

Third Party Connections (IGT & UIP)

Mains location process

1. Introduction

Sometimes when a Utility Infrastructure Provider (UIP) or Independent Gas Transporter (IGT) is connecting into Cadent's network, they can experience difficulty in locating Cadent's mains or finds that the mains are inaccurately recorded. The commercial arrangements are specified in the relevant contract terms. This briefing note has been developed to clarify the procedural arrangements.

2. Overview

Where a UIP or IGT has trouble in locating a Cadent main, they should undertake reasonable initial site investigations before contacting Cadent. However, when required Cadent will provide assistance and in certain cases make payments available for additional works in accordance with contract terms.

In all cases reference should be made to the relevant contract terms for the work being carried out. The current contract terms for each job will be made up of one of the connections agreements and one of the general conditions of contract below:

Connections agreements:

- a) UIP connection, service disconnection and service alteration agreement
- b) Inter-gas transporter connection agreement

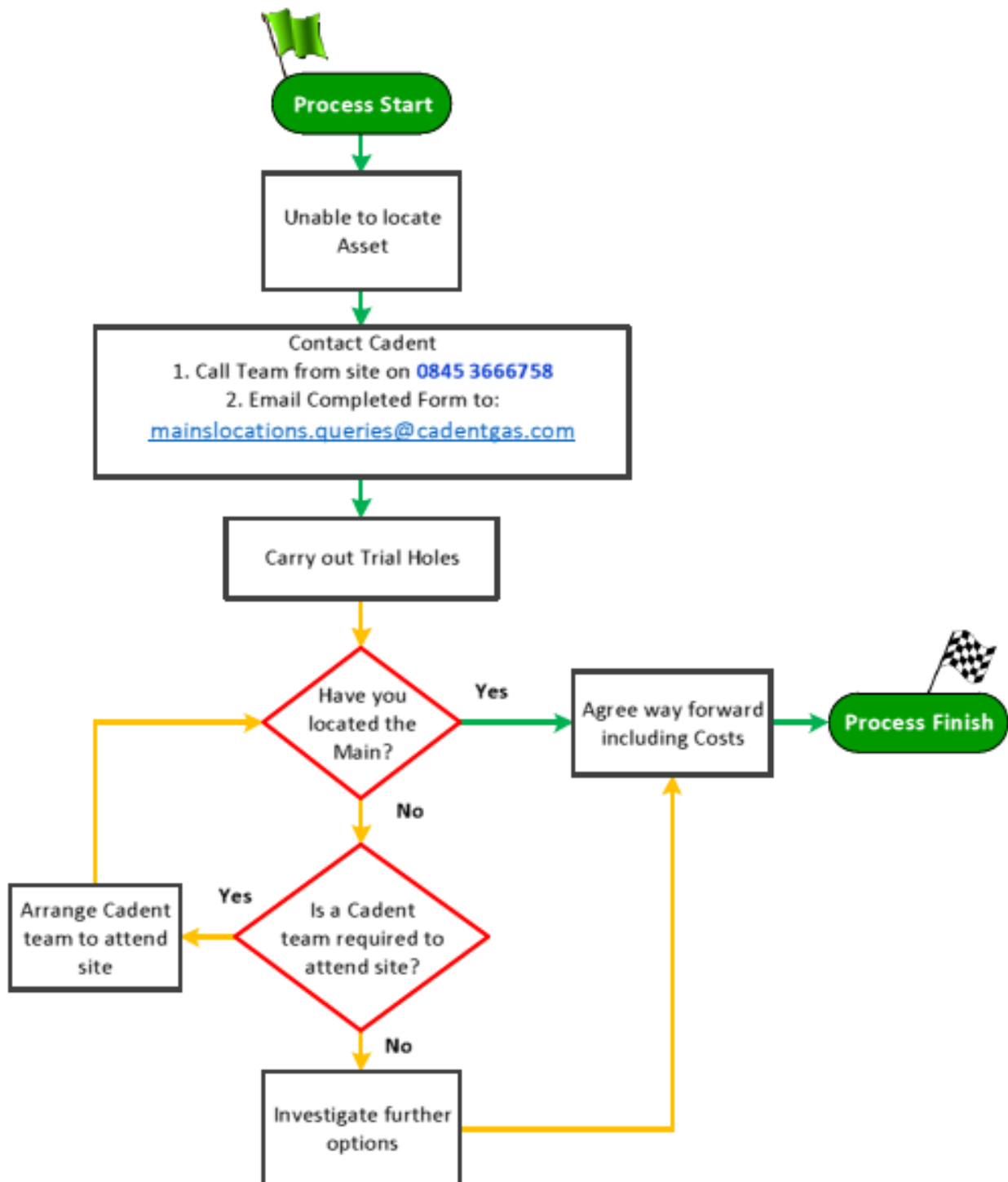
General conditions of contract:

