connections Code of Practice that came into effect on the 30th October 2015. This policy enables third party connectors to undertake more activities associated with a new connection. Further details can be found on our website.

To enable you to comply with the Construction (Design and Management) Regulations 2015, a full method statement will be provided to you once we acknowledge receipt of your signed Customer Acceptance Form. The statement will reflect the generic and site-specific risks and the working methods adopted by our appointed contractor for works undertaken on behalf of Electricity North West.

If you wish to proceed, please return the following by email to [cic@enwl.co.uk](mailto:cic@enwl.co.uk) or by post to the address above:

- Completed Customer Acceptance Form.
- Payment for the full amount of the price stated including VAT at the appropriate rate by cheque payable to Electricity North West Limited or BACS / CHAPS transfer.
- Design Approval pack from a NERS accredited company.

We would like to thank you for your valued enquiry and look forward to working closely with you in due course. If you require any further assistance please do not hesitate to contact me.

Yours sincerely

David  
Crompton

 Digitally signed by David Crompton  
DN: David Crompton  
C=GB, O=UNITED KINGDOM  
E=david.crompton@enwl.co.uk  
2.5.4.11=

Date: 2016.10.14 13:33:07

Dave Crompton  
Electricity North West

**The charges include for:**

- ENWL Desing and assessment charges.
- Obtain Legal consents as required.

**The charges do not include for:**

- Damage to crops / land during operational access / work etc.
- Unidentified HV &/or LV infrastructure diversion works.
- Out of hours working.

**Quotation price**

The quotation price is provided based upon your application and the information you provided. The quotation only contains the non contestable charges associated with the new connection, this may include any contestable diversion and reinforcement costs.

**Non Contestable Charges**

If you require a full description of the non contestable charges these can be viewed on our website link:

<http://www.enwl.co.uk/search-results?indexCatalogue=enwl%2Dsearch&searchQuery=methodology+2015&wordsMode=0>

If you are unable to access the internet please contact us on 0800 048 1820 and we will post a copy to you.

**Determinations**

We hope you are satisfied with the service Electricity North West has provided and hope that any possible disputes have been resolved satisfactorily. However if a situation should arise and we are unable to reach a mutually acceptable solution, you can contact The Energy Ombudsman, who will assist in resolving the dispute. You can contact The Energy Ombudsman in writing to PO BOX 966, Warrington, WA4 9DF, by telephone on 0845 055 0760 or online at [www.energy-ombudsman.org.uk](http://www.energy-ombudsman.org.uk)

### **BREAKDOWN OF CHARGES**

| <b>Non Contestable Charges</b>                   |                 |                  |
|--------------------------------------------------|-----------------|------------------|
| <b>Competition in Connection Charges</b>         | <b>Quantity</b> | <b>Charge</b>    |
| Assessment Charges                               | 1               | £1,000.00        |
| Design Charges                                   | 1               | £330.00          |
| Legal - Ind/com Way/easement developer/3rd party | 1               | £1,200.00        |
|                                                  |                 |                  |
| <b>Total Non Contestable Charge</b>              |                 | <b>£2,530.00</b> |
|                                                  |                 |                  |
| <b>Total Charge</b>                              |                 | <b>£2,530.00</b> |

## **CUSTOMER ACCEPTANCE FORM**

**Customer:** Bethel Utility Services

**Our Ref:** 5500084648/A

**Project title:** IDNO Point of Connection for Plots 1-18 New Church Street Radcliffe

**Site address:** 0, 0, M26 2UH

I accept your offer, dated 14 October 2016 for the works referenced above and any subsequent charges, as detailed in the project specification.

I agree to pay £2,530.00 plus VAT of £506.00 totalling £3,036.00

I acknowledge and agree that the works are subject to the Electricity North West General Conditions of Contract, a copy of which I have read.

I acknowledge that I must appoint an electricity supplier to the site before the connection/s can be made live.

The site will be ready for Electricity North West to commence works on \_\_\_\_\_ (please enter date).

