

## THE RIVER STOUR (KENT) INTERNAL DRAINAGE BOARD

Minutes of the Meeting of the Board  
held on Thursday 5 February 2015  
at 2.00 pm in the Board's Offices at  
34 Gordon Road, Canterbury

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### PRESENT (MEMBERS)

Mr M J G Tapp (Chairman), Mr A D Linfoot, O.B.E. (Vice Chairman), Councillor A M Austin, Mr P S Dunn, Mr P E Dyas, Mr G F Ellis, Councillor Mrs A K Hicks, Mr P N Howard, Councillor Mrs M Martin, Councillor D O Smith and Mr I G Steed.

### IN ATTENDANCE

Mr Simon Cox (Technical Advisor Asset Systems Performance, Environment Agency), Mr John Davis (Assistant Engineer, Stour & Medway IDBs), Mr Darren Godden (IDB Contracts Manager, Rhino Plant Hire Ltd), Mr Peter Dowling (Engineer to the Board) and Mr Derek Lewis (Clerk of the Board).

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr D M Botting, Councillor M D Conolly, Councillor P J F Sims, Mr S W Twyman, Mr M P Wilkinson and Mr P Williams.

### WELCOMING

The Chairman welcomed Mr Simon Cox of the Environment Agency and Mr Darren Godden of Rhino Plant Hire to the meeting. The Chairman also welcomed Mr John Davis to the meeting who now is the Assistant Engineer and Works Supervisor to the Stour and Medway IDBs.

### MINUTES OF THE MEETING OF THE BOARD HELD ON THURSDAY 13 NOVEMBER 2014

The minutes of the meeting of the Board held on Thursday 13 November 2014 were received. It was proposed by Mr P E Dyas, seconded by Councillor Mrs A K Hicks and resolved that minutes be confirmed and signed by the Chairman as a true record of the proceedings at that meeting.

### MATTERS ARISING FROM MINUTES

There were no matters arising from these minutes.

## MINUTES OF THE MEETING OF THE FINANCE, GENERAL PURPOSES AND WORKS COMMITTEE HELD ON MONDAY 19 JANUARY 2015

The minutes of the meeting of the Finance, General Purposes and Works Committee held on Monday 19 January 2015 were received. It was proposed by Mr A D Linfoot, seconded by Mr P S Dunn and resolved that the minutes be received.

The Chairman stated that unfortunately the majority of council appointed members were unable to attend the Finance, General Purposes and Works Committee meeting on Monday 19 January 2015 because they were required to attend cabinet, finance or planning meetings at their respective councils. The Chairman stated that traditionally meetings of the Finance, General Purposes and Works Committee were held on Mondays about 10 days prior to the meeting of the Board. The Chairman considered that because of the clash with members' other requirements, it may be worthwhile exploring whether it would be better to change the day and time of the meeting so that it was more convenient for council members. The council appointed members present considered that normally there was not a problem, there just seemed to be a clash that day. The Chairman stated that as the Dover and Thanet council appointed members were not present, it would be better to leave the matter as 'undecided' and subject to a later review.

### MATTERS ARISING FROM MINUTES

#### Engineer's Report for the period 16 June 2014 to 30 September 2014

##### Biodiversity

Mr P E Dyas stated that Natural England had recently issued a five-year licence to the Devon Wildlife Trust to manage Beavers on the River Otter on a trial basis. Mr Dyas stated that he was concerned that the Beavers will be given the same status as Badgers and be fully protected by Law. Mr I G Steed stated that the Kent Wildlife Trust at the Ham Fen Reserve also have a licence from Natural England to manage Beavers at the Ham Fen Reserve. Mr Steed further stated that he has suffered a lot of damage at Cottington Lakes Fisheries by escaped Beavers and therefore has taken legal advice. Mr Steed stated that he has been advised that he is allowed to shoot Beavers if they are causing damage to his property and being a problem. The Clerk suggested that it may be worthwhile inviting the Chairman of the Kent Wildlife Trust to the next meeting to give the Board Members an update on the Ham Fen Reserve Beavers. The Chairman and Members considered this to be a good idea and therefore asked the Clerk to make the necessary arrangements.

##### Old Thrustbore Structure

The Engineer reported that John Davis had arranged to meet with MTS next week in order to arrange the CCTV survey of the Old Thrustbore Structure under the Sandwich-Deal railway line.

##### Public Service Co-operation Agreement (PSCA) with the Environment Agency

The Engineer reported that the PSCA with the Environment Agency seems to be going very well. The Engineer stated that the Board's contractors (Rhino Plant Hire Ltd) recently completed 2,760 metres of de-silting on the Richborough Stream. Mr P S Dunn stated that he had already seen a difference in the water levels since the de-silting was completed. Mr Dunn however questioned why only 50% of the channel width was subject to the de-

silting operation and not the whole channel width. Mr Dunn considered that the full width of the channel needed de-silting. The Engineer stated that due to environmental requirements the Environmental Agency has this as a general policy and therefore instructed the Board to only de-silt 50% of the channel.

#### Little Stour and Blackhole Dyke, Wickhambreaux – Improvements

The Chairman asked the Engineer if he had anything further to report in respect of the leak in the bank of the Little Stour (Littlebourne side) at Wickhambreaux. Mr Simon Cox (Technical Advisor, Asset Performance – Environment Agency) stated that he has taken a look at the leaking bank and was of the opinion that it would probably need sheet-piling to stop the leak. Mr Cox stated that he had advised the Asset Management Team of this.

#### EA Works

##### *Seaton Weir*

Mr Simon Cox advised that Board that the design had now been approved but due to the higher cost than expected, the EA were now waiting for financial approval. Mr Cox stated that work on the replacement weir will probably commence in March 2015. The Chairman asked Mr Cox if it would be possible for the Board to have a copy of the design and specification for the replacement weir. Mr Cox stated that he would arrange for a copy of the design and specification to be passed to the Board's Engineer.

##### *Great Stour – Tree Clearance Works*

Mr Simon Cox stated that the tree clearance works on the Great Stour were progressing well and that the EA were happy with the contractor's progress.

