



PREMIER ENERGY
Premier House
Daux Road
Billingshurst
RH14 9SJ

Our Ref: BQRA15/D18/805533/RT
Your Ref:
7th September 2018

FAO: Mr Liam English

Dear Sir/Madam

North Dane Way, Gillingham, Kent ME5 8JZ

Thank you for your enquiry. An initial investigation of the above site proposals has been completed, and a detailed survey is now required to confirm that anticipated alterations to Openreach apparatus are the most cost effective means of protecting our network. Your proposals have been registered as works applicable to The Electronic Communications Code ("the 2017 Code"), Schedule 3A of the Communications Act 2003 and in line with Paragraph 16, Schedule 2, Transitional Provisions of the Digital Economy Act 2017

The estimated cost to provide a detailed estimate and specification for this work is £4,200 (inclusive of VAT), which we will require in advance although the actual costs will be charged, whether more or less than this.

Because we consider a detailed investigation is essential to ensure our network is protected, we will contact you within 30 working days if payment has not been received unless you inform us that your proposals or circumstances have changed.

After receipt of payment, we will contact you where necessary and if there is no alternative to the alterations work, we will provide a single detailed estimate of the costs and a specification. However, if your proposals are not suitably detailed, then we may agree to provide a budget costing in advance of this. We would normally expect to complete this within 25 working days when we will also inform you of the next steps. If our expense is likely to exceed the advance payment you have made, particularly if additional or alternative costings are required, then further payments will be requested from you.

After provision of the final detailed estimate and your agreement to the associated specification, we will review our expenditure and provide a final invoice to settle the costs for this work before moving on to the next stage of the project.

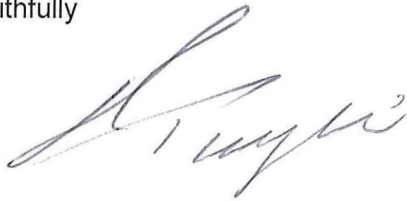
If you have not already done so, please ensure you include preferred contact details, detailed plans and any supporting information for your proposals along with the advance payment.

See over for payment details.

Please note that we offer a site visit service to locate and mark the position of Openreach apparatus within your work area. To arrange a site visit from a Plant Protection Officer email cbyd@openreach.co.uk

Openreach provides a "Maps-by-Email" service to enable you to receive a copy of our plant records. If you haven't used this service before and would like to, please go to the following URL: <http://www.ournetwork.openreach.co.uk/locating-our-network/maps-by-email.aspx>

Yours faithfully



Robert Turpie
Repayments Project Engineer

Repayments (Alterations)

PP 1
Crayford TE
Southwold Road
Bexley
DA5 1LZ

email: robert.turpie@openreach.co.uk
tele: 01322520617
mob: 07743 843377

Registered Office:
81 Newgate Street,
London EC1A 7AJ
Registered in England and Wales no. 1800000

Payment Details

There are three ways to pay the standard charge (£4,200 including VAT)

1 By Cheque

- This is our preferred method of payment
- Please make cheques payable to **British Telecommunications Plc**
- Send your cheque with your order / letter of authorisation to proceed with the works to the Project Engineer shown below (order not to contain contractual conditions)
- If an invoice is required to make payment, then contact the project engineer shown below, otherwise a retrospective invoice will be dispatched to you
- Write your cheque number here _____
- Write the cheque amount here £ _____

2 Using Bank Automated Clearing Services (BACS)

When your order / letter of authorisation to proceed with the works has been received an invoice for payment will be returned with the necessary BACS payment details

3 Telephone Credit Card Payments, to pay by credit card simply call our dedicated card payment team on Freephone 0808 100 0834, the opening hours are 9am to 4 30pm Monday to Friday

Please quote the Openreach reference number / invoice number for all methods of payment otherwise payment may not be allocated to your job.

N.B. For either method of payment please complete this form and return with your order / letter of authorisation to the Project Engineer, address below. Please remember, however you pay, the works will not commence until this form and your payment have been received.

Title/Location of Work	North Dane Way, Gillingham
Project Engineer Name	Robert Turpie
Postal Address	Dartford TE, Suffolk Road, Dartford Kent DA1 1EH
Openreach Reference	BQRA15/D18/805533/RT
Client's Company Name	Premier Energy
Client Billing Address	Premier House, Daux Road, Billingshurst, RH14 9SJ
Client Contact	Liam English
Client Tel	01403 740245

For advice or assistance in completing this form please call Jane Goodison 0131 345 0016 for all other queries contact the Project Engineer named above

Our VAT number is **245719348**



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Standard broadband

Download Speed:

1Mb-4Mb

Estimated download speed range*

Minimum Speed:

512k

This speed is an estimate, but it should be accurate to within 1 or 2 Mb [Learn more](#) >



Premier Energy Services Ltd
Premier House
Daux Road
Billingshurst
West Sussex
RH14 9SJ

Virgin Media
Field Services
Units 1-12
Broad Lane
Mayfair Business Park
Bradford
Yorkshire
BD4 8PW

Tel: 0870 888 3116 Opt 2

Plant Enquiry Ref: VM.1114667
Letter Date 04.09.2019
Your Ref: NA
Date: 05.09.2018

Dear Sir/Madam,

Enquiry Location:

North Dane way, Gillingham, Kent, ME5 8JZ

Thank you for your enquiry regarding work at the above location.

I enclose a copy of our above referenced drawing, marked to show the approximate position of plant owned and operated by Virgin Media.

You will be aware that you have a duty to ensure that no damage results to this equipment as a result of your proposed works. Please note that this apparatus may contain Fibre Optic, Coaxial and/or 240v Power Cables and as such, special care must be taken when excavating this area.

Should you require Virgin Media apparatus to be diverted we must agree a specification of works and provide a detailed estimate of costs. The costs are £720 (Business) or £240 (Residential) Inc VAT and the charge applies to each individual scheme requested. Both the estimate and specification will be sent to you within 25 working days of when the payment was received.

This initial payment will cover the following: -

- Detailed site visit by an experienced planning engineer.(Up to 10 hours planning time)
- Detailed specification of works.
- Detailed breakdown of costs.

Payment is required in advance for the estimated cost of detailed design work and the charge applies whether or not your works proceed. Please supply us with your payment and a copy of your plans or drawings and quote 'Our Ref' as above.