However I have read and understand clause 7 of the Electricity North West General Conditions of Contract, in relation to commencement of the works.

|                                                                             |  |
|-----------------------------------------------------------------------------|--|
| <b>Signature of customer or authorised signatory on behalf of customer:</b> |  |
| <b>Date:</b>                                                                |  |

|                                  |  |
|----------------------------------|--|
| <b>SITE CONTACT DETAILS</b>      |  |
| <b>Name of Site Manager:</b>     |  |
| <b>Contact Telephone Number:</b> |  |

|                                                                   |  |
|-------------------------------------------------------------------|--|
| <b>END USER DETAILS*</b>                                          |  |
| <b>Company/Customer Name:</b>                                     |  |
| <b>Customer Contact:</b>                                          |  |
| <b>Customer Telephone:</b>                                        |  |
| <b>Full Postal Address:</b>                                       |  |
| <b>Contact Name &amp; Address (if different to site address):</b> |  |

\* If there are multiple End Users, please provide additional details.

|                                                        |  |
|--------------------------------------------------------|--|
| <b>WAYLEAVE DETAILS (if different from End User)**</b> |  |
| <b>Name and Address of Landowner:</b>                  |  |
| <b>Landowner Telephone:</b>                            |  |

\*\* If there are multiple Landowners, please provide additional details.

Acceptance must either include payment by cheque, made payable to Electricity North West Limited or payment by BACS/CHAPS in accordance with our guidance available on our website, which can be viewed via the following [link](#)

If you are going to self approve your scheme design in line with the [Competition in Connections Code of Practice](#)

please tick here ☐ The ENWL's user guide can be located on our [website](#)

## **IDNO POC PROJECT SPECIFICATION**

### **Connections**

A system study has now been carried out based on the information you provided:

Total load requirement of your connection is 27 kVA and consists of:

Connection for 18 dwellings with gas heating.

#### **LV Point of Connection 1**

A Point of Connection has been identified on the Electricity North West Limited Low Voltage Network to be taken from an existing 4c.3 cable as shown on the enclosed plan. The cable is supplied from Seymore Walk Substation via a 750 kVA transformer and 400 A fuses.

Percentage Volt Drop at POC = 0.2% (including the new load)

Percentage Volt Drop at POC = 0.07% (excluding the new load)

Earth Loop Impedance at POC = 0.015Ω

Our quotation excludes all works from the point of connection to your point of isolation.

This Point of Connection is valid for 180 days from the date of this quotation.

## **Offer Conditions**

### **Application for a Point of Connection**

- 1) The Point of Connection (POC) will be determined on the basis of the information on your application form and will not be guaranteed if any undeclared characteristics of the proposed load are found to cause electrical disturbances to the electricity network greater than those inferred on the original application form.
- 2) The IDNO is responsible for providing true and accurate load information to Electricity North West Limited.
- 3) All Connections for Embedded Distribution Networks shall comply with Electricity North West Limited ES 225.

### **Non Contestable Work.**

- 1) The following charges will be made on acceptance of the POC and will be included within the 'Agreement to Adopt' that is issued following design approval.
  - Assessment & Design charges
  - Inspection Charges
  - Initial Energisation Cost\*
  - Associated Diversion Work
  - Associated Reinforcement Work
  - Operation & maintenance charges (only if over and above the minimum cost scheme)
  - Costs for obtaining legal consents for the development

\* The Initial Energisation Cost is for energisation of the installation at the POC only and will only be included in the offer if the network connection/s is a non-contestable joint/s or termination/s. It does not include for any on site non-contestable jointing work that may be requested following the initial energisation or for the energisation of any low voltage network if the POC was provided at high voltage.
- 2) The above charges become contractual on acceptance of the point of connection and will be included in the Electricity North West Limited 'Agreement to Adopt' contract which will be issued following design approval.

- 3) In certain circumstances diversion and reinforcement works are open to competition and are therefore classed as contestable (See Page 71, Section 6.12, Methodology and Charges for Connections Statement). If appropriate and if requested, a breakdown of the non-contestable elements for diversion and reinforcement costs may be supplied.
- 4) Indicative costs are given in Electricity North West Limited 'Statement of Methodology and Charges for Connection to the Electricity Distribution Network' which can be found on Electricity North West Limited web site: [www.enwl.co.uk](http://www.enwl.co.uk)

### **Operational / Legal Consents**

- 1) The Independent Connection Provider(ICP)/developer is legally responsible for and must make their own arrangements to obtain any legal consents to install or lay any electric line or cable on land owned by a third party. e.g. on privately owned land outside the development site. Electricity North West Limited will only obtain legal consents in so far as they are necessary or desirable for the operation of Electricity North West Limited network after asset adoption.

This will include any legal consents which the developer is required to grant for electric lines or cables within the development site which will be adopted by Electricity North West Limited. No electric lines or cables shall be installed in land not owned by the developer before agreement is reached with the landowner. This POC is, therefore, dependant on the ICP/developer being able to reach agreement with any third party landowner for any electric lines or cables, or any part thereof, which will be installed at or from the POC.