### ENGINEER'S MAINTENANCE WORKS ESTIMATES FOR THE YEAR ENDING 31 MARCH 2016

#### Introduction

The Engineer reported that the original approved budget for the delivery of the 2014-2015 Watercourse Maintenance and Water Level Control & Emergency Response Contracts totalled £250,716. The final overall expenditure for 2014-2015 is currently estimated to be £248,369 (£2,347 under the original estimate). Details of the 2014-2015 original and revised estimates are included below.

In order to reduce costs and improve the level of service in respect of water level control activities the Board will, from 1 April 2015, directly employ its own Water Level Controller. The 2015-2016 estimates for water level control activities are shown below.

The 2015-2016 estimates for other operational activities have been calculated using contract rates for items specifically included in the Watercourse Maintenance Contract and from built-up estimates from previous cost analysis for items not specifically included in this contract. This year will be the start of a new Watercourse Maintenance Contract, which is scheduled to run from 1 April 2015 to 31 March 2019.

The overall estimate for water level control and routine watercourse maintenance totals £243,190 for 2015-2016. A summary of estimates, including provisional figures for the following 3 years, is shown in a separate

table and details of Upland/Lowland allocation for the 2014-2015 and 2015-2016 estimates are also shown on separate table.

### Water Level Control

The Engineer stated that the cost for the routine operation and maintenance of water level control structures during 2014-2015 is included in a fixed-price contract which ends on 31 March 2015 (£73,211).

The estimated costs in relation to water level control activities for 2015-2016 total £62,565, which includes salary, overtime and other associated employer costs, and also for assistance to be provided by the Board's maintenance contractor when necessary. A sum of £3,700 has also been included in the Clerk's estimates for tools, equipment, PPE, training and insurance costs related to water level control.

2014-2015 Estimate	2014-2015 Revised Estimate	2015-2016 Estimate
£ 73,211	£ 73,211	£ 62,565

### Vegetation Management

The Engineer stated that the 2014-2015 expenditure for vegetation management is expected to be approximately £114,618 (£1,118 over the original budget figure of £113,500). This over-spend is due to some watercourses requiring a second cut and some additional bank mowing. It should also be noted that a small amount of this work is rechargeable.

A sum of £119,700 has been estimated for this item of work during 2015-2016, based on new contract rates and working in accordance with the Board's Biodiversity Action Plan. Estimated expenditure for following years is also based on the new contract rates, which remain fixed until 31 March 2019.

2014-2015 Estimate	2014-2015 Revised Estimate	2015-2016 Estimate
£ 113,500	£ 114,618	£ 119,700

Councillor Mrs Marion Martin (Ashford Borough Council) stated that there was a lot of weed growth and quite a lot of rubbish (including shopping trolleys) in the Pumping Station Dyke (IDB2) in Ashford. The Engineer stated that he would look into it and arrange for the excessive weed and rubbish to be removed. The Engineer advised that this urban dyke suffers very badly from unwanted rubbish and that the Board had an arrangement with Ashford Borough Council to take away the rubbish as long as the Board's contractors removed the rubbish from the watercourse. Councillor David Smith (Ashford Borough Council) suggested to the Engineer that he should make contact with Trolleywise who removed trolleys and recycled them. Councillor Smith stated that he would provide the Engineer with Trolleywise's contact details.

## De-silting

The Engineer stated that the original 2014-2015 budget for de-silting operations was £23,606 for de-silting 12,877 metres of watercourses. Some changes have been made to the programme, resulting in a revised estimate of £23,815 for de-silting 12,641 metres of watercourse (£209 above the original budget).

A total sum of £23,405 has been allowed for de-silting 12,539 metres of watercourses during 2015-2016 based on existing contract rates. Details are as follows:

<b>IDB No</b>	<b>Watercourse Name</b>	<b>Section</b>	<b>Length (m)</b>
001	Hart Dyke	Complete length	1220
014	Aldington Dyke	Complete length	1187
023	Park Farm Dyke	Downstream of railway	259
048	Upper Wickham Stream	Complete length	1786
052	Preston & Deerson Main Stream	Complete length	4226
083	Stourmouth Valley Lead Dyke	Complete length	286
084	Stourmouth Valley Dyke	Complete length	1150
106	Seaton Lead Dyke	Upper reach	341
199	Santon Lead Dyke	Complete length	248
207	Ash Level Feed Dyke	IDB177 to Goldstone Drove	1762
214	Watchester Drove Lead Dyke	Complete length	74

2014-2015  
Estimate  
£  
23,606

2014-2015  
Revised Estimate  
£  
23,185

2015-2016  
Estimate  
£  
23,405

Councillor Mrs Aline Hicks (Ashford Borough Council) asked when the Hart Dyke (IDB1) and the Park Farm Dyke (IDB23) would be de-silted. The Engineer stated that the 2015-2016 De-silting Programme was planned to commence in November/December 2015

### Spoil Spreading

The Engineer reported that the original 2014-2015 budget for the spreading of spoil from the 2013-2014 de-silting programme was £5,999. This work has now been completed, with a considerable amount spread by landowners. As a result, the total cost of this work is £2,955.

A sum of £6,270 has been allowed in 2015-2016 for spreading spoil from the 2014-2015 de-silting programme, although it is hoped that further savings will be possible by continued landowner assistance.

2014-2015 Estimate	2014-2015 Revised Estimate	2015-2016 Estimate
£ 5,999	£ 2,955	£ 6,270

### Tree & Shrub Maintenance

The Engineer reported that the final expenditure for tree maintenance works during 2014-2015 is not expected to vary significantly from the original estimate of £5,000.

A sum of £5,250 has been allowed for this item of work during 2015-2016.

2014-2015 Estimate	2014-2015 Revised Estimate	2015-2016 Estimate
£ 5,000	£ 5,000	£ 5,250

### Obstruction Clearance & General Assistance

The Engineer reported that the final expenditure for the clearance of obstructions during 2014-2015 is not expected to vary significantly from the original estimate of £2,400.