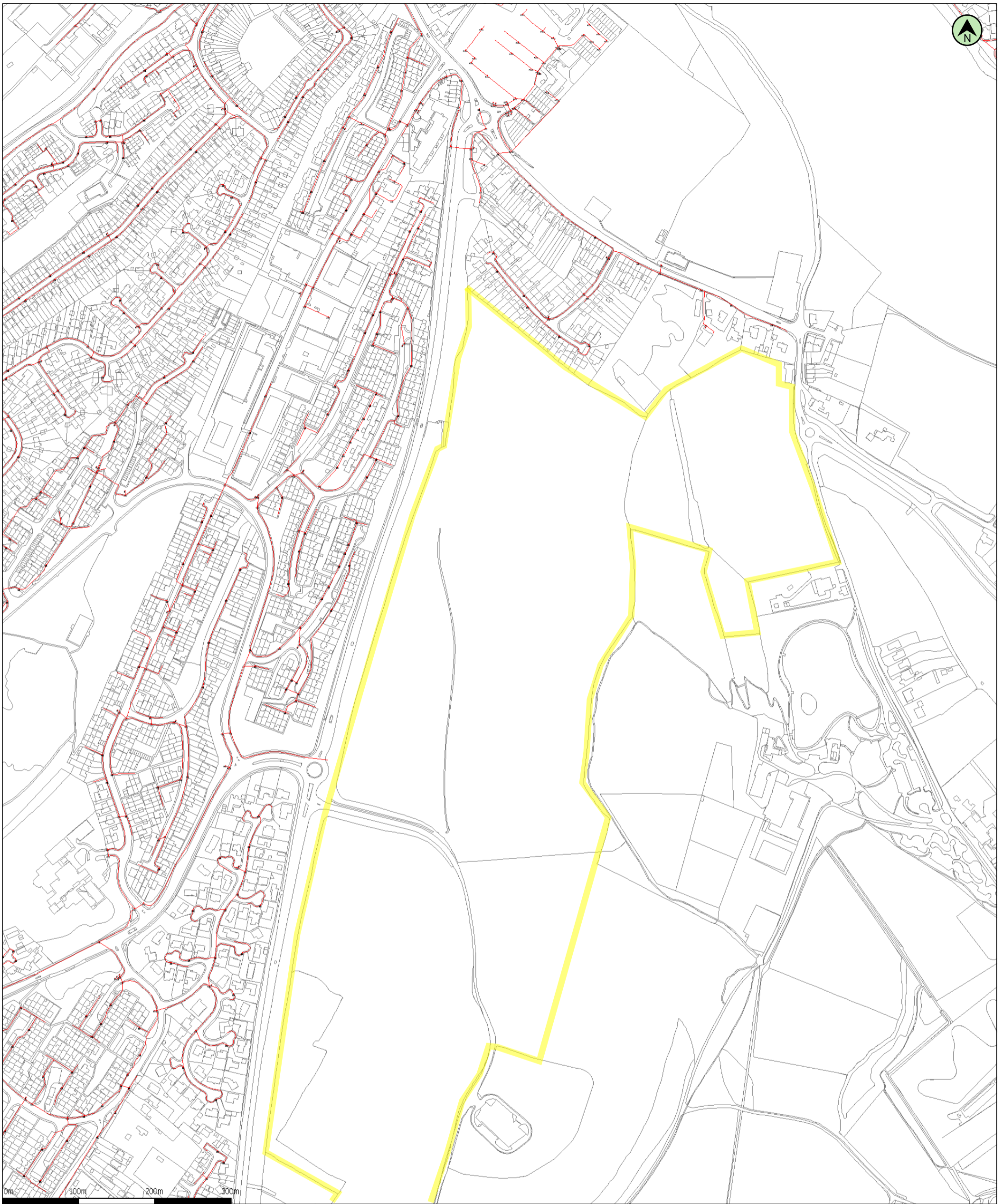
The address to send the cheque is:

Diversionsary Works, Virgin Media, 1 Dove Wynd, Strathclyde Business Park Bellshill ML4 3AL

Or if you prefer to talk, please call the Diversionsary Team on: 0800 408 0088 Option 1