**Please note that the date of energisation for the installation will not be arranged until all operational/legal consents have been completed with Electricity North West Limited.**

- 2) Operational/Legal Consents include:

- Any easement, wayleave or licence required for any electric line or cable laid from the POC in private land which does not or will not form part of the public highway.
- Any lease or freehold transfer of land required for substations.
- Any Planning or statutory consent required in respect of any of the above.

- 3) The ICP/developer will be responsible for the cost of reinstating any damage to land not within the development site and for any for any costs associated with the acquisition of Operational/Legal Consents.

### **Health and Safety**

- 1) The following information is given to assist you in maintaining safe working practices on the site:

Electricity North West Limited plans carry an endorsement stamp that is there for your safety. Before any machines are used, all of Electricity North West Limited underground assets should be located by manual excavation. All excavation should be done by taking the appropriate safety precautions in the 'Health and Safety Executive Guidance Note G47' 'Avoiding Danger from Underground Services'; taking cognisance of the fact that other plant may be in the vicinity which is not shown on the plans. Please ensure that the current issue of plans is referred to before commencing work on site.

### **Acceptance of Point of Connection**

- 1) If you wish to accept the Point of Connection, a completed 'Acceptance' form with payment in full must be returned before the validity date expires. If your acceptance is not received before the expiry date then the available capacity on our network could be made available to subsequent applicants.
- 2) Your design submission must be submitted within 30 days of acceptance of the POC and must include the Design Submission Check List form. If your design is not received within the time stated then your acceptance will lapse and the point of connection could be allocated to another applicant without notice. Under exceptional circumstances you may apply in writing for a further 30 days extension. You will also be liable for any abortive costs incurred in failure to comply with the above.
- 3) These forms are an integral part of the design submission and the process of design approval will not start until they have been received. Any errors on the forms will also delay the start of the process.

- 4) Following design approval, Electricity North West Limited will issue the ICP with an 'Agreement to Adopt' contract. The ICP will then be responsible for obtaining all required signatures on the 'Agreement to Adopt'. Electricity North West Limited will not undertake any activities associated with the electricity connection works until this Agreement has been signed, this includes any audits of the work intended to be adopted. It should be noted that Electricity North West Limited will not adopt any new connections work that we have not had an opportunity to audit until we are satisfied that the installation meets Electricity North West Limited standards.

### **Generation**

- 1) Unless it is included within your application, you must contact Electricity North West Limited if you intend to provide facilities to allow the export of electricity (including by means of CHP, solar cells, wind turbines etc) into the electricity distribution network or operate on site generation that interconnect with our supplies, including as a means of an emergency supply. We reserve the right to amend our price and programme of works in association with these facilities.

### **Non-Linear Loads (motors, welders and rectifiers)**

- 1) Motors, Welders, and other equipment likely to affect the supplies to other consumers must not be connected without prior approval from Electricity North West Limited.
- 2) For all non-linear loads, it is your responsibility to ensure that the cumulative effect of any harmonic-generating equipment (e.g. Rectifiers, invertors & variable speed motor drives) complies with Industry Standards. If complaints are received from other customers connected to the Distribution System regarding supply disturbance and these can be directly attributed to your equipment, then Electricity North West Limited reserve the right to insist that you disconnect the offending equipment until remedial action is taken by yourself, at your expense.

### **Disconnection**

- 1) We have not included the costs for any existing service disconnection/s in our quotation. For all disconnections please contact Electricity North West Customer Service on 0800 048 1820.

**For Planning Purpose Only**

**Electricity  
north west**

Bringing energy to your door

**PROJECT DETAIL**

Title: Plots 1-18 New Church Street Radcliffe

Address: 0, 0, M26 2UH

Scheme Ref Number: 5500084648/A

Drawn By: Dave Crompton

Date: 14-Oct-2016

Grid Reference: (X)  
(Y)

Scale: N.T.S

Point of Connection Expiry Date  
12-Apr-17

**POINT OF CONNECTION  
TECHNICAL DETAIL**

Cable Size @ P.O.C : 4c.3

Voltage : Volts

Minimum Cable Size : 3c185sac xc

Loop or Teed (HV only)

Feeder Name / No :

