



Client: BDW Southern Counties

Project: New Place Farm Pulborough, West Sussex

Sustainable Drainage System (SuDS) Management Strategy

Project No. 890815

890815-R1(02)



**INVESTORS
IN PEOPLE**

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RSK GENERAL NOTES

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1 INTRODUCTION

This management strategy has been prepared by RSK Land and Development Engineering Ltd on behalf of BDW Southern Counties, to satisfy planning conditions related to new Place Farm, Pulborough, West Sussex (The Development).

The SUDS considered for the purposes of this statement, include drainage features that will be employed to reduce and manage surface water runoff from the development to a design return period of One hundred years plus climate change. This is required so that The Development will not increase the risk of flooding to the site and its environs. All drainage on site is taken to the underlying strata via infiltration features. Such features include the following:

- Permeable paving;
- Infiltration/Detention Basins and Swales
- Filter strips and drains

This document outlines the long term maintenance of the proposed surface water system and will make reference to the following documents, some of which provide further detail on the maintenance operations required:

- CIRIA Report C753, '*The SUDS Manual*', 2015
- CIRIA Report C625, '*Model Agreements for Sustainable Water Management Systems*', 2004; and
- Interpave, '*Permeable pavements: Guide to the Design, Construction and Maintenance of Concrete Block Permeable Pavements*', ed. 4, 2006.

2 MAINTENANCE RESPONSIBILITIES

Responsibility for drainage within England and Wales rests with various bodies. For The Development, the drainage responsibilities will be divided between the following:

- **Private Landowner** – each Householder will be responsible for the maintenance of drainage features within individual property curtilages.
- **Communal Areas** - A Management company will be set up for the Development to maintain all permeable paving, stormwater attenuation tanks, detention basins, outfalls and any associated flow controls within communal areas. However, it should be noted that if, the Flood and Water Management Act 2010 is ever fully implemented this allows a surface water drainage system to be vested to the SUDS approving body (SAB) in this case West Sussex County Council. This would be reviewed at the time of any implementation of the act.
- **Adoptable Drainage** – All drainage within the adoptable areas will be offered for Section 104 Agreement adoption with NAV company AWIN (Advanced Water Infrastructure Networks). All drainage will be designed and constructed to adoptable standards in accordance with Design and Construction Guidance (App C Sewerage Sector Guidance) and AWIN requirements.
- **During Construction** – Until the drainage is approved and adopted by the adopting authorities, it is the responsibility of the groundworks contractor to protect the drainage system from construction run-off and effluent during the construction process. It will also be their responsibility to ensure that the drainage network is maintained, and functions as intended.

3 MAINTENANCE REGIME

As the maintenance of the communal SUDS features will be carried out via a Management Company, the form of agreement should include the required maintenance listed below. Should the maintenance be transferred at a later date to a public body, then the model agreement SUDS MA1 should be used, details of which can be found in the CIRIA guidance C625.

The following section describes the required maintenance for each feature in turn. The SUDS maintenance requirements listed below should be reviewed after the first 5 years, with a view to agreeing a new regime for the ongoing maintenance.

Notwithstanding the routine inspections and maintenance requirements, after severe storm events all features shall be inspected to clear debris and repair damaged structures or features. Records of the maintenance carried out shall be prepared by the Management Company.

3.1 Permeable Paving

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 50mm 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 48h after large storms in first six months

Maintenance schedule	Required action	Typical frequency
	Inspect silt accumulation rates and establish appropriate brushing frequencies	Annually
	Monitor inspection chambers	Annually

3.2 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), as or 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), the 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
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

3.3 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 reseeding	As required
	Relevel uneven surfaces and reinstate design level	As required
	Scarify and spike topsoil layer to improve infiltration performance, break up silt deposits and prevent compaction of 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

