

15. APPENDIX I - EA PERMITS

Permit with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

RGCM Limited

Installation of two outfalls at the Saltbox Development, Shripney Road

National Grid Reference[s]: SU9364501666

Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex

Permit number

EPR-JB3756SF

Introductory note

This introductory note does not form a part of the permit

The main features of the permit are as follows.

Installation of two outfalls at the Saltbox Development, Shripney Road.

The status log of the permit does not form part of the permit. It sets out the permitting history, including changes to the permit or permit reference number.

Status log of the permit		
Description	Date	Comments
Application EPR-JB3756SF	Duly made 06/01/2021	Application for Installation of two outfalls at the Saltbox Development, Shripney Road
Permit determined EPR-JB3756SF	Issued 09/02/2021	Permit issued to RGCM Limited

End of introductory note

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR-JB3756SF

The Environment Agency hereby authorises, under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016

RGCM Limited (“the operator”)

whose registered office is

4 Abbey Wood Road

Kings Hill

West Malling

Kent

ME19 4AB

Company registration number [02477053]

to operate the following flood risk activities:

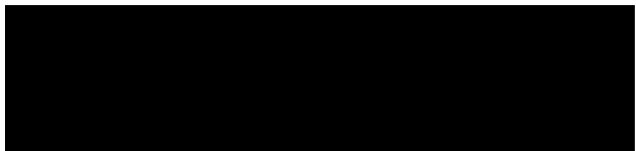
Installation of outfalls within natural banks

At

Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex

National Grid Reference(s) SU9364501666

to the extent authorised by and subject to the conditions of this permit.

Name	Date
 Claire Francis Partnership & Strategic Overview Team Leader West Sussex	08/02/2021

Authorised on behalf of the Environment Agency

Conditions

1 Management

1.1 General management

- 1.1.1 The operator shall manage and operate the activities:
- (a) in accordance with a written management system that identifies and minimises risks of flooding, impact on drainage and environmental harm so far as is reasonably practicable, including those risks arising from operations, maintenance, accidents, incidents, non-conformances and those drawn to the attention of the operator as a result of complaints; and
 - (b) using sufficient competent persons and resources.
- 1.1.2 Records demonstrating compliance with condition 1.1.1 shall be maintained.
- 1.1.3 Any person having duties that are or may be affected by the matters set out in this permit shall have convenient access to a copy of the permit.

2 Operations

2.1 Permitted activities

- 2.1.1 The operator is only authorised to carry out the activities specified in schedule 1 table S1.1 (the “activities”).

2.2 The site

- 2.2.1 The activities shall not extend beyond the site, being the land shown edged in green on the site plan at schedule 2 to this permit and showing National Grid Reference[s] **SU9364501666**

2.3 Operating techniques

- 2.3.1 The operator shall use appropriate measures, including but not limited to those in the approved Method of Work.
- (a) to minimise sediment mobilisation
 - (b) to minimise impact on biodiversity
 - (c) to ensure there is no increase to flood risk or detrimental impact on drainage;
 - (d) for the storage and disposal of waste produced; and
 - (e) to prevent and minimise environmental harm.
- 2.3.2 All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.
- 2.3.3 Measures shall be taken to ensure that the activities do not cause the spread of invasive non-native species or plant or animal diseases.
- 2.3.4 Measures shall be taken to ensure that fish will be protected.
- 2.3.5 The operator shall register with the Environment Agency to receive flood warnings for the location of the activities and take action to ensure that there is no increased flood risk to third parties as a result of carrying out the activities.

- 2.3.6 The activities shall not have a significant adverse effect on protected or priority species.
- 2.3.7 The activities shall, subject to the conditions of this permit, be operated using the techniques and in the manner described in the documentation specified in schedule 1, table S1.2, unless otherwise agreed in writing by the Environment Agency.

3 Information

3.1 Records

- 3.1.1 All records required to be made by this permit shall:
- (a) be legible;
 - (b) be made as soon as reasonably practicable;
 - (c) if amended, be amended in such a way that the original and any subsequent amendments remain legible, or are capable of retrieval; and
 - (d) be retained, unless otherwise agreed in writing by the Environment Agency, for at least 6 years from the date when the records were made.
- 3.1.2 The operator shall keep on site all records, plans and the management system required to be maintained by this permit, unless otherwise agreed in writing by the Environment Agency.

3.2 Reporting

- 3.2.1 The operator shall send all reports and notifications required by the permit to the Environment Agency using the contact details supplied in writing by the Environment Agency.

3.3 Notifications

- 3.3.1 The Environment Agency shall be notified no less than 7 days before the commencement of the activities.
- 3.3.2 Environment Agency shall be notified no less than 7 days after the [activities are] completed.
- 3.3.3 The Environment Agency shall be notified without delay following the detection of any breach of a limit specified in the permit or any significant environmental effects resulting from the activities or of any breach of the permit.
- 3.3.4 Written confirmation of actual or potential incidents or effects and breaches referred to in 3.3.3 shall be submitted within 24 hours.
- 3.3.5 The Environment Agency shall be notified within 14 days of the occurrence of the following matters, except where such disclosure is prohibited by Stock Exchange rules:

Where the operator is a registered company:

- (a) any change in the operator's trading name, registered name or registered office address; and
- (b) any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.

Where the operator is a corporate body other than a registered company:

- (a) any change in the operator's name or address; and
- (b) any steps taken with a view to the dissolution of the operator.

In any other case:

- (a) the death of any of the named operators (where the operator consists of more than one named individual);

- (b) any change in the operator's name(s) or address(es); and
- (c) any steps taken with a view to the operator, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

3.3.6 Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for flood risk, drainage or the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit:

- (a) the Environment Agency shall be notified at least 14 days before making the change; and
- (b) the notification shall contain a description of the proposed change in operation.

3.4 Interpretation

3.4.1 In this permit the expressions listed in schedule 3 shall have the meaning given in that schedule.

3.4.2 In this permit references to reports and notifications mean written reports and notifications, except where reference is made to notification being made "without delay", in which case it may be provided by telephone.

3.4.3 Any reference to a distance of a number of metres from a flood defence structure, drainage work, remote defence or sea defence is a reference to that distance as measured from the foot of the foregoing as the case may be.

3.4.4 Any reference to a distance of a number of metres from a river control work is a reference to that distance as measured from the nearest part of the river control work.

