



Project: Parklands Subdivision
Job number:
Client: Napier City Council

Revision: 0
Date: 25/08/2025

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S - Surveillance:	No notification required but activity is still subject to monitoring.	R - Review:	Work may proceed while documents are reviewed

Item #	Activity Description	Inspection / Test Method	Acceptance Criteria	Frequency	Verifying Documents	Inspection Point			Comments
						Sub Contractor	Head Contractor	Engineer / Client	
1	PRELIMINARY / GENERAL								
1.1	Subgrade testing	Beam testing / proof rolling or scala	Consistent with design assuptions.	Prior to construction	Test results	H	H	R	Required to confirm assumed CBR.
2	MATERIALS								
2.1	Sub Base	Production testing to NZS 4407	Max particle size lesser of 65mm or 40% of layer depth. and no more than 8% by mass of material shall pass the 150 micron sieve. The CBR value should not be less than 60 - and minimum crushing resistance of 100kN.	1 test prior to placement	IANZ Lab report	H		R	
2.2	Base Course	TNZ M/4	Compliance with TNZ M/4. Refer to Table 5 in the M/2 specification for detailsfor "Napier River Run".	1 test per 500m³ prior to placement	IANZ Lab report	H		R	
2.3	Ashphaltic concrete surfaceing	TNZ M/10	Job mix formula	Prior to placement	Mix design	H	H	R	
2.4	Chip seal	TNZ M/01, P/3 & M/06	Job mix formula	Prior to placement	Mix design	H	H	R	
2.5	Concrete	NZS 3109	25MPa concrete at 28 days.			H	H	R	
2.6	Vehicle crossings	NZS 3109	30MPa concrete at 28 days					R	
2.7	Kerb and channel, nibs and dish channels	NZS 3109	20MPa concrete at 28 days					R	
2.8	Traffic signs and name plates	"Standard for the manufacture and maintenace of traffic signs, post and fittings" - NZTA	Compliance with the standard.					R	
2.9	Road marking paint	TNZ M/7	Compliance with the standard.					R	
3	SUB BASE CONSTRUCTION								



Inspection and Test Plan

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3.1	Topsoil stripping	Inspection	Prior to any fill, all organic topsoil mterials are removed.	Prior to fill.	Engineer approval.	H	H	W	
3.2	Surface finish and levels.	Survey / string lines at 10m centres.	Surface finish in accordance with TNZ F/1, section 11	Prior to fill.	Engineer approval.	H	H	W	
3.3	Density testing	Nuclear densometer to NZS 4407 Test 3.7 - 20m intervals staggered between lanes.	95% SMDD mean, 92% minimum	Prior to basecourse placement.	IANZ Lab report	H	H	R	
3.4	Sub base surface finish	TNZ B/2	Visual inspection - tight mosaic finish.	Prior to placement of bascourse	Engineer approval.	H	H	W	
4 BASECOURSE CONSTRUCTION									
4.1	Basecourse finished level setout	Survey / string lines at 10m centres	+15mm / -5mm vertical from sub base design surface.	Prior to basecourse placement.	Engineer approval.	H	H	W	
4.2	Density testing	Nuclear densometer to NZS 4407 Test 3.7 - 20m intervals staggered between lanes.	98% SMDD mean, 95% minimum	Prior to surfacing.	IANZ Lab report	H	H	R	
4.3	Beam testing	TNZ T/1	Average: 1.5mm, Maximum 1.8mm	Prior to surfacing.	Test results.	H	H	R	
4.4	Surface finish	TNZ M/4	Visual inspection	Prior to surfacing.	Engineer approval.	H	H	W	
5 ASPHALT SURFACING									
5.1	Ashphaltic concrete finished level setout	Survey / string lines	10m centres, 3m straight edge.	Prior to surfacing	+10mm / -0mm from finished design.	H	H	W	
6 CHIP SEAL SURFACING									
6.1	Chip Seal finished level setout	Survey / string lines	10m centres, 3m straight edge.	Prior to surfacing	+10mm / -0mm from finished design.	H	H	W	
7 FOOTPATH AND VEHICLE CROSSINGS									
7.1	Setout	Survey / string lines	+15mm / -5mm vertical from sub base design surface.	Prior to pour.	Engineer approval.	H	H	W	
7.2	Basecourse compaction	Clegg	Mimimum 25.	Prior to pour.	Engineer approval.	H	H	W	
8 KERB AND CHANNEL, NIB, DISH CHANEL									
8.1	Setout	Survey / string lines	+15mm / -5mm vertical from sub base design surface.	Prior to pour.	Engineer approval.	H	H	W	
8.2	Basecourse compaction	Clegg	Mimimum 35.	Prior to pour.	Engineer approval.	H	H	W	



