

MNQUMA LOCAL MUNICIPALITY



**POLICY ON THE MAINTENANCE OF STORM WATER
DRAINAGE FACILITIES**

MNQUMA MUNICIPALITY
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2025 -05- 29

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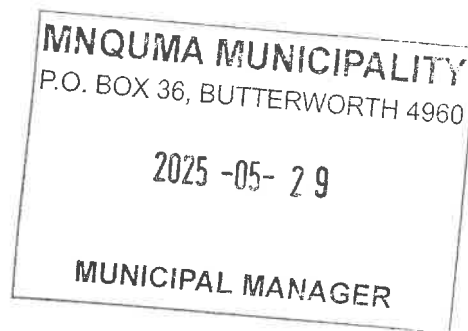
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1. PREAMBLE

The Mquma Local Municipality is a category B Municipality and an amalgamation of the towns and rural areas of Butterworth, Centane and Ngqamakhwe.

WHEREAS the Municipality is largely rural and depends mostly on grants to survive.

WHEREAS the quality of the Municipal roads is affected directly by the maintenance of the storm water systems for if these systems are not effectively maintained they damage the roads infrastructure.

WHEREAS the policy seeks to provide guidance on the maintenance of the storm water drainage systems.

BE IN ENACTED BY COUNCIL AS POLICY ON MAINTANANCE OF STORM WATER DRAINAGE FACILITIES

2. PURPOSE OF THE POLICY

The purpose of this policy is to provide guidelines for proper maintenance of the Mquma Local Municipality's storm water drainage facilities within the public right-of-way to ensure adequate efficiency of storm water drainage systems.

3. SCOPE OF THE POLICY

This policy covers all the maintenance requirements for storm water drainage facilities in the jurisdiction of Mquma Local Municipality in terms of the powers and functions allocated to it.

The policy implementation shall be driven by the Municipal Manager through the Directorate of Infrastructural Planning and Development.

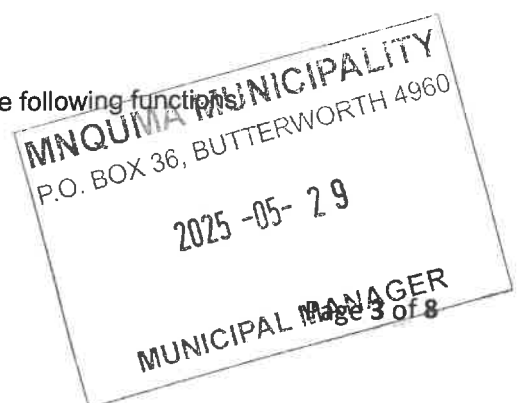
4. CONSULTATION

Relevant stakeholders shall be consulted in development and review of this policy, namely; Directorates, Management, SAMWU, IMATU, Council.

5. APPLICATION PROCEDURES

Stormwater management facilities may serve one or more of the following functions

- Flood control
- Erosion control



- Water quality control
- Ground water recharge
- Aesthetic amenity
- Recreation

6. POLICY GUIDELINES

6.1 General Principles for the Construction and Maintenance of Storm Water Drainage Facilities

The construction and maintenance of the municipal storm water drainage facilities shall be done, as much as possible, in line with the following principles:

- 6.1.1 The surface run off over the pavement and the shoulders should be drained away as quickly as possible, preventing the water from finding entry into the pavement layers from the top and into the sub-grade and the sides.
- 6.1.2 Precipitation over the open land adjoining the road should be led away from the pavement structure through natural drainage channels or artificial drains. Suitable cross-drainage channels should be provided to lead the water across the road embankment which may be cutting across to natural drainage causes.
- 6.1.3 Seepage and subsurface water is detrimental to the stability of cut slopes. An effective system of subsurface drainage is a guarantee for such failures.
- 6.1.4 Landslide prone-zones require special investigations for improving drainage.
- 6.1.5 Relatively poor embankment soils can perform satisfactorily if drainage is considered in the design.
- 6.1.6 Water-logged and flood-prone zones demand detailed consideration for improving the overall drainage pattern of the area through which the road is aligned.

6.2 Minimum Requirements for Storm Water Drainage Facilities

It is the policy of Council to construct and maintain storm water drainage facilities in accordance with the following requirements:

- 6.2.1 Provide enough area to accommodate storm flow and depth enough to drain the base course;
- 6.2.2 Protect the surface of ditches from erosion with turf cover or other suitable lining;
- 6.2.3 Keep velocities low enough to prevent erosion but great enough to prevent deposition or silting;
- 6.2.4 Maintain a continuous and unobstructed water ways and
- 6.2.5 Provide stable outlets to natural channels or drainage ditches.

6.3 Scope of Coverage in Terms of Construction and Maintenance of Storm Water Drainage Facilities

The Mngquma Local Municipality shall maintain all storm water drainage facilities which are within its area of jurisdiction and along its maintained public roads within its powers and functions as allocated in terms of the Constitution.

6.4 Storm water Facilities that are Privately Owned or Initiated by others

When storm water drainage facilities are designed by others (other than the Municipality), the Municipality must approve the designs, failing which, the Municipality has the right to require such drainage facilities to be removed or brought up to the Municipality's standards and specifications under the following conditions:

- 6.4.1 That the facilities do not meet the Municipality standards;
- 6.4.2 Where the facilities are deemed to be a detriment to the Municipal road or property;
- 6.4.3 That they endanger the public;
- 6.4.4 Where the facilities result in a need for frequent maintenance work or repairs
- 6.4.5 The removing or upgrading of such facilities shall be the responsibility of the individual in terms of the actual work and costs.