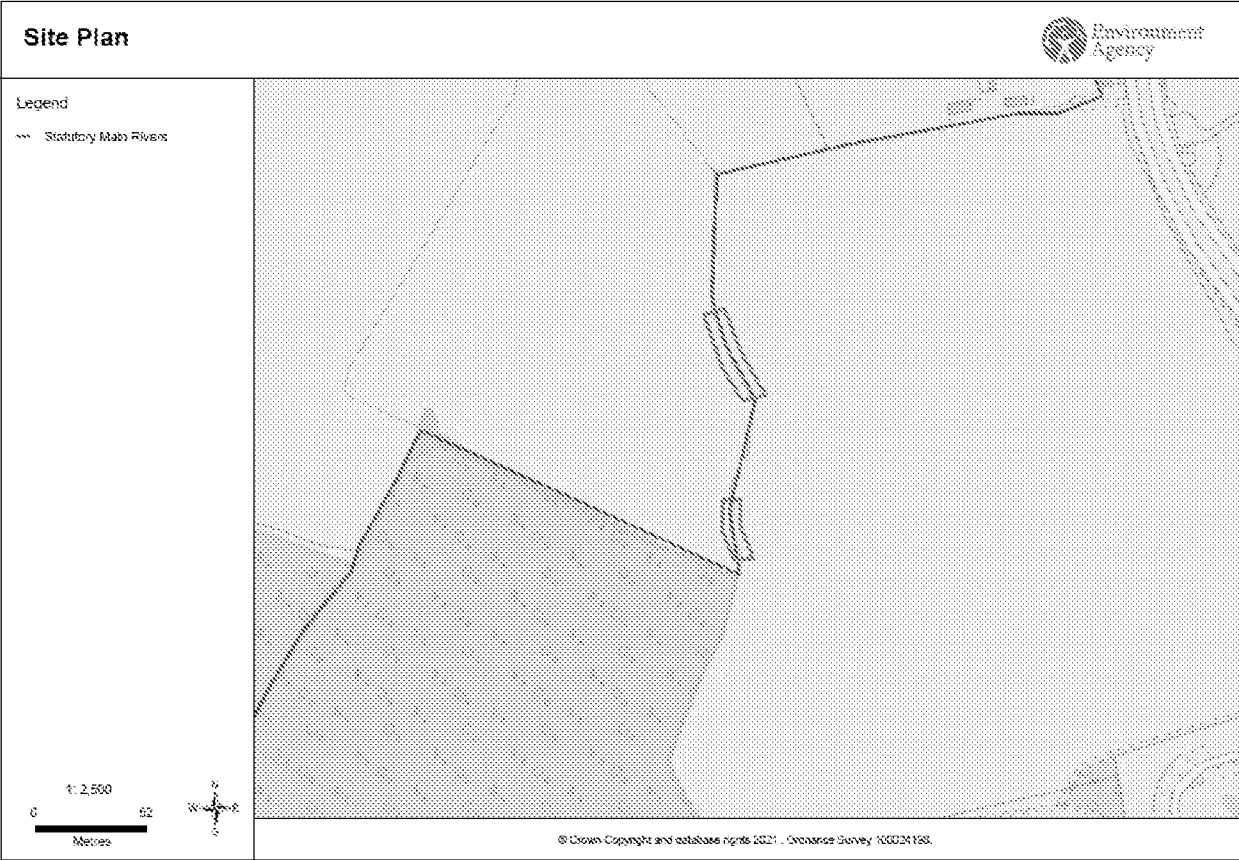
3.4.5 Any reference to a distance of a number of metres from a watercourse is a reference to that distance as measured horizontally from the foot of the bank on the landward side of the watercourse

Schedule 1 – Operations

Table S1.1 activities		
Activity reference	Description of activities	Limits of activities
	Permanent Works	
P1	Installation of outfalls within natural banks	The activity shall be commenced within 3 years of the date of the grant of the permit and completed within 6 months of commencement. The activities shall be carried out in accordance with the application form dated 04/08/2020, Site Photos, Site Plans, Application Details Documents and Method of Work/Supporting Information. No materials, chemicals, fuels etc. shall be stored within eight metres of the main river watercourse. To help control the spread of disease and invasive non-native species biosecurity measures must be followed during the works. Further information can be found at http://www.nonnativespecies.org/checkclean/dry/. If at any time during the works an environmental incident was to occur this must be reported immediately to the Environment Agency Hotline Number 0800 80 70 60. The operator shall sign up to receive flood warnings/flood alerts from the Environment Agency. Upon receipt of alert/warning the works shall cease and temporary works removed to allow the river to flow at full capacity.

Table S1.2 Operating techniques			
Requirement	Measures (if measures are specified)	Document reference	Date Received
Condition from 2.3.1 to 2.3.7	Measures contained in the approved Method of Work.	MS052 Pre-cast Headwall Installation - Rev B	05/01/2021
Condition 2.3.6 (The activities shall not have a significant adverse effect on protected or priority species)	Measures regarding mitigation for Water Vole and Eels, for the duration of the work.	Technical Briefing Note-Saltbox, Bognor Regis Pre-cast Headwall Installation: Ecological Method Statement	04/02/2020

Schedule 2 – Site Plan



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Schedule 3 – Interpretation

“application” means the application for this permit, together with any additional information supplied by the operator as part of the application and any response to a notice served under Schedule 5 to the EP Regulations.

“authorised officer” means any person authorised by the Environment Agency under section 108(1) of The Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in section 108(4) of that Act.

“EP Regulations” means The Environmental Permitting (England and Wales) Regulations SI 2016 No.1154 and words and expressions used in this permit which are also used in the Regulations have the same meanings as in those Regulations.

“main river” means a watercourse or part of a watercourse designated as main river on the statutory main river map held by the Environment Agency.

“Method of Work” means a document forming part of the operator’s management system, setting out the working methods for carrying out the activity and what measures will be taken to avoid or minimise the risks of environmental effects.

“approved Method of Work” means the operator’s Method of Work approved by the Environment Agency

“environmental effects” means:

- (a) flooding or risk of flooding;
- (b) harm to the environment or risk of harm to the environment; and
- (c) detrimental impact on drainage or risk of detrimental impact on drainage.

“environmental harm” means a result of human activity which may:

- (a) cause harm to the conservation, protection and enhancement of any species and habitats designated under any enactment as having special protection or priority;
- (b) prevent the achievement of environmental objectives within the meaning of the Water Framework Directive 2000/60/EC;
- (c) cause pollution; or
- (d) otherwise adversely affect the protection and enhancement of the environment.