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9 ROAD MARKING										
9.1	Road marking paint	Mark out on site	Mark out dimensionally in conformance with the design.	Prior to application of paint	Engineer approval.	H	H	S		
10 CLOSEOUT										
10.1	Collate and supply Producer Statements / Waranty Schedules	Document review	Collate and supply producer statements	Upon completion of bulk roadworks	Producer statements	H	H	H		
10.2	Collate and supply as built	Documate review / as built	Collate and supply as-built.	Upon completion of roadworks	As-built		H	S		



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STORMWATER

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2.7.1	Bedding haunching and overlay.	Inspection	5-14mm clean washed granualr mix.	Prior to placement.	Engineer approval.	H	H	W		
2.7.2	Fill to subbase	Inspection	AP65 of other approved imported material.	Prior to placement.		Engineer approval.	H	H	W	
3 CONSTRUCTION										
3.1	Set out	Document review.	Survey setout information in accordance with the design.	Prior to excavation.	Survey file.			R		
3.2	Trenching	Site inspection.	Trench widths ok and no unsuitable materials present. Min widths: pipe dia DN75 - DN150 = 350mm width, pipe dia DN150 - DN300 = 450 - 600mm width, pipe dia DN300 - DN400mm = 700 - 850mm width.	Prior to pipe laying	Engineer approval.	H	H	W		
3.3	Pipe laying	Survey	Record level of main upstream and downstream of each chamber. Maximum discrepancy +- 10% of design gradient, and maximum +-15mm from design level.	Prior to backfill.	Survey as builts			R		
3.4	Chambers / sumps / wingwalls	Survey / site inspection.	Benching in accordance with specifcations and drawings. Position in accordance with the design	Prior to backfill.	Engineer approval.	H	H	W		



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3.5	Pipe bedding / haunching /overlay	Document review site inspection.	In accordance with AS/NZS 2566 for PVC pipelines and AS/NZS 3725 for concrete pipelines. Bedding minimum 100mm up to 450 diamter pipe and 150mm pipes > 450mm. For PVC overlay >100mm over pipe and for concrete 1/3 diamter of pipe.	Prior to backfill.	Photos or site inspection.	H	H	W	
3.6	Backfill	Clegg every 10m alignment for each layer of backfill (not exceeding 200mm)	Minimum 20 Clegg reading	Prior to placement of each layer of backfill.	Test records.	H	H	W	
3.7	Hydrostatic testing	Document review site inspection.	In accordance with NCC CoP and Engineer specification	After backfill/prior to road seal.	Test records and Council inspection records.	H	H	H	
3.8	CCTV	Document/video review	In accordance with NCC CoP and Engineer specification	After backfill/prior to road seal.	Test records and Council inspection records.	H	H	H	
4 CLOSEOUT									
4.1	Collate and supply Producer Statements / Warranty Schedules	Document review	Collate and supply producer statements	Upon completion of stormwater works.	Producer statements	H	H	H	
4.2	Collate and supply Council inspection reports.	Document review.	Collate and supply Council inspection reports.	Upon completion of stormwater works.	Inspection records.	H	H	S	
4.3	Collate and supply compaction records.	Document review.	Collate and supply compaction records.	Upon completion of stormwater works.	Inspection records.	H	H	S	
4.4	Collate and supply as builts / CCTV inspections / water tests	Document review / as builts	Collate and supply as-builts and inspection records.	Upon completion of stormwater works.	As-builts	H	H	S	



