

# Melksham Road, Holt

## Operations and Maintenance (O&M) Manual

|              |                              |
|--------------|------------------------------|
| Prepared by: | Alex Minn MSc GMCiHT         |
| Reviewed by: | Nicola Tiley BSc MCIHT GMICE |
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## 1. Scope of the O&M Manual

### Background

- 1.1 Morgan Civil and Structural Ltd were instructed by Redcliffe Homes Ltd to provide an Operations and Maintenance (O&M) Manual for a development on Land North of Melksham Road, Holt site drainage in support of planning.
- 1.2 This O&M Manual will confirm ownership and maintenance requirements for the drainage system for the future property owners and can be utilised as part of the conveyancing information during sales.

### Scope

- 1.3 This manual is intended to give an overview of the operation and maintenance for the range of SuDs features included with the drainage strategy and in relation to typical details only.
- 1.4 Ownership and responsibilities of the drainage strategy features will be confirmed within this manual.
- 1.5 Where proprietary products are specified the manufacturer's instructions and recommendations should be followed in priority to this document unless specifically noted otherwise due to project constraints.
- 1.6 The recommended operations and frequencies are typical only and should be more frequent initially to ensure that there are no unforeseen issues with the operation and, then adjusted to suit the site requirements.

## 2 Proposed Drainage and Ownership

- 2.1 The proposed site layout has been included in **Appendix 1**. This layout shows the proposed development of Melksham Road, Holt which will provide 55 dwellings.
- 2.2 As part of Reserved Matter planning application, Morgan Civil and Structural produced a drainage design for the site with supporting technical note, ref 138078-MCS-XX-RP-TN-01. The latest issue of the Drainage Layout is included in **Appendix 2**.

### Proposed Asset Ownership

- 2.3 As stated, this document will outline asset ownership and future maintenance responsibilities.
- 2.4 The following table specifies the ownership of proposed drainage assets included on the Drainage Layout drawing 138078-MCS-XX-DR-C-5100 within **Appendix 2**.

| Asset(s)                                                                                                                               | Plot/Person(s) Responsible    |
|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <ul style="list-style-type: none"> <li>Chambers: S1 – S22</li> <li>Pipes: 1.000-1.013, 2.000-2.003, 3.000, 4.000-4.003</li> </ul>      | Wessex Water or NAV           |
| <ul style="list-style-type: none"> <li>Chambers: F1 – F18</li> <li>Pipes: 1.000-1.06, 2.000-2.001, 3.000-3.001, 4.000-4.005</li> </ul> | Wessex Water or NAV           |
| <ul style="list-style-type: none"> <li>Hydro-brake flow control (S19)</li> </ul>                                                       | Wessex Water or NAV           |
| <ul style="list-style-type: none"> <li>3 x headwalls. 2 located in basin, 1 x outfall headwall</li> </ul>                              | Wessex Water or NAV           |
| <ul style="list-style-type: none"> <li>Attenuation Basin</li> <li>Swale</li> </ul>                                                     | Resident's management company |

Table 2.1 Asset Ownership and Person(s) Responsible

## 3 Pipework and Inspection Chambers/Manholes

- 3.1 Pipes are the main conveyance across the site with the network as can be seen on the proposed drainage strategy in **Appendix 2**.
- 3.2 Inspection Chambers and Manholes are the main means of access to the underground drainage network. They are located at any change in direction of underground pipework, or where determined necessary due to pipe length by the Building Regulations Part H or Sewers for Adoption Appendix C.
- 3.3 Pipes, Inspection Chambers and Manholes are proprietary products, and the materials can vary across the site and as such, where used, the manufacturer's recommendations should be followed. Regardless of the product used the pipes and chambers will be fully compliant with the drainage specification.

### Operation

- 3.4 Pipes are intended to be the main conveyance across the development and where oversized they form the attenuation volume required by the limitation of the discharge rate. They are intended to be dry except during rainfall events. These have been designed to be self-cleansing where possible for smaller diameter pipes, and for larger diameters the risk is reduced due to the overall pipe size.
- 3.5 Access for maintenance is provided through access chambers, manholes, rodding plates and rodding eyes.