END OF PERMIT

ENVIRONMENTAL PERMITTING: FLOOD RISK ACTIVITIES STANDARD DOCUMENT

Mr Mike Griffin
Hydrock
Merchants' House North
Wapping Road
Bristol
BS1 4RW

Our ref: EPR-JB3756SF

Date: 09/02/2021

Dear Mike,

Your new environmental permit

Permit reference: EPR-JB3756SF- Installation of two outfalls at the Saltbox Development, Shripney Road

Operator: RGCM Limited

Description of Activity: Installation of two outfalls within natural banks

Site / Location: Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex (NGR: SU9364501666)

Our determination of your application for a permit is complete. We're satisfied that you can carry out your activities in accordance with the enclosed permit, without increasing flood risk, or harming land drainage or the environment. Please keep the permit in a safe place. This letter contains web links to other documents. If you aren't able to access these please email [REDACTED]. Please quote our reference if you contact us.

Please look at the table below and note any of the things that apply to your permit.

if...	then...
you plan to keep your records at a site other than where the activity takes place	you need to let us know within 20 working days of receiving this letter.
your permit includes standard rules	we've enclosed the rules set/s. We may change these in future but will let you know about any changes. You must make sure you're always following the latest rules set.
your permit has a pre-operational condition requiring you to do something before work starts (for example submit a method of work, or have measures in place to reduce sediment mobilisation)	check the deadlines for completing these measures and make sure you carry them out by the times stated.
your permit requires you to notify us before works start	check the deadlines for notifying us and make sure you carry them out by the times stated.
your permit requires you to notify us when any particular work is complete	check the deadlines for notifying us and make sure you carry them out by the times stated.
you need to submit other returns or information	send these to us at the contact details above, unless we advise you otherwise.

Find out more about complying with your permit on our website

<https://www.gov.uk/topic/environmental-management/environmental-permits>

This includes guidance on your management system and how you will be regulated.

There is a subsistence charge for your permit that applies when we carry out compliance checks. For most permits this will happen once and we will invoice you when the charge is due. If the permit continues over a longer period, deals with a number of activities, or has ongoing conditions, we may do compliance checks more than once and will invoice you at the time the compliance work is done.

Rights of appeal

If you're not happy with any permit condition that has been imposed by the permit you may appeal to the Secretary of State. You must make your appeal no later than six months after the permit issue date. Further information about making an appeal and the forms you will need are available from the Planning Inspectorate website or from the contact details below.

Environment Appeals, Enforcement and Specialist case work division, The Planning Inspectorate, 3/25 Hawk Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Phone: 0303 444 5584

Email [REDACTED]

You must send written notice of the appeal and the documents listed below to the Secretary of State at the Planning Inspectorate address above. At the same time you must send us a copy of the notice and documents to:

Victoria Douglass, Permitting Technical Specialist, Environment Agency, National Permitting Service, Knutsford Road, Latchford, Warrington, WA4 1HT.

Phone [REDACTED]

The documents are:

- ✧ a statement of the grounds of appeal
- ✧ a copy of any relevant application
- ✧ a copy of any relevant environmental permit
- ✧ a copy of any relevant correspondence between the appellant and the regulator
- ✧ a copy of any decision or notice which is the subject matter of the appeal
- ✧ a statement indicating whether you wish the appeal to be in the form of a hearing or dealt with by way of written representations.

You may withdraw an appeal by notifying the Secretary of State in writing and sending a copy of that notification to us.

If you have any questions about this permit please email psowestsussex@environment-agency.gov.uk Please quote our reference if you contact us.

Yours sincerely,

Tom Lamboo
Flood and Coastal Risk Management Officer
Partnership & Strategic Overview
West Sussex

Gareth Jones

From: PSO West Sussex <PSO [REDACTED]>
Sent: 02 December 2020 10:43
To: Mike Griffin_archive
Cc: David Gallimore; Brian McAllan; Kendall, Annabelle
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Mike,

Thank you for clarifying that for us, If you are able to provide a set of updated forms as directed by my colleague Annabelle then we can look to take payment.

Regarding the bank protection mitigation measures, our Fishers, Geomorphology and Biodiversity team have confirmed that if flows are restricted by hydrobreaks to the levels specified, and initial discharge is onto concrete chamber then we would have no need for lining the bank with mattress protection.

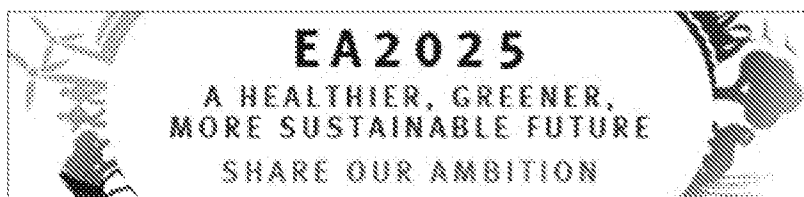
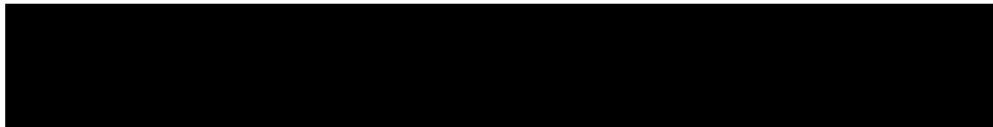
In addition, they have also asked me to highlighted the need for mitigation measures to be outlined regarding the potential for the proposed work to directly impact on water voles.

Any questions regarding this please do let me know.

Best Regards,

Tom

Tom Lamboo
FCRM Officer, Partnership & Strategic Overview, West Sussex | Solent and South Downs
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



From: Mike Griffin [mailto:[REDACTED]]
Sent: 25 November 2020 17:19
To: PSO West Sussex <PSO [REDACTED]>
Cc: David Gallimore <D [REDACTED]>
Subject: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Annabelle,

Thank you for the comments.

The contractor will act as 'Operator' for the applications and I have asked them to provide the relevant details to input into Form A.

We are reviewing the angle of headwall with the contractor and will update / re-issue the details accordingly.

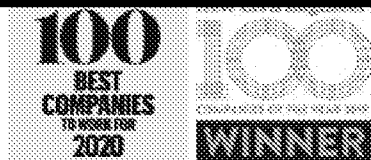
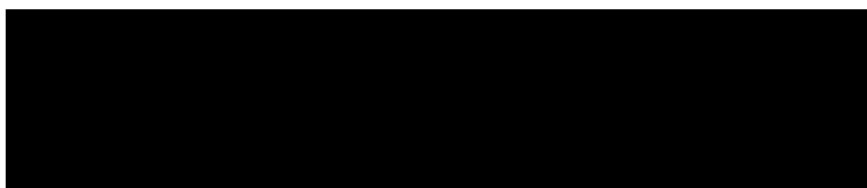
Re method statement, we have asked for some assistance from the project ecologist regarding the items raised and will update / re-issue accordingly.