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1	PRELIMINARY / GENERAL								
1.1	Consents and trench opening notices	Document review	Authority approvals.	Prior to excavation	Approval from relevant authorities.			R	
1.2	Drainlayer registration	Document review	Certification	Prior to drain laying works.	Scanned copy			R	
2	MATERIALS								
2.1	PVC pipes	Document review	New and in good condition and compliant with AS/NZS1254 or AS/NZS1260 rubber ring jointed, minimum SN8, (unless noted otherwise)	Prior to order	Technical documents.			R	
2.2	Precast chambers	Document review	Compliant to AS/NZS4058, with concrete lids designed to HN-HO-72 traffic loadings in roads.	Prior to order	Technical documents.			R	
2.3	Access covers and frames	Document review	Removable with a clear opening >600mm (except for non-access MHs). Designed to minimum AS 3996 Class D or better.	Prior to order	Technical documents.			R	
2.7	Backfill material								
2.7.1	Bedding haunching and overlay.	Inspection	5-14mm clean washed granualr mix.	Prior to placement.		H	H	W	
2.7.2	Fill to subbase	Inspection	AP65 of other approved imported material.	Prior to placement.		H	H	W	
3	CONSTRUCTION								
3.1	Set out	Document review.	Survey setout information in accordance with the design.	Prior to excavation.	Survey file.			R	



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3.2	Trenching	Site inspection.	Trench widths ok and no unsuitable materials present. Min widths: pipe dia DN75 - DN150 = 350mm width.	Prior to pipe laying	Engineer approval.	H	H	W	
3.3	Pipe laying	Survey	Record level of main upstream and downstream of each chamber. Maximum discrepancy +- 10% of design gradient, and maximum +-15mm from design level.	Prior to backfill.	Survey as built			R	
3.4	Pipe bedding / haunching /overlay	Document review site inspection.	In accordance with AS/NZS 2566 for PVC pipelines. For PVC overlay >100mm over pipe.	Prior to backfill.	Photos or site inspection.	H	H	W	
3.5	Backfill	Clegg every 10m alignment for each layer of backfill (not exceeding 200mm)	Minimum 20 Clegg reading	Prior to placement of each layer of backfill.	Test records.	H	H	W	
3.6	Hydrostatic testing	Document review	In accordance with AS/NZS 3500.2 section 15.2	Prior to backfill.	Test records and Council inspection records.	H	H	H	
3.7	CCTV	Document/video review	In accordance with AS/NZS 3500.2 2018 section D1	After backfill/prior to road seal.	Test records and Council inspection records.	H	H	H	
4 CLOSEOUT									
4.1	Collate and supply Producer Statements / Warranty Schedules	Document review	Collate and supply producer statements	Upon completion of wastewater works.	Producer statements	H	H	H	
4.2	Collate and supply Council inspection reports.	Document review.	Collate and supply Council inspection reports.	Upon completion of wastewater works.	Inspection records.	H	H	S	
4.3	Collate and supply compaction records.	Document review.	Collate and supply compaction records.	Upon completion of wastewater works.	Inspection records.	H	H	S	
4.4	Collate and supply as built / CCTV inspections / water tests	Document review / as built	Collate and supply as-builts and inspection records.	Upon completion of wastewater works.	As-builts / test records.	H	H	S	



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1	PRELIMINARY / GENERAL								
1.1	Consents and trench opening notices	Document review	Authority approvals.	Prior to excavation	Approval from relevant authorities.			R	
1.2	Installer registration	Document review	Certification	Prior to drain laying works.	Scanned copy			R	
2	MATERIALS								
2.1	PVC pipes	Document review	New and in good condition and compliant with AS/NZS1477 (min PN9)	Prior to order	Technical documents.			R	
2.2	PE pipes	Document review	New and in good condition and compliant with AS/NZS1430 (min PN12.5)	Prior to order	Technical documents.			R	
2.3	Precast chambers	Document review	Compliant to AS/NZS4058, with concrete lids designed to HN-HO-72 traffic loadings in roads.	Prior to order	Technical documents.			R	
2.4	Access covers and frames	Document review	Removable with a clear opening >600mm (except for non-access MHs). Designed to minimum AS 3996 Class D or better.	Prior to order	Technical documents.			R	
2.5	Backfill material								
2.5.1	Bedding haunching and overlay.	Inspection	5-14mm clean washed granualr mix.	Prior to placement.		H	H	W	
2.5.2	Fill to subbase	Inspection	AP65 of other approved imported material.	Prior top placement.		H	H	W	
3	CONSTRUCTION								
3.1	Set out	Document review.	Survey setout information in accordance with the design.	Prior to excavation.	Survey file.			R	