A sum of £2,000 has been allowed for this item of work in 2015-2016, for major obstructions which require specialist equipment.

2014-2015 Estimate	2014-2015 Revised Estimate	2015-2016 Estimate
£ 2,400	£ 2,400	£ 2,000

### Structure Maintenance

The Engineer reported that a budget of £18,000 was originally allocated for maintenance and improvement works to structures in 2014-2015. Final expenditure is not expected to vary significantly from the original estimate.

A sum of £15,000 is suggested for the 2015-2016 programme in order to maintain and improve the standard and functionality of the Board's water level control structures and to install gauge boards. A sum of £15,000 has been carried forward for subsequent years to continue the maintenance and improvement of structures.

2014-2015 Estimate £	2014-2015 Revised Estimate £	2015-2016 Estimate £
18,000	18,000	15,000

Biodiversity Actions

The Engineer reported that a sum of £9,000 was allocated for the delivery of items contained in the Board's BAP for 2014-2015. All planned work is expected to be completed in line with the original estimate.

A sum of £9,000 has been allocated for the continuation of the Board's BAP actions in 2015-2016, which will be the final year of the six-year watercourse survey programme. An annual sum of £5,000 has been allowed for biodiversity actions when the survey programme has been completed (although details are still to be agreed).

2014-2015 Estimate £	2014-2015 Revised Estimate £	2015-2016 Estimate £
9,000	9,000	9,000

**Summary of Estimates**

<b>Activity</b>	<b>2014-2015</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>
	<b>Estimate</b>	<b>Revised</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Water Level Control	73,211	73,211	62,565	63,517	64,487	65,477
Vegetation Management	113,500	114,618	119,700	119,700	119,700	119,700
De-silting	23,606	23,185	23,405	23,482	23,269	23,377
Spoil Spreading	5,999	2,955	6,270	6,300	6,300	6,300
Tree/Shrub Maintenance	5,000	5,000	5,250	5,250	5,250	5,250
Obstruction Clearance	2,400	2,400	2,000	2,000	2,000	2,000
Structure Maintenance	18,000	18,000	15,000	15,000	15,000	15,000
Biodiversity Actions	9,000	9,000	9,000	5,000	5,000	5,000
<b>Grand Total</b>	<b>£250,716</b>	<b>£248,369</b>	<b>£243,190</b>	<b>£240,249</b>	<b>£241,006</b>	<b>£242,104</b>

## Summary of 2015-2016 Estimates – Upland/Lowland Allocation

<b><u>Upland</u></b>			
<b>Activity</b>	<b>2014-2015</b>	<b>2014-2015</b>	<b>2015-2016</b>
	<b>Estimate</b>	<b>Revised</b>	<b>Estimate</b>
	<b>£</b>	<b>Estimate</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Water Level Control	40,705	40,705	34,786
Vegetation Management	74,707	74,707	77,805
De-silting	16,925	15,515	16,574
Spoil Spreading	3,659	1,457	4,389
Tree/Shrub Maintenance	4,000	4,000	4,000
Obstruction Clearance	1,800	1,800	1,500
Structure Maintenance	7,750	7,750	6,000
Biodiversity Actions	6,667	6,667	6,000
<b>Total Upland</b>	<b>£156,213</b>	<b>£152,601</b>	<b>£151,054</b>
<b><u>Lowland</u></b>			
<b>Activity</b>	<b>2014-2015</b>	<b>2014-2015</b>	<b>2015-2016</b>
	<b>Estimate</b>	<b>Revised</b>	<b>Estimate</b>
	<b>£</b>	<b>Estimate</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Water Level Control	32,506	32,506	27,779
Vegetation Management	38,793	39,911	41,895
De-silting	6,681	7,670	6,831
Spoil Spreading	2,340	1,498	1,881
Tree/Shrub Maintenance	1,000	1,000	1,250
Obstruction Clearance	600	600	500
Structure Maintenance	10,250	10,250	9,000
Biodiversity Actions	2,333	2,333	3,000
<b>Total Lowland</b>	<b>£94,503</b>	<b>£95,768</b>	<b>£92,136</b>
<b>Grand Total</b>	<b>£250,716</b>	<b>£248,369</b>	<b>£243,190</b>

CLERK'S COMBINED FINANCE ESTIMATES FOR THE YEAR ENDING 31 MARCH 2016

The Clerk reported that his Combined Finance Estimates for the year ending 31 March 2016 include the Engineer's Maintenance Works Estimates. The Clerk stated that he expected the 2014/2015 financial year-end totals to come to approximately £542,931 (£5,789 more than the original estimate). The Clerk stated that the main reasons for the increase was increase in salary for the Engineer (Medway Arrangement), an increase in salary for Finance & Rating Officer (now full-time and additionally assisting the Engineer) and the direct employment of a Water Level Controller from 2 March 2015.

The Clerk further reported that it has been agreed with the Environment Agency that the EA's Precept on the Board for 2015/2016 be increased by 1.5% from £129,047 to £130,983..

The Clerk advised the Members that he received a request from the Levy Councils for early details of the 2015/2016 Special Levies, and following discussions with the Chairman and Vice Chairman, he had brought forward the calculation date from 31 December to 30 November and had produced draft estimates 6 to 8 weeks earlier than usual. The Clerk further reported that following further discussions with the Chairman and Vice Chairman it was agreed that the Special Levy Councils should be advised by email on 19 December 2014 what their likely 2015/2016 Special Levies will be, subject to the Board's approval.

The Chairman stated that the Finance, General Purposes and Works Committee have recommended Revised Option 2 to the Board in order to bring the balances back to the recommended £100,000 level. Mr G F Ellis asked why it was necessary to keep the balances at the £100,000 mark. The Vice Chairman stated that this was the figure recommended by the Board's auditors so that unforeseen events like flood which can incur additional expenditure can be catered for.

