

Appendix I

Maintenance

Offices:

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Registration:

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DRAINAGE: Surface Water Maintenance Summary

Job Name:	Chicklade Services
Job No.	12718
Date:	29/11/2025

Activity		Frequency
Regular Maintenance		
1	Swale	
1.1	Remove litter and debris	Monthly (or as required)
1.2	Cut the grass - to retain grass height within specified design range	Monthly (during growing season, or as required)
1.3	Manage other vegetation and remove nuisance plants	Monthly (as start, then as required)
1.4	Inspect inlets, outlets and overflows for blockages and clear if required	Monthly
1.5	Inspect headwall inlet for silt accumulation; establish appropriate silt removal frequencies	Half yearly
1.6	Inspect vegetation coverage	Monthly for 6 months, quarterly for 2 years, then half yearly
1.7	Inspect infiltration surfaces for compaction, ponding, silt accumulation; record areas where water is ponding for >48 hours	Monthly (or as required)
	Check orifice on connecting pipework at base of swale is free of obstruction and water can pass through. Check downstream pipe on opposite side of weir wall is free of obstruction	Monthly as part of inspections
2	Porous Pavements	
2.1	Brush regularly and remove litter and sweepings from all hard surfaces - pay attention to areas where adjacent impermeable surfaces drain as silt accumulation is more likely in these locations	3 Monthly, then reduced based on site specific observations
2.2	Maintain adjacent planted areas to ensure washout of soil onto permeable surface does not occur. Clean and remediate any spillage to prevent clogging	3 Monthly, then as required under general landscape maintenance
2.3	Snow removal, standard road salt used as de-icing medium; no abrasives such as sands, grits or cinders shall be applied	As required in winter months
3	Chambers and Pipes	
3.1	Remove cover and inspect chambers, ensuring water is flowing freely and exit routes are unobstructed. Remove litter and debris.	3 monthly and following leaf fall
4	Linear Channel (ACO)	
4.1	Pick up all litter and leaf fall inhibiting flow into channels. Inspect after leaf fall in Autumn	3 monthly
4.2	Check grating is free from silt build up and flow into channels is not inhibited. Check grating is aligned and not displaced	6 monthly, or as required
4.3	Inspect silt trap for silt levels and blockages (pour water down channel to check flow if blockage is suspected)	6 monthly

5	SPEL ESR By-Pass Treatment System	
5.1	Inspect during the construction phase to check for evidence of pollution and contamination. Undertake further inspection if a pollution event is known to have occurred on site	Monthly, or as required. To be maintained following handover
5.2	Test alarm system in line with manufacturer's guidance	Monthly
5.3	Monitor alarm system and act when activated	As required
5.4	Inspect coalescer guide rails for alignment and damage	Monthly, when testing alarm
6	SPEL Smartceptor Vortex Separator	
6.1	Inspect upstream and downstream gullies/chambers to ensure incoming and outgoing pipework is flowing freely and not obstructed	Monthly, or as required. To be maintained following handover
6.2	Open cover and inspect clarifier pack for correct alignment and damage	Monthly, when testing alarm
7	Concrete Headwall	
7.1	Check pipe outlet is free of obstruction and no visible displacement of pipework	Every 6 months
7.2	Remove debris and litter from apron and inspect level of silt build up Undertake inspection after leaf fall in autumn	6 monthly, following leaf fall
8	Filter Drain	
8.1	Remove litter (including leaf litter) and debris from filter drain surfaces, access chambers and pre-treatment devices	Monthly (or as required)
8.2	Inspect filter drain surface, inlet/outlet pipework and control systems for blockages, clogging, standing water and structural damage	Monthly
8.3	Inspect pre-treatment systems, inlets and perforated pipework for silt accumulation, and establish appropriate silt removal frequencies	Half yearly
8.4	Remove sediment from pre-treatment devices	Half yearly, or as required
9	Soakaway	
9.1	Inspect for sediment and debris in pre-treatment components and inside of upstream manholes and inspection chambers	Annually
9.2	Cleaning of gutters and any filters on downpipes	Annually or as required based on inspections
Occasional tasks		
10	Swale	
10.1	Reseed areas of poor vegetation growth; alter plant types to better suit conditions, if required	As required, or if bare soil is exposed over >10% of swale area
11	Porous Pavements	
11.1	Brush and vacuum surface once a year to prevent silt blockage and enhance design life. Replace any displaced jointing material by sweeping in 2/6mm clean stone	Annually following leaf fall
11.2	Inspect diffuser units with CCTV to check for siltation; review upstream silt management if required	Every 5 years, or as required
12	Chambers and Pipes	
12.1	Inspect channel bases, sumps, gullies and inspection chambers for silt accumulation. Vacuum suction removal of silt in road gullies. Jet wash pipes as required to maintain flow.	Annually
13	Linear Channel (ACO)	
13.1	Clean grating of silt using manual mechanical methods, or apply a pressure washer to clear the grating	As required, based on regular maintenance inspections
13.2	Clean channel of silt and debris using manual methods (trowel) or jet wash using 25mm jetting hose and suction hose at silt trap	Min. every 5 years, or as required, based on regular maintenance inspections