Transformer Size : 750 kVA

Fuse Size : 400 Amps

Earth Loop Impedance : 0.015 ohms

% Voltage Drop

1) including site load 0.2 %

2) excluding site Load 0.07 %

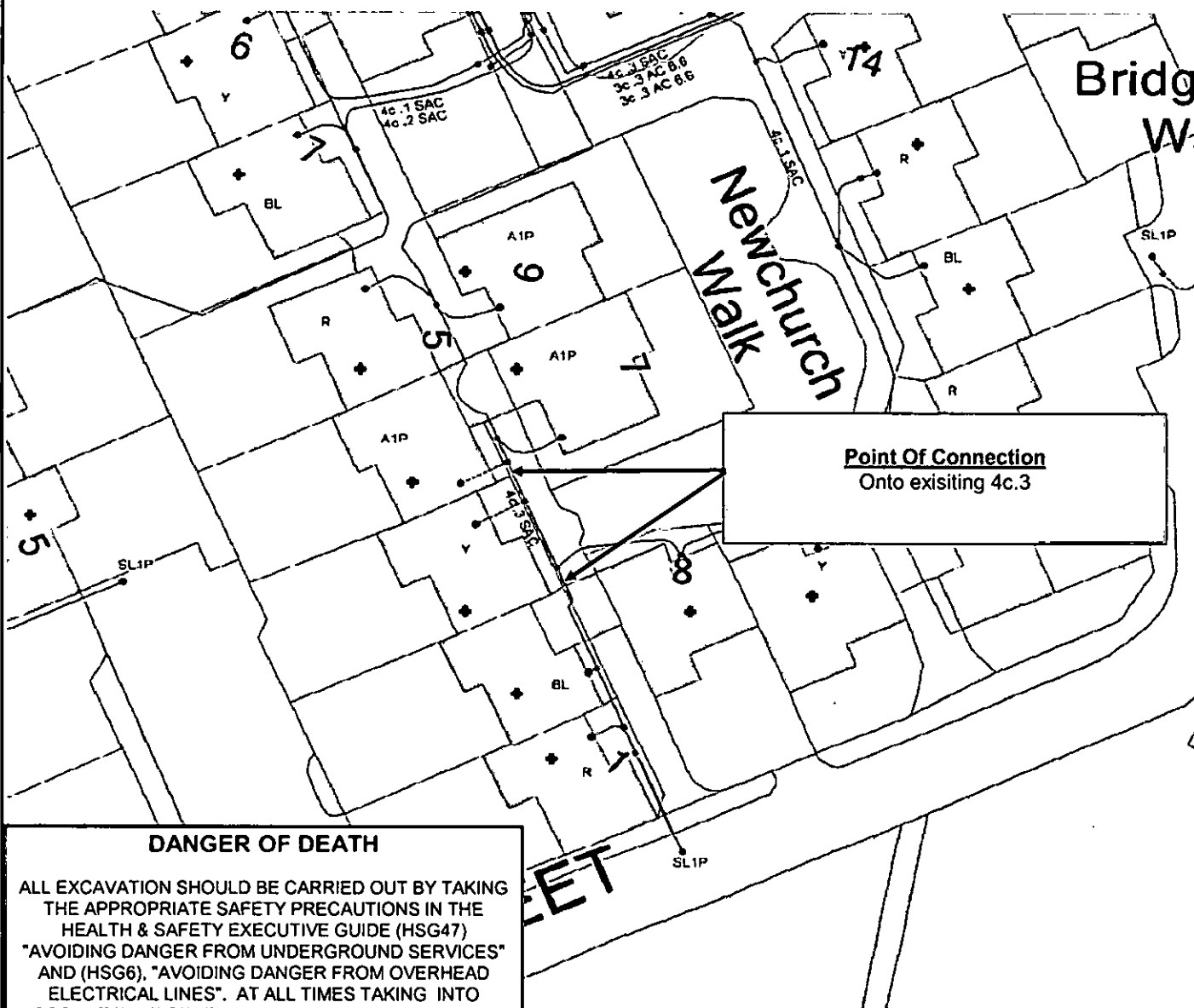
Generation:

Voltage Rise relative to  
primary BB : %

Positive sequence R+JX (% on  
100MVA base)

Notes :

For reference only



**DANGER OF DEATH**

ALL EXCAVATION SHOULD BE CARRIED OUT BY TAKING THE APPROPRIATE SAFETY PRECAUTIONS IN THE HEALTH & SAFETY EXECUTIVE GUIDE (HSG47) "AVOIDING DANGER FROM UNDERGROUND SERVICES" AND (HSG6), "AVOIDING DANGER FROM OVERHEAD ELECTRICAL LINES". AT ALL TIMES TAKING INTO ACCOUNT THAT OTHER PLANT MAY BE IN THE VICINITY WHICH IS NOT SHOWN ON OUR PLANS.

