**ON-SITE DETENTION MAINTENANCE SCHEDULE**

**HCAA-003**

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| MAINTENANCE ACTION | FREQUENCY | RESPONSIBILITY | PROCEDURE |
| Outlets | | | |
| Inspect & remove any blockage of orifices | Six monthly | Owner | Remove grate & screen to inspect orifice. See plan for location of  outlets |
| Check attachment of orifice plates to wall of chamber and/or pit (gaps less than 5 mm) | Annually | Maintenance Contractor | Remove grate and screen. Ensure plates are mounted securely, tighten fixings if required. Seal gaps as required. |
| Check orifice diameters are correct and retain sharp edges | Five yearly | Maintenance Contractor | Compare diameter to design (see Work-as-Executed) and ensure edge is not pitted or damaged. |
| Inspect screen and clean | Six monthly | Owner | Remove grate(s) and screens if required to clean them. |
| Check attachment of screens to wall of chamber or pit | Annually | Maintenance Contractor | Remove grate(s) and screen(s). Ensure screen fixings are secure. Repair as required. |
| Check screen(s) for corrosion | Annually | Maintenance Contractor | Remove grate(s) and examine screen(s) for rust or corrosion, especially at corners or welds. |
| Inspect walls (internal and external, if appropriate) for cracks or spalling | Annually | Maintenance Contractor | Remove grate(s) to inspect internal walls. Repair as required. Clear vegetation from external walls if necessary and repair as required. |
| Inspect outlet sumps & remove any sediment/sludge | Six monthly | Owner | Remove grate(s) and screen(s). Remove sediment/sludge build-up and check orifices are clear. |
| Inspect grate(s) for damage or blockage | Six monthly | Owner | Check both sides of a grate for corrosion, (especially corners and welds) damage or blockage. |
| Inspect outlet pipe & remove any blockage | Six monthly | Maintenance Contractor | Remove grate(s) and screen(s). Ventilate underground storage if present. Check orifices and remove any blockages in outlet pipe. Flush outlet pipe to confirm it drains freely. Check for sludge/debris on upstream side of return line. |
| Check step irons for corrosion | Annually | Maintenance Contractor | Remove grate. Examine step irons and repair any corrosion or damage. |
| Check fixing of step irons is secure | Six monthly | Maintenance Contractor | Remove grate(s) and ensure fixings are secure prior to placing weight on step iron. |
| MAINTENANCE ACTION | **FREQUENCY** | **RESPONSIBILITY** | PROCEDURE |
| Storage | | | |
| Inspect storage & remove any sediment/sludge in pit | Six monthly | Owner | Remove grate(s) and screen(s). Remove sediment/sludge build-up. |
| Inspect internal walls of storage (and external, if appropriate) for cracks or spalling | Annually | Maintenance Contractor | Remove grate(s) to inspect internal walls. Repair as required. Clear vegetation from external walls if necessary and repair as required. |
| Inspect & remove any debris/litter/mulch etc blocking grates | Six monthly | Owner | Remove blockages from grate(s) and check if storage is blocked. |
| Inspect areas draining to the storage(s) & remove debris/mulch/litter etc likely to block screens/grates | Six monthly | Owner | Remove debris and floatable material likely to be carried to grates. |
| Compare storage volume to volume approved.  (Rectify if loss > 5%) | Annually | Maintenance Contractor | Compare actual storage available with Work-as Executed plans. If volume loss is greater than 5%, arrange for reconstruction to replace the volume lost. Council to be notified of the proposal. |
| Inspect storages for subsidence near pits | Annually | Maintenance Contractor | Check along drainage lines and at pits for subsidence likely to indicate leakages. |