



Civil, Structural, Rail and Transportation Engineers

LSHTM

TAVISTOCK PLACE

15-17 Tavistock Place, WC1 9SH

DRAINAGE MANAGEMENT & MAINTENANCE PLAN

Stockport
Brindley Lodge
Adcroft Street
Stockport
Cheshire
SK1 3HS
T: 0161 474 7479

REPORT CONTROL SHEET

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0	28 Nov 2017	Draft	R L Garner C Eng MICE	S Tickle C Eng MICE	R L Garner C Eng MICE

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1.0 GENERAL

The proposed new drainage works at Tavistock Place provide surface water and foul drainage to a new extension to be constructed on the site of the former dairy and part of the existing courtyard. The roof areas of the new building shall drain via a reinforced concrete storm water attenuation tank located in the courtyard which discharges into the existing combined drain flowing under the basement of the existing building (15-17 Tavistock Place). This drain is connected to the Thames Water combined public sewer in Tavistock Place. The discharge from the concrete attenuation tank is by a pumped rising main.

Existing building drainage in the existing courtyard and the existing buildings forming 15-17 Tavistock Place are all to be diverted and reconnected as required to maintain their flows uninterrupted into the existing combined drain flowing under the basement of the existing building.

All flows from the perimeter path of the new building and the all foul flows from the new building are to drain unrestricted to the combined public sewer in South Crescent Mews.

Any changes to the assets actually constructed may have different management and maintenance requirements than those included in this document and should be revised by a drainage specialist.

2.0 DRAINAGE ASSET MANAGEMENT & MAINTENANCE SCHEDULE

The following items should be carried out and logged by the assigned Maintenance Contractor and Monitored by the Site Management Organisation at the specified frequencies.

Subject to the actual performance of all the assets, annually determined by reviewing a log of all management and maintenance activities, the scheduled frequency should be reviewed to see if the frequency requires increasing or decreasing for any asset or activity.

DRAINAGE ASSET MANAGEMENT & MAINTENANCE SCHEDULE 15-17 TAVISTOCK PLACE			
ASSET	ACTION	REGULAR FREQUENCY	OCCASIONAL
Green/Blue roof areas.	Inspection and cleaning debris from discharge points.	1 per year	Respond promptly to blockages and repair any damage.
Rainwater gutters and roof water collection	Inspection and cleaning of leaves and other debris.	2 per year (Sep & Nov)	Respond promptly to blockages and repair any damage.
Gully Grates and channel grates	Inspection and cleaning of leaves and other debris.	Monthly	Respond promptly to blockages and repair any damage.
Gullies and channel drains.	Inspection and cleaning of silt and other debris.	6 monthly	Respond promptly to blockages and repair any damage.
Paved Areas	Sweeping	Weekly	As litter arises
Manholes	Inspection and removal of any debris.	1 per year	Respond promptly to blockages and repair any damage.
Attenuation tank	Inspection and removal of any debris.	1 per year	Inspection after heavy storms and respond promptly to blockages and repair any damage.
Pumps and Rising main.	Inspect and test operation and alarm systems	2 per year	Respond promptly to faults and repair any damage.
Piped Drainage	CCTV survey of the systems and jetting as required.	1 per 3 years	Respond promptly to blockages and repair any damage.

3.0 DRAINAGE ASSET MANAGEMENT & MAINTENANCE LOG SHEET

The Drainage Management Organisation shall ensure that all Drainage Asset inspections, surveys, maintenance works and reports etc. are carried out in accordance with the above schedule and commissioned from suitably qualified Drainage Contractors and surveyors (there may be more than one Maintenance Contractor).

A log sheet to record at least the information indicated below for all the Assets and Actions identified in the above schedule as they become due shall be maintained by the Site Management Organisation and completed by the relevant Maintenance Contractor.

The Site Management Organisation shall ensure the log is checked and reviewed each time an entry is made by each Maintenance Contractor and ensure that any further requirements are acted upon.

The Site Management Organisation shall ensure the log is reviewed by a drainage specialist on an annual basis to consider any frequency alterations needed to the above schedule.

DRAINAGE ASSET MAINTENANCE LOG SHEET - 15-17 TAVISTOCK PLACE				
ASSET	ACTION	DATE DONE	DONE BY	Comment and any further requirement. (Also include the reference of any specific inspection report, survey or other document made by the Maintenance Contractor and passed to the Site Management Organisation.)