Following a period of discussion, it was proposed by the Chairman, seconded by Councillor Mrs A K Hicks and resolved that:

- a) A total sum of £545,937 is raised.
- b) A Drainage Rate of 12.199p in the £ be made for the year ending 31 March 2016, raising £56,723 from Drainage Ratepayers.
- c) Special Levies be made on Local Billing Authorities for the year ending 31 March 2016 as follows:

Ashford Borough Council	£229,931
Canterbury City Council	£111,834
Dover District Council	£66,973
Shepway District Council	£489
Thanet District Council	<u>£79,987</u>
Total Special Levies Income	<u>£489,214</u>

d) The Chairman and the Clerk be authorised to sign and seal the Rates and Special Levies on behalf of the Board.

e) The Clerk is instructed to advertise the Rates and Special Levies.

## ENGINEER'S REPORT FOR THE PERIOD 1 OCTOBER 2014 TO 31 DECEMBER 2014

### Rainfall & River Flow Data

The Engineer reported that rainfall amounts recorded throughout the Stour catchment in September ranged from just 3.2mm at Sevenscore to 17.4mm in Canterbury, producing an average of 8.6mm (only 13% of the LTA of 63.9mm). Rainfall amounts in October ranged from 88.4mm in Canterbury to 127.3mm in Barham, producing an average of 105.8mm (37% above the LTA of 77.3mm). Rainfall throughout November ranged from 92.0mm in Broadstairs to 141.5mm in Ashford, with an average of 117.8mm (38% above the LTA of 85.1mm). From the data available, rainfall totals across the catchment averaged approximately 50mm (72% of the LTA of 69.0mm).

Groundwater levels rose sharply in November in response to successive months of significantly higher than average rainfall, coupled with a number of intense events that generated rapid recharge. In combination with falling temperatures and saturated ground, November's rainfall was sufficient to generate rapid rates of rise. The Engineer stated that as a consequence groundwater levels are now best characterised as being notably high. The Engineer further reported that the EA had recently issued a Groundwater Alert for the Nailbourne. The Chairman as Mr Simon Cox (Technical Advisor, Asset Performance, Environment Agency) what was the present situation with the Groundwater Alert. Mr Simon Cox stated that the Groundwater levels were slowing down and starting to recharge the aquifer. Councillor Tony Austin (Canterbury City Council) stated that the Nailbourne started running on 22/23 January 2015. Councillor Austin stated that the earlier flood defence works completed by the EA at Bridge and Barham have saved from flooding 20 houses in Brewery Lane, Bridge. Councillor Austin stated that on behalf of the Bridge and Barham residents, he would to thank the EA for all their hard work.

The Engineer stated that all reservoir levels remain above the long term average for this time of year. Bewl reservoir was recorded to be at 71% on 18 December (the average for this time of year is 65%).

### IDB Programme of Works (Including works carried out under PSCA)

#### Weed Cutting

The Engineer stated that the weed cutting programme, which totalled 177,974metres of watercourse, was completed in early November. This included second cuts of a number of watercourses in the highest risk areas, including sections of IDBs 2, 15, 17, 19, 27, 34, 38, 52, 196, 197 & 297, in mainly urban areas.

Site specific maintenance standards have continued to be introduced and Rhino Plant staff has continued to deliver a very high standard of work. Weed cutting has been completed on a 1035m long section of the Great Stour at Hothfield on behalf of the Environment Agency under the PSCA. Mr P N Howard stated that the weed cutting undertaken by the Board on the Great Stour at Hothfield has made a terrific difference. The Engineer stated that a short section of weed cutting has been completed in an ordinary watercourse alongside Drill Lane at Ickham, on behalf of Canterbury City Council, to help relieve a local flooding issue.

### De-silting

The Engineer reported that this year's de-silting programme is now underway, with works completed on Wickham Main Stream (IDB47), Lower Newnham Stream (IDB85), Brooksend Feed Dyke (IDB145) and Redsells Dyke (IDB300). The section of Deal Town Dyke (IDB297) originally included in the programme has been postponed due to lower amounts of silt than expected and poor ground conditions. The remaining watercourses, which consist of Whitfield Road Dyke (IDB8), Blackhole Dyke (IDB110), Walmer's Hill Stream (IDB116), May Drove (IDB123), Marshside Dyke (IDB124), Tipper Drove to North Stream (IDB125), Brooksend Feed Dyke (IDB145), South Poulders Main Stream (IDB170) and Horseshoe Lead Dyke West (IDB212), are scheduled to be de-silted in January and February 2014. The Engineer further reported that a 1,700m long section of the Minster Stream, including under access bridges which were causing a particular obstructions to flow, has been de-silted on behalf of the Environment Agency under the PSCA and a short section of the Little Stour Flood Relief Channel at Ickham has also been de-silted and re-profiled on behalf of the Environment Agency under the PSCA, in order to improve flood flows. The Engineer also reported that a 460m long section of de-silting has been completed on an ordinary watercourse at Wickhambreaux, on behalf of Canterbury City Council, to help improve water level/flow management during high-flow events.

### Tree & Shrub Maintenance

The Engineer reported that tree and shrub maintenance has been completed on Marshside Dyke (IDB124) and Deal Town Dyke (IDB297) to improve access and visibility for future routine maintenance. Further works are to be carried out on Whitfield Road Dyke (IDB8), Bourne Dyke (IDB20) and Stourmouth Stream (IDB175). Additional works are still to be assessed and programmed. Tree and shrub clearance has also been carried out at Wickhambreaux, on behalf of Canterbury City Council, in order to enable de-silting works to go ahead on an ordinary watercourse.

### Structures Maintenance

The Engineer reported that instructions have been issued for the refurbishment of penstocks at the Old and New Thrustbore, on IDBs 295 & 297, and for fencing repairs/improvements on Steed Stop on IDB266. A survey of the Old Thrustbore culvert, beneath the Sandwich-Deal railway line has also been instructed. The Engineer also reported that an agreement has been reached between the IDB, EA and KCC to renew 3 access bridges over the Chislet Pump Channel, with each party to pay one third of the costs (estimated to be £5,000 each). KCC has ordered the bridge units and is to arrange for this work to be completed during this financial year.