This plan is issued by Electricity North West Limited. Unless otherwise indicated Electricity North West Limited cables are laid at depths in accordance with NUUG 2 (typically 450mm for Low Voltage & 800mm for 11kV cables in footpath). 33kV/132kV cables are laid at depths as marked. The depths and positions of Electricity North West Limited equipment was accurate as shown when the equipment was installed. However, third parties may have altered the surface level & other reference data. Therefore Electricity North West Limited accept no responsibility for the position of Electricity North West Limited equipment being different from that shown. No person, body or company, shall be relieved from liability for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated in the cable records.

Other apparatus may also be present which is owned by a third party other than Electricity North West Limited. Reproduced from or based upon Ordnance Survey's map with permission of the controller of Her Majesty's Stationery Office. Crown Copyright Reserved. LICENCE No 100017892. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings. Reference should be made to HSE guidance HSG47 "Avoiding Danger from Underground Services" and G56 "Avoidance of Danger from Overhead Power Lines". Electricity North West Limited, registered number 2305949, registered in England and Wales, registered office: 304 Bridgewater Place, Bridwood Park, Warrington, WA3 6XG.



Bringing energy to your door

Electricity Connections  
Electricity North West  
Frederick Road  
Salford  
M6 6QH

Ms. Zoe Magari  
Bethel Utility Services  
Dane House Europa Park  
Stoneclough Road  
Kearsley  
M26 1GE

Our Ref: 5500084649/A

T: 0800-195-4141  
DD: 08433 114393  
E: david.crompton@enwl.co.uk

14 October 2016

Dear Ms. Zoe Magari

**Re: IDNO Point of Connection for Plots 19-40 New Church Street Radcliffe, 0, 0, M26 2UH**

Thank you for your recent enquiry requesting a quotation in relation to the above.

Our price for carrying out any statutory works, detailed in the enclosed Project Specification, is £1,330.00 plus VAT of £266.00 totalling £1,596.00

The point of connection is valid for a period of 180 days from the date of this letter. A detailed price breakdown can be found on the following pages.

The works and the assumptions made in calculating our price are based on your application and are detailed in the Project Specification. Please take time to read through and check these details and should you wish to make any amendments please notify us at the earliest opportunity.

Any work carried out is subject to Electricity North West General Conditions of Contract and the Project Specification. A full copy of the Electricity North West Limited General Conditions of Contract (business) can be viewed at <http://www.enwl.co.uk/our-services/connection-services/help-faqs>. If you are unable to access the internet please contact us on 0800 048 1820 and we will post a copy to you.

There is a new Competition in Connections Code of Practice that came into effect on the 30th October 2015. This policy enables third party connectors to undertake more activities associated with a new connection. Further details can be found on our website.

To enable you to comply with the Construction (Design and Management) Regulations 2015, a full method statement will be provided to you once we acknowledge receipt of your signed Customer Acceptance Form. The statement will reflect the generic and site-specific risks and the working methods adopted by our appointed contractor for works undertaken on behalf of Electricity North West.

If you wish to proceed, please return the following by email to [cic@enwl.co.uk](mailto:cic@enwl.co.uk) or by post to the address above:

- Completed Customer Acceptance Form.
- Payment for the full amount of the price stated including VAT at the appropriate rate by cheque payable to Electricity North West Limited or BACS / CHAPS transfer.
- Design Approval pack from a NERS accredited company.

We would like to thank you for your valued enquiry and look forward to working closely with you in due course. If you require any further assistance please do not hesitate to contact me.

Yours sincerely

David  
Crompton

Digitally signed by David  
Crompton  
CN=David Crompton  
C=GB - UNITED KINGDOM  
E=david.crompton@enwl.co.uk  
2.5.4.11

Dave Crompton  
Electricity North West

**The charges include for:**

- ENWL Assessment and Design charges.

**The charges do not include for:**

- Only nominal costs for legal consents have been included, land acquisition costs etc are excluded.

**Quotation price**

The quotation price is provided based upon your application and the information you provided. The quotation only contains the non contestable charges associated with the new connection, this may include any contestable diversion and reinforcement costs.

**Non Contestable Charges**

If you require a full description of the non contestable charges these can be viewed on our website link:

<http://www.enwl.co.uk/search-results?indexCatalogue=enwl%2Dsearch&searchQuery=methodology+2015&wordsMode=0>

If you are unable to access the internet please contact us on 0800 048 1820 and we will post a copy to you.

