



APPENDIX A ON MAINTENANCE INSPECTION CHECKLIST

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ON MAINTENANCE INSPECTION CHECKLIST

DEVELOPMENT NAME:

STAGE:

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FILE REFERENCE:

Item	Description	Work Passed Yes/No/NA	Comments
A	ROOFWATER RETICULATION		
A1	Roofwater drainage system is constructed to plan.		
A2	Outlets to kerb and channel are satisfactory, installed with full height kerb adaptor.		
A3	Outlets other than to kerb satisfactory.		
A4	Each lot falling to the street has a full height kerb adaptor.		
A5	Roofwater system has been flow tested and is operating as designed.		
A6	Prefabricated lids are used on inspection pits.		
B	ENCLOSED STORMWATER DRAINS		
B1	Pipe layout is as per the plan or approved amendments with respect to pipe size, levels and location.		
B2	All pipeline joints and lifting plug holes are mortared, except for externally banded pipes (invert only) and rubber ringed joints.		
B3	All pipework is free of debris, siltation, etc.		
B4	Outlet/inlet structures are satisfactorily constructed and are protected from scour or siltation.		
B5	Trenches: <ul style="list-style-type: none"> ▪ No visual subsidence has occurred ▪ All density tests are available and satisfactory 		
B6	Closed circuit television camera (CCTV) inspection to demonstrate that the pipes do not sustain any premature cracking.		
B7	Pipe connections to gully pits are not constructed to the corner of two walls such that the pipe capacity is reduced.		
B8	All gully pits are constructed to the correct standards (including grate types, slots, backstones, etc).		
B9	Grates are seated in frames without movement.		
B10	All manhole roofs (aspros) are mortared to the manhole walls.		
B11	Manhole lids are seated in frames without movement.		
B12	All manhole and gully pit pipe connections are mortared flush with the walls and that no pipe reinforcement is exposed.		
B13	Manholes are constructed to standards and are satisfactory ie absence of any foreign		



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	materials or voids.		
B14	Step irons have been securely installed to provide easy access.		
B15	Step irons have been installed in gullies and manholes > 1.35 m deep.		
C	OPEN CUT CHANNELS		
C1	Open channels are constructed to design profiles.		
C2	Lining of channel is to the required thickness and reinforcement, with appropriate weepholes.		
C3	Low flow channel or pipe has been constructed satisfactorily.		
C4	Unlined sections are stable and/or grass/turf has been established.		
C5	Smooth transitions have been provided between new work and natural channels.		
C6	Cut-off walls have been constructed to all concrete channel edges and outlet or inlet structures.		
D	MISCELLANEOUS DRAINAGE		
D1	Appropriate overland flow paths are provided and clear of obstruction.		
D2	Outlets and outfalls have been constructed to control discharge flow in accordance with the plans.		
D3	Subsoil drainage discharges to gullies or other approved point of discharge.		
D4	Side drains have been checked hydraulically and found to operate satisfactorily.		
E	ROAD PAVEMENTS		
E1	Plan layout and geometry of road system is accordance with the drawings.		
E2	Finished levels at crown and channel are at design levels.		
E3	Crossfalls are to the approved plan.		
E4	AC surfacing is satisfactory in respect of finish and thickness.		
E5	Joints in the seal (especially where various development stages apply) are flush.		
E6	The sealed surface is free of blemishes, including those caused by the base of backhoe legs. When caused by utility service providers, the damage should be repaired during the maintenance period.		
E7	No areas of ponding around islands or adjacent manholes or channel.		