The Engineer further reported that stopboard irons at stops on the Chislet Marsh (IDBs 122, 123, 127 & 130) are to be renewed. The installation of water level gauge boards is also to be considered on a number of IDB watercourses.

#### Obstruction Clearance

The Engineer reported that routine inspections of watercourses continue to be carried out and obstructions cleared as necessary, particularly during periods of heavy rainfall. Fallen trees have been removed from Sturry Road Dyke (IDB34) and Preston & Deerson Main Stream (IDB52).

#### Water Level Control

The Engineer reported that routine inspection, maintenance and operation of water level control structures have continued. Water levels are being maintained at normal winter levels in all areas, in cooperation with the Environment Agency's Water Level Controller and landowners.

#### Biodiversity

The Engineer reported that all of this year's watercourse surveys have been completed in accordance with the Board's Biodiversity Action Plan and draft watercourse summary sheets have been received. These sheets will be reviewed and agreed for incorporation into next year's maintenance programme. Potential enhancements will continue to be detailed and assessed for inclusion in the maintenance programme. Next year (2015-2016) will be the final year of the 6-year survey programme. The Board's BAP will then need to be reviewed in 2015 in order to identify and agree future follow-up actions.

#### Contract Expenditure

The Engineer reported that the overall expenditure for water level control and maintenance activities up until 30 November 2014 was £169,134 against a forecast of £186,507 (£17,373 below forecast). The Engineer stated that a number of invoices were outstanding which will account for the forecast underspend.

#### Public Service Cooperation Agreement

The Engineer reported that a PSCA is now in place between the Environment Agency and the Board, which allows for the Board to carry out works on Main River on behalf of the EA when both parties will benefit. Although work has been carried out with no major problems, it will be important to identify and agree any work the Board is to carry out on behalf of the EA, and possibly vice-versa, in good time for the work to be properly assessed, programmed and managed.

#### Shared Engineering Resources Agreement

The Engineer reported that the partnership arrangement with the Upper & Lower Medway IDBs has continued, with benefits as previously reported. Day-to-day working arrangements are expected to continue to improve, in particular when the Stour Board directly employs its own Water Level Controller. The arrangement will have been in place for 1 year at the end of

February, when the Board should assess its advantages and disadvantages. The Board should also consider future possible actions/options for the longer-term.

Environment Agency Works

The Engineer reported that the Environment Agency had carried out the following works:

- The main bulk of the Main River weed cutting programme has been completed, although second cuts are being finished off on the Nailbourne, North Stream (Hacklinge) and Little Stour.
- On-going regular weed screen clearance has continued, along with obstruction clearances, particularly during periods of heavy rainfall.
- New weed screens have been installed on the Nailbourne at Hogg Green Elham, Wickham Lane Ickham and a road culvert Barham.
- Tree and shrub maintenance has been carried out on the Great Stour at Victoria Park, Ashford, Upper Nailbourne and Little Stour. These works are ongoing and will continue into the New Year.
- Major tree clearance/maintenance work on the Tidal Stour between Fordwich and Sandwich is also scheduled to commence on 5 January.
- De-silting is being carried out on the Little Stour at Bridge, Patribourne and Bekesbourne in order to improve flood flows.
- Flood recovery works have been completed to the Lampen Wall, Grove Wall, Fordwich defences, temporary pump bases at Stourmouth, flood bund at Brewery Lane Bridge and flood bund at Scoutlands in Littlebourne.
- Tidal Flaps have been renewed on the Northern Sea Wall outfalls. Emergency repairs have also been completed to concrete revetment on Northern Sea Wall.
- Reservoir inspections have been carried out at Hothfield and Aldington Flood Storage Reservoirs to ensure they are compliant with current regulations.
- Asset inspections have continued.
- The Sandwich Town Tidal Defence Scheme is ongoing, working mainly in the town area at Kings Lodging and Ainsley Court.
- A bathymetric survey has been carried out of the Lower Stour for the third year running. This will assist the understanding of silt distribution and movement, taking tidal cycles into account. When areas of particular accumulation are identified, funding will be applied for works to be carried out to improve river conveyance. The EA will continue to work with landowners and the local community to balance the needs of all river users.

- A number of studies have been carried out, investigating possible schemes to reduce overall flood risk on the Little Stour and the Great Stour between Wye and Fordwich. These schemes have been assessed technically (using modelling), economically and environmentally and it is hoped that detailed design may be produced at the end of this project for a couple of these schemes. If considered viable, local stakeholders will be consulted.

Mr Simon Cox (Technical Advisor Asset Performance, Environment Agency) stated that the Main River weed cutting programme was now complete and the tree and shrub clearance on the Delf Stream was also now complete. Mr Cox advised that tree and shrub clearance work on the Aylesford Stream was due to commence next week.

Mr P E Dyas asked if there were any progress in respect of an Eel Screen at the Minster and Sheppey Pumping Stations. Mr Simon Cox stated that an Eel Action Group had been formed to look into this problem. The Clerk stated that Defra/EA had recently formed a National Eel Action Group in order to assess and find a suitable solution to the problem. The Engineer stated that the installation of an additional smaller pump at the Minster Pumps may possibly be a solution to the Eel problem. The Engineer asked Mr Cox if the EA had any funding for some trials at the Minster Pumps. Mr Cox stated that he was not aware of any additional funding but he would check. Councillor Tony Austin (Canterbury City Council) considered that Natural England should find the necessary monies in order to find a solution. Councillor Mrs A K Hicks (Ashford Borough Council) stated that she had recently heard that a lot of Eels have a fatal disease and therefore wondered if it was wise to spend all this money on Eel passes, pumps and screens. Councillor Mrs Hicks considered that it would be worthwhile investigating this reported disease prior to spending all the extra money. Mr Simon Cox stated that he would investigate this.

#### Applications for Consent

The Engineer stated that the Board had received the following Applications for Consent:

14-ST-08      Creation of a pond alongside Stonelees Main Stream (IDB173) at Cliffsend, Ramsgate.