Yours faithfully

National Plant Enquiries Team,

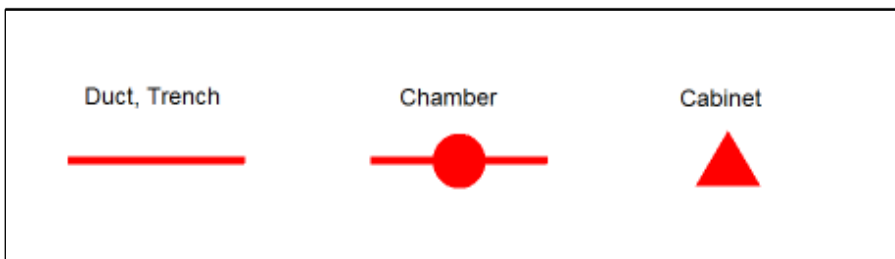


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 Data updated: 03/09/18

Scale: 1:4714
 Map Centre: 577557,165503

Date: 17/09/18

Telecoms Plan A3
 Powered by digdat

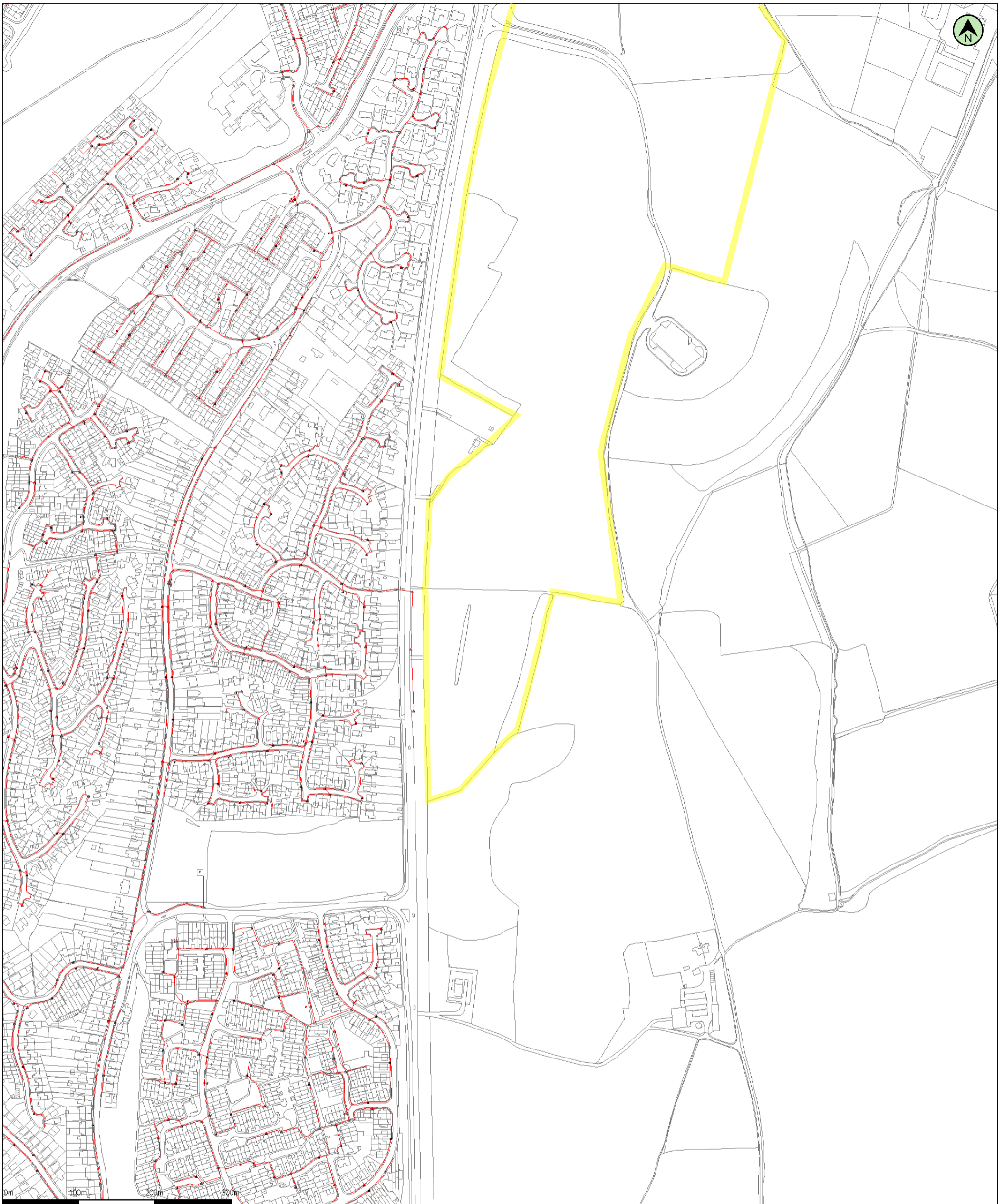


alasonjennifer.nathan@virginmedia.co.uk

VM.1114667



Important Information - please read The purpose of this plan is to identify Virgin Media apparatus. We have tried to make it as accurate as possible but we cannot warrant its accuracy. In addition, we caution that within Virgin Media apparatus there may be instances where mains voltage power cables have been placed inside green, rather than black ducting. Further details can be found using the "Affected Postcodes.pdf", which can be downloaded from this website. Therefore, you must not rely solely on this plan if you are carrying out any excavation or other works in the vicinity of Virgin Media apparatus. The actual position of any underground service must be verified by cable detection equipment, etc. and established on site before any mechanical plant is used. Accordingly, unless it is due to the negligence of Virgin Media, its employees or agents, Virgin Media will not have any liability for any omissions or inaccuracies in the plan or for any loss or damage caused or arising from the use of and/or any reliance on this plan. This plan is produced by Virgin Media Limited (c) Crown copyright and database rights 2018 Ordnance Survey 100019209.

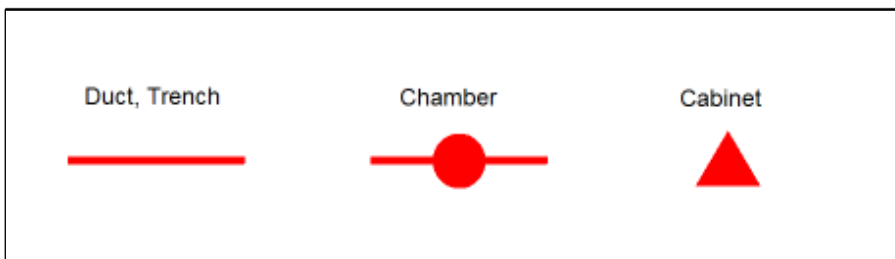


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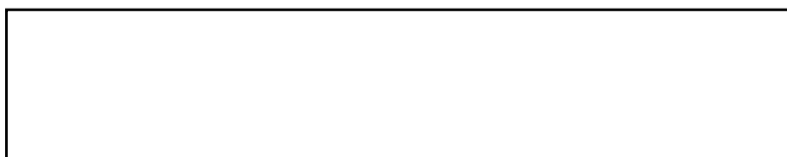
Date: 17/09/18

