



Technical & Development Services South West

Cradle To Grave Utility Process



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Additional Services

1 Existing Comms & Incumbent Searches and Reporting

- Undertake search of existing utility apparatus in vicinity of site:
- Based on findings note on the Utility Summary Report as AFFECTED or NOT AFFECTED and provide client feedback on these.
- If diversions are likely note this and feedback to client on the Utility Summary Report.
- Client pack of Summary Report and accompanying responses compiled and sent via WeTransfer to the client.

2 Utility Feasibility Report/Utility Planning Report/Fibre Connectivity Report

- Based on the Existing Comms & Incumbent Searches, Capacity /POC Checks etc. a more details Feasibility Report or Planning Report can be produced to aid you with your land purchase or Planning Application if needed

3 Existing Utilities Constraints Layout (UCL)

- If appointed to do so compile existing record plans, obtain topo survey in DWG and Site Layout in DWG from the client and send to TDS CAD Technician to produce UCL.
- Review and issue to client once produced

4 Capacity/POC Checks

- Request capacity/POC enquiry from Incumbents/ICP's in area.:
- For Electric provide loads based on client requirements i.e. GCH, ASHP, GSHP, EVC etc.
- Complete application form (if required), normally water and make any payment on client's behalf and recharge accordingly.
- Once capacity response received, complete the Summary Report and send Client Pack with accompanying responses compiled via WeTransfer to the client.

5 Disconnections & Meter Removal Applications

- Request and obtain from the client information including MPAN/MPRN, meter information i.e., serial numbers (including photos), any previous bills and letter of authority for us to proceed.
- Send out enquiry emails to affected Incumbents for disconnections and suppliers for meter removal quotations.
- Once quotes received, review, compile and update summary schedule. Send out all responses to the client for acceptance and payment.

6 Diversion Applications

- Send out a diversion enquiry email/application to the relevant utility company affected.
- Some diversion enquiries require further studies and payments may be required. Pay on behalf of the client if requested and recharge accordingly.
- Once diversion response received, update Diversion Summary Report and send Client Pack with accompanying responses compiled via WeTransfer to the client.
- If diversion costs can be contested this is undertaken under our Cost Contesting requirements and appointed separately by the client should they wish us to proceed based on 'No Win, No Fee' basis.

7 Budget Quote Applications

- Identify the clients' requirements, identify plot mix, and calculate the necessary loads to feed the site based on the heating strategy.
- Agree List of Incumbent, ICP, SLP, NAV's etc. to approach with the client.
- Complete all applications as necessary.
- Send out Budget Request Enquiry email/applications to Incumbents and ICP's etc.
- Once Budget Quotes are received, review and update Summary Report and send Client Pack with accompanying responses compiled via WeTransfer to the client.

8 Firm Quote Application

- Identify the clients' requirements for the firm quotation, i.e., Gas & Electric or Electric ASHP including any EVC requirements.
- Identify what companies client would like to approach for firm quotes.
- Prepare documentation to facilitate firm quote compilation i.e.,Accommodation Schedule, Service Route Corridor plan, Meter Position planand adoptable Roads Plan. Supply any further information which may be of supporting assistance. i.e., existing record plans, load calculation sheets and Data sheets.
- Complete application forms as required.
- Send out Firm Quote Requests to Incumbents, ICP's, SLO's and NAV's. Openreach will be registered on the Developer Portal only if requested by client.
- Receive acknowledgement, manage queries, produce further supporting documentation as required.
- Pay any fees that are required on behalf of the client if requested and recharge accordingly.
- Once Firm Quotes are received, review and update Summary Report and provide recommendation on utility companies which provide the best commercial value for the client. Send Client Pack with accompanying responses compiled via WeTransfer to the client.





9 Stage 2B – Additional Client Support

- This includes support to client once preferred utility providers have been appointed to manage the process in obtaining all approved Layouts from the appointed providers.
- This includes obtaining and providing to the utility providers all Block Layout Plans, M & E Plans in DWG for meter locations and apartment arrangements plus any public and private lighting designs in DWG. Plus, order of build and service corridor plan to ensure designs follow this to minimise road crossings.
- Once designs are obtained these are reviewed and, if satisfactory, submitted to the client. The service provider gains approval from DNO/IDNO.
- Arrange and chair Pre-Start Utility Meeting on behalf of client and distribute minutes post meeting. Manage any changes required to designs.
- Obtain Plot to Postals from client. Obtain MPAN/MPRN's from Incumbent or ICP and register these with clients preferred supplier.

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Stage 3 (TBS – Water & Electric)

- Complete application process requesting Water/Electric TBS. (This is sometimes merged with the Firm Quote Request process).
- Provide plan of TBS location(s)
- Confirm location, connection dates, facilities at the site compound.
- Once TBS Quote is received, update Summary Report and send Client Pack with accompanying responses compiled via WeTransfer to the client.

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Combined Services Layout (CSL) & Clash Detection exercise

- Manage progress, liaising with client to obtain:
 - Latest Site Layout in DWG
 - Latest Drainage Layout in DWG (if clash detection requested)
 - Latest Landscaping in in DWG (if clash detection requested)
 - Latest Substructure Plans/Foundation Plans or Block Plans of house Types showing meter locations for Electric and Inlet positions for FTTP and Water in DWG
 - Latest Street Lighting in DWG
 - Latest approved Utility Designs in PDF for Water, Gas, Electric and Fibre
 - Existing Record Plans
- Send to TDS CAD Technician to produce CSL .
- Review CSL ensure clash detection against landscaping and drainage designs. If utility plan can be changed this is done or feedback is provided to the client, landscaper, and civil engineer on any changes they need to undertake. Review and issue to client.
- Based on the clash detection exercise liaise with utility providers to ensure designs updating is implemented.

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Additional Services

- Cost Contesting/Utility Cost Recovery
- Fibre Rebates
- Road & Sewer Adoptions



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**REACH OUT TO ME ANY TIME FOR
MORE INFORMATION ABOUT OUR
SERVICES**

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