**Determinations**

We hope you are satisfied with the service Electricity North West has provided and hope that any possible disputes have been resolved satisfactorily. However if a situation should arise and we are unable to reach a mutually acceptable solution, you can contact The Energy Ombudsman, who will assist in resolving the dispute. You can contact The Energy Ombudsman in writing to PO BOX 966, Warrington, WA4 9DF, by telephone on 0845 055 0760 or online at [www.energy-ombudsman.org.uk](http://www.energy-ombudsman.org.uk)

### **BREAKDOWN OF CHARGES**

| <b>Non Contestable Charges</b>           |                 |                  |
|------------------------------------------|-----------------|------------------|
| <b>Competition in Connection Charges</b> | <b>Quantity</b> | <b>Charge</b>    |
| Assessment Charges                       | 1               | £1,000.00        |
| Design Charges                           | 1               | £330.00          |
|                                          |                 |                  |
| <b>Total Non Contestable Charge</b>      |                 | <b>£1,330.00</b> |
|                                          |                 |                  |
| <b>Total Charge</b>                      |                 | <b>£1,330.00</b> |

## **CUSTOMER ACCEPTANCE FORM**

**Customer:** Bethel Utility Services

**Our Ref:** 5500084649/A

**Project title:** IDNO Point of Connection for Plots 19-40 New Church Street Radcliffe

**Site address:** 0, 0, M26 2UH

I accept your offer, dated 14 October 2016 for the works referenced above and any subsequent charges, as detailed in the project specification.

I agree to pay £1,330.00 plus VAT of £266.00 totalling £1,596.00

I acknowledge and agree that the works are subject to the Electricity North West General Conditions of Contract, a copy of which I have read.

I acknowledge that I must appoint an electricity supplier to the site before the connection/s can be made live.

The site will be ready for Electricity North West to commence works on \_\_\_\_\_ (please enter date).

However I have read and understand clause 7 of the Electricity North West General Conditions of Contract, in relation to commencement of the works.

|                                                                             |  |
|-----------------------------------------------------------------------------|--|
| <b>Signature of customer or authorised signatory on behalf of customer:</b> |  |
| <b>Date:</b>                                                                |  |

|                                  |  |
|----------------------------------|--|
| <b>SITE CONTACT DETAILS</b>      |  |
| <b>Name of Site Manager:</b>     |  |
| <b>Contact Telephone Number:</b> |  |

|                                                                   |  |
|-------------------------------------------------------------------|--|
| <b>END USER DETAILS*</b>                                          |  |
| <b>Company/Customer Name:</b>                                     |  |
| <b>Customer Contact:</b>                                          |  |
| <b>Customer Telephone:</b>                                        |  |
| <b>Full Postal Address:</b>                                       |  |
| <b>Contact Name &amp; Address (if different to site address):</b> |  |

\* If there are multiple End Users, please provide additional details.

|                                                        |  |
|--------------------------------------------------------|--|
| <b>WAYLEAVE DETAILS (if different from End User)**</b> |  |
| <b>Name and Address of Landowner:</b>                  |  |
| <b>Landowner Telephone:</b>                            |  |

\*\* If there are multiple Landowners, please provide additional details.

Acceptance must either include payment by cheque, made payable to Electricity North West Limited or payment by BACS/CHAPS in accordance with our guidance available on our website, which can be viewed via the following [link](#)

If you are going to self approve your scheme design in line with the [Competition in Connections Code of Practice](#)

please tick here ☐ The ENWL's user guide can be located on our [website](#)

## **IDNO POC PROJECT SPECIFICATION**

### **Connections**

A system study has now been carried out based on the information you provided:

Total load requirement of your connection is 33 kVA and consists of:

Connection for 22 dwellings with gas heating. Total load 33KVA.

#### **LV Point of Connection 1**

A Point of Connection has been identified on the Electricity North West Limited Low Voltage Network to be taken from an existing 3c185 cable as shown on the enclosed plan. The cable is supplied from Seymour Street Substation via a 500 kVA transformer and 400 A fuses.

Percentage Volt Drop at POC = 0.04% (including the new load)

Percentage Volt Drop at POC = 0% (excluding the new load)

Earth Loop Impedance at POC = 0.004Ω

Our quotation excludes all works from the point of connection to your point of isolation.

This Point of Connection is valid for 180 days from the date of this quotation.