Telecoms Plan A3
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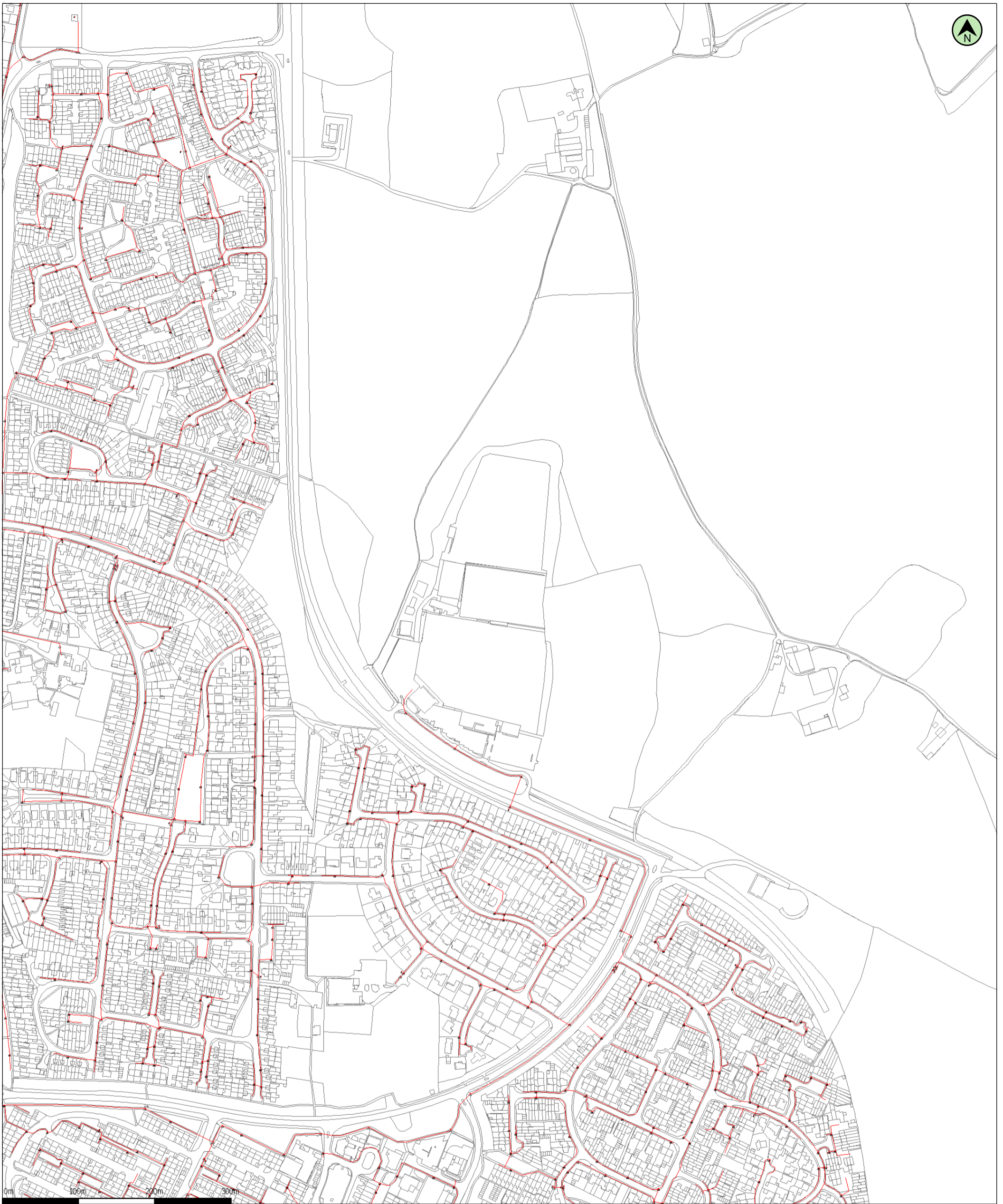


alasonjennifer.nathan@virginmedia.co.uk

VM.1114667(1)



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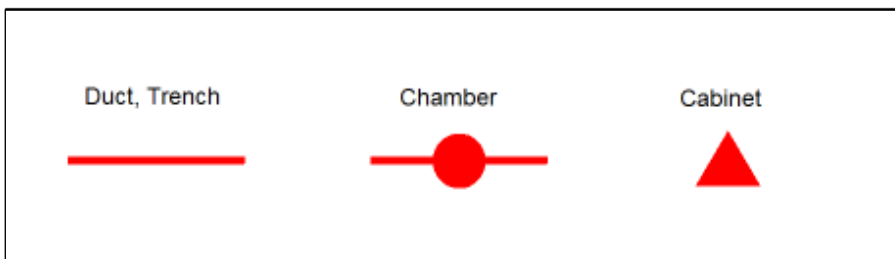


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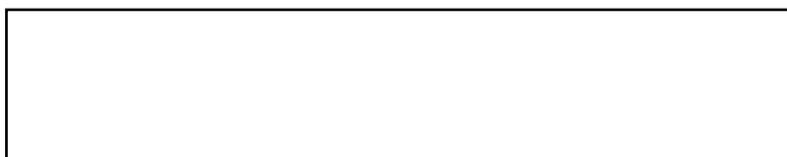
Date: 17/09/18

Telecoms Plan A3
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alasonjennifer.nathan@virginmedia.co.uk

VM.1114667(2)



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Anthony Higgs

From: plantenquiryservice@gtc-uk.co.uk
Sent: 28 August 2018 16:50
To: Liam English
Subject: GTC Plant Enquiry - Ref- 769084
Attachments: 769084.png; GU-DPR-IG-0022 Safe working in the vicinity of utility networks.pdf

Warning: GTC Apparatus Exists in This Area

Our Plant Enquiry Service Ref: 769084
Your Enquiry Ref: 604256 - North Dane

Dear Liam,

Thank you for your enquiry concerning apparatus in the vicinity of your proposed work. For your records, the search area is shown in the attached map.

Please click on the links below to download copies of the relevant utility asset drawings locating our assets in the area which you identified. These drawings are grouped by our relevant network reference, should you need to contact us regarding any of our networks please quote this reference. Links to files will remain live for 10 days. If you do not download these files within this period you will need to submit a new enquiry – this will ensure you have an up-to-date copy of our asset records.

PLEASE NOTE: Where drawings are large, these have been provided in smaller segments. A drawing index is provided as the first file listed for each network reference (example of a network reference: N1234567) shown below. This is intended to help you find the drawing relevant to you more quickly. Please take care to ensure that you use the relevant drawings for every network listed below as we may have multiple networks and multiple utilities in this area.

N0011085

Gas

- [N0011085-1_1_of_1.png](#)

This information is for guidance only and the precise position of the plant must be established, prior to your works, using hand-digging methods only. The contractor will be held responsible for any damage caused to our asset. Please note our assets now include those owned and operated by:

- GTC Pipelines Limited
- Independent Pipelines Limited
- Quadrant Pipelines Limited
- Electricity Network Company Limited
- Independent Power Networks Limited
- Independent Water Networks Limited
- Independent Fibre Networks Limited
- Independent Community Heating Limited

If you have any queries or require any further information please do not hesitate to contact us.

All works in the vicinity of our networks should be undertaken in accordance with the attached document "GU-DPR-IG-0022: Safe working in the vicinity of utility networks". Reference should also be made to HSG47 Avoiding Danger from Underground Services.

Important: The area of your proposed works may contain gas mains operating at Medium and Intermediate Pressure tiers or electric cables operating at High Voltage – please refer to the network drawings included with this email. If your proposed works are likely to involve excavation within 10 metres of any of these assets, including but not limited to gas governors and electric substations you MUST inform GTC Plant Enquiries by calling 01359 240363 and quoting your Plant Enquiries Service Reference number.

Important: Drawings provided by this service may include utility assets not owned or managed by GTC. Conversely our drawings will NOT display assets from all third parties. It is your responsibility to ensure you have requested information from all utility asset owners.

Gas Escape or Damage MUST be reported on 0800 111 999. National Grid / DNGT will attend to make safe and repair.

Electricity Network Damage MUST be reported to ENC on 0800 032 6990.

Water Network Damage MUST be reported to IWNL on 02920 028 711

Fibre Network Damage MUST be reported to IFNL on 0845 051 1669

Thank you for using the GTC Plant Enquiries Service.

