

**APPENDIX G – Works Acceptance Inspection Checklist**

**COUNCIL:** .....

**DEVELOPMENT NAME:** ..... **File No:** .....

**DEVELOPMENT**

**LOCATION:** .....

ITEM	VERIFICATION (Yes/No/NA)	COMMENT
<b>ALLOTMENT DRAINAGE</b> The works have been finally inspected and:		
a) Concrete catch drains constructed in approved location and to a satisfactory standard.		
b) Sediment basin, detention basins constructed in approved location and to a satisfactory standard		
c) Field Inlets constructed in approved location and to a satisfactory standard.		
d) Overland flow path constructed to correct profile.		
e) Inter allotment catch bunds constructed to correct profile		
f) Pipework has been visually inspected and is satisfactory ie., – alignment and grade – free of debris and siltation – no visual sign of trench subsidence – outlets are satisfactory		
g) Lots not provided with Allotment Drainage can be drained to the kerb and channel.		
<b>STORMWATER DRAINAGE SYSTEM</b> The works have been finally inspected and:		
a) Pipe layout is as per plan or approved amendments with respect to pipe size, levels and location.		
b) Pipework has been visually inspected and is satisfactory, ie., – alignment and grade – free of debris and siltation – pipe joints satisfactory – lifting plug holes sealed – no visible sign of trench subsidence – no damaged pipes		

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c) Gully pits and manholes have been constructed to the correct standards, ie., <ul style="list-style-type: none"> <li>- correct type of grate or cover</li> <li>- lintels</li> <li>- side entry slots</li> <li>- benching (no water ponding)</li> <li>- grates are satisfactorily seated in frames</li> <li>- weepholes provided to bedding material</li> <li>- no damaged structures</li> <li>- grouted/mortared joints</li> <li>- converter slabs/sections mortar bedded</li> <li>- correct drops through gullies/manholes</li> <li>- all lids/grates finished to match surface level</li> </ul>		
d) All density tests to backfill are available and satisfactory.		
e) Material gradings are available for bedding material and satisfactory.		
f) Outlet/Inlet structures are satisfactorily constructed and are free from scour or siltation.		
g) All manhole and gully pit pipe connections are mortared flush with the walls and no pipe reinforcement is exposed.		
h) Roadside table drains have been finally inspected are satisfactory, ie., <ul style="list-style-type: none"> <li>- cut to design profiles</li> <li>- lining of channel is to the required thickness and reinforcement, with appropriate weepholes</li> <li>- bank stabilised and weed free</li> </ul>		
i) Overland flow, the works have been finally inspected and appropriate flow paths are provided and clear of obstruction.		
j) Outlets and outfalls have been constructed to control discharge flow in accordance with the plans.		
k) Subsoil drainage discharges to gullies or other approved points of discharge.		
l) All grassing requirements to channels, swales, outlets, inlets etc have been completed.		
m) CCTV inspections of stormwater pipes <sup>TRC</sup>		



ITEM	VERIFICATION (Yes/No/NA)	COMMENT
<b>WATER QUALITY</b> The works have been finally inspected and:		
a) Water Quality structures have been constructed in accordance with approved engineering drawings		
b) Structures are free of debris and sediment		
<b>EROSION AND SEDIMENT CONTROL</b> The works have been finally inspected and:		
a) Control structures required until the site is stabilised in accordance with the Contractor's ESCP are in place. All exposed surfaces are treated/stabilised		
b) ESC on site reflects plan on file		
c) Structures (sediment basins, silt fencing, silt socks) are free of debris and sediment		
<b>EARTHWORKS</b> The works have been finally inspected and:		
a) Toe of batters not on Council road reserve except as approved.		
b) Retaining walls clear of road reserve except as approved.		
c) Retaining walls constructed in accordance with drawings.		
d) Batter slopes constructed in accordance with drawings.		
e) Batter slopes stabilised against erosion.		
f) Interim drainage constructed in accordance with drawings.		
g) All areas disturbed by the works have been rehabilitated.		
h) Allotment levels are as per the design plans		
i) Verge levels are as per the design plans		



