

Drainage Maintenance Schedule

The below schedule indicates the recommended minimum maintenance requirement to provide a fully functioning drainage system. It is recommended that this schedule is regularly reviewed by the operator and where necessary the actions and frequency are updated to reflect the ongoing operation of the facility.

The development will be operated by a facilities management (FM) team with supplementary assistance by specialist maintenance teams where necessary under private contract. Any drainage which is handed over for adoption will become the responsibility of the local drainage authority.

No man entry is permitted into manholes or enclosed spaces unless performed by fully qualified personnel. Main yearly inspection to be undertaken after leaf fall in Autumn.

Approved safety procedures must be followed.

Ref	Maintenance Item	Required Action	Frequency
01	Below Ground Drainage Pipework	All drainage to be fully jetted and inspected for integrity by CCTV survey.	10 yearly
		Where pipework is damaged or obstructed localised repairs will be needed immediately to ensure operation of drainage systems.	As required
02	Manholes	Inspect manholes and for integrity and debris. Remove cover and ensure water is flowing freely and unobstructed.	5 yearly
		Clean out blockages and repair damage	As required
03	Roof Gutters	Visually inspect gutters for leaves and debris.	Annually
		Clearing/jetting of gutters to remove build-up of debris and leaves to prevent carry of material to below ground system. Waste material to be disposed to refuse.	As required
04	Surface drainage channels	Inspect surface water channels and traps for silt/debris.	Annually
		To be cleaned via jetting when any debris/ silt reduces the cross-sectional area by 10% or more. Inspection to include both the channel and silt trap/ gully outlets.	As required
05	External gullies	Inspect surface water gullies and silt traps	Annually
		To be cleaned with vacuum tanker when silt exceeds 50% of catch pit depth	As required
07	Soakaways	Visually inspect soakaways for silt and debris utilizing the access point/sump.	Annually
		Remove silt and debris from the silt trap sumps when soakaway is dry and when silt level exceeds 50% of catch pit depth (250mm depth of silt).	As required

Ref	Maintenance Item	Required Action	Frequency
08	Overland flow paths	Inspection of overland flow routes to ensure route not blocked by new structures, furniture, overgrown vegetation, walls or debris. Remove and maintain as necessary	6 Monthly
09	Grease Traps	Supplier/Specialist to inspect and maintain grease trap to insure that trap is functioning correctly. Grease sludge removal by supplier/specialist.	6 Monthly
10	Pumping Stations.	Supplier/Specialist to be appointed on maintenance contract to service inspect and maintain pumping stations to ensure they are functioning correctly, and that all alarms and controls are operational. Service provider to be enabled with remote connected communications to provide 24 hour monitoring of alarms. Contract to be a minimum level to ensure any emergency call out is undertaken within 24 hours.	6 Monthly
11	Recycled Water Irrigation tank.	Supplier/Specialist to be appointed on maintenance contract to service inspect and maintain recycling system. Service to include the cleaning of associated leaf filters and non-return valves as necessary.	6 Monthly As required
12	Service Yard Non return Valve to chamber F14A.	Inspect and clean non return valve.	3 Monthly by client. 6 Monthly by specialist.
13	Service Yard alarm and controls to chamber F14A.	Supplier/Specialist to be appointed on maintenance contract for alarms and controls. Service provider to be enabled with remote connected communications to provide 24 hour monitoring of alarms.	6 Monthly

Record Keeping

To ensure the above maintenance regime is followed the operator will draw up a suitable maintenance schedule for completion by the site operatives and to be signed off by the relevant manager. The schedule will be based on the above table and will include:

- Date of maintenance inspection.
- 'Undertaken By' boxes to confirm inspection items carried out and by whom.
- A comments column to record condition of items inspected and what maintenance actions need to be taken or procedures to be instigated to correct any non-compliance with the operation strategy
- A column for confirming maintenance and/or rectification works have been carried out.
- An overall signature space for sign off by a competent member of the company's management team.