With the adjustment in the headwall angle and the relatively low discharge rates it is considered to lessen the impact of the outflow on the adjacent bank. We are therefore proposing to remove the erosion blanket from the proposals (from what is currently shown on the attached). This will also reduce the ecological impact of the works during construction. We trust that this will be acceptable.

Kind Regards

Mike Griffin
Principal Infrastructure Engineer

Following government advice, I am currently working from home. If we need to speak, drop me a line and I'll get straight back to you. For wider information on working with Hydrock during COVID-19 visit hydrock.com/coronavirus



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From: PSO West Sussex <PSO@psowest.co.uk>
Sent: 20 November 2020 16:11
To: Mike Griffin <mike.griffin@hydrock.com>
Cc: David Gallim <david.gallim@hydrock.com>
Subject: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Good afternoon Mike,

Further to my email on Tuesday, we have identified areas where further information is required and have assessed the cost of the permit.

Information required:

Please provide the following:

- An updated Form A which clearly defines the operator and agent for the permit;
- Further details regarding the angle of the proposed outfalls and mitigation measures in the form of bank protection;
- A revised method statement which provides greater detail as to the mitigation of ecological and environmental aspects of the site location

Once you have provided us with the above information, the fees are as follows:

Fees:

We have assessed the proposed works involved in the FRAP application. The total cost of the application is **£557.50** this is detailed in the table below:

Summary of choices	Cat	Base cost	No. of units	Adjusted Cost	Notes about charging rates
Total Items Selected: 0		£ 446.00	2	£ 557.50	
Installation of outfalls within natural banks	C	£ 446.00	2	£ 557.50	1 item charged at 100%, 1 item charged at 25%

Payment:

I have attached your F3 form with the fees applied. You have not indicated how you would like to pay, so please update the form and return it to us. We hope to stress that payment over the phone using a credit or debit card is preferred.

If you wish to call to arrange payment, please let us know by contacting PSOwestsussex@environment-agency.gov.uk.

Without receiving confirmation of payment and the requested information outlined above, we cannot make any application "Duly Made".

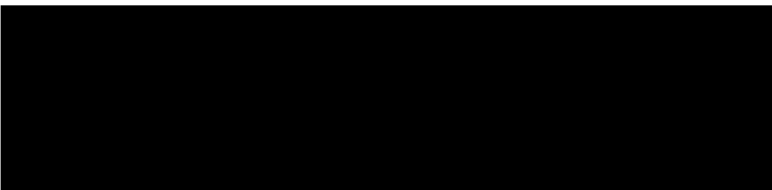
We will not begin work to determine your application until we are satisfied that it is duly made, for this reason the speed at which you can provide us with the requested information and we can confirm payment is paramount. Once the application is duly made you'll normally get a decision within 2 months if your application relates only to flood risk activities.

Any questions please don't hesitate to ask, we look forward from hearing from you.

Kind regards,
Annabelle

Annabelle Kendall

Flood & Coastal Risk Management Officer, Solent and South Downs Partnership & Strategic Overview Team
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



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Gareth Jones

From: PSO West Sussex <PSOWestSussex@environment-agency.gov.uk>
Sent: 17 December 2020 11:14
To: Mike Griffin_archive
Cc: David Gallimore; Brian McAllan
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Mike,

Thank you for supplying the revised information and drawings.

I did note some inconsistencies in the method statement which still shows the angle of the proposed headwalls at a 90 degree angle, but I have noted the changes on the main site drainage strategy and cross sections plans.

If you could supply details that the payment has been processed, I can look to 'Duly Make' the application and start our internal consultation period.

Best Regards,

Tom

Tom Lamboo
FCRM Officer, Partnership & Strategic Overview, West Sussex | Solent and South Downs
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



From: Mike Griffin [mailto:Mike.Griffin@psowest.sussex.nhs.uk]
Sent: 16 December 2020 12:31
To: PSO West Sussex <PSOWestSussex@environment-agency.gov.uk>
Cc: [Redacted]
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Tom,

See attached revised information, method statement plus drawings etc.

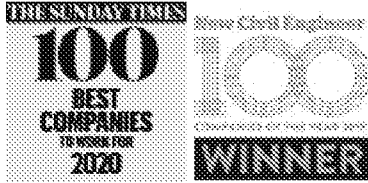
I understand payment was processed yesterday. I need to check with our accounts team for the remittance no. before adding to the form F3.

Kind Regards

Mike Griffin
Principal Infrastructure Engineer

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Hydrock
[REDACTED]



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From: PSO West Sussex <[REDACTED]>
Sent: 02 December 2020 10:43
To: Mike Griffin <[REDACTED]>
Cc: David Gallimore <[REDACTED]>

[REDACTED] of 2nr outfalls at Shripney Road, Saltbox -
Shripney Manor Ditch___further information and fees required

Hi Mike,

Thank you for clarifying that for us, If you are able to provide a set of updated forms as directed by my colleague Annabelle then we can look to take payment.

Regarding the bank protection mitigation measures, our Fishers, Geomorphology and Biodiversity team have confirmed that if flows are restricted by hydrobreaks to the levels specified, and initial discharge is onto concrete chamber then we would have no need for lining the bank with mattress protection.

In addition, they have also asked me to highlighted the need for mitigation measures to be outlined regarding the potential for the proposed work to directly impact on water voles.

Any questions regarding this please do let me know.

Best Regards,

Tom

Tom Lamboo
FCRM Officer, Partnership & Strategic Overview, West Sussex | Solent and South Downs
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



From: Mike Griffin [m. [REDACTED]]
Sent: 25 November 2020 17:19
To: PSO West Sussex <P[REDACTED]>
Cc: David Gallimore <D[REDACTED]>
Subject: [Hydrock: 13319_1-SBNO] RE: EPR/JB3/56SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Annabelle,

Thank you for the comments.

The contractor will act as 'Operator' for the applications and I have asked them to provide the relevant details to input into Form A.

We are reviewing the angle of headwall with the contractor and will update / re-issue the details accordingly.

Re method statement, we have asked for some assistance from the project ecologist regarding the items raised and will update / re-issue accordingly.

With the adjustment in the headwall angle and the relatively low discharge rates it is considered to lessen the impact of the outflow on the adjacent bank. We are therefore proposing to remove the erosion blanket from the proposals (from what is currently shown on the attached). This will also reduce the ecological impact of the works during construction. We trust that this will be acceptable.