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F	SEGMENTAL PAVERS		
F1	All pavers are laid to the correct pattern to within allowable tolerance, compacted, and the joints filled.		
F2	Bedding sand for pavers drain to subsoil drainage.		
F3	Pavers adjacent to CKC, edge restraints etc are cut and laid as per the specified standards.		
F4	Weedicide has been placed on the bedding sand.		
G	STENCIL PATTERN CONCRETE		
G1	Level of concrete pavement joins neatly onto the AC surface and the CKC.		
G2	Good coverage of colour hardener have been applied as per the specification.		
G3	Two coat protective sealer have been applied.		
H	CONCRETE KERB & CHANNEL (CKC) AND MEDIANS		
H1	The correct type are used at all locations (including medians) in accordance with the specified standards.		
H2	Ponding of stormwater does not occur.		
H3	Transitions and connections to existing construction are smooth and to a satisfactory standard of workmanship.		
H4	Service markers are placed in kerb face. Conduits should be exposed for inspection purposes.		
H5	Lip and back of kerb are flush with the roadway and footpath respectively.		
H6	All channelisation works and medians have been satisfactorily completed.		
H7	Infill treatment of medians has been inspected and found satisfactory. Any landscaping has been completed as per approved drawings.		
H8	Backing Strips are provided to median kerbs where required.		
H9	Side drains are provided under medians.		
I	VERGES		
I1	Profiles are as per plan.		
I2	Verges are topsoiled in accordance with the specified standards.		
I3	Verges are grass seeded and fertilised or turfed to the specified standards.		
I4	All service fixtures (such as valves) are flush with the surrounding verge.		



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I5	Concrete footpaths are constructed to the specified standards. Note: Concrete footpaths can be bonded for the construction at a later date.		
I6	Pram ramps are constructed as required.		
J	BIKEWAYS		
J1	Location and width are as per the plan. Note: Bikeways can be bonded for the construction at a later date.		
J2	Kerb ramps and crossings are constructed.		
J3	Safety rails and signs are installed.		
K	FENCING AND FEATURES		
K1	All fences other than approved entrance features are constructed within allotments. Survey pegs are visible.		
K2	Specifically approved entrance features are constructed in accordance with the drawings.		
K3	Entrance features and fences have satisfied Building Approvals (if required).		
K4	Sound attenuation fences are contained wholly within the allotments and constructed in accordance with the drawings.		
L	EARTHWORKS		
L1	Toe of fill batters and top of cut batters are setback a minimum of 0.3 m from boundary of the public space.		
L2	Retaining walls are contained wholly within the allotments.		
L3	Retaining walls constructed in accordance with the approved drawings.		
L4	Batter slopes are constructed in accordance with the approved drawings.		
L5	Batter slopes stabilised against erosion.		
L6	Interim drainage is constructed in accordance with approved drawings.		
M	LANDSCAPING		
M1	Landscaping is placed as per the approved landscaping plan.		
M2	Irrigation system has been removed, or will be removed by (insert date)		
M3	Establishment program is implemented.		
N	WATER QUALITY		
N1	Implement the approved erosion and sediment control plan during construction phase.		
N2	If required, implement water quality		



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	sampling and analysis.		
N3	Other items.		
O	OTHER MISCELLANEOUS		
O1	Signs of Pavement Marking for roads and bikeways are installed as per the approved drawings.		
O2	Works have not resulted in problems on neighbouring properties.		
O3	All new lots have been surveyed and found to be correct as per approved layout plan and engineering drawings.		
O4	The quality control testing program has been implemented.		
O5	Works are constructed to within the specified tolerances.		
O6	Other items.		
P	PARKS		
P1	The park layout is in accordance with the approved Landscape Management & Siteworks Plan.		
P2	The park has been cleared of debris, old fences, noxious weeds, disused structures.		
P3	Contaminated land (if present) has been remediated and evidence of removal from the Contaminated Land Register of the EPA has been provided.		
P4	Earthworks profile have achieved: <ul style="list-style-type: none"> ▪ Grassed open activity areas with a slope of less than 1V:20H and greater than 1V:150H. ▪ Sportsfields draining to the perimeter at a grade of 1V:100H. ▪ Maintained parkland with gradients no steeper than 1V:4V if grassed and 1V:3H where planted with vegetation (1V:6H preferred). 		
P5	Retaining earth structures (boulder walls, masonry and stone walls, timber sleeper walls) are constructed in accordance with the approved plans including: <ul style="list-style-type: none"> ▪ Subsoil drainage to back of walls connected to soakage trenches or stormwater. ▪ Geotextile fabric behind boulder walls. ▪ Edging and landscape strips. ▪ Barrier/balustrade at top of structure adjacent to park activity areas. 		
P6	Batters, mounds, embankments and retaining structures do not encroach onto		