The St Augustine's Golf Club has proposed to excavate a pond alongside Stonelees Main Stream (IBD173) in order to help alleviate a regular flooding problem. This is to be achieved by creating additional flood storage capacity locally and also raising an area of the golf course which suffers from poor drainage. Further details have been requested from the applicant. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-09 Construction of a stopboard structure in an ordinary watercourse at Wickhambreaux.

A resident of Wickhambreaux has proposed to install a stopboard structure at the inlet to Blackhole Dyke (non-IDB section) at Wickhambreaux. This location has suffered from flooding in recent years, with sandbags having to be installed to prevent floodwater from the Little Stour entering Blackhole Dyke. A stopboard structure will provide an easier, safer and more reliable method of achieving the same. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-10 Construction of an access bridge over an ordinary watercourse at Wickhambreaux.

A resident of Wickhambreaux has recently purchased a parcel of land adjacent to his home, but on the opposite side of Blackhole Dyke (non-IDB section). In order to safely access the land a new bridge has been proposed. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-11 Proposed lining of an existing culvert beneath the Ashford-Sandwich railway line.

B&M McHugh Ltd has applied, on behalf of Network Rail, to line an existing railway culvert at Kennington which is currently in a poor condition. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-12 Proposed lining of an existing culvert beneath the Canterbury-Ramsgate railway line.

B&M McHugh Ltd has applied, on behalf of Network Rail, to line an existing railway culvert at Westbere which is currently in a poor condition. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-13 Proposed lining of an existing culvert beneath the Canterbury-Ramsgate railway line.

B&M McHugh Ltd has applied, on behalf of Network Rail, to line an existing railway culvert at Sevenscore which is currently in a poor condition. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

14-ST-14 Creation of 6 lengths of field ditch at Minnis Farm, Worth.

The RSPB has proposed to carry out a wetland enhancement project on its land at Minnis Farm at Worth, near Sandwich. The intention is to isolate areas of land, to

create in-field scrapes and to raise some water levels to create additional wading bird habitat. In preparation for later works, it has been proposed that a number of field ditches are created, as mitigation habitat. Final details of the proposal will be assessed in due course and a report will be issued for the Chairman's consideration.

Planning Applications

*Ashford Borough Council*

14/01017/AS            Former Naccolt Brickworks, Oxenturn Road, Ashford.  
Erection of 8 dwellings with associated access, parking and landscaping.

An application has been made to redevelop the site of the former Naccolt Brickworks, which is 0.98 of a hectare and comprises a range of disused and dilapidated buildings and hard standings which cover virtually the entire site. A number of proposals have been made in recent years regarding the redevelopment of this site but were withdrawn by the applicant.

The proposal originally included the disposal of surface water by the installation of soakaways. However, due to low ground permeability, the applicant now proposes to restrict off-site surface water runoff to 2l/s, which is a welcome reduction on the existing situation. However, as the site is believed to currently drain and dissipate over adjoining land, it is proposed to allow a final, single outfall to drain overland in the same manner. The LPA will need to be satisfied that adjacent land will not be adversely affected by this proposal, and has requested full details of proposed drainage.

14/01305/AS            Godinton Way Industrial Estate, Ashford.  
Demolition of commercial buildings and erection of 83 dwellings with associated open space.

This application relates to a site which measures 2.35 hectares and is located approximately 250m north of the Great Stour. Calculations have been provided which indicate that runoff from the 1 in 100 year rainfall event is 56 l/s. The applicant has proposed to attenuate off-site runoff to 17 l/s by the use of oversized pipes and underground storage crate. Whilst this reduction in runoff rate has been acknowledged, the applicant has been requested by ABC to state why the 4l/s/ha rate, as required by the ABC SuDS SPD, cannot be achieved. Also, the applicant has been requested to incorporate open SuDS (as preferred by the SPD).

Councillor Tony Austin (Canterbury City Council) considered an off-site run-off rate of 17l/s to be unacceptable and the Board should quite rightly protest. Councillor Austin considered that Canterbury City Council and

the Board should write and protest to Ashford Borough Council about this as this high run-off rate could affect flooding downstream in Canterbury. The Members agreed that this should be done. The Engineer stated that he would bring the Board's concerns to the attention of Ashford Borough Council's Planning Committee.

14/01456/AS

Land at Blackwall Road South, Willesborough Lees, Ashford.  
Construction of 34 dwellings with access and parking.

Ward Homes has applied to construct 34 dwellings on an area of land measuring 1.4 hectares which is currently in agricultural use. The site is partly within the Board's district, and ABC has been reminded of the Board's consent requirements.

The applicant has proposed to restrict surface water runoff to 2.8l/s with on-site storage provided to accommodate the 1 in 100 year rainfall event (+30% for CC) which is considered appropriate. However, the majority of flood storage appears to be provided by the use of underground storage. The applicant has therefore been urged to maximise the use of open storage in preference to underground systems due to the additional benefits open SuDS provide to local biodiversity and amenity. ABC has also been asked to note that the Board has in the past received reports of flooding problems at this location, and to request that the applicant fully investigates previous flooding issues and determines the condition of the watercourse, and downstream structures, to which the site drains and to confirm exceedance arrangements.

Canterbury City Council

CA/14/02125

Ivy Cottage, Grove Road, Wickhambreaux.  
Demolition of existing house and construction of 2 new houses.

This development proposal, on a site known to flood, has been made without providing sufficient information in respect of flood risk. The application has therefore now been **refused**.

CA/14/02417

Land off The Hill and Jubilee Road, Littlebourne.  
Demolition of 2 existing houses and construction of 87 new houses.

Rydon Homes has applied to develop this 5.2 hectare site which is predominantly in agricultural use (other than site of the 2 properties which are proposed to be demolished to provide access). Initial proposals include for surface water runoff to be restricted to 8.5l/s with on-site storage provided for the 1 in 100 year rainfall event (+ 30% for CC). Further details of the proposed SuDS have been requested, along with details of ongoing maintenance and exceedance arrangements.

Dover District Council

DOV/09/00780 Land at Worth Minnis Farm, east of Jubilee Road, Worth.  
Change of use to nature reserve with associated works.

