

SITE SURVEY REPORT

Rough-in Inspection

Prepared for	Aire Street Properties Ltd
Date	19 Oct 2026
Site	Ground floor, 22 Brunswick Place, Leeds
Prepared by	S. Iqbal

FORM

Rough-in Inspection**1. Inspection details**

Project	Ground floor, 22 Brunswick Place, Leeds: first fix inspection (completed example)
Site address	22 Brunswick Place, Leeds LS2
Client or owner	Aire Street Properties Ltd
Location (GPS)	53.8021, -1.5361
Plot, unit or building	Ground floor tenancy
Inspection date	19 Oct 2026
Inspected by	S. Iqbal
Inspecting as	Clerk of works or owner's representative
Contractor doing the work	Kirkgate Interiors Ltd
Building control regime	England: Building Regulations 2010
Permit or building control reference	Building control ref 26/03318/FP
Type of inspection	Quality audit
Drawings and revisions inspected against	M-100 rev D, E-100 rev C, partition layout A-110 rev E

This is a site inspection record for plumbing, mechanical, gas and electrical rough-in (first fix). It is not building control approval, an engineer's sign-off or a test certificate. Sizes, spacings, fixings and test values come from the drawings, the specification and the code your building department enforces.

2. Rough-in by room

England. Building control can require you to tell them when set stages are reached and can set a period during which the work must not be covered up (Building Regulations 2010, regulation 16(3)). Check the stages in your notice before covering anything.

Rooms and areas 1: Open office, zone A ceiling

Room or area	Open office, zone A ceiling
Trades in this area	Electrical, Heating, ventilation and air conditioning, Data and low voltage
Runs, positions and heights to the drawings	Acceptable

Pipes, cables and ducts supported and fixed at the specified spacing	Acceptable
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Drainage falls and venting as designed	Not applicable
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Protection where services pass through or near framing (plates, sleeves, grommets)	Acceptable
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Penetrations through fire-rated or airtight layers sealed or marked for sealing	Acceptable
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Cable types and sizes as specified, labelled at the board	Acceptable
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No damage to structure from notches or holes beyond allowed limits	Acceptable
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Isolation and access points where they will be reachable after cover-up	Acceptable
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Photos of every wall and ceiling before cover-up



Rooms and areas 2: Meeting room 2 partitions

Room or area	Meeting room 2 partitions
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Trades in this area	Electrical, Data and low voltage
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Runs, positions and heights to the drawings	Acceptable
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Pipes, cables and ducts supported and fixed at the specified spacing	Action needed
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What needs doing, or why not checked	Cables lying loose over the partition head, not clipped to the containment.
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Drainage falls and venting as designed	Not applicable
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Protection where services pass through or near framing (plates, sleeves, grommets)	Acceptable
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Penetrations through fire-rated or airtight layers sealed or marked for sealing	Acceptable
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Cable types and sizes as specified, labelled at the board	Acceptable
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No damage to structure from notches or holes beyond allowed limits	Acceptable
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Isolation and access points where they will be reachable after cover-up	Acceptable
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Photos of every wall and ceiling before cover-up



Rooms and areas 3: Riser wall to the plant room

Room or area	Riser wall to the plant room
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Trades in this area	Electrical, Data and low voltage, Plumbing and drainage
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Runs, positions and heights to the drawings	Acceptable
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Pipes, cables and ducts supported and fixed at the specified spacing	Acceptable
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Drainage falls and venting as designed	Acceptable
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Protection where services pass through or near framing (plates, sleeves, grommets)	Acceptable
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Penetrations through fire-rated or airtight layers sealed or marked for sealing	Action needed
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What needs doing, or why not checked	Cable opening through the blockwork riser wall left open. Seal with the approved fire-stopping system and label it.
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Cable types and sizes as specified, labelled at the board	Acceptable
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No damage to structure from notches or holes beyond allowed limits Acceptable

Isolation and access points where they will be reachable after cover-up Acceptable

Photos of every wall and ceiling before cover-up



Rooms and areas 4: Distribution board DB-G1

Room or area	Distribution board DB-G1
Trades in this area	Electrical
Runs, positions and heights to the drawings	Acceptable
Pipes, cables and ducts supported and fixed at the specified spacing	Acceptable
Drainage falls and venting as designed	Not applicable
Protection where services pass through or near framing (plates, sleeves, grommets)	Acceptable
Penetrations through fire-rated or airtight layers sealed or marked for sealing	Not applicable
Cable types and sizes as specified, labelled at the board	Not checked
What needs doing, or why not checked	Circuit schedule not yet on the board door. Check at second fix.
No damage to structure from notches or holes beyond allowed limits	Not applicable
Isolation and access points where they will be reachable after cover-up	Acceptable

Photos of every wall and ceiling before cover-up



Items needing action 2

Not checked 1

3. Tests

Tests 1: Drainage (water or air test)

Test	Drainage (water or air test)
Section or system tested	New kitchenette waste to the external stack
Required test (from the specification or code)	Air test as the drainage specification, section D4
Reading or result	Held without loss over the test period
Outcome	Pass
Tested by	P. Garside, Aire Mechanical
Certificate or record reference	AT-0419

Photo of the gauge or meter

**Tests 2: Water supply pressure test**

Test	Water supply pressure test
Section or system tested	Kitchenette cold and hot supplies
Required test (from the specification or code)	Pressure test as the plumbing specification, section P2
Reading or result	Pressure dropped during the test, weeping joint found at the isolating valve
Outcome	Fail
Tested by	P. Garside, Aire Mechanical
Tests failed	1
Tests not done	0

A test failed. Fix it and test again before anything is covered.

4. Result, actions and sign-off

Items needing action	3
Result	Action needed before cover-up

Do not cover up or move on to the next stage until the actions marked "Urgent" or "Before cover-up" are done and re-inspected.

Actions 1: Clip the meeting room 2 cables to the containment.

Action	Clip the meeting room 2 cables to the containment.
Priority	Before cover-up

Who will do it	Kirkgate Electrical
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Due by	20 Oct 2026
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Status	Done, re-inspected
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Actions 2: Fire-stop and label the riser wall cable opening.

Action	Fire-stop and label the riser wall cable opening.
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Priority	Before cover-up
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Who will do it	Kirkgate Interiors (fire stopping)
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Due by	21 Oct 2026
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Status	Open
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Actions 3: Remake the kitchenette isolating valve joint and repeat the pressure test.

Action	Remake the kitchenette isolating valve joint and repeat the pressure test.
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Priority	Before cover-up
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Who will do it	Aire Mechanical
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Due by	20 Oct 2026
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Status	In progress
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Actions still open	2
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Decision	Proceed once the listed actions are done
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Building control or code inspection booked?	No
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Summary for the client	First fix is to the drawings. Before the ceilings and partitions close: fire-stop the riser opening and pass the kitchenette pressure test. Meeting room cables now clipped.
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Inspector name	S. Iqbal
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Inspector signature	
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Contractor representative	L. Brennan
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Contractor signature

L. Brennan

Signing records what was seen on the day. It does not certify compliance or replace the building control inspection.