Your sincerely,

GTC Plant Enquiry Service

GTC

Energy House

Woolpit Business Park

Woolpit

Bury St Edmunds

Suffolk, IP30 9UP

Tel: 01359 240363

plant.enquiries@gtc-uk.co.uk

NOTE:

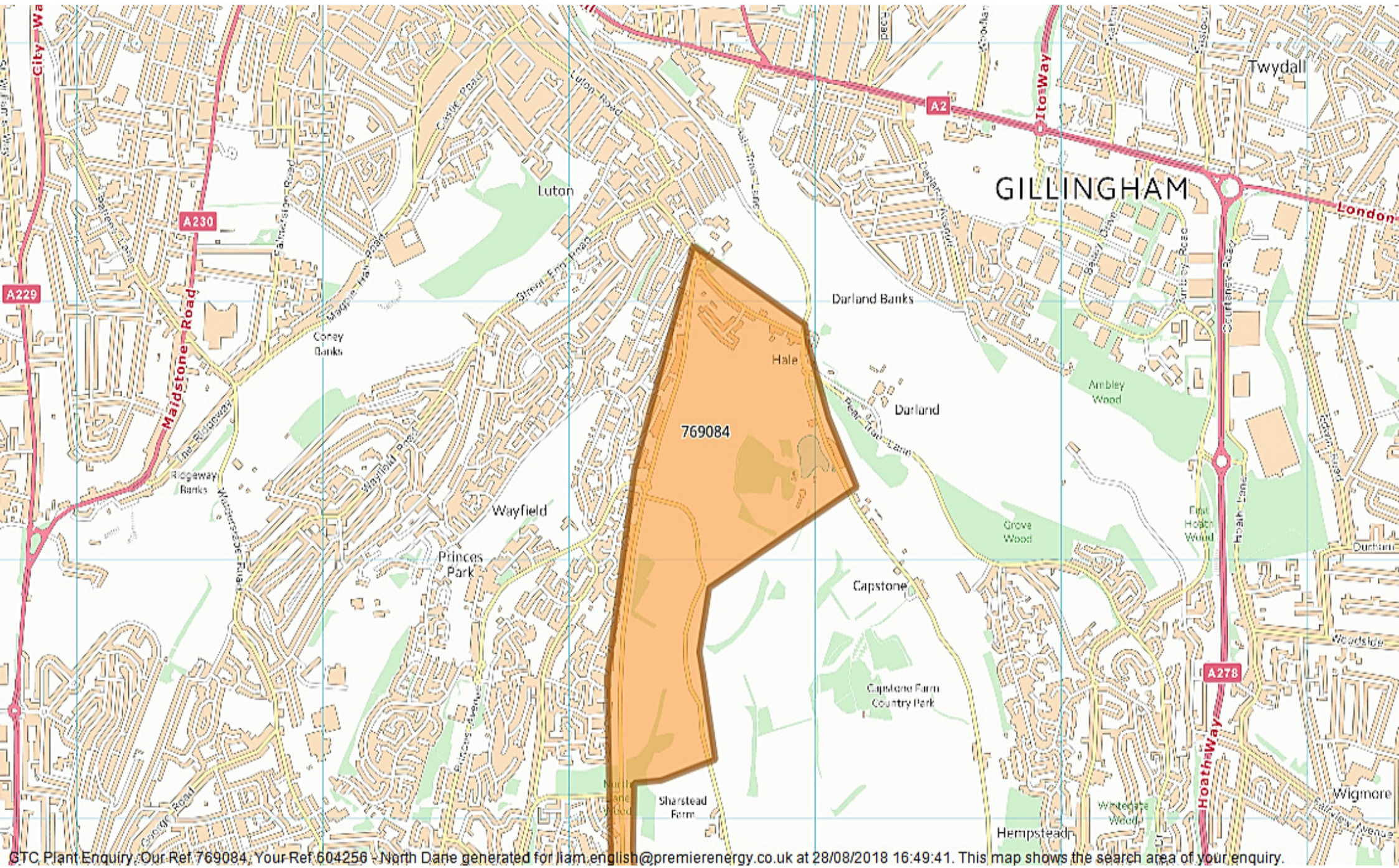
This E-Mail originates from GTC, Energy House, Woolpit Business Park, Woolpit, Bury St Edmunds, Suffolk, IP30 9UP

VAT Number: GB688 8971 40. Registered No: 029431.

DISCLAIMER

The information in this E-Mail and in any attachments is confidential and may be privileged. If you are not the intended recipient, please destroy this message, delete any copies held on your system and notify the sender immediately. You should not retain, copy or use this E-Mail for any purpose, nor disclose all or any part of its content to any other person. Whilst we run antivirus software on Internet E-Mails, we are not liable for any loss or damage. The recipient is advised to run their own up to date antivirus software.

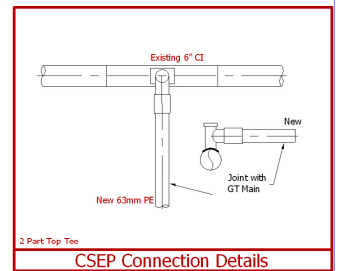
Thank you



GTC Plant Enquiry: Our Ref: 769084, Your Ref: 604256 - North Dane generated for liam.english@premierenergy.co.uk at 28/08/2018 16:49:41. This map shows the search area of your enquiry.

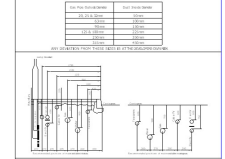
NO.	DESCRIPTION	DATE	BY
1	Converted to CAD	04/07/08	JG
1-1	As laid added 1475	25/04/09	CB
1-2	As laid added 6999 & 9001	25/10/09	NR
1-3	90% Audit	23/09/11	MC

Brush / Overlays
ALL SERVICES ON THIS NETWORK DESIGN ARE TO BE 32mm DIAMETER



Services
 To be added: Gas, Electricity, Water, Sewer, Rainwater, Stormwater, TV, Telephone, Data, etc.
 To be removed: None.
 To be retained: None.