## **Offer Conditions**

### **Application for a Point of Connection**

- 1) The Point of Connection (POC) will be determined on the basis of the information on your application form and will not be guaranteed if any undeclared characteristics of the proposed load are found to cause electrical disturbances to the electricity network greater than those inferred on the original application form.
- 2) The IDNO is responsible for providing true and accurate load information to Electricity North West Limited.
- 3) All Connections for Embedded Distribution Networks shall comply with Electricity North West Limited ES 225.

### **Non Contestable Work.**

- 1) The following charges will be made on acceptance of the POC and will be included within the 'Agreement to Adopt' that is issued following design approval.
  - Assessment & Design charges
  - Inspection Charges
  - Initial Energisation Cost\*
  - Associated Diversion Work
  - Associated Reinforcement Work
  - Operation & maintenance charges (only if over and above the minimum cost scheme)
  - Costs for obtaining legal consents for the development

\* The Initial Energisation Cost is for energisation of the installation at the POC only and will only be included in the offer if the network connection/s is a non-contestable joint/s or termination/s. It does not include for any on site non-contestable jointing work that may be requested following the initial energisation or for the energisation of any low voltage network if the POC was provided at high voltage.
- 2) The above charges become contractual on acceptance of the point of connection and will be included in the Electricity North West Limited 'Agreement to Adopt' contract which will be issued following design approval.

- 3) In certain circumstances diversion and reinforcement works are open to competition and are therefore classed as contestable (See Page 71, Section 6.12, Methodology and Charges for Connections Statement). If appropriate and if requested, a breakdown of the non-contestable elements for diversion and reinforcement costs may be supplied.
- 4) Indicative costs are given in Electricity North West Limited 'Statement of Methodology and Charges for Connection to the Electricity Distribution Network' which can be found on Electricity North West Limited web site: [www.enwl.co.uk](http://www.enwl.co.uk)

### **Operational / Legal Consents**

- 1) The Independent Connection Provider(ICP)/developer is legally responsible for and must make their own arrangements to obtain any legal consents to install or lay any electric line or cable on land owned by a third party. e.g. on privately owned land outside the development site. Electricity North West Limited will only obtain legal consents in so far as they are necessary or desirable for the operation of Electricity North West Limited network after asset adoption.

This will include any legal consents which the developer is required to grant for electric lines or cables within the development site which will be adopted by Electricity North West Limited. No electric lines or cables shall be installed in land not owned by the developer before agreement is reached with the landowner. This POC is, therefore, dependant on the ICP/developer being able to reach agreement with any third party landowner for any electric lines or cables, or any part thereof, which will be installed at or from the POC.

**Please note that the date of energisation for the installation will not be arranged until all operational/legal consents have been completed with Electricity North West Limited.**

- 2) Operational/Legal Consents include:
  - Any easement, wayleave or licence required for any electric line or cable laid from the POC in private land which does not or will not form part of the public highway.
  - Any lease or freehold transfer of land required for substations.
  - Any Planning or statutory consent required in respect of any of the above.
- 3) The ICP/developer will be responsible for the cost of reinstating any damage to land not within the development site and for any for any costs associated with the acquisition of Operational/Legal Consents.

### **Health and Safety**

- 1) The following information is given to assist you in maintaining safe working practices on the site:  
Electricity North West Limited plans carry an endorsement stamp that is there for your safety. Before any machines are used, all of Electricity North West Limited underground assets should be located by manual excavation. All excavation should be done by taking the appropriate safety precautions in the 'Health and Safety Executive Guidance Note G47' 'Avoiding Danger from Underground Services'; taking cognisance of the fact that other plant may be in the vicinity which is not shown on the plans. Please ensure that the current issue of plans is referred to before commencing work on site.

### **Acceptance of Point of Connection**

- 1) If you wish to accept the Point of Connection, a completed 'Acceptance' form with payment in full must be returned before the validity date expires. If your acceptance is not received before the expiry date then the available capacity on our network could be made available to subsequent applicants.
- 2) Your design submission must be submitted within 30 days of acceptance of the POC and must include the Design Submission Check List form. If your design is not received within the time stated then your acceptance will lapse and the point of connection could be allocated to another applicant without notice. Under exceptional circumstances you may apply in writing for a further 30 days extension. You will also be liable for any abortive costs incurred in failure to comply with the above.
- 3) These forms are an integral part of the design submission and the process of design approval will not start until they have been received. Any errors on the forms will also delay the start of the process.