This previously reported application by the RSPB has now been approved with the following conditions:

*Condition 2: The development hereby permitted shall be carried out strictly in accordance with the details and recommendations set out in the 'Lydden Valley Flood Risk Assessment Proposed RSPB Reserve' dated 1 August 2012 and the 'RSPB LVMF 010 Design Specification: Hydrological Control and Management.*

*Reason: In order to prevent an increased risk of flooding from the site.*

*Condition 3: Prior to the commencement of any works to alter the existing hydrological regime, precise details of the proposed water management scheme and any associated infrastructure shall be submitted to and approved in writing by the local planning authority. The said scheme shall include details of a water monitoring regime together with mitigation measures to be implemented if the regime results in increased flood risk to the surrounding area. The development shall be carried out in accordance with the approved details.*

*Reason: To prevent an increased risk of flooding off site and to ensure any unforeseen implications arising from the development can be appropriately managed.*

*Condition 4: Before the commencement of any works to alter the existing hydrological regime, precise details of the proposed sluices and earth bunds shall be submitted to and approved by the local planning authority. The development shall be carried out in accordance with the approved details.*

*Reason: In order to ensure satisfactory design of the proposed sluices and earth bunds to be used.*

DOV/14/00842 Land at Salvatori Site, Grove Road, Preston.  
Outline application for the erection of 73 residential dwellings, parking, access and infrastructure and creation of meadow.

This application relates to two parcels of land which are connected by a very narrow strip of land. The total area of the site is 9.3 hectares, which is made up from a 5 hectare Greenfield site and a 3.3 hectare Brownfield site which is mainly hard standing. The following comments were submitted to DDC:

“The above planning application includes proposals to discharge surface water from the two separate sites to the Preston & Deerson Main Stream (IDB52) which is managed and maintained by the River Stour (Kent)

Internal Drainage Board. Any works proposed within 8 metres of this watercourse will therefore require the Board's formal written consent (a copy of the Board's byelaws is attached). I note that the applicant has acknowledged the need for the Board's consent.

The resultant reduction in runoff from redevelopment of the Brownfield site is welcomed, as this would help to rectify the negative impacts of previous development, which took little or no account of off-site flood risk. However, details of current drainage arrangements from this site are unclear, and should therefore be established as soon as possible.

It is also unclear how and where the Greenfield site currently drains, details of which should also be established. The proposal to positively drain this site to the Preston & Deerson Main Stream has the potential to increase downstream flood risk. Any development of this Greenfield site should include a drainage scheme, preferably based on open SuDS, designed to attenuate runoff to that of the pre-developed site with on-site storage provided for the 1 in 100 year flood event (+30% to accommodate the predicted effects of Climate Change). The proposal to allow an increased rate of runoff from this site (offset by the redevelopment of the Brownfield site, by combining these sites) is considered unacceptable. These are distinctly separate sites which must be considered individually. I therefore **object** to the proposal as currently detailed.

In addition to the above, concern has been raised regarding potential pollution of the water environment from this site. The Environment Agency's guidance must be followed in respect of pollution prevention and control."

Discussions are ongoing with DDC and the Developer.

DOV/14/00916

Land at Royal St Georges Golf Club, Sandwich Bay.  
Construction of an irrigation reservoir.

In order to address an increasing need for irrigation to maintain the golf course, an application has been made to construct a reservoir on a 2 hectare site, currently used for grazing, alongside the North Stream (Main River). The applicant has confirmed that all works will be more than 10m away from this river so, providing that abstraction arrangements are agreed with the Environment Agency (with appropriate consultation); the Board's interests should remain unaffected.

Shepway District Council

There was no Shepway District Council planning applications identified which is likely to affect the Board's interests.

Thanet District Council

There was no Thanet District Council planning applications identified which is likely to affect the Board's interests.

REPORT OF CLERK FOR THE PERIOD 1 OCTOBER 2014 TO 31 DECEMBER 2014

Flood Defence

Ref: W.1-1      Government Announcement - £2.3 billion to be spent on new Flood Defences

The Clerk reported that the Government announced on 3 December 2014 that better protection for homes, businesses and farmland will be provided under a six year £2.3 billion flood defence programme. The overall scheme for the country sets out a £2.3 billion of funding and has been described as the largest and most ambitious flood and coastal erosion risk management investment programme ever undertaken in England. One of the major projects that will benefit from the funding will be Tonbridge, Yalding and surrounding areas which will receive over £17 million. In the Dover District, Deal will receive £1.8 million funding which will help protect 7,830 homes from flooding. The scheme is due to start in 2016 and will run until 2018. In Dover, the Government has pledged to spend £10.26 million on a scheme which will protect 2,240 homes. Work will take place between 2018 and 2021. In Kingsdown, plans also include £5.44 million of funding for a groyne replacement scheme and beach maintenance from Walmer to Kingsdown which will also protect 195 homes from flooding. Kingsdown beach will also receive a further £750,000 of funding which will protect a further 890 homes.

Mr P E Dyas considered that the Government was spending/investing a lot of money in new flood defence Capital Schemes but were allocating very little in respect of maintenance.

Mr I G Steed stated that as part of the recently completed Deal Flood Defence Scheme the shingle re-charge was a joke and much of the shingle had to be replaced. Mr Simon Cox (Technical Advisor Asset Performance, Environment Agency) stated that the wrong sort of shingle (too much sand) was provided by the contractor and had to be replaced at the contractor's expense.

Ref: W.1-25      Sustainable Drainage Systems (SuDS) – House of Commons Written Statement

The Clerk reported that the Secretary of State for Communities and Local Government (Mr Eric Pickles, MP) issued the following House of Commons Written Statement (HCWS 161) on 18 December 2014:

**“House of Commons: Written Statement (HCWS161)  
Department for Communities and Local Government  
Written Statement made by: The Secretary of State for Communities and Local  
Government (Mr Eric Pickles) on 18 Dec 2014.**

**Sustainable drainage systems**

As part of the Government's continuing commitment to protect people and property from flood risk, my Department and the Department for Environment, Food and Rural Affairs recently consulted on a proposal to make better use of the planning system to secure sustainable drainage systems. Today we are publishing our response to the consultation explaining how we will be strengthening existing planning policy. This will make clear that the Government's expectation is that sustainable drainage systems will be provided in new developments wherever this is appropriate.