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From: PSO West Sussex <PSO@westsussex.gov.uk>

Sent: 20 November 2020 16:11

To: Mike Griffin <mike.griffin@psowestsussex.gov.uk>

Cc: David Gallimore <david.gallimore@psowestsussex.gov.uk>

Subject: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

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Information required:

Please provide the following:

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- Further details regarding the angle of the proposed outfalls and mitigation measures in the form of bank protection;
- A revised method statement which provides greater detail as to the mitigation of ecological and environmental aspects of the site location

Once you have provided us with the above information, the fees are as follows:

Fees:

We have assessed the proposed works involved in the FRAP application. The total cost of the application is **£557.50** this is detailed in the table below:

Summary of choices	Cost	Base cost	No. of srrs	Adjusted Cost	Notes about charging rates

Payment:

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If you wish to call to arrange payment, please let us know by contacting PSOwestsussex@environment-agency.gov.uk.

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Any questions please don't hesitate to ask, we look forward from hearing from you.

Kind regards,
Annabelle

Annabelle Kendall

Flood & Coastal Risk Management Officer, Solent and South Downs Partnership & Strategic Overview Team
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD

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Gareth Jones

From: PSO West Sussex <P [REDACTED]>
Sent: 02 December 2020 10:43
To: Mike Griffin archive
Cc: [REDACTED]
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3/56SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch__further information and fees required

Hi Mike,

Thank you for clarifying that for us, If you are able to provide a set of updated forms as directed by my colleague Annabelle then we can look to take payment.

Regarding the bank protection mitigation measures, our Fishers, Geomorphology and Biodiversity team have confirmed that if flows are restricted by hydrobreaks to the levels specified, and initial discharge is onto concrete chamber then we would have no need for lining the bank with mattress protection.

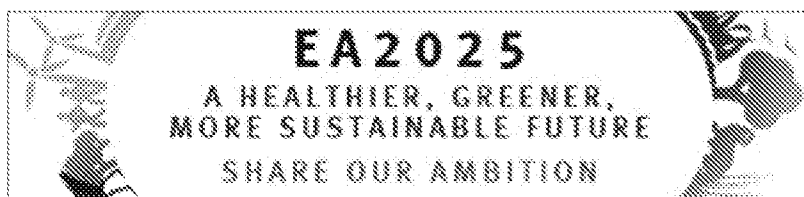
In addition, they have also asked me to highlighted the need for mitigation measures to be outlined regarding the potential for the proposed work to directly impact on water voles.

Any questions regarding this please do let me know.

Best Regards,

Tom

Tom Lamboo
FCRM Officer, Partnership & Strategic Overview, West Sussex | Solent and South Downs
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



From: Mike Griffin [mailto:M [REDACTED]]
Sent: 25 November 2020 17:19
To: [REDACTED]
Cc: [REDACTED]
Subject: [Hydrock: 13319_1-SBNO] RE: EPR/JB3/56SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch__further information and fees required

Hi Annabelle,

Thank you for the comments.

The contractor will act as 'Operator' for the applications and I have asked them to provide the relevant details to input into Form A.

We are reviewing the angle of headwall with the contractor and will update / re-issue the details accordingly.

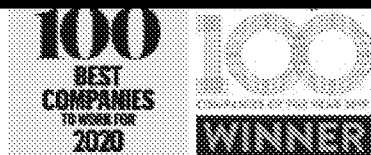
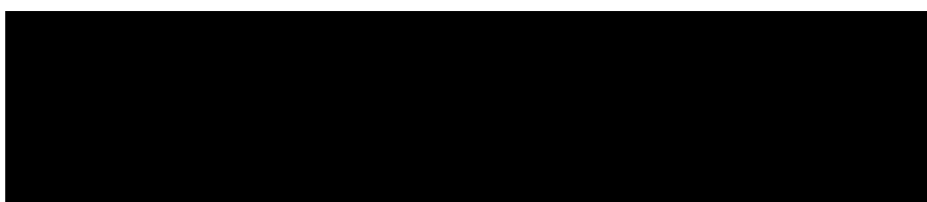
Re method statement, we have asked for some assistance from the project ecologist regarding the items raised and will update / re-issue accordingly.

With the adjustment in the headwall angle and the relatively low discharge rates it is considered to lessen the impact of the outflow on the adjacent bank. We are therefore proposing to remove the erosion blanket from the proposals (from what is currently shown on the attached). This will also reduce the ecological impact of the works during construction. We trust that this will be acceptable.

Kind Regards

Mike Griffin
Principal Infrastructure Engineer

Following government advice, I am currently working from home. If we need to speak, drop me a line and I'll get straight back to you. For wider information on working with Hydrock during COVID-19 visit hydrock.com/coronavirus



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From: PSO West Sussex <psowest@psowest.co.uk>

Sent: 20 November 2020 16:00

To:

Cc:

Subject: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Good afternoon Mike,

Further to my email on Tuesday, we have identified areas where further information is required and have assessed the cost of the permit.

Information required:

Please provide the following:

- An updated Form A which clearly defines the operator and agent for the permit;
- Further details regarding the angle of the proposed outfalls and mitigation measures in the form of bank protection;
- A revised method statement which provides greater detail as to the mitigation of ecological and environmental aspects of the site location

Once you have provided us with the above information, the fees are as follows:

Fees:

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Summary of choices	Cat	Base cost	No. of units	Adjusted Cost	Notes about charging rates

Payment:

I have attached your F3 form with the fees applied. You have not indicated how you would like to pay, so please update the form and return it to us. We hope to stress that payment over the phone using a credit or debit card is preferred.

If you wish to call to arrange payment, please let us know by contacting [REDACTED]

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Any questions please don't hesitate to ask, we look forward from hearing from you.

Kind regards,
Annabelle

Annabelle Kendall

Flood & Coastal Risk Management Officer, Solent and South Downs Partnership & Strategic Overview Team
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD

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Gareth Jones

From: PSO West Sussex <PSO@westsussex.gov.uk>
Sent: 17 December 2020 11:05
To: Mike Griffin_archive
Cc: David Gallimore; Brian McAllan
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Mike,

Thank you for supplying the revised information and drawings.

I did note some inconsistencies in the method statement which still shows the angle of the proposed headwalls at a 90 degree angle, but I have noted the changes on the main site drainage strategy and cross sections plans.

If you could supply details that the payment has been processed, I can look to 'Duly Make' the application and start our internal consultation period.

Best Regards,

Tom

Tom Lamboo
FCRM Officer, Partnership & Strategic Overview, West Sussex | Solent and South Downs
Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD



From: Mike Griffin [mailto:Mike.Griffin@westsussex.gov.uk]
Sent: 16 December 2020 12:31
To: [redacted]
Cc: [redacted]
<An...@...>
Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Hi Tom,

See attached revised information, method statement plus drawings etc.

