



RIBBLE VALLEY BOROUGH COUNCIL
COUNCIL OFFICES
CHURCH WALK
CLITHEROE
BB7 2RA

Our Ref: BQRA31/857623/RW
Your Ref:
6th July 2021

FAO: Mr Ben Taylor

Dear Sir,

102 Branch Rd Mellor

Thank you for your letter and drawing dated 22/06/21, regarding possible diversionary works.

I enclose a plan showing the approximate position of Openreach apparatus within your area of interest. Openreach records indicate that apparatus exists near to the area of your proposed works, and your attention is drawn to the attached guidance notes which state our requirements for protecting our network. Please note that a site survey has not been carried out at this stage, and therefore, if any Openreach apparatus becomes affected by your works, please contact us so that we can provide you with the necessary estimate of costs for alteration/diversion.

It should be noted that our network is being enhanced on a daily basis, therefore, to make absolutely certain no apparatus exists, we recommend you obtain on-site advice and confirmation of the location of Openreach apparatus by contacting the Openreach "Click-Before-You-Dig" Service:

E-mail: cbyd@openreach.co.uk

(Office hours: Monday - Friday 08:00 to 17:00)

Click-Before-You-Dig services are free of charge, but please note that seven working days notice is required for these services.

If you wish to discuss your proposal further, please do not hesitate to contact me.

Yours faithfully

A handwritten signature in black ink that reads "R.J. Waring".

Robert Waring
Repayments Project Engineer

SPECIAL REQUIREMENTS WHEN WORKING IN THE VICINITY OF OPENREACH APPARATUS

- 1 In this special requirement the following terms shall have these meanings assigned to them:-
 - a) 'Company' means Openreach – a BT Group Company
 - b) 'Company Representative' means the staff of Openreach, or its authorised representatives or Agents
 - c) 'Apparatus' means all boxes, cabinets, poles and plant including any associated cabling and/or ducting owned by Openreach.
- 2 All works in the public highway are subject to the New Roads and Street Works Act 1991, and the Promoter of the work is legally responsible to bear the cost of safeguarding Apparatus. The "highway" includes carriageway, verges, footpaths, etc.
- 3 Before commencing any work, or moving of heavy plant or equipment over any portion of the site the contractor shall confirm details of Apparatus, owned, leased or rented by the Company, within the site, with the Company Representative, who can be contacted for free on site assistance during office hours, prior to commencement of works :-

E-mail: cbyd@openreach.co.uk

Seven working days notice is required.
(Office hours: Monday to Friday 08:00 to 17:00)
Further information is available at:

<https://www.openreach.com/network-services/locating-our-network>

Compliance with the above requirements does not relieve the Contractor of any of his obligations under the Contract.

- 4 Apparatus maps are also available at:
<https://www.openreach.com/content/dam/openreach/openreach-dam-files/images/network-services/locating-our-network/locating-our-network-documents/MBE-Application-V8-July-18.doc>
- 5 Where such details show that the works or the movement of plant or equipment may endanger the Apparatus, the Contractor must give the Company Representative at least 7 days' notice of the date on which it is intended to commence such works or the movement of plant or equipment in order that the presence of any sub-surface Apparatus can be indicated by markers to be supplied by the Company and placed by the Contractor under supervision of the Company Representative. The Contractor shall ensure that all Apparatus, particularly surface running cable, is adequately protected from damage and the Engineer shall approve such protective measures.
- 6 In the event of a Company marker being disturbed for any reason it shall not be replaced other than in the exact position and to its former depth unless the repositioning is carried out at the direction and under the supervision of the Company Representative.
- 7 The Contractor shall take particular care in relation to the protection of Apparatus, where such Apparatus includes the presence within the site of optical fibre and/or co-axial cabling. The Contractor shall make

every effort to avoid the disturbance of the Company's network which, if damaged, can prove costly to reinstate. The Contractor shall make every effort to avoid the disturbance of Apparatus more than is absolutely necessary for the completion of the works in accordance with the Contract.

When excavating, or backfilling around Apparatus, the Company Representative shall be given adequate notice, which should be not less than 7 days, of the Contractor's intentions in order that he may supervise the works. The Contractor should note that the normal depth of cover for Apparatus and ducts is as follows:-

- a) in footways 350mm, which is to be maintained
- b) in carriageways 600mm, which is to be maintained.

Where the 350/600mm depth of cover cannot be maintained the Contractor shall carry out the instructions of the Company Representative for the protection of the Apparatus. Where the required depth of cover cannot be maintained over cabling, such cables may have to be diverted.

- 8 All excavation adjacent to Apparatus is to be carried out by hand until the exact extent and/or location of Apparatus is known. Mechanical borers and/or excavators shall not be used within 1.0 metre of Apparatus or 2.0 metres of any pole without the supervisory presence of a Company Representative. To prevent any movement of Apparatus during excavation, complete shuttering shall be used as directed by the Engineer if :-

- a) excavation is deeper than the depth of cover of adjacent Apparatus
- b) excavation is within 1.0 metre of Apparatus in stable soil
- c) excavation is within 5.0 metres of Apparatus in unstable soil

If for completion of the works the Contractor intends using any of the following: -

- a) pile driving equipment within 10.0 metres of Apparatus
- b) explosives within 20.0 metres of Apparatus
- c) laser equipment within 10.0 metres of Apparatus

- the Contractor shall advise the Company Representative, in writing, in order that any special protective measures for the Apparatus affected may be arranged.

- 9 All Company manhole, joint box and/or other access points and chambers within the site shall be kept clear and unobstructed. Access for vehicles, winches, cable drums and/or any further equipment required by the Company for the maintenance of its Apparatus must be maintained at all reasonable times. The Contractor should particularly note the footway type chambers are not specified for carriageway loading and will need to be adequately protected and/or demolished and rebuilt under supervision of a Company Representative where such chambers are likely to be placed at risk, either temporarily or permanently, from the movement of plant and/or equipment on the site. The Company Representative shall be given reasonable access to all Apparatus and chambers when required. Where OPENREACH installs Apparatus during the works this new Apparatus shall be treated as existing Apparatus for the purpose of these Special Requirements.
- 10 For Frame and Covers that necessitate a change in level please contact the local office. If you wish to provide recessed frames and covers they will have to be supplied by the Company's agreed supplier. The Contractor must be prepared to supply and install such frames and covers in future, and must supply names of who will be liable for future maintenance.
- 11 In the event of any damage whatsoever to Apparatus the Contractor must immediately inform BT and report the occurrence as follows :-

Call Openreach fault reporting on: 0800 023 2023

WARNING

Entry into all Openreach underground structures is prohibited to all

unauthorised personnel