

## **THE BOSHAM FLOOD PREVENTION STRATEGY**

The purpose of this document is to explain how the Bosham Flood Prevention Strategy (BFPS) is managed so as to minimise the risk of flooding in the event of abnormal rainfall conditions or where exceptional water is flowing, or expected to flow, from the north through Bosham.

### **Background**

1. The village of Bosham lies at the head of one of the Creeks which comprise the estuarial formation known as Chichester Harbour. The village consists of two parts, south (Old Bosham) and north (Broadbridge). All this area is a part of the coastal plain sloping gently southwards at about 1:200 from the foothills of the South Downs towards the English Channel.

2. A surface rainfall catchment area (about 8 square miles) drains southwards towards the Bosham Creek from the Downs. In the Downland part of the catchment area a significant proportion of rainfall precipitation is absorbed by porous chalk formations to recharge ground water resources, some of which emerge further south as springs such as the source of the Bosham Stream. South of the Downs the soils are predominantly clays which are impermeable and easily waterlogged.

3. The main water course which flows into and through Bosham is the Bosham Stream where flow is controlled by a number of control points. It should also be noted that many of the road surfaces within the village are below the level of adjacent fields, thus causing additional surface water to enter the drainage system.

### **Situation**

4. Bosham, up to the late nineties, suffered serious surface water flooding. Some problems could be dealt with by the local authorities. Others were associated with agriculture and housing development throughout the ages and not so easily resolved. In the early part of the 2000 decade a comprehensive report was published by a forum of local residents, under the umbrella of the Bosham Association, many of whom were qualified engineers. From that report a Local Flood Plan was written and implemented. Subsequently the local authorities have carried out many improvements to the surface water drainage system and control of the Bosham Stream.

5. To date, even after the heaviest rain falls recorded, this Strategy has mitigated any serious local surface water flooding. Continued maintenance to the infrastructure is still needed to be provided by Riparian Land Owners, local Land Owners and the appropriate authorities (West Sussex County Council, Chichester District Council, Environment Agency and Southern Water). There is a need to ensure that the many volunteer residents who make the Strategy viable are replaced when vacancies occur.

Volunteers are vital.

## General Outline

7. An important feature of the Strategy is the appointment of a Water Bailiff by the Parish Council, with the remit to ensure that as many as possible of the known surface water waterways are kept clear during the whole year and taking the appropriate action when surface water flooding occurs, or is likely to occur. To assist him a number of local volunteers have been recruited and divided into three teams, each with a nominated team leader. Each team has been allocated an area within the Parish and has defined responsibilities. Monthly he submits a written report to the Parish Council, copy, if written, to nominated agencies for information and action.
8. The Environment Agency will inform the Water Bailiff/Parish Council of any flood alerts issued by them. The current alert system has four categories, namely,
  - a. Flood Watch - **Flooding of low lying land and roads expected.**
  - b. Flood Warning - **Flooding of homes and businesses expected. Act now.**
  - c. Severe Flood Warning - **There is extreme danger to life and property.**
  - d. All Clear - **Warnings no longer in force.**
9. The potential significant problem areas identified within the Parish are,
  - a. Walton Lane and grille, Chequer Lane pipe, East Ditch, Churchfield Stream, Stumps End sluices and grille.
  - b. Bosham Stream from A27, Ratham Lane, Colner Creek, Brooks Lane, Watergate, Delling Lane, Green Lane and the Sailing Club.
  - c. The Leat and sluice gate, Millstream Hotel, Hatpins, pipe under old Bosham Service Station, Central Watercourse including Canute grille and the Trippett pipe at Shore Road outfall.

## Specific Tasks

10. The Parish Council has resolved to oversee the provision, implementation, training and review of the BFPS, a task delegated to the Amenities Committee.
11. The Water Bailiff is responsible to the Parish Council for,
  - a. the implementation of the BFPS in accordance with his Job Description and nominating an appropriate person to cover any leave of absence.
  - b. responding to any flood alerts, liaising with the nominated Area Volunteer Team Leaders, monitoring developments and coordinating Team Leaders actions.
  - d. ensuring that the Environment Agency and the Parish Council are notified of the current situation.
  - e. submission of an appropriate monthly report.
  - f. maintaining proper relationships with appropriate agencies, authorities, and other interested parties.
  - g. liaising with relevant authorities to ensure all sluices are appropriately adjusted.
12. Area Team Leaders, upon request from the Water Bailiff, are responsible for monitoring and overseeing surface water drainage concerns within their area of responsibility.