I understand payment was processed yesterday. I need to check with our accounts team for the remittance no. before adding to the form F3.

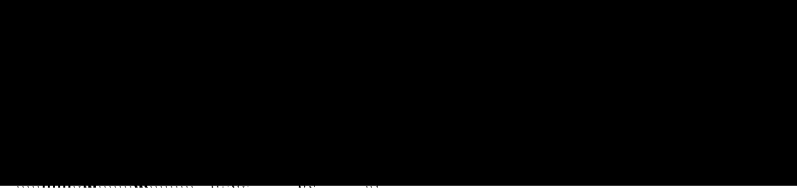
Kind Regards

Mike Griffin
Principal Infrastructure Engineer

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Hydrock

Merchants' House North, Wapping Road, Bristol, BS1 4BW



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From: PSO West Sussex <[REDACTED]>
Sent: 02 December 2020 16:16
To: Mike Griffin <Mike.Griffin@hydrock.com>
Cc: David Gallin <[REDACTED]>

Subject: RE: [Hydrock: 13319_1-SBNO] RE: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

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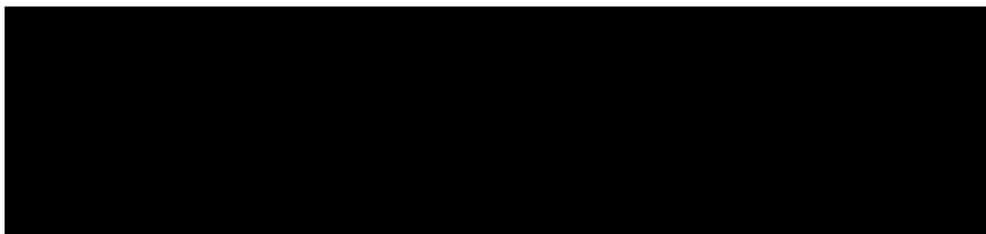
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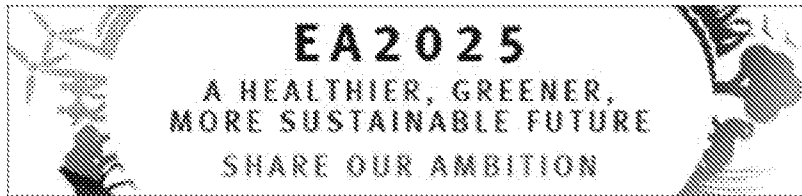
Any questions regarding this please do let me know.

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Environment Agency | Guildbourne House, Chatsworth Road, Worthing, West Sussex, BN11 1LD





From: Mike Griffin [redacted]
Sent: 25 November 2020 17:19

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From: PSO West Sussex <[REDACTED]>

Sent: 20 November 2020 16:11

To: Mike [REDACTED]

Cc: [REDACTED]

Subject: EPR/JB3756SF - Installation of 2nr outfalls at Shripney Road, Saltbox - Shripney Manor Ditch___further information and fees required

Good afternoon Mike,

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Permit with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

RGCM Limited

Installation of two outfalls at the Saltbox Development, Shripney Road

National Grid Reference[s]: SU9364501666

Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex

Permit number

EPR-JB3756SF

Introductory note

This introductory note does not form a part of the permit

The main features of the permit are as follows.

Installation of two outfalls at the Saltbox Development, Shripney Road.

The status log of the permit does not form part of the permit. It sets out the permitting history, including changes to the permit or permit reference number.

Status log of the permit		
Description	Date	Comments
Application EPR-JB3756SF	Duly made 06/01/2021	Application for Installation of two outfalls at the Saltbox Development, Shripney Road
Permit determined EPR-JB3756SF	Issued 09/02/2021	Permit issued to RGCM Limited

End of introductory note

Permit

The Environmental Permitting (England and Wales) Regulations 2016

Permit number

EPR-JB3756SF

The Environment Agency hereby authorises, under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016

RGCM Limited (“the operator”)

whose registered office is

4 Abbey Wood Road

Kings Hill

West Malling

Kent

ME19 4AB

Company registration number [02477053]

to operate the following flood risk activities:

Installation of outfalls within natural banks

At

Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex

National Grid Reference(s) SU9364501666

to the extent authorised by and subject to the conditions of this permit.

Name	Date
 Claire Francis Partnership & Strategic Overview Team Leader West Sussex	08/02/2021

Authorised on behalf of the Environment Agency

Conditions

1 Management

1.1 General management

- 1.1.1 The operator shall manage and operate the activities:
- (a) in accordance with a written management system that identifies and minimises risks of flooding, impact on drainage and environmental harm so far as is reasonably practicable, including those risks arising from operations, maintenance, accidents, incidents, non-conformances and those drawn to the attention of the operator as a result of complaints; and
 - (b) using sufficient competent persons and resources.
- 1.1.2 Records demonstrating compliance with condition 1.1.1 shall be maintained.
- 1.1.3 Any person having duties that are or may be affected by the matters set out in this permit shall have convenient access to a copy of the permit.

2 Operations

2.1 Permitted activities

- 2.1.1 The operator is only authorised to carry out the activities specified in schedule 1 table S1.1 (the “activities”).

2.2 The site

- 2.2.1 The activities shall not extend beyond the site, being the land shown edged in green on the site plan at schedule 2 to this permit and showing National Grid Reference[s] **SU9364501666**

2.3 Operating techniques

- 2.3.1 The operator shall use appropriate measures, including but not limited to those in the approved Method of Work.
- (a) to minimise sediment mobilisation
 - (b) to minimise impact on biodiversity
 - (c) to ensure there is no increase to flood risk or detrimental impact on drainage;
 - (d) for the storage and disposal of waste produced; and
 - (e) to prevent and minimise environmental harm.
- 2.3.2 All liquids in containers, whose emission to water or land could cause pollution, shall be provided with secondary containment, unless the operator has used other appropriate measures to prevent or where that is not practicable, to minimise, leakage and spillage from the primary container.
- 2.3.3 Measures shall be taken to ensure that the activities do not cause the spread of invasive non-native species or plant or animal diseases.
- 2.3.4 Measures shall be taken to ensure that fish will be protected.
- 2.3.5 The operator shall register with the Environment Agency to receive flood warnings for the location of the activities and take action to ensure that there is no increased flood risk to third parties as a result of carrying out the activities.

- 2.3.6 The activities shall not have a significant adverse effect on protected or priority species.
- 2.3.7 The activities shall, subject to the conditions of this permit, be operated using the techniques and in the manner described in the documentation specified in schedule 1, table S1.2, unless otherwise agreed in writing by the Environment Agency.