### Inspection and Maintenance Regime

- 3.6 Regular inspection and maintenance is important to identify areas which may have been obstructed/clogged and may not be draining correctly thus exposing the development to a greater level of flood risk. Maintenance responsibility for the pipes should be placed with the Plots/Persons as per **Table 3.1**.

| Maintenance Schedule   | Required Action                                                                                                       | Typical Frequency                                              |
|------------------------|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 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       | Rod through poorly performing runs as initial remediation.                                                            | As required                                                    |
|                        | If continued poor performance jet and CCTV survey poorly performing runs.                                             | As required                                                    |
|                        | Seek advice as to remediation techniques suitable for the type of performance issue and location.                     | As required if above does not improve performance              |
| Monitoring             | Initial inspection should be provided as post construction CCTV survey.                                               | Monthly for three months after installation                    |
|                        | Inspect for evidence of poor operation via water level in chambers and if required, take remedial action              | Three monthly, 48 hours after large storms in first six months |
|                        | Inspect silt accumulation rates and establish appropriate brushing frequencies                                        | Annually                                                       |
|                        | Monitor inspection chambers                                                                                           | Annually                                                       |

Table 3.2 Maintenance Schedule for Pipes and Inspection Chambers/Manholes

## 4 Attenuation Basin

- 4.1 The attenuation basin is intended to be a surface water storage feature to attenuate the discharge from the site up to and including the 1 in 100 year plus 45% climate change event and 10% urban creep. As standing water can be present, care should be taken when undertaking maintenance operations.
- 4.2 Access for maintenance can be attained from the entire perimeter of the basin. No planting should be present within 3.0m of the basin at any time in the future.

### Inspection and Maintenance Regime

- 4.3 Regular inspection and maintenance is important for the effective operation of the attenuation basin as designed. Maintenance responsibility for the basin and its surrounding area should be placed with the authority/management company adopting the feature.
- 4.4 Regular mowing in and around basins is required only along maintenance access routes, amenity areas (e.g. footpaths), and across some embankments. The remaining areas can be managed as "meadow", unless additional management is required or desired for landscaping purposes.
- 4.5 Plant management, to achieve the required habitat/appearance, should be specified clearly in a maintenance schedule by the landscape architect planned to coincide with other site wide maintenance operations.
- 4.6 Sediment/material removal should be undertaken in consultation with the environmental regulator to confirm appropriate protocols, especially where run-off is taken from potentially contaminated areas such as car parks/service yards.
- 4.7 The following table outlines general maintenance requirements for the attenuation basin:

| Maintenance Schedule   | Required Action                                                                                                | Typical Frequency                                      |
|------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| Regular Maintenance    | Remove litter, debris and trash                                                                                | Monthly                                                |
|                        | Cut grass - for landscaped areas and access routes                                                             | Monthly (during growing season) or as 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                     |
| 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 or rehabilitate inlets, outlets and overflows                                                           | As required                                            |
|                        | Rehabilitate infiltration surface using scarifying and spiking techniques if performance deteriorates          | As required                                            |
|                        | Relevel uneven surfaces and reinstate design levels                                                            | As required                                            |
| Monitoring             | 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 pre-treatment systems for silt accumulation- establish appropriate silt removal frequencies | Annually                                               |
|                        | Inspect infiltration surfaces for compaction and ponding                                                       | Annually                                               |

**Table 4.1** Maintenance Schedule for an Attenuation Basin.

## 5 Flow Control Chamber (Hydro-brake)

- 5.1 The flow control chamber is located downstream of the proposed attenuation basin, as can be seen on the Drainage Layout in **Appendix 2**.
- 5.2 Flow control chambers are proprietary products and as such, where used, the manufacturer's recommendations should be followed. Regardless of the flow control used it will be fully compliant with the drainage specification.

### Operation

- 5.3 Flow control chambers are intended to restrict the surface water runoff discharge rate from the site to a designed rate utilising techniques such as an orifice plate, vortex separator or mechanical float control.
- 5.4 For this strategy, a Hydro-brake flow control device has been specified in chamber S19.

### Inspection and Maintenance Regime

- 5.5 Regular inspection and maintenance is important for the effective operation of the tanks.
- 5.6 The following table outlines general maintenance requirements for flow control chambers:

| Maintenance Schedule | Required Action                                                                | Typical Frequency                                  |
|----------------------|--------------------------------------------------------------------------------|----------------------------------------------------|
| Regular Maintenance  | Remove sediment and debris from flow control chambers and upstream manholes    | Monthly (for the first 12 months, then 6 monthly). |
| Remedial Actions     | Replace or clean Hydro-brake if performance deteriorates or failure occurs.    | As necessary.                                      |
| Monitoring           | Check flow control to ensure emptying is occurring.                            | Quarterly and post high intensity storm event.     |
|                      | Inspect silt accumulation rates and establish appropriate brushing frequencies | Annually                                           |

**Table 5.1** Maintenance Schedule for Flow Control Chambers

## 6 Swale

- 6.1 Swales have been used as a method of conveyance within the site and can be seen serving the central highway of the development along with numerous plots in the proposed drainage strategy at **Appendix 2**.