- 4) Following design approval, Electricity North West Limited will issue the ICP with an 'Agreement to Adopt' contract. The ICP will then be responsible for obtaining all required signatures on the 'Agreement to Adopt'. Electricity North West Limited will not undertake any activities associated with the electricity connection works until this Agreement has been signed, this includes any audits of the work intended to be adopted. It should be noted that Electricity North West Limited will not adopt any new connections work that we have not had an opportunity to audit until we are satisfied that the installation meets Electricity North West Limited standards.

### **Generation**

- 1) Unless it is included within your application, you must contact Electricity North West Limited if you intend to provide facilities to allow the export of electricity (including by means of CHP, solar cells, wind turbines etc) into the electricity distribution network or operate on site generation that interconnect with our supplies, including as a means of an emergency supply. We reserve the right to amend our price and programme of works in association with these facilities.

### **Non-Linear Loads (motors, welders and rectifiers)**

- 1) Motors, Welders, and other equipment likely to affect the supplies to other consumers must not be connected without prior approval from Electricity North West Limited.
- 2) For all non-linear loads, it is your responsibility to ensure that the cumulative effect of any harmonic-generating equipment (e.g. Rectifiers, invertors & variable speed motor drives) complies with Industry Standards. If complaints are received from other customers connected to the Distribution System regarding supply disturbance and these can be directly attributed to your equipment, then Electricity North West Limited reserve the right to insist that you disconnect the offending equipment until remedial action is taken by yourself, at your expense.

### **Disconnection**

- 1) We have not included the costs for any existing service disconnection/s in our quotation. For all disconnections please contact Electricity North West Customer Service on 0800 048 1820.

For Planning Purpose Only

**Electricity  
north west**  
Bringing energy to your door

#### PROJECT DETAIL

Title: Plots 19-40 New Church Street Radcliffe

Address: 0, 0, M26 2UH

Scheme Ref Number: 5500084649/A

Drawn By: Dave Crompton

Date: 14-Oct-2016

Grid Reference: (X)  
(Y)

Scale: N.T.S

Point of Connection Expiry Date  
12-Apr-17

#### POINT OF CONNECTION TECHNICAL DETAIL

Cable Size @ P.O.C : 3c185

Voltage : Volts

Minimum Cable Size :

Loop or Teed (HV only)

Feeder Name / No :

Transformer Size : 500 kVA

Fuse Size : 400 Amps

Earth Loop Impedance : 0.004 ohms

% Voltage Drop

1) Including site load 0.04 %

2) excluding site Load %

Generation:

Voltage Rise relative to  
primary BB : %

Positive sequence R+JX (% on  
100MVA base)

Notes :

For reference only

**"DANGER"**  
HIGH VOLTAGE CABLES PRESENT  
EXPOSE ALL CABLES BEFORE  
JOINTING

Point Of Connection  
Onto existing 4c.2 LV main.

#### DANGER OF DEATH

ALL EXCAVATION SHOULD BE CARRIED OUT BY TAKING THE APPROPRIATE SAFETY PRECAUTIONS IN THE HEALTH & SAFETY EXECUTIVE GUIDE (HSG47) "AVOIDING DANGER FROM UNDERGROUND SERVICES" AND (HSG6), "AVOIDING DANGER FROM OVERHEAD ELECTRICAL LINES". AT ALL TIMES TAKING INTO ACCOUNT THAT OTHER PLANT MAY BE IN THE VICINITY WHICH IS NOT SHOWN ON OUR PLANS.

This plan is issued by Electricity North West Limited. Unless otherwise indicated Electricity North West Limited cables are laid at depths in accordance with N.J.O 2 (typically 450mm for Low Voltage & 800mm for 11KV cables in footpath). 33KV/110KV cables are laid at depths as marked. The depths and positions of Electricity North West Limited equipment being different from that shown. No person, body or company, shall be held liable for damage caused to Electricity North West Limited equipment by reason of being located differently to the indications on this drawing. Service cables are not necessarily shown but must be assumed to exist to all premises, streetlights and signs. There may be other Electricity North West Limited apparatus in the vicinity which is not indicated in the cable records.

Other apparatus may also be present which is owned by a third party other than Electricity North West Limited. Reproduced from or based upon Ordnance Survey's map with permission of the controller of Her Majesty's Stationary Office. Crown Copyright Reserved. LICENCE No 100017802. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings. Reference should be made to HSE guidance HSG47 "Avoiding Danger from Underground Services" and G56 "Avoidance of Danger from Overhead Power Lines". Electricity North West Limited, registered number 2300849, registered in England and Wales, registered office: 304 Bridgewater Place, Brookwood Park, Warrington, WA3 6XX