



CLOSED CIRCUIT TELEVISION (CCTV) INVESTIGATION OF COUNCIL STORMWATER ASSETS

Recording and Reporting Guidelines

This guideline is intended to provide advice to applicants on Closed Circuit Television (CCTV) Investigation of Council Stormwater Assets.

What is a CCTV report for a Council stormwater asset?

A Closed Circuit Television (CCTV) Report for a Council stormwater asset consists of internal video footage of the infrastructure (provided on a DVD) and a hard copy report which is prepared to enable Council to assess the impacts of development upon Council stormwater assets such as stormwater drainage pipes. Council uses a CCTV Report for Council's stormwater assets to adequately assess potential damage that may have occurred to Council owned and maintained stormwater infrastructure and to assess the construction / condition of a new stormwater infrastructure that will be handed over to Council's care and control as part of a development.

When is a CCTV report for Council stormwater assets required?

A CCTV report for Council stormwater assets is required for:

1. Any development works located within the vicinity of a Council stormwater asset on public or private land and may be required as a condition of development consent. Generally, a CCTV report is required for stormwater lines longer than 10m in length, and
2. Any new stormwater infrastructure that has been constructed as part of a development and will be handed over to Council's care and control.

Technical Requirements of a CCTV Report for Council Stormwater Asset

CCTV reports are to be as follows:

- The survey is to be undertaken using a suitably sized tractor mounted CCTV camera for a pipe size to ensure the camera is close to the centre of the pipe
- A clear 360-degree panning is required at every pipe joint
- A clear footage of any damage or defect
- The video footage is to be in focus
- The video footage is to be of high definition
- Each pipe reach report is to have a cover page outlining the "from pit" and "to pit" numbers, pipe diameter, director of survey, location and date and pit numbers, a list of any defects that have been identified.
- A new survey is required for each pipe reach
- File format should be mpeg
- USB stick to have a USB number and date shown
- USB stick cover is to contain index of surveys on stick including pit numbers to and from and job location



- The electronic file name of each report should be labelled using the following naming convention:

'Pit Number' to 'Pit Number' _Date

e.g. a survey from pit number SPP00001 to SP00002 carried out on 1 August 2018 should be named **SPP00001_SPP00002_010818.mpg**

Other General Requirements of Reporting

All reports are to meet the following standards:

- Provide details of the author

Definitions:

Development means:

- a) The use of land,
- b) The subdivision of land,
- c) The erection of a building,
- d) The carrying out of a work,
- e) The demolition of a building or work, and
- f) Any other act, matter or thing referred to in Section 26 that is controlled by an environmental planning instrument but does not include any development of a class or description prescribed by the Regulations for the purpose of this definition (*Environmental Planning and Assessment Act, 1979*)

Development Consent means consent under Part 4 of the *Environmental Planning and Assessment Act 1979* to carry out development and includes, unless expressly excluded, a complying development certification (*Environmental Planning and Assessment Act, 1979*).