- a) General Conditions of Contract For Site Engineering Works For Connected Offtake System
- b) General Conditions of Contract for a Self-Lay Pipe [System] Not Exceeding 2,196,000 kWh
- c) Authorisation and Connection Conditions for New self-Lay Pipes Above 2,196,000 kWh and Maximum 7 Bar

Appendix A provides a process flow showing the key procedural interfaces between the UIP and IGT and Cadent for requesting further assistance and confirming any payments required under the relevant contract terms.

Appendix B provides more detailed procedural clarification.

Appendix A - 3rd Party Mains Location Process Flow



Appendix B- Additional process details

- The IGT/UIP can contact Cadent at any point for further support and to check available records
- Initial site investigations to try and identify the line of the main for trial holes:
 - Visibility checks
 - valve/syphon boxes on the route of the main
 - trace adjacent or opposite services from meter box to mains connection
 - reinstatement patches on the route of gas distribution mains and services
 - establish any background geography changes that may have taken place since the plan was produced
 - Initial trial hole
 - trial hole depth should be 1.2m
 - If main is shown in footpath excavate the full width of path
 - If the main is shown in carriageway, excavate where main should be located
 - Second trial hole
 - trial hole depth should be 1.2m
 - excavate existing service at expected mains connection location in footpath or carriageway
 - Third trial hole
 - excavate on expected mains location based upon previous searches and information
- Where 3 trial holes have been carried out in accordance with the above criteria and the main cannot be located the IGT/UIP should:
 - Make further contact with Cadent's office for assistance, providing a plan to show:
 - the location of the trial holes
 - photographs of 3 trial holes with geographical reference points where available and evidence of depth of cover
 - any proposed resolution options
- Cadent will check available records and identify further action to be taken which may include:
 - suggesting additional alternative trial hole(s) locations
 - authorise an alternative point of connection
 - payment for additional pipe being laid back to original connection point, this would only apply where the record of the location of the main was inaccurate by $\pm 3\text{m}$, as prior agreed by Cadent

- Where the IGT/UIP states they do not wish to carry out any additional trial hole works, Cadent will notify the IGT/ UIP of a timescale for a team to attend site to assist in location of the main free of charge
- The IGT/UIP should advise Cadent of any additional work directly associated with completing the connection, prior to connection being carried out:
 - Cadent will validate any additional pipework that is required to be laid
 - Where the asset has been found to be inaccurately recorded by more than 3m from its indicated position, Cadent will confirm a total price to be paid to the IGT/UIP for the additional asset laying and a single rate paid at a premium, to provide contribution towards any other reasonably incurred costs.
 - Other costs may include additional permits, traffic management (evidence from the local councils to be provided), materials and labour incurred due to the main being in the incorrect location
 - Cadent will confirm all costs with the IGT/UIP job contact prior to the additional works being carried out
 - Where applicable any additional mains laid by the IGT/UIP will be adopted by Cadent, which will require a completion file to be sent in from the IGT/UIP.
- Where the IGT/UIP does not wish to carry out any additional main laying, they can request Cadent to carry out the work free of charge. Cadent will notify the IGT/ UIP of a timescale for a team to attend site
- For self-connections where the main located was a larger or smaller diameter or a different material than the recorded main, Cadent should be notified at the time of finding and the IGT/UIP should:
 - Provide additional costs that will be incurred, directly associated with completing the additional work.
 - Where a different connection type is required Cadent will only agree to pay the difference in cost between the two connection types
 - Cadent will then validate any additional price to provide contribution towards the cost of installing the connection
 - All costs will be confirmed with the IGT/UIP job contact prior to the additional works being carried out
- Where the IGT/UIP locates the main in the correct location but the main is dead, Cadent should be notified at the time of finding and the IGT/UIP should:
 - Contact Cadent's office to agree the location of the further 2 trail holes to determine an acceptable alternative connection point
- Cadent will not agree to pay any costs for additional works carried out retrospectively

- The IGT/UIP is required to send an invoice (in line with the costs prior agreed by Cadent) for any additional works once the connection has been completed and the completion file has been returned.
- A DR8 error report would need to be submitted to Cadent via the relevant process