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**Urban Management Division
Subdivision and Development Guidelines
Part C Water Quality Management Guidelines**

TABLE OF CONTENTS

14.0 MAINTENANCE PLANS 1
14.1 BACKGROUND 1
14.2 KEY ISSUES/DESIGN CRITERIA 1
14.3 REFERENCES 2



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14.0 MAINTENANCE PLANS

14.1 BACKGROUND

Maintenance Plans are typically required by Council for all SQIDs¹ and always required for those SQIDs that will be donated to Council as part of regional stormwater drainage infrastructure (eg a constructed wetland or major gross pollutant trap). Examples of SQIDs that need Maintenance Plans are trash racks, gross pollutant traps (including above and below ground devices), constructed wetlands and ponds.

Inspection Forms must generally accompany SQID Maintenance Plans. These forms set out those details that must be checked and documented by maintenance personnel when they inspect SQIDs after rainfall events.

14.2 KEY ISSUES/DESIGN CRITERIA

Maintenance Inspection Forms and Plans for SQIDs are written for use by maintenance personnel and asset managers. These Forms and Plans should therefore be written in consultation with such stakeholders. Maintenance Plans should also be developed *during* the design phase, to ensure that maintenance considerations are truly identified and addressed in the design of the SQID.

The Plans and Forms must address:

- Inspection frequency.
- Maintenance frequency.
- Data collection/storage requirements (eg information collected during inspections).
- Detailed clean-out procedures (main element of the Plans). These procedures cover aspects such as:
 - equipment needs;
 - maintenance techniques;
 - occupational health and safety;
 - public safety;
 - environmental management considerations;
 - disposal requirements (polluted water and solid waste);
 - access issues;
 - stakeholder notification requirements; and
 - data collection requirements (if any).
- SQID design details and supplier contacts (in case modifications to the design need to be made in future).²

¹ Stormwater Quality Improvement Devices or structural Stormwater Quality Best Management Practices.

² Note that estimated maintenance costs (per clean-out, per annum and over the life of the asset) will also be needed if responsibility for the asset is to be transferred to Council (see Chapter 15 of Part C of this document).



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Developers are strongly encouraged to use Council's proforma for the preparation of these Forms and Plans (see BCC & Geo-Eng Australia Pty Ltd, 1999). Sample Forms and Plans are available for a wide range of Council maintained SQIDs (eg trash racks, floating trash racks, open gross pollutant traps, CDS units, constructed wetlands). In most cases these sample Forms and Plans will only need minor modifications to be suitable.

Note that 'As Constructed' plans for SQIDs must generally accompany Maintenance Plans and Inspection Forms (eg during a hand-over process where Council accepts long term responsibility for the asset). For more details, see Chapter 15 of Part C of this document.

14.3 REFERENCES

1. Brisbane City Council & Geo-Eng Australia Pty Ltd, 1999. *Draft Design Guidelines for Stormwater Quality Improvement Devices*. Brisbane City Council, Brisbane.
2. SKM, 1999. Brisbane City Council Waterways Program. *SQID Restoration and Maintenance – Final Report*. Sinclair Knight Merz, Brisbane. [primarily a document for internal use]