Proposed Pipes
 63mm PE
 150mm PE
 225mm PE
 300mm PE
 450mm PE
 600mm PE
 900mm PE
 1200mm PE

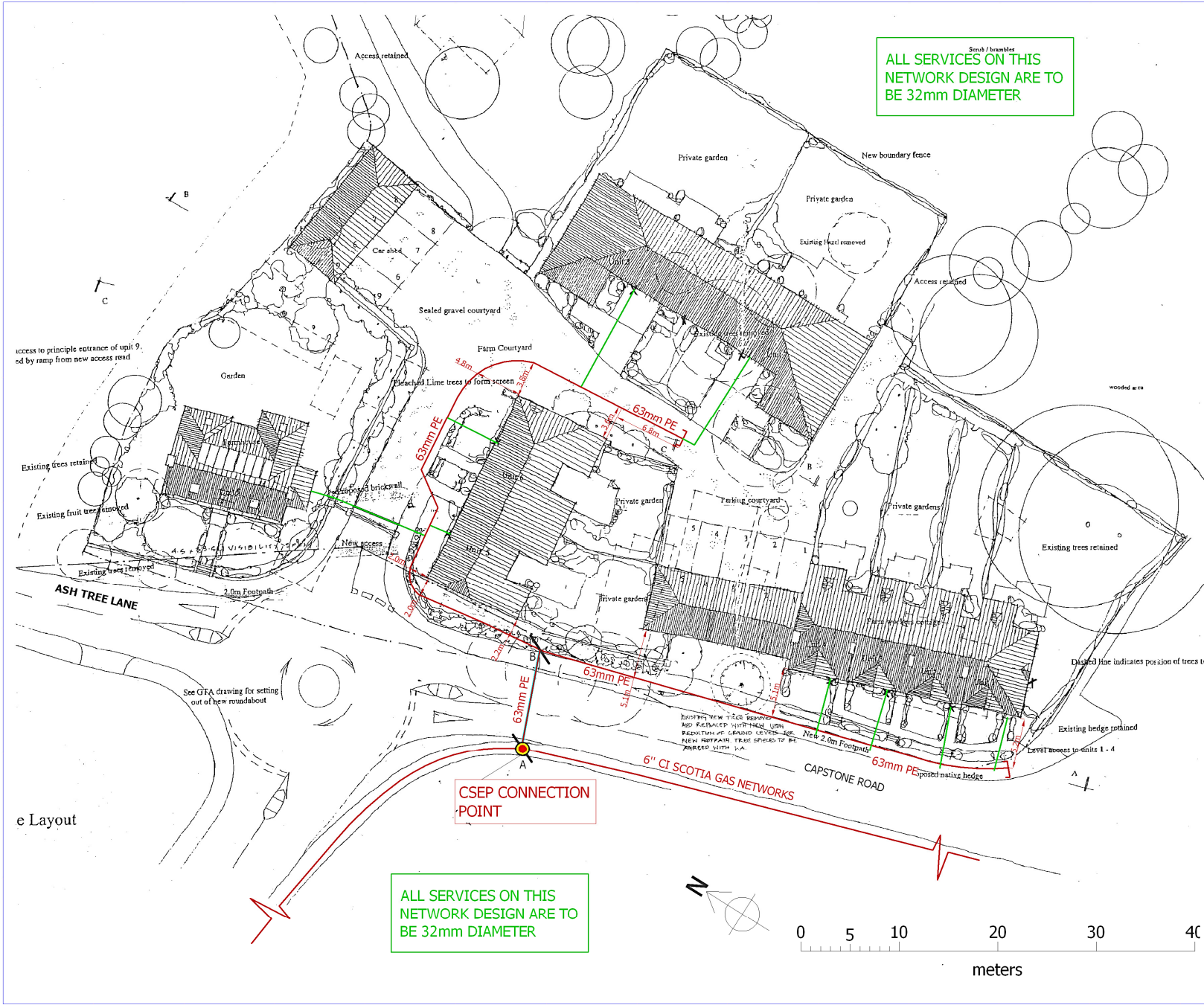


Minimum Distances to Structures - The Mains

O.D. (mm)	Minimum Distance to Structures
≤ 150	0.25m
150 to 200	0.30m
200 to 300	0.40m
300 to 450	0.50m
450 to 600	0.60m
600 to 900	0.75m
900 to 1200	0.90m

The gas network design has been carried out by:
 Neal Herbert Engineering
 The Gas Transportation Company Ltd Td: 01399 240663
 Wootton Bassett Park, Farn: 01295 240668
 Bury St Edmunds, Suffolk, UK
 www.nhc-uk.co.uk

Drawing Scale: 1:200
 O.S. REF: TQ7865
 Network Number: N0011085-1
 Project Number: N0011085-1_R1-3_1_of_1
 Drawing Number: N0011085-1_R1-3_1_of_1
 Date: 01.07.08
 Developer: Darland Farm
 Capstone Road, Gillingham
 Kent, ME5



ALL SERVICES ON THIS NETWORK DESIGN ARE TO BE 32mm DIAMETER

SAFE WORKING IN THE VICINITY OF UTILITY NETWORKS

(Refer to the HSE Guidance Document HSG47)

General

1. It is imperative that all works are carried out in accordance with the guidance provided by the HSE in their document HSG47 "Avoiding Danger from Underground Services", ISBN 0-7176-1744-0. No party should carry out any excavation works or other intrusive works such as piling, blasting or demolition without following the guidance in HSG47.
2. We own gas, electricity, water and fibre apparatus located in the highway, private property and through the countryside. Some plant may be located in land for which a wayleave or easement has been granted & there may be no surface evidence of the presence of apparatus.
3. Ensure that you have obtained detailed plans of existing and proposed gas, electricity water and fibre networks.
4. The position of the networks should be pinpointed as accurately as possible by reference to the plans and by means of a locating device, which has been tested and calibrated within the last twelve months.

Excavation work should be carried out where applicable, and carefully follow recognised safe digging practices. Once a locating device has been used to determine position and route, excavation may proceed; trial holes should be dug using suitable hand tools to confirm the position of buried networks. During excavation the locating device should be reused to check position and route of buried apparatus.

5. Hand-held power tools can damage buried apparatus and should be used with care until the exact position has been determined. They may only be used to break a paved or concrete surface above the network, unless there are any indications that the network is particularly shallow, in such circumstances, accuracy of plant location is determined and excavation initiated adjacent to the apparatus.
6. No manhole, chamber or other structure should be built over, around or under the network. Such structures, other pipes, ducts and cables should be laid to provide a minimum clearance from the network of 300mm or 1.5 times the diameter of the network, whichever is the greater. No work should be carried out if this minimum clearance cannot be met or which results in a reduction of cover or protection over the network, without first consulting GTC.
7. Where an excavation uncovers a network apparatus the backfill should be adequately compacted, particularly beneath the network, to prevent any settlement, which would subsequently damage the network. Backfill material adjacent to the network should be selected fine material or sand, containing no stones, bricks or lumps of concrete etc. and should be suitably compacted to give comparable support and protection to that provided before excavation. No power compaction should take place until 200mm cover of selected fine fill has been suitably compacted by hand tools.

