

SuDS Maintenance and Management Plan

Church Farm House, Church Lane, Yapton BN18 0EP

Planning Ref: Y/48/25/PL

For

Victoria and Peter Newman

Rev – P1

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P	05/11/2025	Initial Issue	MR	CS
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Maintenance

1.1 Introduction

- 1.1.1 During construction, the Contractor will be responsible for maintaining the drainage and SuDS (Sustainable Drainage Systems). Upon handover, the occupier will take on the responsibility of these duties as laid out in this report.
- 1.1.2 The maintenance schedule for the proposed development will be split down into two separate categories; SuDS features and regular private drainage.

1.2 SuDS at Church Farm House, Church Lane, Yapton

- 1.2.1 As listed above, in section 5.1.2, the SuDS features used on site will be **Rainwater Harvesting Tank, Bioretention Planter and Infiltration Basin**.
- 1.2.2 The SuDS features have been designed for easy maintenance and comprise:
- Regular Day-to-Day care – litter collection, regular gardening to control vegetation growth and checking inlets where water enters the SuDS features
 - Occasional tasks – checking the SuDS features and removing any silt that builds up in the SuDS feature
 - Remedial work – repairing damage where necessary

1.3 SuDS Drainage Maintenance Specification

1.3.1 Rainwater Harvesting Tank

In order to maintain the functioning of the rainwater harvesting tanks, the following maintenance requirements should be adhered to:

Operation and maintenance requirements for rainwater harvesting tanks		
Maintenance Schedule	Required Action	Typical Frequency
Regular Maintenance	Ensure that all inlets and outlets are clear of debris and blockage	Weekly
	Remove debris inlets and outlets	Weekly
	Inspect first flush diverter to ensure it is working correctly and not clogged	Weekly – Clean if necessary
	Clean Filter screens	Monthly – Replace if damaged
	Inspect the tank for sediment build-up and any signs of algae	Monthly
	Inspect roof and gutters and clear of all debris	Every 3 months
	Inspect pump for any signs of wear or damage and test to ensure it is functioning correctly	Every 3 months
	Check bottom of the tank for sediment build-up and clear if necessary	Every 6 months
	Ensure all downpipes are clear and functioning correctly and clear if necessary	Every 6 months
	Test water	Every 6 months
	Thorough tank cleaning – drain tank, scrub interior and rinse	Annually or as required
	Service the pump and filtration system and replace any worn parts	Annually
	Inspect overflow to ensure it is working correctly and clear any obstructions	Annually
Monitoring	Monitor Water levels	Annually
	Inspect for pests e.g mosquitoes and take measures to prevent	As required

1.3.2 Bio retention systems

In order to maintain the functioning of the bio retention systems, the following maintenance requirements should be adhered to:

Table 18.3 Operation and maintenance requirements for bio retention systems		
Maintenance Schedule	Required Action	Typical Frequency
Regular Inspections	Inspection infiltration surfaces for silting and ponding, record de-watering time of the facility and assess standing water levels in underdrain (if appropriate) to determine if maintenance is necessary	Quarterly
	Check operation of underdrains by inspection of flows after rain	Annually
	Assess plants for disease infection, poor growth, invasive species etc and replace as necessary	Quarterly
	Inspect inlets and outlets for blockages	Quarterly
Regular maintenance	Remove litter and surface debris and weeds	Quarterly (or more frequently for tidiness or aesthetic reasons)
	Replace any plants, to maintain planting density	As required
	Remove sediment, litter and debris build-up from around inlets or from forebays	Quarterly to biannually
Occasional maintenance	Infill any holes or scour in the filter medium, improve erosion protection if required	As required
	Repair minor accumulations of silt by raking away surface mulch, scarifying surface of medium and replacing mulch	As required
Remedial actions	Remove and replace filter medium and vegetation above	As required but likely to be > 20 years

1.3.3 Infiltration Basin

In order to maintain the functioning of the Infiltration Basin, the following maintenance requirements should be adhered to:

Table 21.3 Operation and maintenance requirements for Infiltration Basins		
Maintenance Schedule	Required Action	Typical Frequency
Regular Maintenance	Remove litter, debris, and trash	Monthly
	Cut the grass – for landscaped areas	Monthly (during growing season) or as required
	Cut the meadow grass in and around basin	Half yearly (spring, before nesting season, and autumn)
	Inspect marginal and bankside vegetations and remove nuisance plants (for the first 3 years)	Monthly (at start, then as required)
Occasional maintenance	Reseed areas of poor vegetation growth	Annually, or as required
	Prune and trim trees and remove cuttings	As required
	Remove sediment from pre-treatment system when 50% full	As required
Remedial actions	Repair erosion or other damage by reseeding or re-turfing	As required
	Realign the rip-rap	As required
	Repair / rehabilitate inlets, outlets and overflows	As required
	Rehabilitate infiltration surface using scarifying and spiking techniques if performance deteriorates	As required
	Relevel uneven surface and reinstate design levels	As required
Monitoring	Inspect inlets, outlets and overflows for blockages and clean if required	Monthly
	Inspect banksides, structure, pipework etc for evidence of physical damage	Monthly
	Inspect inlets and pre-treatment systems for silt accumulation; establish appropriate silt removal frequencies	Half Yearly
	Inspect infiltration surface for compaction and ponding	Monthly

