

Culvert and Trash Screen Inspection

A culvert and trash screen inspection from the bank: watercourse and water level, flow, screen and debris, headwall, wing walls, banks and outlet, debris cleared, photos, who was told and actions. Never enter a culvert.

1. Site

Project

Client

Site *

Site address

Inspection date *

Time

Inspector *

Watercourse and culvert reference *

Structure (choose one)

- ☐ Culvert with trash screen
- ☐ Culvert, no screen
- ☐ Outfall
- ☐ Outfall with screen

Inlet position (GPS)

Optional. Mark the culvert inlet or screen from the bank, so the next inspector and the authority find it.

Reason for the inspection (choose one)

- ☐ Routine
- ☐ Before forecast heavy rain
- ☐ After a flood or storm
- ☐ After a report of a blockage

Inspect from the bank or a safe platform and do not enter the water. GOV.UK (Environment Agency): do not go inside a culvert, you could get trapped or poisoned by gases. If it needs clearing or repairing, contact your risk management authority for advice.

GOV.UK (England): you normally own the stretch of watercourse on or under your land, including a culvert, or up to its centre if it is on your boundary. Owners must let water flow naturally and should keep any trash screen, weir or other structure clear.

Weather capture

Digital form: use Record current conditions. On paper, record date/time, temperature (°C), wind (mph and direction), conditions and source. Keep observed conditions separate from forecast estimates.

2. Inspection

Water level (choose one)

☐ Low ☐ Normal ☐ High ☐ In flood

Flow through the culvert * (choose one)

☐ Flowing freely ☐ Slowed ☐ Blocked or backing up

Height of the culvert opening (m)

Optional. From the asset record or drawing, soffit to bed, or measure from a photo taken square on from the bank (an estimate). Do not enter the water.

Gap from the water to the top of the opening (m)

Optional. Measure from a photo taken square on from the bank, using a known size in the same plane such as the screen width or the opening height from the asset record. Do not enter the water.

Opening above the water (%) (if applicable; worked out automatically in the app)

Channel upstream clear of fallen trees and large debris (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Trash screen clear of debris (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Share of the screen blocked (%) (if applicable)

Your estimate from the bank, before any clearing.

Clear when blocked by more than (%) (if applicable)

Optional. From the owner's maintenance plan for this screen.

Against the clearance trigger (if applicable; worked out automatically in the app)

Screen bars and fixings intact (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Headwall and wing walls: no cracks or missing blocks (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Banks: no erosion or collapse (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Outlet clear and flowing (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Safe access, handrails and platform (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Checks OK (worked out automatically in the app)

Defects (worked out automatically in the app)

Not applicable (worked out automatically in the app)

Debris found (tick all that apply)

- ☐ Branches
- ☐ Leaves and vegetation
- ☐ Litter and plastics
- ☐ Silt
- ☐ Large items

Was debris cleared during this visit?

☐ Yes ☐ No

How it was cleared, and where the debris went (if applicable)

Debris removed (bags) (if applicable)

If applicable: The screen is blocked beyond the clearance trigger and was not cleared on this visit. Arrange clearance, and report it if it could cause flooding.

If applicable: A blocked culvert or screen can cause flooding. Report blockages that could cause flooding: GOV.UK says the risk management authority is the Environment Agency for a main river, or the lead local flood authority or internal drainage board for any other watercourse.

Photos (from the bank) (photos: attach, or note the file names)

Walk Cam: culvert and trash screen inspection

Walk Cam video walk-through: available in the SiteSurvey app only.

3. Actions and sign-off

Reported to (owner or risk management authority) and reference

GOV.UK: find out which permissions you need before you maintain, repair, build or remove anything in or around a watercourse, including a culvert.

Are further actions needed?

☐ Yes ☐ No

Further actions (copy this block for each one; if applicable)

What needs doing? *

Priority (choose one)

☐ Urgent ☐ High ☐ Medium ☐ Low

Who will do it?

Due date

Status (choose one)

☐ Open ☐ In progress ☐ Completed

Actions open or in progress (if applicable; worked out automatically in the app)

Next inspection due

Set by the owner's own inspection regime. Also inspect before forecast heavy rain and after a flood or storm.

Days until the next inspection (if applicable; worked out automatically in the app)

If applicable: Check the date. The next date is before the date of this visit.

Inspector name *

Position or company

Inspector signature

Signing records what was found on the day. It does not make unsafe equipment safe or replace a thorough examination, design check or service by a competent person.