

**SUDS MANAGEMENT & MAINTENANCE
PLAN – Rev. B July 2019**

May 2019

Introduction

This Surface Water Management System describes the measures to manage flood risk, and risks to the sustainable drainage system and the environment. This Management System should be implemented at **Land East of Tye Lane, Walberton** to ensure that the drainage network functions as designed and flood risk is not increased to the Site and the surrounding environs. The Site Management Team should oversee and implement the Management System and designate a qualified person who will be responsible for the proper operation and maintenance of the foul and surface water structures.

Stormwater Runoff Quality

The stormwater management system protects and enhances the stormwater runoff water quality through the removal of sediment and pollutants, catchpit manholes and silt trapped gullies will reduce the amount of pollutants entering the system. Preventive maintenance of the system will include a comprehensive source reduction program of regular sweeping and litter removal, prohibitions on the use of pesticides, and maintenance of bin areas.

Drainage System

Maintenance and cleaning of gullies, stormwater manholes, culverts, and SuDS components will assure adequate performance. This maintenance program is outlined below;

Maintenance Program

A management company will be set up to manage the maintenance of all the residual common and shared facilities on the site (that have not been adopted by a public body or utility company) including the surface water drainage swales and basins. This will be funded by an annual management charge to be paid by each of the households. The management company will ensure that inspections and record keeping are timely and accurate. Inspection & Maintenance Log Forms (attached) should include the date and physical conditions of the structures, depth of sediment in structures, evidence of overtopping or debris blockage and maintenance required of each structure. Records of maintenance will be kept on file at the property and copies of Inspection & Maintenance Log sheets indicating all work and inspections will be available to the Council upon request.

Concurrent with inspection and cleaning, all litter shall be picked up and removed from the parking areas, external bin store, wetland areas, and soft landscaping.

Regular maintenance should include:

1. Inspect channel and gully inlet grates and remove any debris every 6 months or as determined to be reasonable based on experience with the installed systems to ensure that the gullies are working in their intended fashion and that they are free of debris; quarterly, inspect gully sumps and bottom of drain manholes; if depth of sediment in sumps exceeds 50% capacity, sediment must be removed. Excessive sediment shall be removed and properly disposed by a licensed drainage cleaning company.
2. Inspect all wetland and vegetated areas, and remove litter and debris as necessary. Replant bare areas or areas with sparse growth.
3. Inspection of external bin stores for spillage and scattered litter must be performed on a regular basis to prevent the spread of pollutants into the stormwater management system.
4. Basin/Pond inlets, outlet/headwalls should be checked annually and after large storms to ensure that they are in good condition and operating as designed. Regular maintenance includes inspection and identification of any areas that are not operating correctly monthly for the first 3 months and then every 6 months after.

Winter Maintenance Program

Ensure that drainage structures are not blocked by ice, snow, debris or rubbish during winter months.

Fertiliser Use

Only slow-release organic low-phosphorous fertilisers will be used in any landscaped areas in order to limit the amount of nutrients that could enter the stormwater system.

General SuDS Operation and Maintenance Requirements

Maintenance Task	Description	Frequency
Regular Maintenance		
Litter management	Pick up all litter in SuDS and landscape areas and remove from site	Monthly
Grass maintenance	Mow all grass verges, paths and amenity at 35-50mm with 75mm max. Leaving grass in situ	As required or monthly
	Mow all dry swales, dry suds basins and margins to low flow channels and other suds features at 100mm with 150mm max. Cut wet swales or basins annually as wildflower areas	4-8 visits as required or annually
	Wildflower areas strimmed to 50mm on 3 year rotation / 30% each year	Annually
Inlets, outlets, and headwalls	Inspect monthly, remove silt from slab aprons and debris. Strim 1m round for access	Monthly
Hard surfaces	Sweep all paving regularly. Sweep and suction brush permeable paving in autumn after leaf fall.	Annually
Occasional tasks		
Inspection chambers	Annual inspection, remove silt and check free flow	Annually
Wetland and pond vegetation	Wetland vegetation to be cut at 100mm on 3 – 5 year rotation. 30% each year. All cuttings to be removed to wildlife piles or from site.	As required
Silt management	Inspect swales, ponds, wetlands annually for silt accumulation	Annually
	Excavate silt, stack and dry within 10m of the SuDS feature, but outside the design profile where water flows, spread, rake and overseed.	As required
Remedial work		
	Inspect SuDS system regularly to check for damage or failure. Undertake remedial work as required.	As required

Specific SuDS Operation and Maintenance Requirements (taken from CIRIA C753)

Porous Paving

TABLE 20.15 Operation and maintenance requirements for pervious pavements

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Brushing and vacuuming (standard cosmetic sweep over whole surface)	Once a year, after autumn leaf fall, or reduced frequency as required, based on site-specific observations of clogging or manufacturer's recommendations – pay particular attention to areas where water runs onto pervious surface from adjacent impermeable areas as this area is most likely to collect the most sediment
Occasional maintenance	Stabilise and mow contributing and adjacent areas	As required
	Removal of weeds or management using glyphosate applied directly into the weeds by an applicator rather than spraying	As required – once per year on less frequently used pavements
Remedial Actions	Remediate any landscaping which, through vegetation maintenance or soil slip, has been raised to within 50 mm of the level of the paving	As required
	Remedial work to any depressions, rutting and cracked or broken blocks considered detrimental to the structural performance or a hazard to users, and replace lost jointing material	As required
	Rehabilitation of surface and upper substructure by remedial sweeping	Every 10 to 15 years or as required (if infiltration performance is reduced due to significant clogging)
Monitoring	Initial inspection	Monthly for three months after installation
	Inspect for evidence of poor operation and/or weed growth – if required, take remedial action	Three-monthly, 48 h after large storms in first six months
	Inspect silt accumulation rates and establish appropriate brushing frequencies	Annually
	Monitor inspection chambers	Annually