### Operation

- 6.2 The swale is intended for interception, slowing of flows at source and water quality treatment to site runoff. It is meant to be a dry planted feature except during rainfall events. This has been designed to be a surface feature without perforated underdrains.
- 6.3 Access for maintenance is provided through upstream and downstream chambers, and via surface level.

### Inspection and Maintenance Regime

- 6.4 Regular inspection and maintenance is important to identify areas which may have been obstructed/clogged and may not be draining correctly thus exposing the development to a greater level of flood risk. Maintenance responsibility for the pipes should be placed with the Plots/Persons as per **Table 2.1**.
- 6.5 The following table outlines general maintenance requirements for 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 |
| Monitoring             | Repair erosion or other damage by re-turfing or reseed                                                                                 | As required                                                                         |
|                        | Relevel uneven surfaces and reinstate design levels                                                                                    | As required                                                                         |
|                        | Scarify and spike topsoil layer to improve infiltration performance, break up silt deposits and prevent compaction of the 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                                                                         |

**Table 6.1** Maintenance Schedule for Swales.

## APPENDIX 1

### Proposed Development Layout



- SITE LEGEND:
- Application Boundary
  - Fence Line - Ref Boundary Materials Layout and details for detailed specification
  - Estate Railings - Ref Boundary Materials Layout and details for detailed specification
  - Boundary Walling - Ref Boundary Materials Layout and details for detailed specification
  - 900mm Low level Boundary Wall - Ref Boundary Materials Layout and details for detailed specification
  - Rumble Strip / Surface Change
  - Affordable Housing Rented
  - Affordable Housing Shared Equity
  - Parking Space
  - Concrete gate provided - to be 2000mm clear opening & the same height as the adjacent fencing. Must be capable of being locked.

Romsey T:01794 367703  
Portishead T:01275 407000  
London T:01794 367703

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| Rev | Description    |
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| A   | Planning Issue |

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Project Melksham Road, Holt  
Drawing Site Layout

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| Client      | Redcliffe Homes Ltd | Date    | 21.08.25    |
| Job no.     | REDC250527          | Rev.    | A           |
| Dwg no.     | SL01                | Scale   | 1:500 at A1 |
| Author      | MK/SC               | Checked | -           |
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## APPENDIX 2

### Proposed Drainage Strategy

Proposed Offline Attenuation Basin  
Top Basin min level : 46.900m AOD  
Invert Level : 45.100m AOD  
Freeboard Level : 46.600m AOD  
Side Slopes 1:3  
Approx Volume 1224m³ at max 1.5m water depth.

Proposed Hydrobrake control chamber restricting flows to 6l/s.  
Invert Level : 45.044m AOD  
Design Head : 0.95m  
Unit reference: CTL-SHE-0116-6000-0950-6000.  
Max discharge at 1.5m water depth = 7.4l/s (QBar)

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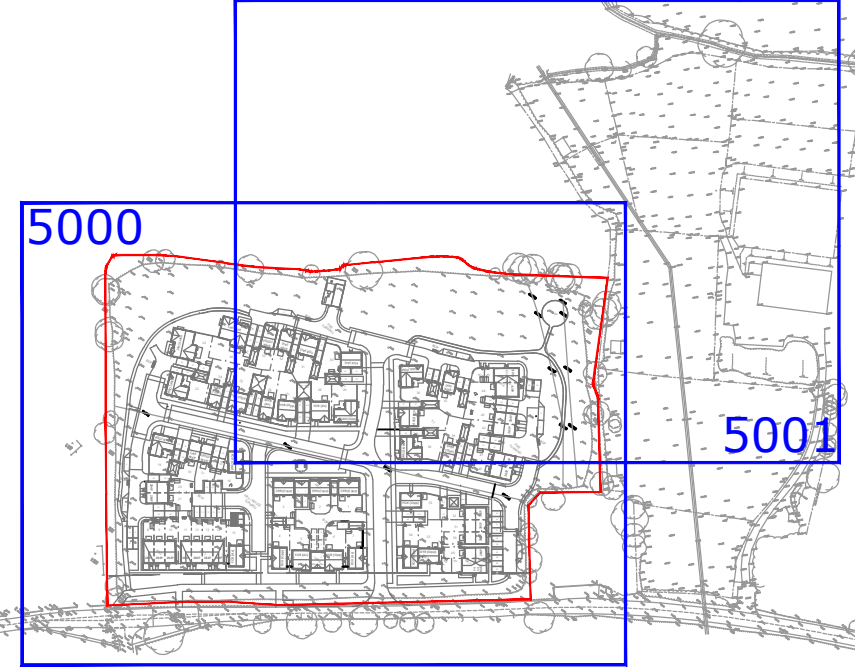
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Refer to the relevant Construction (Design and Management) documentation where applicable.  
It is assumed that all works on this drawing will be carried out by a competent contractor, working where appropriate to an approved method statement.