13. Riparian Land Owners have a statutory responsibility to ensure that any water courses (ditches, drains etc) on their property are kept clear.
14. The Environment Agency is responsible for,
  - a. the issue of flood warnings.
  - b. emergency repairs and blockages on main rivers and own structures.
  - c. pollution incidents.
  - d. advice on waste disposal.
  - e. within Bosham, the control of the A27 Penstock, Bosham Stream, East Ditch, Central Water Course west of the former Bosham Service Station (Benedicts), Church Stream and Stumps End sluices.
15. West Sussex County Council is responsible for,
  - a. clearing blockages on highway drainage systems including grips and gullies.
  - b. within Bosham, the drainage system leading from Bosham Lane to the central water course up to "Benedict's" pond and from the Canute Road pipe to the South West corner of "Barnacles".
16. Chichester District Council is responsible for,
  - a. coordinating assistance within the District.
  - b. the provision of sandbags. Although having no statutory mandate to provide this service CDC will endeavour to meet this commitment, if possible, notably filled sandbags to private dwellings only when there is an immediate danger of flooding.
  - c. environmental health issues.
  - d. the provision of refuge centres.
  - e. clearing Riparian owners' water courses through the use of the "Land Drainage Act."
  - f. within Bosham, Walton Lane/Chequer Lane drainage and the pipe under Walton Farm glasshouses for draining Chequer Lane.
17. Southern Water is responsible for,
  - a. emergency over pumping or tankering at pumping stations.
  - b. clearing public sewers.
  - c. repairing burst sewage systems.
  - d. within Bosham, the following pumping stations, Bosham Hoe, Town Hall, Main Road, Critchfield Lane, Windmill Nursery, Stanbury Close, Southwood Farm and Taylors Lane.
18. Portsmouth Water is responsible for repairing burst mains.
19. The following annexes are attached,
  - a. Annex A - Area Volunteers' telephone numbers and - e mails.
  - b. Annex B - Key Contact Details Local Authorities.
  - c. Annex C - Area Map.
  - d. Annex D - Potential Problem Areas.
  - e. Annex E - Job Description - Water Bailiff.

AREA VOLUNTEERS - Annex A

**Telephone Numbers and E-Mail Contacts**

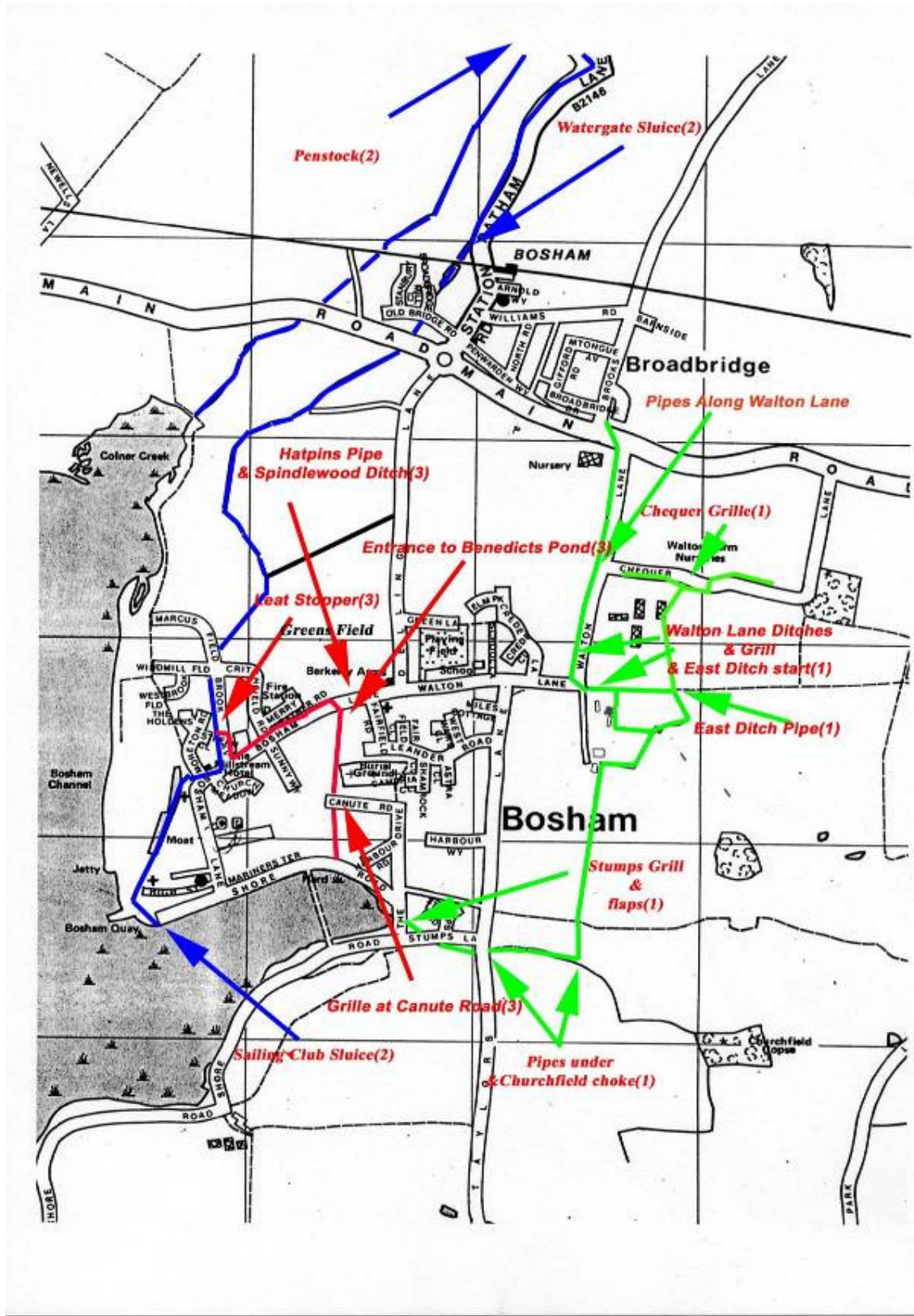
<b>Section Area</b>	<b>Name</b>	<b>Telephone/E-Mail</b>
<b>Area 1</b> East Team Leader		
<b>Area 1</b> Observer/Helpers		
<b>Area 2</b> West and North Team Leader		
<b>Area 2</b> Observer/Helpers		
<b>Area 3</b> Central Team Leader		
<b>Area 3</b> Observer/Helpers		
<b>Parish Council</b>		
Chairman	<b>Christopher Whitmore-Jones</b>	01243 572487 (Home) 01243 783103 (Office)
Vice Chairman	<b>Jonathan Fulford</b>	01243 574039 (Home) 01243 784141 (Office) 07971 015486
Chairman Amenities Committee	<b>Jan Copsey</b>	01243 572150
Parish Council Clerk	<b>Lisa Roberts</b>	01243 576464 <a href="mailto:parish.clerk@boshamvillage.co.uk">parish.clerk@boshamvillage.co.uk</a>
Water Bailiff	<b>TBN</b>	

