

ACCEPTANCE OF WORKS (PRELIMINARY) INSPECTION – CIVIL WORKS

SUBDIVISION FILE NUMBER	
DATE OF INSPECTION	
PERSONS PRESENT AT INSPECTION	
LOCATION/STAGE/SECTION	

CHECKLIST ITEMS	CHECKS COMPLETED			Comments
	Yes	No	Not Required	
All construction works have been completed as per the approved plans or can be issued once the outstanding works are bonded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site is generally tidy. (i.e. no rubbish, wheel ruts have been removed etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cracking/surface of road pavement and concreting is satisfactory.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit openings located over pit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit lids (inserts) are off, pits are clean.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit walls are vertical.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All house drains and property inlets are installed and house drain riser is in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Easy access through pit opening.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Kerb and channel is stamped indicating location of conduits and house drains.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Line marking, signs and street plates are in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Light and sign poles are vertical.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Temporary turning facilities, including Carriageway easement as required, with hazard chevrons in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit lid levels are flush with FSL.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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	Yes	No	Not Required	
Pit lid levels and FSL provide detention as specified in bioretention areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Number of plants as specified in bioretention areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit lid (frames) are sitting on all sides.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pit lids are off and pits are clean.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lot levels and grading is satisfactory.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Top soil is in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nature strips are free of debris.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No subsidence has been identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire hydrants and fire plugs in place and marked in accordance with Fire Service Guidelines published by the fire authority and are at the correct level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Service Authority assets are at the correct level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Outfalls have grates to prevent entry and are locked with an acceptable Council key.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
EMP provisions are in position.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pump station is OK and operational manuals have been handed over.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Defects list has been agreed to.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Asset statement and as constructed plans have been provided.	<input type="checkbox"/>	<input type="checkbox"/>		
Certificate of Practical Completion has been issued.	<input type="checkbox"/>	<input type="checkbox"/>		
Were maintenance staff present at the meeting or is a separate handover meeting required?	<input type="checkbox"/>	<input type="checkbox"/>		

ADDITIONAL COMMENTS

COUNCIL REPRESENTATIVE NAME	
COUNCIL REPRESENTATIVE SIGNATURE	
DEVELOPER REPRESENTATIVE NAME	
DEVELOPER REPRESENTATIVE SIGNATURE	