8. If the road construction is close to the top of the network, GTC should be asked about necessary precautions. The road construction depth should not be reduced without permission from the local Highway Authority.
9. Costs incurred by GTC through direct or consequential damage will be recharged.

Precautions for Gas Networks

10. Plans do not always show the presence of gas service pipes (from the gas main to premises) but their existence should be assumed.
11. The depth of cover for gas mains is normally 750mm in carriageways and grass verges and 600mm in footways. The depth of cover for gas services is normally 450mm. Remember these covers are to finished level, you may be working in an area, which will be made up or lowered at a later date.
12. Plastic gas pipes should be located by hand digging before mechanical excavation begins. When the positions and depth of the pipes have been determined, work can proceed.
13. The danger created by damaging a gas pipe with an excavator is much greater than if the damage is done with a hand-held power tool (the opposite is true for work near electricity cables and this is reflected in the different safe digging practices). Gas pipes may have projections such as valve housings, which are not shown on the plans and to allow for this mechanical excavators should not be used within 500mm of a gas pipe.
14. If a gas leak is suspected, the following action should be taken immediately:
 - Remove all people from the immediate vicinity of the escape. If the service connection to a building or the adjacent main has been damaged, warn the occupants to leave the building, and any adjoining building, until it is safe for them to return. It is important to note that a mechanical excavator may not only cause damage/leakage at the point of impact. For example, damage to a service connection outside the building may result in further, unseen damage to the connection inside the building. Gas leaking from the damage inside or gas travelling along the line of the service connection pipe from outside the building may cause a build-up of gas within the building.
 - Prohibit smoking, and extinguish all naked flames and other sources of ignition i.e. stop excavator and compressor engines within at least 5.0m of the leak.
 - Inform National Grid by dialling **0800 111 999**
 - Remain on site.
 - Assist National Grid staff, Police or Fire Services as requested.
15. Where gas pipes cross or are parallel and close to excavations, changes in backfill etc. may cause differential ground settlement and increased stress in the pipe. For pipes parallel and close to excavations, the degree of risk depends upon the depth of the excavation, the distance of the pipe from the excavation, the type of soil and any excessive loading from heavy construction plant and materials. Wherever excavation works may affect the support of the gas pipe or cause excessive loading over the gas pipe then GTC must be consulted.

16. No concrete or other hard material should be placed or left under or adjacent to any gas pipe as this can cause pipe fracture at a later date. Concrete backfill should not be used within 300mm of a gas pipe.
17. Where an excavation uncovers a gas pipe with a damaged wrapping, GTC should be told, so that repairs can be made to prevent future corrosions and leakage.
18. Pipe restraints or thrust blocks close to gas mains should never be removed.
19. Anyone who carries out work near underground gas plant should observe any specific requirements made by the site manager, and ensure that access to the plant by National Grid Gas and GTC staff is available at all times. No unauthorised repairs to gas pipes should be made.
20. Where excavation is within 5 metres proximity to above or below ground pressure control equipment, ground workers must be aware of the possibility of encountering small impulse pipe work that is more susceptible to damage.
21. Where PE pipes and cables have been exposed and it is intended hot work (e.g. welding, grinding, etc) be carried out, contact must be made with GTC to confirm additional precautions and actions that may require to be undertaken.
22. GTC should be consulted if it is intended to carry out any of the following activities:
 - using explosives within 30m of gas pipes or 400m of gas pressure reduction equipment
 - piling or boring within 15m of gas plant
 - excavating within 10m of pressure reduction equipment
 - reducing the cover or protection of a gas pipe
 - carrying out nearby deep excavations
 - working near our intermediate pressure (IP) mains.

Precautions for Electricity Networks

23. Plans do not always show the presence of electric service cables (from the electricity main to premises) but their existence should be assumed.
24. In most cases there will be no permanent surface marker posts or other visible indication of the presence of a buried cable. Even if no cables are shown on plans or detected by a locator, there may still be cables present, which could be live and a close watch should be kept for any signs which could indicate their presence such as marker tape, tape tile, concrete tiles and wooden battens. Any marker which is disturbed by our excavations must be replaced once work is completed.
25. Typically underground cables are laid in trenches between 450mm and 1.0m deep, although some high voltage cables will be deeper, however, depths should never be assumed.
26. A cable is positively located only when it has been safely exposed. Even then, digging should still proceed with care as there may be other cables adjacent or lower down.

27. Occasionally, cables are terminated in the ground by means of a seal, sometimes with external mechanical protection. These “pot ended” or “bottle ended” cables should be treated as live and should not be assumed to be abandoned or disused. They can be difficult to detect with locators even when “live”.
28. Using hand held power tools to break up hard surfaces often leads to accidents. Where practicable, such power tools should only be used 500mm or more away from the indicated line of a cable buried in or below a hard surface. Having done so, the cable should then be positively located by careful hand digging under the hard surface. The hard surface should be gradually removed until the cable is exposed. If the cable is not exposed then it must be assumed to be embedded within the surface. Where possible a cable locator should be used as a depth guide down the side of the excavation.
29. Because of the difficulty in confirming depth, hand held power tools should never be used over the cable unless either:
 - the cable has already been exposed by digging under the surface to be broken out and it is at a safe depth (at least 300mm) below the bottom of the hard surface material; or
 - physical precautions have been taken to prevent the tool striking the cable.
30. Excavating close to electricity cables buried in concrete is dangerous and should not be undertaken unless the cable(s) have been isolated. For this reason alone electricity cables should not be buried in concrete.
31. Using mechanical means to break up concrete can cause damage to cables and if the cable is live, anyone present is likely to be injured.
32. Where mechanical excavators are used in the possible vicinity of underground cables, the work should be arranged so that damage to cables is avoided so far as is reasonably practicable and so that everyone is kept well clear of the excavator bucket while it is digging. Drivers should have been instructed to stay in the cab if a cable is struck. If they have to leave the cab, they should jump clear. If drivers climb down, they may be electrocuted. When a cable is struck, a watch should be kept on the machine and no one should go down into the excavation or approach the mechanical excavator or the cable until GTC are contacted and arranged for the damaged cable to be made safe.
33. Where cables have been exposed:
 - any damage should be reported to GTC immediately on **0800 032 6990** and work should not be undertaken in the vicinity of a damaged cable until GTC has investigated its condition;
 - for more than 1.0m and they cross a trench, support should be provided. If the exposed cable length is shorter than 1.0m support should still be considered if joints have been exposed or the cable appears otherwise vulnerable to damage. Where advice and help is needed contact GTC;