To this effect, we expect local planning policies and decisions on planning applications relating to major development - developments of 10 dwellings or more; or equivalent non-residential or mixed development (as set out in Article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2010) - to ensure that sustainable drainage systems for the management of run-off are put in place, unless demonstrated to be inappropriate. Under these arrangements, in considering planning applications, local planning authorities should consult the relevant lead local flood authority on the management of surface water; satisfy themselves that the proposed minimum standards of operation are appropriate and ensure through the use of planning conditions or planning obligations that there are clear arrangements in place for ongoing maintenance over the lifetime of the development. The sustainable drainage system should be designed to ensure that the maintenance and operation requirements are economically proportionate.

To protect the public whilst avoiding excessive burdens on business, this policy will apply to all developments of 10 homes or more and to major commercial development. The Government will keep this under review, and consider the need to make adjustments where necessary. The current requirement in national policy that all new developments in areas at risk of flooding should give priority to the use of sustainable drainage systems will continue to apply. These changes will take effect from 6 April 2015. For avoidance of doubt this statement should be read in conjunction with the policies in the National Planning Policy Framework. This statement should be taken into account in the preparation of local and neighborhood plans, and may be a material consideration in planning decisions.

To support local authorities in implementing these changes, we will publish revised planning guidance in time for the policy changes to take effect, and engage with local government on a capacity building programme.

My Department will today begin consulting on a proposal to make lead local flood authorities a statutory consultee on planning applications for surface water management; and makes changes to the statutory consultee role of the Environment Agency to better reflect the Agency's strategic expertise and reflect the new responsibilities for local flood management exercised by lead local flood authorities."

Councillor Tony Austin (Canterbury City Council) stated that there was no provision for the maintenance of SuDS. Councillor Mrs Aline Hicks (Ashford Borough Council) considered that councils will have to appoint committees to oversee maintenance of SuDS in new housing estates.

Ref: W.7-7                    Public Services Co-operation Agreements (PSCAs)

The Clerk reported that the Special Levy councils and Kent County Council have now all been contacted and invited to enter into Public Services Co-operation Agreements (PSCAs) with the Board. This complies with the Board's resolution which was made on 13 November 2014. The Clerk stated that to date, only Canterbury City Council has responded to the invitation and has requested a meeting with the Board's representatives in order to discuss, and draft up, a suitable agreement. Councillor David Smith (Ashford Borough Council) stated that he would chase-up Mr Mark Carty, Head of Culture and the Environment, Ashford Borough Council.

ADMINISTRATION

Ref: A.7-9                    Employment of Staff – Water Level Controller & Works Supervisor

The Clerk reported that the Board's Contracts Sub-Committee met on Thursday 18 December 2014 in order to review all the applications received for the post of Water Level Controller & Works Supervisor. A total of 36 applications were received for the post. Following discussions, the Contracts Sub-Committee decided on a short list of 3 that should be called for interview with a further short list of 6 to be held as a back-up list. Interviews were arranged on Tuesday 13 January 2015 and the successful applicant was appointed shortly after.

The Chairman reported that Mr Shaun Revell, currently employed by the Environment Agency, was appointed as the Board's new Water Level Controller and Works Supervisor with a start date of 2 March 2015.

Ref: A.8-1                    Association of Drainage Authorities – New Management Structure

The Clerk reported that Dr Jean Venables will be stepping down as Chief Executive of ADA on 31 March 2015 after 9 years service. The ADA Board has decided that the Chief Executive role should be split into two new roles: Chief Executive and Operations Manager. At the 77<sup>th</sup> ADA Annual Conference in November 2014, ADA's Chairman, Henry Cator announced that Mr Innes Thomson, of the Environment Agency, will take up the post of Chief Executive, with Mr Ian Moodie, currently at the National Farmers' Union, returning to ADA as Operations Manager. The appointments being chosen by the ADA Board following an interview process in October 2014.

The Chairman reported that Henry Cator, Chairman of ADA, has invited all IDBs to contribute towards a suitable retirement gift for Dr Venables. The Chairman stated that if the Board decides to contribute towards Dr Venables retirement gift he would suggest the sum of £50. The Members agreed that the Board should contribute towards Dr Venables retirement gift. It was proposed by Councillor Mrs Aline Hicks, seconded by the Chairman and resolved that a contribution of £50 should be forwarded to ADA as a contribution from the Board towards Dr Venables retirement gift.

Ref: A.8-1      Association of Drainage Authorities – IDB Membership Subscriptions for 2015

The Clerk reported that ADA's IDB Annual Membership Subscription invoice for 2015 has now been received. The membership subscription has increased by £82 (4%) from £2,048 to £2,130 with effect from 1 January 2015. The increase in the subscription rate was approved by the ADA Board in October 2014.

Ref: A.8-1      Association of Drainage Authorities – New Year's Honours List 2015

The Clerk reported that for services to the Environment and Flood Risk Management, Mr Ray Foster, the Environment Agency's Asset Systems Management Team Leader for the Stour and Swale Areas has been honoured with a British Empire Medal (B.E.M.) in the 2015 New Year's Honours List. The Clerk further reported that the Board's congratulations have been forwarded to Mr Ray Foster, B.E.M.

ANY OTHER BUSINESS

The Chairman expressed his, and the Board's, thanks to Mr Darren Godden (IDB Contract Manager, Rhino Plant Hire Ltd) for all the hard work he put during the year as Water Level Controller. The Chairman stated that Darren will however continue as Rhino Plant Hire's IDB Contracts Manager and will still work closely with the Board's engineers and newly appointed Water Level Controller. The Chairman's sentiments were echoed by all Members present.

MEETING CLOSED

There being no further business, the Chairman declared the meeting closed and thanked the Members for their attendance.

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