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3.2	Trenching	Site inspection.	Trench widths ok and no unsuitable materials present. Min widths: pipe dia DN75 - DN150 = 350mm width.	Prior to pipe laying	Engineer approval.	H	H	W	
3.3	Pipe laying	Survey	Alignment +-50mm from design, surface cover in accordance with HDC ECoP.	Prior to backfill.	Survey as built			R	
3.4	Pipe bedding / haunching /overlay	Document review site inspection.	In accordance with AS/NZS 2566 for PVC pipelines. For PVC overlay >100mm over pipe.	Prior to backfill.	Photos or site inspection.	H	H	W	
3.5	Pressure test	Inspection.	In accordance with section C3 of NZS4404 and AS/NZS 2556. To a pressure no less than 800kPa and no greater than 25% above the rated pressure of the pipeline.	Prior to backfill over joints and fittings wherever possible.	Test records.	H	H	W	
3.6	Backfill	Clegg every 10m alignment for each layer of backfill (not exceeding 200mm)	Minimum 20 Clegg reading	Prior to placement of each layer of backfill.	Test records.	H	H	W	
3.7	Disinfection	Inspection.	Carried out in accordance with NCC ECoP (amended appendix D of NZS4404:2010.	Prior to connection to mains supply	Test records.	H	H	W	
4	CLOSEOUT								
4.1	Collate and supply Producer Statements / Warranty Schedules	Document review	Collate and supply producer statements	Upon completion of Water supply works.	Producer statements	H	H	H	
4.2	Collate and supply Council inspection reports.	Document review.	Collate and supply Council inspection reports.	Upon completion of water supply works.	Inspection records.	H	H	S	
4.3	Collate and supply compaction records.	Document review.	Collate and supply compaction records.	Upon completion of water supply works.	Inspection records.	H	H	S	



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4.4	Collate and supply as built / CCTV inspections / water tests	Document review / as built	Collate and supply as-built and inspection records.	Upon completion of water supply works.	As-built / test records.	H	H	S	
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Inspection and Test Plan

SERVICE TRENCHING AND DUCTING

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1 PRELIMINARY / GENERAL									
1.1	Consents and trench opening notices	Document review	Authority approvals.	Prior to excavation	Approval from relevant authorities.			R	
2 MATERIALS									
2.1	PVC ducts	Document review	New and in good condition and compliant.	Prior to order	Technical documents.			R	
2.2	Chambers / pits	Document review	ACO type pits with class D covers in accordance with the specifications.	Prior to order	Technical documents.			R	
2.3	Backfill material								
2.3.1	Bedding haunching and overlay.	Inspection	5-14mm clean washed granualr mix.	Prior to placement.		H	H		
2.3.2	Fill to subbase	Inspection	AP65 of other approved imported material.	Prior top placement.		H	H		
3 CONSTRUCTION									
3.1	Set out	Document review.	Survey setout of chambers / pits in accordance with the design - marked on site	Prior to excavation.	Survey file / site inspection.			R	

3.2	Trenching	Site inspection.	Trench widths ok and no unsuitable materials present. Min widths: pipe dia DN75 - DN150 = 350mm width. Min covers in accordance with the specifications.	Prior to pipe laying	Engineer approval.			W	
3.3	Pipe bedding / haunching /overlay	Document review site inspection.	In accordance with AS/NZS 2566 for PVC pipelines. For PVC overlay >100mm over pipe.	Prior to backfill.	Photos or site inspection.			W	
3.4	Backfill	Clegg every 10m alignment for each layer of backfill (not exceeding 200mm)	Minimum 20 Clegg reading	Prior to placement of each layer of backfill.	Test records.			W	
4 CLOSEOUT									
4.1	Collate and supply Producer Statements / Warranty Schedules	Document review	Collate and supply producer statements	Upon completion of Water supply works.	Producer statements	H	H	H	
4.2	Collate and supply Council inspection reports.	Document review.	Collate and supply Council inspection reports.	Upon completion of water supply works.	Inspection records.	H	H	S	
4.3	Collate and supply compaction records.	Document review.	Collate and supply compaction records.	Upon completion of water supply works.	Inspection records.	H	H	S	
4.4	Collate and supply as built / CCTV inspections / water tests	Document review / as built	Collate and supply as-builts and inspection records.	Upon completion of water supply works.	As-builts / test records.	H	H	S	