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<p><b>SEWER RETICULATION</b> The works have been finally inspected and:</p>		
a) Pipe layout is as per the plan or approved amendments with respect to pipe size, levels, and location.		
b) Pipework has been visually inspected and is satisfactory, ie: <ul style="list-style-type: none"> <li>- pipework flush with internal walls of manhole</li> <li>- alignment and grade</li> <li>- flexible joints</li> <li>- line flushed and clean</li> <li>- no visible sign of trench subsidence</li> <li>- A density test of backfill are available and satisfactory.</li> <li>- CCTV survey results submitted and satisfactory</li> <li>- Spreadsheet of CCTV asset management data and SER/STR Score)</li> </ul>		
c) Manholes and Maintenance Shafts have been constructed to the correct standards, ie., <ul style="list-style-type: none"> <li>- cast in situ</li> <li>- benching</li> <li>- curvature satisfactory</li> <li>- no ponding</li> <li>- profile satisfactory</li> <li>- no weeps (free of infiltration)</li> <li>- concrete work</li> <li>- no honey combing</li> <li>- covers</li> <li>- covers checked to be gas tight</li> <li>- correct type</li> <li>- imprint in accordance with standards</li> <li>- depth of cover surround</li> <li>- depth of top slab</li> <li>- location</li> <li>- relative to lot boundaries</li> <li>- 50-75mm proud of finished surface level.</li> </ul>		
d) Material gradings for bedding material are available and satisfactory.		
e) Pressure test results are available and satisfactory.		
f) Manhole hydrostatic test all satisfactory.		
g) All property connection branch markers located.		
h) Sewerage connection Private Works fees paid		
i) On site Sewer Report Provided (if applicable)		

ITEM	VERIFICATION (Yes/No/NA)	COMMENT
j) PUMP STATION – refer separate PS Checklist <ul style="list-style-type: none"> <li>- Pre-commission with generator</li> <li>- Full commission with connected power</li> </ul>		
<b>WATER RETICULATION</b> The works have been finally inspected and:		
a) Pipe layout and services fixtures (valves and hydrants) is as per the plan or approved amendments with respect to pipe size and location.		
b) Pipework has been pressure tested in accordance with Council's requirements and test results are available and satisfactory.		
c) Pipework has been chlorinated in accordance with Council's requirements.		
d) There are no visible signs of trench subsidence or leaks.		
e) Valves and hydrants have been inspected and are satisfactory, ie., <ul style="list-style-type: none"> <li>- location</li> <li>- sets and surrounds correctly installed to prevent ingress of soil, etc.</li> <li>- mortar packing to boxes correctly completed</li> <li>- depth to top of hydrant or valve stem within limits</li> <li>- dust caps to hydrants</li> <li>- colour of marker plate correct</li> <li>- direction of flow indicated</li> <li>- marking plates correctly installed</li> <li>- size of plate correct</li> </ul>		
f) Material gradings for bedding material are available and satisfactory.		
g) Water supply connection Private works fees paid.		
h) PUMP STATION – refer separate checklist		
<b>ROAD PAVEMENTS</b> The works have been finally inspected and:		
a) Plan layout and geometry of road system is in accordance with the drawings.		
b) Finished levels at crown and channel are at design levels.		

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c) Crossfalls are to the approved plan.		
d) AC is satisfactory with regard to finish and thickness.		
e) Joints in the seal (especially where various development stages apply) are flush.		
f) The sealed surface is free of blemishes.		
g) All compaction test, material quality (CBR), material grading, AC core tests are satisfactory and available.		
h) Ponding of stormwater does not occur.		
<p><b>SEGMENTAL PAVERS (Where constructed)</b> The works have been finally inspected and:</p>		
a) All pavers have been correctly laid to pattern, within allowable tolerance, compacted, and the joints filled.		
b) Bedding sand for pavers drains to subsoil drainage.		
c) Pavers adjacent to concrete kerb and channel, edge restraints etc have been cut and laid in accordance with all relevant requirements.		
<p><b>CONCRETE WORKS</b> The works have been finally inspected and:</p>		
a) The correct type has been used to all locations in accordance with drawings.		
b) Ponding of stormwater does not occur.		
c) Transitions and connection to existing construction are smooth and to a satisfactory standard of workmanship.		
d) Service conduit markers have been placed to kerb face.		
e) Lip and back of kerb are flush with the roadway and footpath respectively.		