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	park activity spaces.		
P7	Existing vegetation designated for retention has been protected, dead-wooding and pruning of hazardous trees has been completed to required standard.		
P8	Proclaimed, noxious and environmental weeds are being controlled.		
P9	Rehabilitated surfaces of erosion prone and degraded areas including adjacent roadsides are stable and plants are well established at the required density and conditioned to survive dry periods.		
P10	Grassed areas have been trimmed to direct site drainage evenly and efficiently to stormwater inlets or infiltration areas, drainage is not directed towards visitor and recreation facilities or neighbouring residences.		
P11	At least 80% grass cover is achieved on mown areas; potential hazards such as stones and boulders have been removed or covered with 100 mm of topsoil; new grassed areas are married into existing levels and to hard surfaces to avoid trip hazards; stabilising strips of turf are laid within overland flow paths, areas subject to regular inundation, alongside pathways and around visitor and recreation facilities.		
P12	Mulched areas have a nominal thickness of 100 mm and edge of the mulch is shaped to allow easy mowing, erosion control matting is used within overland flow paths and areas subject to regular inundation.		
P13	Concrete edging is provided around gardens and landscape beds (timber edging is only used where the tree and shrub canopy will extend beyond the edge of the beds), edging is straight or with long sweeping curves for ease of mowing, corners are between 45° and 90°.		
P14	Hollows have been eliminated in mown areas or field gullies provided in accordance with standard drawings.		
P15	Drainage from roads and car parks is dispersed into bio-retention swales or to the stormwater network to approved plans.		
P16	Drains do not unduly impede maintenance operations.		
P17	Stormwater discharge into the park (network stormwater pipes and open drains) is constructed to approved plans.		



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P18	Tree planting and landscaping has been completed in accordance with approved drawings, individual trees in grassed areas have mulched zone of at least 0.3 m radius, trees and plants are well established and conditioned to survive dry periods.		
P19	Imported soils used in landscaping comply with required standards.		
P20	Temporary irrigation systems have been removed, or will be removed by (insert date)		
P21	Permanent irrigation systems (where provided) are installed in accordance with approved plans and to required standards.		
P22	At least one tap is provided adjacent to or within landscaped and garden beds requiring on going maintenance.		
P23	Infrastructure colours match existing BCC region or precinct selections, based on standard colours.		
P24	Vandalism and graffiti resistant materials are used for park infrastructure, vandalism and graffiti is being rectified during the construction and maintenance period.		
P25	Park facilities and access infrastructure complies with <i>AS 1428 Design for Access and Mobility</i> (eg continuous accessible path of travel).		
P26	Maintenance and emergency vehicle access points extends from road frontage into the park, and each access point provided with: <ul style="list-style-type: none"> ▪ A formed or constructed driveway. ▪ Appropriate queuing area. ▪ A removable bollard or lockrail. 		
P27	Access is available to all maintained sections of the park for maintenance and emergency vehicles.		
P28	Fencing is installed along road frontages and around potential hazards in accordance with approved plans.		
P29	Signage is installed to promote safe and appropriate use of the park.		
P30	Park entrances, pathways, bridges and boardwalks, roads and car parks and pavement areas (where provided) are constructed in accordance with approved drawings and to required standards (refer also to items E, F & H above).		
P31	A 25 mm water connection is installed at the park boundary with a water meter and		



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	vandal proof tap.		
P32	An electricity supply pillar is installed at the park boundary within 25 m of a maintenance vehicle access point.		
P33	Lighting (where provided) is installed in accordance with approved plans and to required standards.		
P34	Playground (where provided) is manufactured and constructed in accordance with approved drawings.		
P35	Visitor facilities, park furniture, sport and recreation facilities, and other park infrastructure (where provided) are designed, manufactured and installed in accordance with approved plans and to required standards.		
P36	Detention basins intended for recreation use in parks are constructed to approved plans and required standards including surface drainage after rain.		
P37	Power, gas and oil easements over the park include safety measures such as fencing and signage and underground infrastructure is clearly marked.		
P38	Cultural heritage items have been protected during construction and required heritage conservation measures are implemented.		
P39	Temporary fences have been removed, or will be removed by (insert date)		
P40	Other items.		

PRINCIPAL CONSULTANT

Company Name

Contact Name

RPEQ No.

Signature

Certification Date