3 Information

3.1 Records

- 3.1.1 All records required to be made by this permit shall:
- (a) be legible;
 - (b) be made as soon as reasonably practicable;
 - (c) if amended, be amended in such a way that the original and any subsequent amendments remain legible, or are capable of retrieval; and
 - (d) be retained, unless otherwise agreed in writing by the Environment Agency, for at least 6 years from the date when the records were made.
- 3.1.2 The operator shall keep on site all records, plans and the management system required to be maintained by this permit, unless otherwise agreed in writing by the Environment Agency.

3.2 Reporting

- 3.2.1 The operator shall send all reports and notifications required by the permit to the Environment Agency using the contact details supplied in writing by the Environment Agency.

3.3 Notifications

- 3.3.1 The Environment Agency shall be notified no less than 7 days before the commencement of the activities.
- 3.3.2 Environment Agency shall be notified no less than 7 days after the [activities are] completed.
- 3.3.3 The Environment Agency shall be notified without delay following the detection of any breach of a limit specified in the permit or any significant environmental effects resulting from the activities or of any breach of the permit.
- 3.3.4 Written confirmation of actual or potential incidents or effects and breaches referred to in 3.3.3 shall be submitted within 24 hours.
- 3.3.5 The Environment Agency shall be notified within 14 days of the occurrence of the following matters, except where such disclosure is prohibited by Stock Exchange rules:

Where the operator is a registered company:

- (a) any change in the operator's trading name, registered name or registered office address; and
- (b) any steps taken with a view to the operator going into administration, entering into a company voluntary arrangement or being wound up.

Where the operator is a corporate body other than a registered company:

- (a) any change in the operator's name or address; and
- (b) any steps taken with a view to the dissolution of the operator.

In any other case:

- (a) the death of any of the named operators (where the operator consists of more than one named individual);

- (b) any change in the operator's name(s) or address(es); and
- (c) any steps taken with a view to the operator, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

3.3.6 Where the operator proposes to make a change in the nature or functioning, or an extension of the activities, which may have consequences for flood risk, drainage or the environment and the change is not otherwise the subject of an application for approval under the Regulations or this permit:

- (a) the Environment Agency shall be notified at least 14 days before making the change; and
- (b) the notification shall contain a description of the proposed change in operation.

3.4 Interpretation

3.4.1 In this permit the expressions listed in schedule 3 shall have the meaning given in that schedule.

3.4.2 In this permit references to reports and notifications mean written reports and notifications, except where reference is made to notification being made "without delay", in which case it may be provided by telephone.

3.4.3 Any reference to a distance of a number of metres from a flood defence structure, drainage work, remote defence or sea defence is a reference to that distance as measured from the foot of the foregoing as the case may be.

3.4.4 Any reference to a distance of a number of metres from a river control work is a reference to that distance as measured from the nearest part of the river control work.

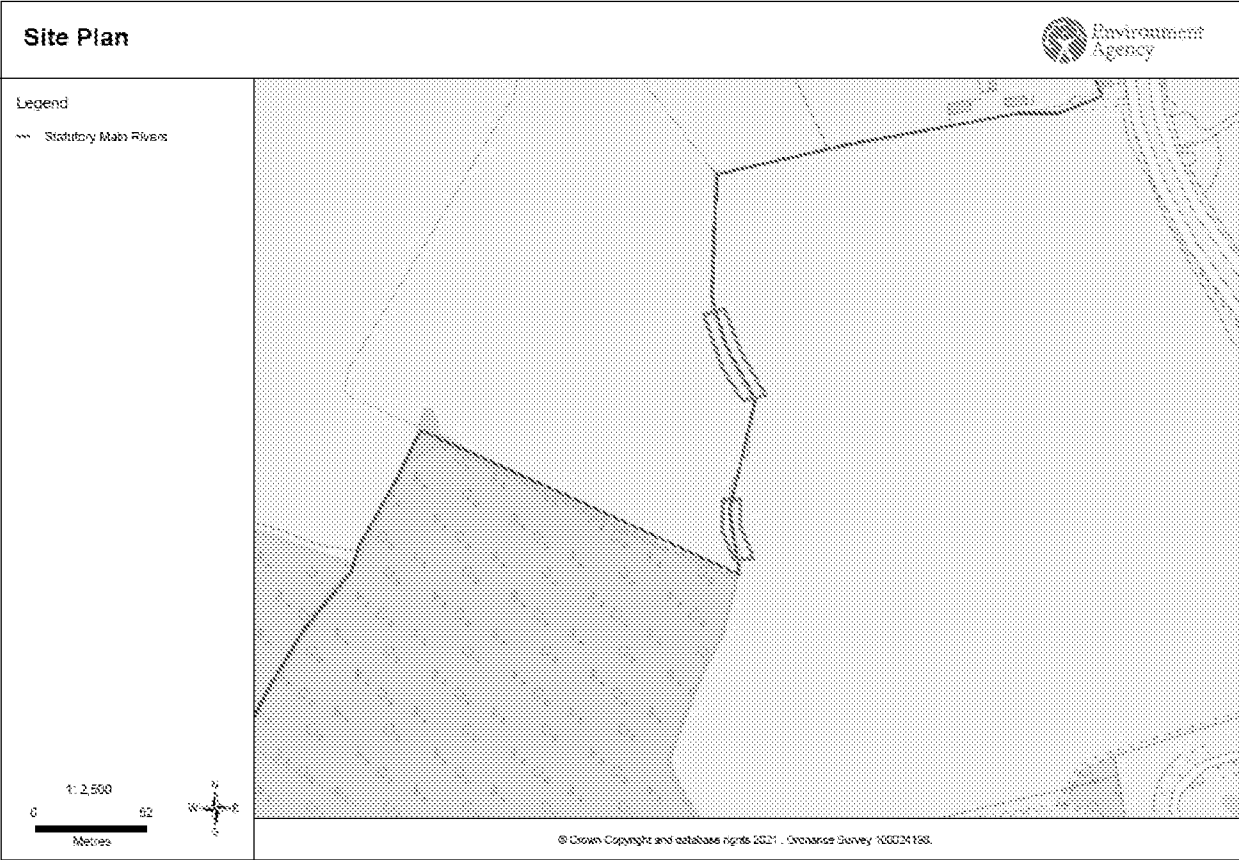
3.4.5 Any reference to a distance of a number of metres from a watercourse is a reference to that distance as measured horizontally from the foot of the bank on the landward side of the watercourse

Schedule 1 – Operations

Table S1.1 activities		
Activity reference	Description of activities	Limits of activities
	Permanent Works	
P1	Installation of outfalls within natural banks	The activity shall be commenced within 3 years of the date of the grant of the permit and completed within 6 months of commencement. The activities shall be carried out in accordance with the application form dated 04/08/2020, Site Photos, Site Plans, Application Details Documents and Method of Work/Supporting Information. No materials, chemicals, fuels etc. shall be stored within eight metres of the main river watercourse. To help control the spread of disease and invasive non-native species biosecurity measures must be followed during the works. Further information can be found at http://www.nonnativespecies.org/checkclean/dry/. If at any time during the works an environmental incident was to occur this must be reported immediately to the Environment Agency Hotline Number 0800 80 70 60. The operator shall sign up to receive flood warnings/flood alerts from the Environment Agency. Upon receipt of alert/warning the works shall cease and temporary works removed to allow the river to flow at full capacity.