6.5 Storm water Drainage Facilities along National and Provincial Roads

The maintenance of the storm water drainage facilities for national and provincial roads is the responsibility of the relevant National and Provincial Departments of Roads and Transport.

6.6 Prioritisation

The prioritisation of corrective measures for storm water problems which are a responsibility of the Municipality shall be based upon the following criteria:

- 6.6.1 Loss of life, reduction in public safety or damage to Municipal property;
- 6.6.2 Major property damage;
- 6.6.3 Potential for major property damage;
- 6.6.4 Minor property damage;
- 6.6.5 Potential for minor property damage and
- 6.6.6 Minor nuisance flooding.

6.7 Storm water drainage system improvements on the request of others

Where there is existence of the storm water drainage problem that needs to be corrected, as determined by the Director Infrastructural Development, on public right-of-ways or on other municipality maintained storm water drainage facility, and the adjacent property owner requests improvements over and above the minimum improvements which would mitigate the problem, the Municipality may have the discretion to allow the additional improvements to be made with an agreement from the property owner(s) to be responsible for all additional costs associated with the improvement over and above the minimum necessary improvements.

6.8 Warranty Against Storm Water Hazards

The Municipality's acquisition of the Municipality maintained storm water drainage easements and/or the cleaning, construction or repair by the Municipality of storm water drainage facilities does not constitute a warranty against storm water hazards, including but not limited to flooding, erosion or standing water.

7. PROCEDURE FOR MAINTENANCE OF STORMWATER DRAINAGE FACILITIES

- 7.1 The Infrastructural Planning and Development Directorate through its Roads and Public Works Division shall conduct inspections as and when necessary and as determined by the Director for purposes of carrying out maintenance activities in accordance with Section 5(6) of this policy;
- 7.2 A checklist with the following information (no limit) shall be developed and monitored by the Director to ensure that the maintenance activities are carried out:

Closed detention systems (pipes and vaults)

Storm water features include:

Storage area (pipe / tank)

Manhole

Problems include plugged air vents, debris and sediments, joints between the tank/pipe bent, manhole cover not in place, locking mechanisms not in place, cover difficult to remove, ladder rungs unsafe, etc.

Control structure / flow restrictor

7.2.1. Storm water features include:

7.2.1.1 Structure – problems may include thrash and debris, structural damage to frame, etc.

7.2.1.2 Cleanout gate

7.2.1.3 Overflow pipe

7.2.1.4 Problems include trash and debris and sediment in or on basin, structural damage to frame, cracks in basin walls, damaged or missing cleanout gates, obstructions to overflow pipes, etc.

7.2.2. Catch Basins and Inlets

Problems include trash, debris and sediment in or on basin, structural damage to frame and/or top slab, cracks in basin walls/bottom, outlet pipe clogged with vegetation.

7.2.3. Retention/Detention Ponds

General drainage system features, storage area, pond dikes, emergency overflow/spillways.

Problems include thrash and debris build-up in pond, thrash rack plugged or missing, poisonous vegetation, fire hazard or pollution, vegetation not growing or is overgrown, rodent holes, insects, etc.

7.2.4. Fencing/ Shrubbery Screen / Other Landscaping

General system features, Wire fences

Problems include missing or broken parts, dead shrubbery, erosion, unruly vegetation, damaged parts, etc.

7.2.5. Conveyance systems (pipes, ditches or swales)

System Features include pipes, open ditches, catch basins, swales, tree shrubs and general.

Problems include sediment and debris, vegetation, erosion damage to slopes, rock lining out of place, swale does not drain.

7.3. The checklist envisaged in 7.2 above shall contain the following columns and any other columns as determined by the Director of Infrastructural Planning and Development:

7.3.1. Frequency of the Inspection

7.3.2. Drainage System Feature (closed detention systems, control structures, conveyance systems, etc.);

7.3.3. Problems envisaged (what normal problems are experienced with the storm water system infrastructure);

7.3.4. If problems of inspection have been checked or inspected accordingly.

7.3.5. Conditions to check;

7.3.6. Whether the conditions are fixed and

7.3.7. Conditions that shall exist.

7.4. The checklist shall then be monitored by the relevant managers and the Directorate Infrastructural Planning and Development on a weekly, monthly, quarterly and annual basis as determined by the performance management system of the Municipality.

7.5. The Director Infrastructural Planning and Development shall ensure that there are enough financial resources for the construction and maintenance of the storm water drainage facilities.

8. POLICY REVIEW

In terms of section 17 (1) (e) of the MFMA this policy must be reviewed on annual basis and the reviewed policy tabled to Council for approval as part of the budget process.

9. APPROVAL OF THE POLICY

This policy was adopted by the Council on the **29 May 2025** as per resolution number **SCM7/25/007.1.3.3.**

AUTHENTICATION

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MR. S. MAHLASELA
MUNICIPAL MANAGER



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CLLR.T. MANXILA NKAMISA
EXECUTIVE MAYOR