**Notes:**

- Scale for planning purposes only.
- All adoptable drainage shall be in accordance with Sewerage & Drainage Appendix C: The Design and Construction Guidance and drainage undertakers requirements.
- All private drainage shall be in accordance with BS5531 and relevant sections of approved Document H of the building regulations.
- The Contractor is to check the level of existing sewers being used as outfalls or crossing proposed drainage runs prior to laying any pipes. Any discrepancies are to be reported to the Engineer.
- All connections for private drainage shall be 100mm unless noted otherwise. All connections where later shall be plugged, protected as necessary and marked with a stake for future use.
- For private drains where cover to pipes is less than 100mm in vehicular areas or 400mm in other areas protection in the form of Type 'C' bedding shall be used.
- Where pipes pass through screen walls, footings or retaining walls limits are to be provided over. Under buildings pipes shall be surrounded with 150mm thickness of granular material. Where drains pass within 1m of buildings the wall foundation shall be taken down below the level of the pipe.
- All gullies and rainwater downpipes connected directly to drains are to be notifiable.
- All drainage shall be laid upstream and each run between manholes shall be laid complete prior to backfilling. Where this is not practical this shall be done in other means of confirming the line and level of services shall be carried out prior to works commencing.
10. Lateral drainage to be laid at a minimum gradient of 1 in 40 in accordance with BS5531.
11. All gullies to be trapped.

**Key:**

- Site Boundary
- Major Contour (0.50m)
- Minor Contour (0.10m)
- Plot Finished Floor Level
- Garage Finished Floor Level
- Centreline
- Existing Wesssex Water Foul Water Sewer
- Existing Wesssex Water - Water Main
- Foul Water Sewer (S104 Adoptable)
- Surface Water Manhole (S104 Adoptable)
- Surface Water Sewer (S104 Adoptable)
- Hydrobrake (S104 Adoptable)
- Headwall
- Highway Gully and Connection
- Concrete Protection (Pipe)
- Easement



Redcliffe Homes Ltd

Project  
Melksham Road, Holt

Title  
Drainage Layout  
Sheet 1 of 2

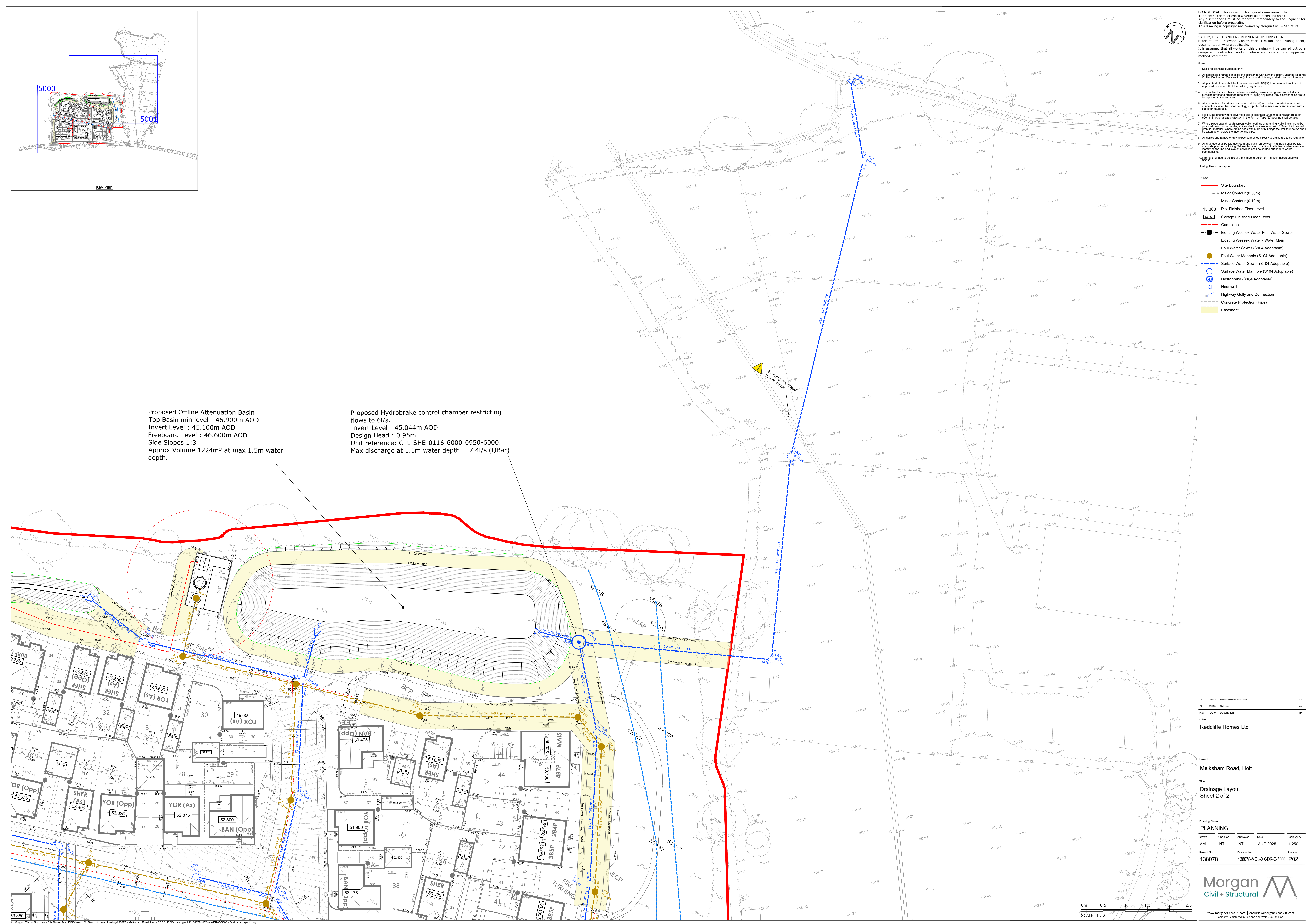
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Project No. 138078 Drawing No. 138078-MCS-XX-DR-C-5000 Revision P02