14	SPEL ESR By-Pass Treatment System	
14.1	Extract coalescer and carry out cleaning in accordance with manufacturer's recommendations. Ensure cleaning is carried out upstream of the ESR unit to ensure oil is retained within the tank.	6 monthly, frequency to be reviewed following inspection
14.2	Remove oil and sediment from ground level using vacuum tanker - no man entry to unit	6 monthly
14.3	Review emptying frequency based on silt and pollution levels - significant increases shall trigger a review of site wide drainage components for any failure	Annually
15	SPEL Smartceptor Vortex Separator	
15.1	Lift out clarifier pack and clean using a pressure washer, ensuring cleaning is carried out upstream of the separator to ensure oil is retained within the tank.	6 monthly, frequency to be reviewed following inspection
15.2	Remove oil and sediment from ground level using vacuum tanker after clarifier pack has been cleaned - no man entry to unit	6 monthly
15.1	Review emptying frequency based on silt and pollution levels - significant increases shall trigger a review of site wide drainage components for any failure	Annually
16	Concrete Headwall	
16.1	Clean silt from apron if it has built up above pipe invert	As required
16.2	Clean walls if required using power washer and stiff brush	As required, if not expected to weather
17	Filter Drain	
17.1	Remove or control tree roots where they are encroaching the sides of the filter drain, using recommended methods	As required
17.2	At locations with high pollution loads, remove surface geotextile and replace, and wash or replace overlying filter medium	5 yearly, or as required
17.3	Clear perforated pipework of blockages	As required
18	Soakaway	
18.1	Remove sediment and debris in pre-treatment components	As required, based on inspections
Remedial Work		
19	Swale	
19.1	Repair erosion or other damage by reseeding or re-turfing	As required
19.2	Relevel uneven surfaces and reinstate design levels	As required
19.3	Rehabilitate topsoil layer using scarifying and spiking techniques to improve infiltration performance, break up silt deposits and prevent compaction of the soil surface	As required
19.4	Remove build-up of sediment at apron of concrete headwall	As required
19.5	Remove and dispose of oils or petrol residues using safe standard practices	As required
20	Pervious Pavements - Blocks	
20.1	Remedial works to correct rutting, depressions, cracked/broken blocks which are hazardous, replacement of jointing material	As required
20.2	Rehabilitation of surface and upper substructure layers - jet washing and suction cleaning to improve pavement efficiency. Monitor effectiveness and advise client of any areas which do not infiltrate immediately	10 - 15 years depending on performance and efficiency of regular maintenance regime
21	Pervious Pavements - Asphalt	
21.1	Remedial works to correct rutting, depressions which are hazardous. Small areas of patch repair can be carried out with porous mix or standard asphalt	As required
21.2	Rehabilitation of surface and upper substructure layers - jet washing and suction cleaning to improve pavement efficiency. Monitor effectiveness and advise client of any areas which do not infiltrate immediately	10 - 15 years depending on performance and efficiency of regular maintenance regime

22	Chambers and Pipes	
22.1	Repair physical damage to below ground pipes, manholes and inspection chambers	As required
23	Linear Channel (ACO)	
23.1	Repair physical damage to channel and gratings	As required
24	SPEL ESR By-Pass Treatment System	
24.1	Repair physical damage to manhole & cover	As required
24.2	Replace coalescer units	As required
25	SPEL Smartceptor Vortex Separator	
25.1	Repair physical damage to manhole & cover	As required
25.2	Replace clarifier pack if components or handles are damaged	As required
26	Concrete Headwall	
26.1	Repair minor physical damage to edges and corners using epoxy compound such as 'Mason Mate 0868PR380 Polyester Resin'	As required
26.2	Replace unit in event of significant structural failure	As required
27	Filter Drain	
27.1	Reconstruct drain if performance deteriorates or failure occurs	As required
27.2	Replacement of clogged geotextile	As required
27.3	Replace perforated pipework if damaged/collapsed	As required
28	Soakaway	
28.1	Reconstruct soakaway and/or replace if performance deteriorates or failure occurs	As required
28.2	Replacement of clogged geotextile (requires reconstruction of soakaway)	As required