Table S1.2 Operating techniques			
Requirement	Measures (if measures are specified)	Document reference	Date Received
Condition from 2.3.1 to 2.3.7	Measures contained in the approved Method of Work.	MS052 Pre-cast Headwall Installation - Rev B	05/01/2021
Condition 2.3.6 (The activities shall not have a significant adverse effect on protected or priority species)	Measures regarding mitigation for Water Vole and Eels, for the duration of the work.	Technical Breifing Note-Saltbox, Bognor Regis Pre-cast Headwall Installation: Ecological Method Statement	04/02/2020

Schedule 2 – Site Plan



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Schedule 3 – Interpretation

“application” means the application for this permit, together with any additional information supplied by the operator as part of the application and any response to a notice served under Schedule 5 to the EP Regulations.

“authorised officer” means any person authorised by the Environment Agency under section 108(1) of The Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in section 108(4) of that Act.

“EP Regulations” means The Environmental Permitting (England and Wales) Regulations SI 2016 No.1154 and words and expressions used in this permit which are also used in the Regulations have the same meanings as in those Regulations.

“main river” means a watercourse or part of a watercourse designated as main river on the statutory main river map held by the Environment Agency.

“Method of Work” means a document forming part of the operator’s management system, setting out the working methods for carrying out the activity and what measures will be taken to avoid or minimise the risks of environmental effects.

“approved Method of Work” means the operator’s Method of Work approved by the Environment Agency

“environmental effects” means:

- (a) flooding or risk of flooding;
- (b) harm to the environment or risk of harm to the environment; and
- (c) detrimental impact on drainage or risk of detrimental impact on drainage.

“environmental harm” means a result of human activity which may:

- (a) cause harm to the conservation, protection and enhancement of any species and habitats designated under any enactment as having special protection or priority;
- (b) prevent the achievement of environmental objectives within the meaning of the Water Framework Directive 2000/60/EC;
- (c) cause pollution; or
- (d) otherwise adversely affect the protection and enhancement of the environment.

END OF PERMIT

ENVIRONMENTAL PERMITTING: FLOOD RISK ACTIVITIES STANDARD DOCUMENT

Mr Mike Griffin
Hydrock
Merchants' House North
Wapping Road
Bristol
BS1 4RW

Our ref: EPR-JB3756SF

Date: 09/02/2021

Dear Mike,

Your new environmental permit

Permit reference: EPR-JB3756SF- Installation of two outfalls at the Saltbox Development, Shripney Road

Operator: RGCM Limited

Description of Activity: Installation of two outfalls within natural banks

Site / Location: Land east of Shripney Road roundabout, Shripney Manor Ditch, Shripney, West Sussex (NGR: SU9364501666)

Our determination of your application for a permit is complete. We're satisfied that you can carry out your activities in accordance with the enclosed permit, without increasing flood risk, or harming land drainage or the environment. Please keep the permit in a safe place. This letter contains web links to other documents. If you aren't able to access these please email [REDACTED]. Please quote our reference if you contact us.

Please look at the table below and note any of the things that apply to your permit.

if...	then...
you plan to keep your records at a site other than where the activity takes place	you need to let us know within 20 working days of receiving this letter.
your permit includes standard rules	we've enclosed the rules set/s. We may change these in future but will let you know about any changes. You must make sure you're always following the latest rules set.
your permit has a pre-operational condition requiring you to do something before work starts (for example submit a method of work, or have measures in place to reduce sediment mobilisation)	check the deadlines for completing these measures and make sure you carry them out by the times stated.
your permit requires you to notify us before works start	check the deadlines for notifying us and make sure you carry them out by the times stated.
your permit requires you to notify us when any particular work is complete	check the deadlines for notifying us and make sure you carry them out by the times stated.
you need to submit other returns or information	send these to us at the contact details above, unless we advise you otherwise.

Find out more about complying with your permit on our website

<https://www.gov.uk/topic/environmental-management/environmental-permits>

This includes guidance on your management system and how you will be regulated.

There is a subsistence charge for your permit that applies when we carry out compliance checks. For most permits this will happen once and we will invoice you when the charge is due. If the permit continues over a longer period, deals with a number of activities, or has ongoing conditions, we may do compliance checks more than once and will invoice you at the time the compliance work is done.

Rights of appeal

If you're not happy with any permit condition that has been imposed by the permit you may appeal to the Secretary of State. You must make your appeal no later than six months after the permit issue date. Further information about making an appeal and the forms you will need are available from the Planning Inspectorate website or from the contact details below.

Environment Appeals, Enforcement and Specialist case work division, The Planning Inspectorate, 3/25 Hawk Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Phone: 0300 477 0001

Email: environment.appeals@pins.gsi.gov.uk

You must send written notice of the appeal and the documents listed below to the Secretary of State at the Planning Inspectorate address above. At the same time you must send us a copy of the notice and documents to:

Victoria Douglass, Permitting Technical Specialist, Environment Agency, National Permitting Service, Knutsford Road, Latchford, Warrington, WA4 1HT.

[Redacted]

The documents are:

- ✧ a statement of the grounds of appeal
- ✧ a copy of any relevant application
- ✧ a copy of any relevant environmental permit
- ✧ a copy of any relevant correspondence between the appellant and the regulator
- ✧ a copy of any decision or notice which is the subject matter of the appeal
- ✧ a statement indicating whether you wish the appeal to be in the form of a hearing or dealt with by way of written representations.

You may withdraw an appeal by notifying the Secretary of State in writing and sending a copy of that notification to us.

If you have any questions about this permit please email permissions@environment-agency.gov.uk [Redacted]
[Redacted] please quote our reference if you contact us.

Yours sincerely,

Tom Lamboo
Flood and Coastal Risk Management Officer
Partnership & Strategic Overview
West Sussex