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Refer to the relevant Construction (Design and Management) documentation where applicable.

It is assumed that all works on this drawing will be carried out by a competent contractor, working where appropriate to an approved method statement.

## Notes

- 16 Scales for planning purposes only
- 17 All applicable drawings shall be in accordance with: Sewer Sector's Guidance Appendix C: The Design and Construction Guidance and industry undertakers requirements
- 18 All manholes shall be at least a minimum diameter with 150mm) and relevant sections of approved DWSR or other of the building regulations
- 19 The contractor to check the level of existing sewers being worked with as offsets or corrections may be required to provide a copy to the client. Any corrections must be reported to the engineer
- 20 All connections for private drainage shall be 100mm unless otherwise stated. All connections for public sewerage shall be 150mm unless otherwise stated. All connections shall be made in accordance with DWSR and relevant standards.
- 21 For private drains where cover to pipes is less than 900mm in vertical clearance or 600mm in other areas protection in the form of Type "Z" bedding walls shall be provided
- 22 Where pipes pass through screen walls, footings or retaining walls limits are to be determined by the Engineer. If they are found to be inadequate, the maximum thickness of bedding shall be 100mm. In all situations the bedding wall foundation shall be taken down below the invert of the pipe.
- 23 All gullies and rainwater downpipes connected directly to drains are to be roddable.
- 24 All drains shall be laid upstream and each run between manholes shall be laid continuous. Drains shall be laid in straight runs wherever possible. The means of identifying the line and level of services shall be carried out prior to works commencing.
- 25 Internal drainage to be laid at a minimum gradient of 1 in 40 in accordance with BS5587
- 26 All gullies to be trapped

Key:

-  Site Boundary  
 Major Contour (0.50m)  
 Minor Contour (0.10m)  
 Plot Finished Floor Level  
 Garage Finished Floor Level  
 Centreline  
 Existing Wessex Water Foul Water Sewer  
 Existing Wessex Water - Water Main  
 Foul Water Sewer (S104 Adoptable)  
 Foul Water Manhole (S104 Adoptable)  
 Surface Water Sewer (S104 Adoptable)  
 Surface Water Manhole (S104 Adoptable)  
 Hydrobrake (S104 Adoptable)  
 Headwall  
 Highway Gully and Connection  
 Concrete Protection (Pipe)  
 Easement

PG2 24/10/25 Updated to include latest layout

PC1 16/10/25 First issue

| Rev | Date | Description |
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Client \_\_\_\_\_

Redcliffe Homes Ltd

Reading Homes Ltd

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Project

2.2.2.2. *Phylogenetic analysis*

Melksham Road, H

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Title

## Drainage Layout

Sheet 2 of 2

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Drawing Status

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