3.4 Storage Tanks

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Inspect and identify any areas that are not operating correctly. If required, take remedial action	Monthly for 3 months, the annually
	Remove debris from the catchment surface (where it may cause risks to performance)	Monthly
	For systems where rainfall infiltrates into the tank from above, check surface of filter for blockage by sediment, algae or other matter; remove and replace surface infiltration medium as necessary.	Annually
	Remove sediment from pre-treatment structures and/or internal forebays	Annually, or as required
Remedial actions	Repair/rehabilitate inlets, outlet, overflows and vents	As required
Monitoring	Inspect/check all inlets, outlets, vents and overflows to ensure that they are in good condition and operating as designed	Annually
	Survey inside of tank for sediment build-up and remove if necessary	Every 5 years or as required

3.5 Filter Drains

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Remove litter (including leaf litter) and debris from filter drain surface, access chambers and pre-treatment devices	Monthly or as required
	Inspect filter drain surface, inlet/outlet pipework and control systems for blockages, clogging, standing water and structural damage	Monthly
	Inspect pre-treatment systems, inlets and perforated pipework for silt accumulation, and establish appropriate silt removal frequencies	Six monthly
	Remove sediment from pre-treatment devices	Six monthly or as required
Occasional maintenance	Remove or control tree roots where they are encroaching the sides of the filter drain, using recommended methods (eg NJUG, 2007 or BS 398:2010)	As required
	At locations with high pollution loads, remove surface geotextile and replace, and wash or replace overlying filter medium	Five yearly or as required
	Clear, perforated pipework of blockages	As required

3.6 Operation and Maintenance Requirements for Trees

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Remove litter and debris	Monthly or as required
	Manage other vegetation and remove nuisance plants	Monthly
	Inspect inlets and outlets	Monthly
Occasional maintenance	Check tree health and manage tree appropriately	Annually
	Remove silt build-up from inlets and surface and replace mulch as necessary	Annually
	Water	As required
Monitoring	Inspect silt accumulation rates and establish appropriate removal frequencies	Half yearly

3.7 An example of operation and maintenance requirements for a proprietary treatment system

Maintenance schedule	Required action	Typical frequency
Routine maintenance	Remove litter and debris and inspect for sediment, oil and grease accumulation	Six monthly
	Change the filter media	As recommended by manufacturer
	Remove sediment, oil, grease and floatables	As necessary – indicated by system inspections or immediately following significant spill
Remedial actions	Replace malfunctioning parts or structures	As required

Maintenance schedule	Required action	Typical frequency
Monitoring	Inspect for evidence of poor operation	Six monthly
	Inspect filter media and establish appropriate replacement frequencies	Six monthly
	Inspect sediment accumulation rates and establish appropriate removal frequencies	Monthly during first half year of operation, then every six months

3.8 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, 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 build-up has occurred to inform management and disposal options	Half yearly
	Check any mechanical devices, e.g. penstocks	Half yearly
	Hand cut submerged and emergent aquatic plants (at minimum of 0.1m above pond base; include max 25% of pond surface)	Annually
	Remove 25% of bank vegetation from water's edge to minimum of 1m 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, e.g. every 25-50 years
Remedial actions	Repair erosion or other damage	As required
	Replant where necessary	As required

Maintenance schedule	Required action	Typical frequency
	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

3.9 Operation and maintenance requirements for watercourse

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, 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 watercourse and establish appropriate removal frequencies; undertake contamination testing once build-up has occurred to inform management and disposal options	Half yearly
	Clear and maintain GRIPS to watercourse to maintain overland flow routes	Annually
	Hand cut submerged and emergent aquatic plants (at minimum of 0.1m above pond base; include max 25% of pond surface)	Annually
	Remove 25% of bank vegetation from water's edge to minimum of 1m 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, e.g. every 25-50 years
Remedial actions	Repair erosion or other damage	As required
	Replant where necessary	As required
	Aerate watercourse when signs of eutrophication are detected	As required
	Realign rip-rap or repair other damage	As required

Maintenance schedule	Required action	Typical frequency
	Repair/rehabilitate inlets, outlets and overflows	As required

3.10 Catchpit Manhole

Maintenance schedule	Required action	Typical frequency
Occasional maintenance	Remove litter, debris, and detritus that enters the drainage system	Annually, or as required
	Inspect inlets, outlets and overflows for blockages, and clear if required	Annually, or as required
	Inspect inlets and sump for silt accumulation, establish appropriate silt removal frequencies	Annually, or as required
Remedial actions	Remove and dispose of silt	Annually, or as required
	Remove and dispose of oils or petrol residues using safe standard practices	Annually, or as required