- Suitable precautions should be taken to prevent damage from on-going work in the excavation. This may involve for example the use of physical means (e.g. timber boards, sandbags etc) to prevent mechanical damage. Materials or equipment which could damage or penetrate the outer sheath of the cable should not be used. Cables lying in the bottom of an excavation are particularly vulnerable and should be protected by nail free wooden planks, troughing or other suitable means;
 - cables should not be moved aside unless the operation is supervised by GTC;
 - Precautions should be taken to prevent access by members of the public.
34. GTC should be consulted if it is intended to carry out any of the following activities:
- using explosives within 30m of plant or substations piling or boring within 15m of electric plant
 - excavating within 10m of a substation
 - carrying out nearby deep excavations
 - working near our HV plant.

Precautions for Water Networks

35. Plans do not always show the presence of water service pipes (from the water main to premises) but their existence should be assumed.
36. The depth of cover for water mains is normally 750mm in carriageways and grass verges and 750mm footways. The depth of cover for water services is normally 450mm. Remember these covers are to finished level, you may be working in an area, which will be made up or lowered at a later date.
37. Water mains should be located by hand digging before mechanical excavation begins. When the positions and depth of the pipes have been determined, work can proceed.
38. The danger created by damaging a water pipe with an excavator is much greater than if the damage is done with a hand-held power tool (the opposite is true for work near electricity cables and this is reflected in the different safe digging practices). Water pipes may have projections such as valve housings, which are not shown on the plans and to allow for this mechanical excavators should not be used within 500mm of a water pipe.
39. If a water leak is suspected, the following action should be taken immediately:
- Remove all people from the immediate vicinity of the damage. It is important to note that a mechanical excavator may not only cause damage/leakage at the point of impact. For example, damage to a service connection outside the building may result in further, unseen damage to the connection inside the building.
 - Shut down all working plant and machinery in the vicinity of the damage

- Inform IWNL by dialling **02920 028 711**.
 - Remain on site.
 - Do not attempt to make a repair.
 - Assist GTC, approved contractors and Police or Fire Services as requested.
40. Where water pipes cross or are parallel and close to excavations, changes in backfill etc. may cause differential ground settlement and increased stress in the pipe. For pipes parallel and close to excavations, the degree of risk depends upon the depth of the excavation, the distance of the pipe from the excavation, the type of soil and any excessive loading from heavy construction plant and materials. Wherever excavation works may affect the support of the water pipe or cause excessive loading over the water pipe then GTC must be consulted.
41. No concrete or other hard material should be placed or left under or adjacent to any water pipe as this can cause pipe fracture at a later date. Concrete backfill should not be used within 300mm of a water pipe.
42. Where an excavation uncovers a water pipe with a damaged wrapping, GTC should be told, so that repairs can be made to prevent future corrosions and leakage.
43. Pipe restraints or thrust blocks close to water mains should never be removed.
44. Anyone who carries out work near underground water plant should observe any specific requirements made by the site manager, and ensure that access to the plant by GTC staff is available at all times. No unauthorised repairs to water pipes should be made.
45. Where PE pipes and cables have been exposed and it is intended hot work (e.g. welding, grinding, etc) be carried out, contact must be made with GTC to confirm additional precautions and actions that may require to be undertaken.
46. GTC should be consulted if it is intended to carry out any of the following activities:
- using explosives within 30m of plant
 - piling or boring within 15m of water plant
 - excavating within 10m of water asset structures
 - reducing the cover or protection of a water main or service
 - carrying out nearby deep excavations

Precautions for Fibre Networks

47. Plans may not always show the presence of fibre ducts but their existence should be assumed if GTC advise they have fibre services deployed in the given area. Any planned excavation work should only proceed with due care and attention.
48. Chambers with IFNL marked lids can be used as an onsite indicator that GTC have fibre plant deployed in a given area however an exclusion of their presence does not necessarily mean there is no plant present.

49. In most cases there will be no permanent surface marker posts or other visible indication of the presence of a buried fibre duct. Even if no ducts are shown on plans there may still be ducts present which could have live fibre service installed. A close watch should be kept for any signs which could indicate duct presence such as marker tape. Any marker which is disturbed by our excavations must be replaced once work is completed.
50. The depth of cover for fibre duct is normally 350mm in footways and grass verges, 600mm in carriageways and 1000mm in agricultural deployments. Remember these covers are to finished level, you may be working in an area, which will be made up or lowered at a later date.
51. Fibre ducts should be located by hand digging before mechanical excavation begins. When the positions and depth of the ducts have been determined, work can proceed. Even then, digging should still proceed with care as there may be other ducts adjacent or lower down.
52. If fibre duct damage is suspected, the following action should be taken immediately:
 - Remove all people from the immediate vicinity of the damage. It is important to note that a mechanical excavator may not only cause damage at the point of impact. For example, damage to a fibre connection outside the building may result in further, unseen damage to the connection inside the building.
 - Shut down all working plant and machinery in the vicinity of the damage
 - Inform IFNL NOC immediately on **0845 051 1669**.
 - Remain on site.
 - Do not attempt to make a repair.
53. Where fibre ducts cross or are parallel and close to excavations, changes in backfill etc. may cause differential ground settlement and increased stress on the duct. For ducts parallel and close to excavations, the degree of risk depends upon the depth of the excavation, the distance of the duct from the excavation, the type of soil and any excessive loading from heavy construction plant and materials. Wherever excavation works may affect the support of the fibre duct or cause excessive loading over the fibre duct then GTC must be consulted.
54. No concrete or other hard material should be placed or left under or adjacent to any fibre duct as this can cause damage to the duct at a later date. Any backfill should comply with the requirements of NRSWA. Concrete backfill should not be used within 300mm of a fibre duct.
55. Anyone who carries out work near underground fibre plant should observe any specific requirements made by the site manager, and ensure that access to the plant by GTC staff is available at all times. No unauthorised repairs to fibre ducts should be made.
56. Where fibre ducts have been exposed and it is intended hot work (e.g. welding, grinding, etc) be carried out, contact must be made with GTC to confirm additional precautions and actions that may require to be undertaken.