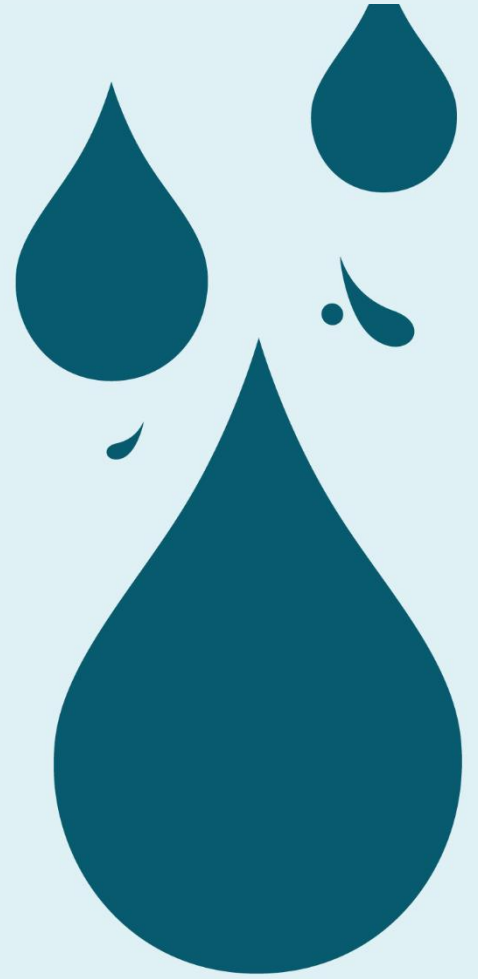


Planning Guidance for Developers

Maintenance Plan Technical Note

Hampshire County Council
December 2025



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This document has **9** pages including the cover.

Document history

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1. Aims and Objectives

This guidance is for anybody proposing to submit technical drainage information as part of a planning application for major development with surface water drainage. It sets out how Hampshire County Council expects the National Standards for Sustainable Drainage Systems (SuDS) Standard 7 (Maintenance) and Catchment Management Plan policy 5 to be applied in practice. Please note that where there are contradictions between the National Standards and Local Policy, the more stringent requirements shall apply.

The level of detail required for supporting information varies depending on the type of planning application being made.

1.1. How to use this document

This document is written to provide more detailed support where needed on how to meet the requirements of the National Standards for SuDS and Catchment Management Plans. It should be read in conjunction with Hampshire County Council's Planning Guidance document.

1.2. Catchment Management Plans & Planning Policies

The National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) requires the Lead Local Flood Authority's (LLFA) Local Flood and Water Management Strategy^{1&2} (LFWMS) and associated Catchment Management Plans to be considered during planning decisions (NPPF paragraphs 165–175, PPG paragraph 040, and Principle 7 of the National Standards for SuDS).

Hampshire County Council's Local Flood and Water Management Strategy (LFWMS), updated in 2020, identified the need for 18 Catchment Management Plans (CMPs), published in June 2023. These strategic plans identify 66 Priority Areas at highest flood risk and set out 11 Flood and Water Management (FWM) policies guiding how the Council will carry out its Lead Local Flood Authority (LLFA) duties. Policies 3–11 define development standards in these areas. This document explains how those policies are applied during the planning process, specifically regarding maintenance (Policy 5).

Both the Catchment Management Plan policies and National Standards for SuDS should be considered at every stage of the planning process. Other relevant local policies may also be found in Local Plans and in Minerals and Waste Plans.

Policy 5: Maintenance Regime Policy

'In prioritised areas of the catchment where major development is due to take place, Hampshire County Council will ensure that the Local Planning Authority only approve new developments that sufficiently demonstrate that a rigorous maintenance regime will be implemented for their surface water management systems.'

Surface water drainage systems for new developments must be maintained in perpetuity to ensure their continued effectiveness in draining the development site. A maintenance plan detailing a schedule of maintenance, and the responsible party for the maintenance, is required through planning conditions in accordance with the National Standards for SuDS paragraphs 7.10-11. The maintenance plan should incorporate details for all the proposed surface water drainage features, taking current best practice guidance into account and include how the drainage features will be managed during construction. Consideration of access for visual inspection and maintenance to drainage features (easement, basin slopes, etc) should be given, especially where there is a blockage or pollution risk (National Standards for SuDS 7.16.1 and 7.12).