**KEY CONTACTS - LOCAL AUTHORITIES - Annex B**

ORGANISATION	TELEPHONE
<p><b>Chichester District Council</b>                      Chief Engineer - David Lowsley                      Assistant Engineer – Vacant</p>	<p>Exchange 01243 785166                      01243 534645                      01243 736498</p>
<p><b>Environment Agency</b>                      Any form of emergency                      General advice or liaison - Barry Kilner</p>	<p>National Communications Centre                      0800 807060                      Incident Response Field Team Leader (Normal Working Hours) 01903 832558 or 07771 625975</p>
<p><b>Floodline</b>                      Flood warning registration</p>	<p>0845 9881188</p>
<p><b>Portsmouth Water</b></p>	<p>02392 477999</p>
<p><b>Southern Water Services</b>                      (pumps/leaks)</p>	<p>0845 2780845</p>
<p><b>West Sussex County Council</b>                      Emergency Planning Officer                      Highways Dept</p>	<p>Exchange 01243 777100                      01243 777917                      01243 642105</p>

**AREA MAP - Annex C**





JOB DESCRIPTION - WATER BAILIFF - Annex E

1. The Water Bailiff is accountable to Bosham Parish Council. His “line manager” for administrative purposes is the Parish Clerk. The Chairman of the Amenities Committee will be responsible for overseeing the implementation and review of the Bosham Flood Prevention Strategy, working alongside the Water Bailiff.
2. He will be expected to have a good understanding of the BFPS.
3. He is to maintain watch over streams, ponds and water courses within the Parish and with the assistance of locally recruited volunteers, take appropriate action to minimise the possibility of local surface water flooding, obtaining advice if required. All actions are to be reported to the Parish Clerk and the Chairman of the Amenities Committee as soon as possible.
4. In the event of flooding caused by surface water, he will contact all the relevant agencies as described in the Strategy.
5. He is required to,
  - a. review the contents of the BFPS in conjunction with Parish Council in September.
  - b. ensure that all named volunteers in the BFPS understand their responsibilities, undergo where necessary Health and Safety training and are available for the forthcoming winter period. Where there are known vacancies he is to find suitable replacements.
  - c. ensure, through his line manager that all volunteers are covered by the appropriate insurance and training, provided by the Parish Council.
  - d. carry out routine inspections, as necessary, of the known flooding areas, the water courses, ditches, control features and grilles. Where it is necessary to rectify a defect he is to take the appropriate remedial action, e.g. local volunteers, EA, WSCC, CDC.
  - e. ensure that permission is requested from owners’ of properties before entry into private land or property.
  - f. ensure that Riparian land owners are made aware of their responsibilities regarding the need to keep water course free from obstruction. If required the Parish Council will formally inform those concerned.
  - g. if unavailable during the winter period to inform his Line Manager and if possible find a suitable replacement for that period.
  - h. submit a report monthly to the Parish Council containing, where necessary, details of any problems noted and actions taken. Copies are to be sent to EA, WSCC, CDC and BA.
  - i. maintain a proper relationship with outside agencies and ensure that a liaison meeting, if required, is arranged by the Parish Council to facilitate any outstanding requirements.