

# Annex 1 – Check List

Table 1: List of items to check as part of street light adoption process

Number	Item	Description of Inspection	Allowable Tolerances	Inspection Device	Failure/Snagging
1	Planting Depth	Remove Door and measure from bottom of aperture to finished ground level	+/- 5% of manufacturers specification	Tape measure	Failure for non compliance
2	Reinstatement	Do materials used match existing surroundings or are compatible with existing material. Where tarmac – check that a straight edge been maintained. Where slabs – check that slabs have been cut with straight edges around the column and that the slot is as small as possible to avoid excess concrete infill. Where grass – where lifting turfs has not been possible that suitable grass seeding has taken place. Where blocks – check that blocks have been neatly cut so as to be tight to the column base section.	Normal Wear	Visual	Failure for non compliance
3	Reinstatement	Check there is no trip hazards	Inspector acting reasonably	Visual	Failure for non compliance
4	Site Clearance	Check that site has been left clean and tidy	Inspector acting reasonably	Visual	Failure for non compliance
5	Pole Alignment	Is the pole upright and plumb	If spirit level bubble is between the lines or touching one of the two lines	Use large magnetic spirit level	Failure for non compliance
6	Column protective colour	Check the correct colour has been applied	None	Visual	Failure for non compliance
7	Column protective system	Check that applied paint systems have not suffered from damage in transit or during installation	Inspector acting reasonably	Visual	Failure for non compliance
9	Lighting Column Numbering	Check that correct number has been applied to each column	None	Visual	Failure for non compliance
10	Location of Lighting Columns	Check for compliance with the requirement of Surrey County Council	None – except where Authority approval has been sought.	Visual	Failure for non compliance
11	Old Columns Removed	Check redundant columns (if applicable) have been removed permanent reinstatement has been carried out and site clean and clear	None	Visual	Failure for non compliance
12	New Columns Electrical Test Certificate	Check Test Certificate has been provided and is complete and accurate	None	Calibrated Test Instrument	Failure for non compliance
13	LED Luminaire	Check the correct LED luminaire has been installed in accordance with the approved lighting design.	None	Visual	Failure for non compliance
14	Urban Control CMS	Check the luminaire is connected to the Urban Control Network and is providing 2-way communication	None	Desk Top or Mobile device	Failure for non-compliance
15	Internal wiring including earthing	Check wiring is neat, insulation and termination point is maintained and connections are tight.	None	Visual and insulated screwdriver	Failure for non compliance
16	Lighting Design	Check the design complies with the requirement of Surrey County Council	None	Check design data	Failure for non compliance
17	Power	Check that there is incoming electrical power to the lighting column.	None	Test Instrument	Failure for non compliance