



Richard Jackson
Engineering Consultants

SuDS MANAGEMENT AND MAINTENANCE PLAN

Queenswood School – Sports Hall Extension

Ball Hall Ltd and Queenswood School

November 2018

Project no: 47875

Document Review Sheet: -

Document prepared by: - *Som Raj Gurung*
on behalf of Richard Jackson Ltd

Date: - 14/11/2018

Document checked by: - *Dan Martin*
on behalf of Richard Jackson Ltd

Date: - 14/11/2018

Document Approved by: - *Mark Geddes*
on behalf of Richard Jackson Ltd

Date: - 14/11/2018

Document Status

DRAFT

FINAL

Revision Status

Issue	Date	Description	Prepared	Checked	Approved
A	14/02/19	Ditch maintenance responsibility updated	PK	DM	MG

This document has been prepared for the sole use of Ball Hall Ltd and Queenswood School, is copyright and its contents should not be relied upon by others without the written authority of Richard Jackson Ltd. If any unauthorised third party makes use of this report they do so at their own risk and Richard Jackson Ltd owe them no duty of care or skill.

All information provided by others is taken in good faith as being accurate, but Richard Jackson Ltd cannot, and does not, accept any liability for the detailed accuracy, errors or omissions in such information.

Title: DRAINAGE AND SuDS MAINTENANCE PLAN
 Project: Queenswood School – Sports Hall Extension
 Client: Ball Hall Ltd and Queenswood School
 Project No.: 47875

Contents:-

1. INTRODUCTION	2
2. MAINTENANCE	2
3. PREVENTATIVE MAINTENANCE	2
4. EMERGENCY RESPONSE	3
5. MANUFACTURERS MAINTENANCE SPECIFICATION	3

1. INTRODUCTION

- 1.1. This document outlines the maintenance requirements for the surface water drainage network at Queenswood school. This document does not contain detailed method statements for the maintenance regime and it is therefore recommended these are obtained by specialist maintenance contractors as part of the detailed design stage.
- 1.2. All the measures described in this document will form part of the Health and Safety file and be included within the operation and maintenance manual.

2. MAINTENANCE

- 2.1. Queenswood school is responsible for any drainage component that is within the plot boundary, not adopted by the Water or Local Authority. Maintenance of the surface water network including SuDS features will be in accordance with Table 1 (activities and frequencies have been recreated from the SuDS Manual (C753)).

3. PREVENTATIVE MAINTENANCE

- 3.1. Preventative maintenance involves regular inspection, checking and replacement or repair of the drainage system in order to maintain its performance.

SUDS Feature	Regular Maintenance Activity	Frequency	Occasional Maintenance Activity	Frequency	Responsibility
Permeable asphalt Paving	<ul style="list-style-type: none"> Brushing and vacuuming 	Monthly or as required	<ul style="list-style-type: none"> Removal of weeds Remediation of rutting and/ or broken blocks 	Annually or as required	School
Inspection Chambers on plot	<ul style="list-style-type: none"> None 		<ul style="list-style-type: none"> Inspect and clean if required 	Annually or as required	School
Pipes and Manholes	<ul style="list-style-type: none"> Visual inspection 	Monthly or as required	<ul style="list-style-type: none"> Cleaning/jetting when silt accumulation occurs 	Annually or as required	School
Gullies	<ul style="list-style-type: none"> Visual inspection 	Monthly or as required	<ul style="list-style-type: none"> Gully pots to be emptied 	Annually or as required	School
Ditches	<ul style="list-style-type: none"> Remove litter 	Monthly or as required	<ul style="list-style-type: none"> Remove silt from channels Remove dense vegetation 	Annually or as required	Highway Authority

SUDS Feature	Regular Maintenance Activity	Frequency	Occasional Maintenance Activity	Frequency	Responsibility
	<ul style="list-style-type: none"> Inspect inlets & outlets 		<ul style="list-style-type: none"> Inlet & outlet cleaning 		
Control Structures	<ul style="list-style-type: none"> Inspect control structures for blockages and remove blockage if found 	Monthly or as required	<ul style="list-style-type: none"> Maintenance in accordance with manufacturers recommendations 	Annually or as required	School
Detention Basin	<ul style="list-style-type: none"> Remove litter Inspect inlets & outlets 	Monthly or as required	<ul style="list-style-type: none"> Mow grass to pond edges at 75-100mm Inlet & outlet cleaning Cut back pond vegetation Scrub clearance from bankside 	Annually or as required	School

Table 1 – Surface water network maintenance summary

4. EMERGENCY RESPONSE

4.1. Any reported emergencies such as blockages, flooding or damage should be inspected immediately in addition to the periodic maintenance. Any remedial works to be considered as required by specialist contractor. Emergency works undertaken do not remove the need to complete periodic maintenance. However, dependant on the type of emergency it may be considered suitable to be resolved under periodic maintenance.

5. MANUFACTURERS MAINTENANCE SPECIFICATION

5.1. Every endeavour has been made to supply maintenance requirements where appropriate. However, some specific components are site specific. For these specific components, maintenance regimes should be obtained from manufacturers details.



 **Colchester**
847 The Crescent
Colchester
Essex
CO4 9YQ
t/ **01206 228800**

 **London**
Suite 409
1 Alie Street
London
E1 8DE
t/ **020 7448 9910**

 **Norwich**
6 The Old Church
St Matthews Road
Norwich
NR1 1SP
t/ **01603 230240**

 **Cambridge**
York House
3 Station Court
Great Shelford
Cambridge
CB22 5NE
t/ **01223 314794**

 **Bristol**
The Wheelhouse
Bonds Mill
Stonehouse
Gloucestershire
GL10 3RF
t/ **01172 020070**