Swales

TABLE 17.1 Operation and maintenance requirements for swales

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Remove litter and debris	Monthly, or as required
	Cut grass – to retain grass height within specified design range	Monthly (during growing season), or as required
	Manage other vegetation and remove nuisance plants	Monthly at start, then as required
	Inspect inlets, outlets and overflows for blockages, and clear if required	Monthly
	Inspect infiltration surfaces for ponding, compaction, silt accumulation, record areas where water is ponding for > 48 hours	Monthly, or when required
	Inspect vegetation coverage	Monthly for 6 months, quarterly for 2 years, then half yearly
	Inspect inlets and facility surface for silt accumulation, establish appropriate silt removal frequencies	Half yearly
Occasional maintenance	Reseed areas of poor vegetation growth, alter plant types to better suit conditions, if required	As required or if bare soil is exposed over 10% or more of the swale treatment area
Remedial actions	Repair erosion or other damage by re-turfing or reseed	As required
	Relevel uneven surfaces and reinstate design levels	As required
	Scarify and spike topsoil layer to improve infiltration performance, break up silt deposits and prevent compaction of the soil surface	As required
	Remove build-up of sediment on upstream gravel trench, flow spreader or at top of filter strip	As required
	Remove and dispose of oils or petrol residues using safe standard practices	As required

Pond & Wetlands

TABLE 23.1 Operation and maintenance requirements for ponds and wetlands

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Remove litter and debris	Monthly (or as required)
	Cut the grass – public areas	Monthly (during growing season)
	Cut the meadow grass	Half yearly (spring, before nesting season, and autumn)
	Inspect marginal and bankside vegetation and remove nuisance plants (for first 3 years)	Monthly (at start, then as required)
	Inspect inlets, outlets, banksides, structures, pipework etc for evidence of blockage and/or physical damage	Monthly
	Inspect water body for signs of poor water quality	Monthly (May – October)
	Inspect silt accumulation rates in any forebay and in main body of the pond and establish appropriate removal frequencies; undertake contamination testing once some build-up has occurred, to inform management and disposal options	Half yearly
	Check any mechanical devices eg penstocks	Half yearly
	Hand cut submerged and emergent aquatic plants (at minimum of 0.1 m above pond base; include max 25% of pond surface)	Annually
	Remove 25% of bank vegetation from water's edge to a minimum of 1 m above water level	Annually
	Tidy all dead growth (scrub clearance) before start of growing season (Note: tree maintenance is usually part of overall landscape management contract)	Annually
	Remove sediment from any forebay.	Every 1–5 years, or as required
	Remove sediment and planting from one quadrant of the main body of ponds without sediment forebays.	Every 5 years, or as required
Occasional maintenance	Remove sediment from the main body of big ponds when pool volume is reduced by 20%	With effective pre-treatment, this will only be required rarely, eg every 25–50 years
Remedial actions	Repair erosion or other damage	As required
	Replant, where necessary	As required
	Aerate pond when signs of eutrophication are detected	As required
	Realign rip-rap or repair other damage	As required
	Repair / rehabilitate inlets, outlets and overflows.	As required

Detention Basins

TABLE 22.1 **Operation and maintenance requirements for detention basins**

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Remove litter and debris	Monthly
	Cut grass – for spillways and access routes	Monthly (during growing season), or as required
	Cut grass – meadow grass in and around basin	Half yearly (spring – before nesting season, and autumn)
	Manage other vegetation and remove nuisance plants	Monthly (at start, then as required)
	Inspect inlets, outlets and overflows for blockages, and clear if required.	Monthly
	Inspect banksides, structures, pipework etc for evidence of physical damage	Monthly
	Inspect inlets and facility surface for silt accumulation. Establish appropriate silt removal frequencies.	Monthly (for first year), then annually or as required
	Check any penstocks and other mechanical devices	Annually
	Tidy all dead growth before start of growing season	Annually
	Remove sediment from inlets, outlet and forebay	Annually (or as required)
	Manage wetland plants in outlet pool – where provided	Annually (as set out in Chapter 23)
Occasional maintenance	Reseed areas of poor vegetation growth	As required
	Prune and trim any trees and remove cuttings	Every 2 years, or as required
	Remove sediment from inlets, outlets, forebay and main basin when required	Every 5 years, or as required (likely to be minimal requirements where effective upstream source control is provided)
Remedial actions	Repair erosion or other damage by reseeding or re-turfing	As required
	Realignment of rip-rap	As required
	Repair/rehabilitation of inlets, outlets and overflows	As required
	Relevel uneven surfaces and reinstate design levels	As required

Drainage Operation and Maintenance Log

Site Maintenance Supervisor: _____ Date: _____

☐ Routine ☐ Response to rainfall event in _____ Other ☐ _____

BMP	Frequency	Date Performed	Comments
Gullies and Manholes	Monthly Inspections		
	Maintenance Quarterly and as necessary		
Culverts and Headwalls	Inspect and identify areas not operating properly every 3 months (for the first 3 months) and every 6 months after.		
	Monthly trash screens inspection and remove debris		
Pavement Areas (parking, driveways, service areas)	Monthly Sweeping		
	Rubbish & Litter Removal as Necessary		
Landscaped & Vegetated Areas	Maintenance as necessary		