¹ <https://www.hants.gov.uk/landplanningandenvironment/environment/flooding/strategies/local-flood-risk-management-strategy>

² Local Flood and Water Management Strategy are also known as Local Flood Risk Management Strategy.

With the publication of the National Standards for SuDS, maintenance plans are now required for all major developments, not only those in priority areas.

1.3. National Standards for Sustainable Drainage Systems

In July 2025, the government introduced the National Standards for Sustainable Drainage Systems (SuDS), replacing previous guidance. These standards guide developers, designers, and local authorities, and will apply to planning applications in Hampshire from January 2026. The seven standards cover:

1. Runoff destinations
2. Everyday rainfall (interception)
3. Extreme rainfall and flooding
4. Water quality
5. Amenity
6. Biodiversity
7. Design

This document set out what should be submitted by developers to evidence that the proposals meet the maintenance element of standard 7 only. Please see the other technical notes for details about meeting the other standards.

1.4. Standard 7 – Design

The National Standards for SuDS Principle 3 states:

'This is referred to as the 'SuDS Approach' throughout the standards and is defined as:

- *meeting the requirements for delivering multiple benefit SuDS over the lifetime of the development by planning for a changing climate and ensuring **long-term maintenance***
- *being sustainable, considering both construction and **long-term maintenance** and the additional environmental and social benefits afforded by the system'*

The National Standards for SuDS Standard 7.2 states:

'7.2 The designer shall provide a management and maintenance plan that supports the design objectives detailed in standards 1 to 6 and ensures the performance of the surface water drainage system with regards to runoff destinations, every-day and extreme rainfall, water quality, amenity and biodiversity is maintained throughout the lifetime of the development.'

2. Maintenance Guidance

2.1. Maintenance Principals

Drainage should be designed with easy, safe, practical maintenance in mind. Designs should consider the following principles:

- Provide safe, easy access for maintenance and emergency response.
- Consider the entire maintenance job from inspection, access, maintenance to disposal to ensure practicality
- Designs should consider the likely vehicles, machinery and methods required to ensure accessibility
- Protect infiltration features with pre-treatment.
- Include sediment controls that can be easily emptied or replaced.
- Design blockage-prone or critical features so they can be easily visually inspected from the surface
- Identify features that may require additional protection during a pollution incident

Further guidance on good design and maintenance principles is set out within the CIRIA SuDS Manual, the National Standards for SuDs (7.10-7.23) and Construction (Design and Management) Regulations 2015 (health and safety).

2.2. Standard 7 – Design

The management and maintenance plan for a surface water drainage system must provide clear guidance to the owners, occupiers, and operators of a **completed** development (National Standards for SuDS 7.10-7.11).

Management information should include:

- Who is responsible for managing the different elements of the drainage system over its lifetime.
- Who is responsible for managing features with riparian responsibilities i.e. watercourses on or adjacent to the site.
- The purpose of the system and how it protects the site and environment.
- Maintenance/inspection frequency, responsible parties, and any constraints (e.g., restrictions during bird nesting season).
- Locations and expected frequency of sediment removal, along with disposal methods.
- Operational needs of the system.
- What users should expect during different rainfall events, especially in areas designed for temporary water storage.
- Requirements for restoring SuDS features after flooding.
- Inspection and upkeep needs for pollution control measures.
- Steps to take during a pollution incident.
- Issues that must be reported to adopting authorities or the Environment Agency.
- Details of land ownership and easements where drainage infrastructure is located.

It is expected that a maintenance document will be submitted detailing and describing the above points supported by a maintenance plan as discussed below.

Please note: For maintenance considerations during construction please see the Phasing and Construction Risk Technical Note.

2.3. Maintenance Responsibility Plans

While it is up to the applicant how they wish to convey the required information, below is an example of a maintenance responsibility plan (figure 1) that displays some of the required information. It clearly shows easements and maintenance responsibilities. It should be clear from the maintenance plan and maintenance schedule which features may be prone to blockage and siltation. These features should be designed to be easily checked (visually) and cleared. Provision should be made to ensure that machinery that will be needed for future maintenance should be able to easily access the drainage system. Please note that the access point slope shown in figure 1 is for illustration purposes only and should not be taken as a required slope. The slope shown only relates to the access point and is to allow machinery into the detention basin.

Figure 1- Example Maintenance Responsibility Plan

