

Guidance Notes

Property Ownership

- If your property is owned by a third party or the gas service pipe is to cross any land that is not in your ownership, i.e. you have a shared driveway, written consent must be provided from all parties affected before any works will be planned in. ES Pipelines are happy to provide consent forms on request.

Excavation, Backfill and Reinstatement (within your private land only)

- If you arrange for the excavation yourself (i.e. provide an open trench in which the gas service pipe can be laid) this must legally conform to safety regulations. **Any excavation in the public highway must be carried out by our appointed contractor.**
- The bottom of the trench must be level, clear of obstructions and suitably compacted to provide a firm support under the gas service pipe. More detailed guidance is available on request.
- Excavation in private ground must be to a depth of 375 mm and must be located at least 250mm away from any other plant (i.e. electric cables or water pipes).
- If our contractor carries out the excavation, they will reinstate the excavated area as close to its previous condition as practicable. If you arrange for the excavation yourself, then reinstatement will be your responsibility.

Perforated Ducting

- If you are unable to leave the trench open, you can lay ducting through which the service pipe can be installed. This must adhere to current health and safety standards.
- Ducting must be yellow perforated pipe, with Gas Marker tape laid approx 200mm above the duct. It must be laid in a straight line, and must not be kinked or obstructed.
- A cable must be placed in the duct to allow service pipe to be pulled through.

Meter Installation

Meters will only be fitted internally to the property if there is adequate ventilation and protection from damage. More commonly, meters are fitted on the outside of a property in one of the following types of meter box:

Meter Box Types:



Surface Mounted



Multibox



Recessed

ES Pipelines will normally provide and install multiboxes and surface mounted meter boxes but we do not install recessed meter boxes. Should you require a recessed meter box, you will need to arrange for a builder to carry out the installation of a suitable box prior to the appointment date. This work should NOT be undertaken before the exact location of the box has been agreed with us.

Surface Mounted – The box is bolted on to the front elevation of the property.

Multibox – These are sited just above ground level, these have now replaced the old semi-concealed boxes.

Recessed/Built-in – These are installed into a hole in the wall of the property. The door of the meter box lies almost flush with the brickwork.

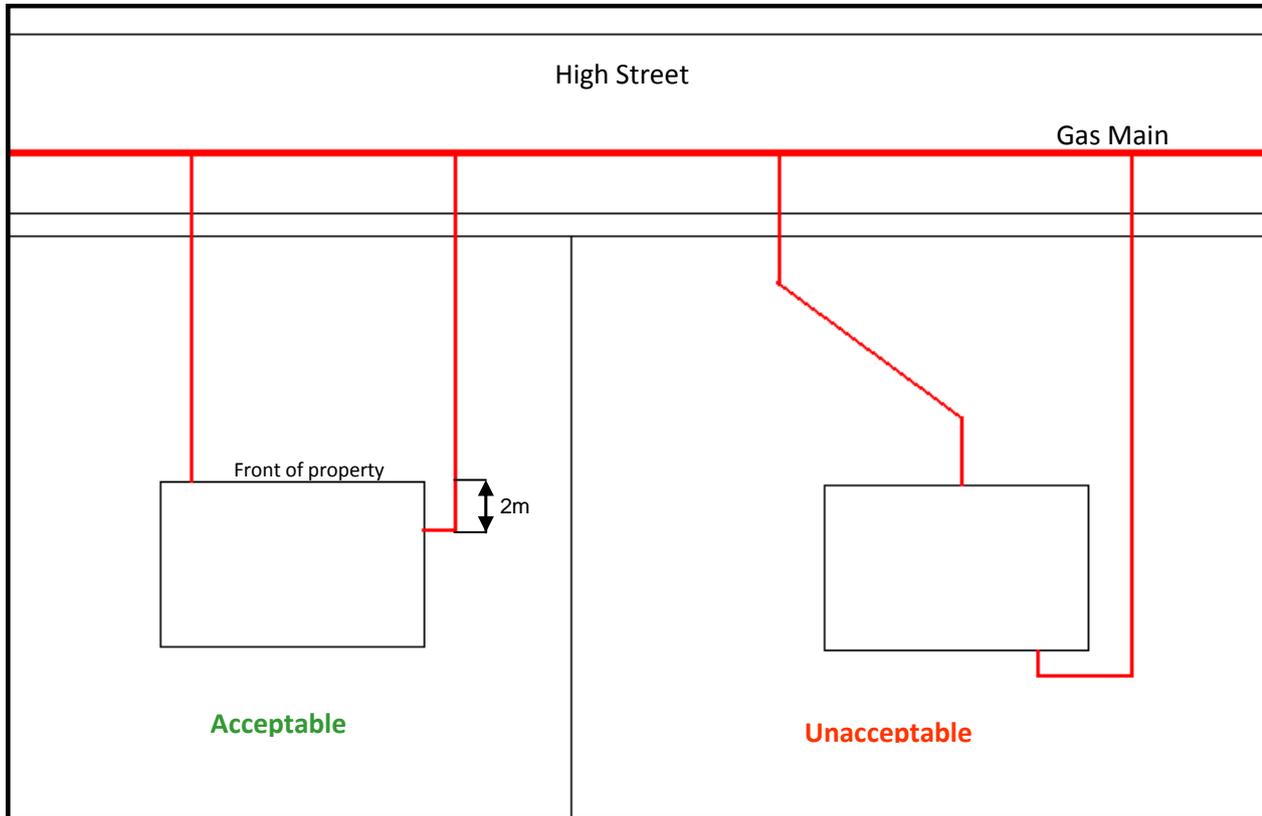
Other Considerations

- Meters supplied from Medium Pressure networks can **only** be fitted into Multiboxes supplied & installed by ESP.
- There may also be other specific requirements to be considered regarding the proposed location on Medium Pressure networks, such as proximity to building openings.
- ESP will install the first gas meter at the property free of charge, but a supply contract must exist between the end user and the chosen gas supplier prior to any meter installation. Some suppliers have a standing charge for a meter being in situ, so if you do not intend to use gas immediately, it may be beneficial to have the meter installed at a later date.

Meter Types and Usage:

- This section is very important as it will allow us to determine the correct service pipe size and size of meter to suit your requirements. You will be able to find the BTU (output) and KWh of each of your appliances within their Instruction Manual. If you do not have a copy of the instruction manual please contact the manufacturer.
- Meters used for commercial purposes may require a larger meter box and depending on the size of the load it may not be possible to house them in a recessed meter box. Depending on the gas load you may also require a larger service pipe which may affect the cost of the quotation.

Examples of Acceptable/Unacceptable Service Routes:



- If a meter is to be located at the side of the property, it must be **within 2m of the front of the property**, unless agreed with ES Pipelines.
- ES Pipelines will not fit a meter to the rear of a property except in extreme circumstances, due to access and safety issues.
- If you require the meter at a location other than the acceptable placements detailed above, please provide an explanation and location on your drawing, on the new connection enquiry form.

Your responsibilities after installation

On completion of the works, the gas meter box becomes your responsibility as the property owner. You therefore assume responsibility for ongoing maintenance and will be liable for any costs incurred in the event of any damage to the box in the future.

If you do need any further assistance please do not hesitate to contact our office team on 01372 587 500 (lines are open from 8am – 6pm, Monday – Friday). Alternatively, please email us at newconnections@espug.com