1.4 General Drainage Maintenance Specification

1.4.1 Inlet Structures and Inspection Chambers

- Inlet structures such as rainwater downpipes, road gullies and channel drains should be free from obstruction at all times to allow free flow through the SuDS
- Inspection Chambers and Rodding Eyes are used on bends or where pipes come together. They allow access and cleaning to the system if necessary.

Inlet Structures and Inspection Chambers	
Regular Maintenance	Frequency
Inlet Structures Inspect rainwater downpipes, channel drains and road gullies, removing obstructions and silt as necessary. Check that there is no physical damage. Trim vegetation 1m min surround to structures and keep area free from silt and debris	Monthly
Inspection Chambers and below ground control chambers. Remove cover and inspect, ensuring that the water is flowing freely and that the exit route for water is unobstructed. Remove debris and silt. Undertake inspection after leaf fall in Autumn	Annually
Occasional Maintenance Check topsoil levels are 20mm above edges of chambers to avoid mower damage.	As necessary
Remedial Work Repair physical damage if necessary	As required

1.4.2 Below ground drainage pipes

- Below ground drainage pipes convey water to the SuDS system. They should always be free from obstruction to allow free flow.

Below Ground Drainage Pipes	
Regular Maintenance	Frequency
Inspect and identify any areas that are not operating correctly. If required, take remedial action.	Monthly for 3 months then annually
Remove debris from the catchment surface (where it may cause risks to performance)	Monthly
Remove sediment from pre-treatment inlet structures and inspection chambers.	Annually or as required
Maintain vegetation to designed limits within the vicinity of below ground drainage pipes and tanks.	Monthly or as required
Remedial Work	
Repair physical damage if necessary	As required
Monitoring	
Inspect all inlets, outlets and vents to ensure that they are in good conditions and operating as designed.	Annually
Survey inside of pipe runs for sediment build up and remove if necessary.	Every 5 years or as required

Management

2.1 Introduction

- 2.1.1 This SuDS Management Plan sets out the long-term management arrangements for the Sustainable Drainage Systems serving the development at Church Farm House, Church Lane, Yapton.
- 2.1.2 It defines responsibilities for the construction phase, post-construction operation, inspection oversight, record keeping and long-term governance to ensure the SuDS perform as designed for the lifetime of the development.

2.2 Management Responsibilities

- 2.2.1 During construction, the Contractor will be responsible for:
- Implementing temporary pollution and silt-control measures;
 - Protecting SuDS components from compaction or contamination;
 - Ensuring correct installation of all drainage elements;
 - Carrying out inspections to confirm SuDS are not obstructed or damaged;
 - Rectifying any defects before handover.

2.3 Operational Phase Management

- 2.3.1 Following completion and handover, the property owner/occupier will be responsible for:
- Long-term oversight of all SuDS elements;
 - Ensuring maintenance tasks are carried out in accordance with the maintenance plan;
 - Ensuring the system remains free-flowing and unobstructed;
 - Appointing suitably qualified contractors where specialist work is required.

2.4 Inspection Management

- 2.4.1 The occupier must ensure SuDS features are inspected at the intervals set out in the maintenance plan. Inspection management includes:
- Scheduling inspections for all SuDS components;
 - Reviewing the condition of inlets, outlets, basins, tanks, vegetation and pipework;
 - Identifying defects early to prevent performance loss;
 - Ensuring remedial works are undertaken promptly.
- 2.4.2 A full annual inspection should be completed to review overall system performance and confirm that all SuDS components continue to function as intended.

2.5 Access and Safety Management

- All SuDS components must remain accessible for inspection and maintenance.
- No landscaping or development should obstruct access to chambers, inlets, outlets, the infiltration basin or other SuDS structures.
- Any modifications that may affect access or performance must not be undertaken without professional review.

2.6 Performance Management

2.6.1 To ensure continued effectiveness:

- System performance will be reviewed annually, including hydraulic behaviour, overflow routes, vegetation condition and infiltration rates (where relevant).
- Any signs of deterioration, reduced infiltration, erosion, blockages or damage must be addressed immediately.
- SuDS features must not be altered, filled, paved over or removed without appropriate technical assessment.

2.7 Review and Updating of the Management Plan

2.7.1 This Management Plan must be reviewed:

- Annually, to ensure it remains appropriate;
- After major storms, if performance issues arise;
- Whenever drainage modifications or landscape changes are proposed.