3.11 Sewer Mains

Maintenance schedule	Required action	Typical frequency
Monitoring & Occasional maintenance	CCTV Survey pipe network to check system is functioning correctly and that there are no cracks in the pipework.	Every 5 years
	Removal of blockages reported in the pipe network will also require a full CCTV Survey of the pipe network afterwards to confirm there are not any other blockages.	As required

3.12 Gullies & Linear Drainage Channels

Maintenance schedule	Required action	Typical frequency
Regular inspections	Remove litter, debris, and detritus that enters the gullies or linear drainage channels	Six monthly, or as required
	Inspect inlets and outlets for blockages, and clear if required	Six monthly, or as required
	Inspect sump for silt accumulation, establish appropriate silt removal frequencies	Six monthly, or as required
Remedial actions	Remove and dispose of silt	Six monthly or as required
	Remove and dispose of oils or petrol residues using safe standard practices	Six monthly or as required

3.13 Headwall

Maintenance schedule	Required action	Typical frequency
Occasional Monitoring & Maintenance	Check for cracking or other damage to headwall structure	Annually or as required
	Check for erosion of the spillway	Annually or as required
Remedial actions	Repair cracking or other damage to headwall structure	As required
	Repair excessive erosion of spillway if it detrimentally affects	As required

3.14 Hydrobrake Manhole

Maintenance schedule	Required action	Typical frequency
Occasional maintenance	Remove litter, debris, and detritus that enters the drainage system	Six monthly, or as required
	Inspect inlets, outlets and overflows for blockages, and clear if required	Six monthly, or as required
	Inspection Hydrobrake bypass door, open and close door, greasing of door to prevent mechanism from seizing	Six monthly, or as required
Remedial actions	Replace components of Hydrobrake if faulty in line with manufacturers guidance.	As required
	Replace entire Hydrobrake if components cannot be replaced in accordance with manufacturers guidance.	As required

3.15 Root Barrier

Maintenance schedule	Required action	Typical frequency
Monitoring & Occasional maintenance	Inspect root barrier for defects.	Annually or as required
	Replace root barrier.	As required

3.16 Pump Station

Operation & Maintenance documents are to be provided by PDAS as the pump designer/manufacture along with as-built drawings for the pump station. These documents are provided for the appointed Management Company to follow and undertake as necessary to ensure that the functionality of the pump station is maintained in perpetuity.



APPENDIX A

INSPECTION CHECKLIST

General information			
Site ID			
Site location and co-ordinates (GIS if appropriate)			
Elements forming the SuDS scheme		Approved drawing reference	
Inspection frequency		Approved specification reference	
Type of development		Specific purpose of any parts of the scheme (eg biodiversity, wildlife and visual aspects)	

Inspection Date	Details	Y/ N	Action required	Date completed	Details	Y/ N	Action required	Date completed
	Is there evidence of litter accumulation in the system? If yes, is this a blockage risk?							
	Is there any evidence of any other clogging or blockage of outlets or drainage paths?							
	Is the vegetation condition satisfactory (density, weed growth, coverage etc)? (check against approved planting regime)							
	Does any part of the system require weeding, pruning or mowing? (check against maintenance frequency state in approved design).							
	Is there any evidence of invasive species becoming established? If yes, state action required							
	Are any check dams or weirs in good condition?							
	Is there any evidence of any accidental damage to the system (eg wheel ruts?)							
	Is there any evidence of cross connections or other unauthorised inflows?							
	Is there any evidence of tampering with the flow control?							
	Are there any other matters that could affect the performance of the system in relation to the design objectives for hydraulic, water quality, biodiversity and visual aspects?							



Inspection Date	Details	Y/ N	Action required	Date completed	Details	Y/ N	Action required	Date completed
Other observations								
Information appended (eg photos)								
Continue as current Increase maintenance Decrease maintenance								
Proposed date for next inspection								