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f) All channelisation works and medians have been satisfactorily completed.		
g) Infill treatment of medians has been inspected and found satisfactory. Any landscaping has been completed to standard.		
h) Driveways to battle axe blocks are as per approvals in place		
i) Bin hardstands are as per approvals in place		
j) Subsoil drains have been provided (including under medians).		
k) Appropriate expansion and contraction joints provided		
l) Subsurface finish is to approved design and within tolerances		
<b>FOOTPATHS</b> The works have been finally inspected and:		
a) Profiles are as per plan.		
b) Footpath has been topsoiled and satisfactory.		
c) Footpaths have been stabilised/fully turfed.		
d) All service fixtures (such as valves etc.) flush with the surrounding footpath.		
e) Concrete footpaths have been constructed to Council specification – broom finish		
f) Kerb ramps constructed as required.		
g) Footpaths to be free of broken edges, lifting, rock and loose stones.		
<b>BIKEWAYS</b> The works have been finally inspected and:		
a) Location and width are as per the drawings.		
b) Kerb ramps and crossings are constructed.		



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c) Safety rails and signs have been installed where required.		
<b>LIGHTING / ELECTRICAL</b> The works have been finally inspected and:		
a) Lighting has been installed and is operating as per approved design		
b) If lighting is yet to be installed, or made operational, copy of service agreement has been provided from the lighting/energy provider and all uncompleted works have been adequately guarded.		
c) Pad mount is installed in accordance with approved plans		
d) Overhead electrical infrastructure made safe until removal if in lot		
<b>FENCING AND FEATURES</b> The works have been finally inspected and:		
a) All fences including approved entrance features have been constructed within allotments. Survey pegs are visible.		
b) Specifically approved entrance features are constructed in accordance with the drawings.		
c) Entrance features and fences have satisfied Building Approvals (if required).		
d) Sound attenuation fences and/or mounds are constructed on private property and in accordance with the drawings where required.		



ITEM	VERIFICATION (Yes/No/NA)	COMMENT
<b>BUILDING/STRUCTURE</b>		
The works have been finally inspected and:		
a) Council approval for building/structure		
b) retaining walls >1.0m RPEQ certified		
<b>OTHER</b>		
a) Approvals for completed works received from applicable referral agencies		
b) Traffic Management in place where required		
c) Street name signs, traffic signs and pavement marking have been installed.		
d) Works have not resulted in problems on neighbouring properties. Clearance letters from property owners are available where applicable.		
e) All boundaries of Subdivision/Development have been inspected to ensure works as constructed will not affect adjoining properties.		
f) All necessary testing to ensure the quality of the work has been carried out and results are available.		
g) Consulting Engineer's compliance certificate is completed (refer AP1 – Appendix A)		
h) "As Constructed" submission has been provided to Council and is to Councils satisfaction		
i) All allotment boundaries, easements etc, have been pegged.		
j) All test results and records have been compiled and stored in the Record Storage facilities of the Consulting Engineer's office and a copy forwarded to Council.		
k) All operating Manuals, maintenance procedures, mechanical warranties etc have been submitted to Council.		



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l) Parkland is in a mowable condition where practical and free of rock and loose stones.		
m) Irrigation systems have been provided, are operating as designed and AS CON drawings provided.		
<p>INSPECTOR'S SIGNATURE: .....</p> <p>NAME: .....</p> <p>SIGNATURE: ..... DATE:....././.....</p> <p>CONSULTING ENGINEER: ..... RPEQ No: ..... DATE:...../...../.....</p>		