

Arun District Council
Development Control
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Our ref: HA/2025/127106/01-L01
Your ref: LU/195/25/PL
Date: 21 October 2025

Dear Planning Officer,

**CHANGE OF USE FROM OFFICES TO 2 NO. 1 BEDROOM FLATS.
1 & 2 NORFOLK HOUSE BEACH ROAD LITTLEHAMPTON BN17 5HZ**

Thank you for consulting the Environment Agency on the above application.

We have reviewed the information as submitted and set out our position below.

Environment Agency position

We have **no objection to the proposed development as submitted, provided that the following condition be attached** to any planning permission granted. The proposed development will only meet the National Planning Policy Framework's requirements in relation to flood risk if the following planning condition is included.

We would note that the submitted Flood Risk Assessment does not consider the impacts of climate change. We recognise that on this occasion, the proposal is within an existing building and finished floor levels will not be changed, but to demonstrate how people will be kept safe from the identified flood hazards, we would have welcomed a direct comparison of these floor levels, and the design flood level (0.5% AEP (2115)).

Condition

The development shall be carried out in accordance with the submitted flood risk assessment (dated October 2022) and the following mitigation measures it details:

- All sleeping accommodation shall be at first floor level or above.
- Finished floor levels shall be set no lower than existing.

These mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the scheme's timing/phasing arrangements.

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

www.gov.uk/environment-agency

Cont/d..

The measures detailed above shall be retained and maintained thereafter throughout the lifetime of the development.

Reason

To reduce the risk of flooding to the proposed development and future occupants.

Advice to Applicant

Signing up for flood warnings

The applicant/occupants should phone Floodline on [REDACTED] to register for a flood warning, or visit [Sign up for flood warnings - GOV.UK](#). It is a free service that provides warnings of flooding from rivers, the sea and groundwater, direct by telephone, email or text message. Anyone can sign up.

Flood warnings can give people valuable time to prepare for flooding – time that allows them to move themselves, their families and precious items to safety. Flood warnings can also save lives and enable the emergency services to prepare and help communities.

For practical advice on preparing for a flood, visit [Prepare for flooding: Protect yourself from future flooding - GOV.UK](#).

To get help during a flood, visit [What to do before or during a flood - GOV.UK](#).

For advice on what do after a flood, visit [What to do after a flood - GOV.UK](#).

Proposals for evacuation/safe refuge

We recognise that the access/egress routes for this site are entirely within Flood Zone 3. However, the adequacy of rescue or evacuation arrangements, or of emergency plans are not issues within the Environment Agency's direct remit or expertise. We therefore do not normally comment on or approve flood emergency response procedures accompanying development proposals, as we do not carry out this type of role /responsibility during a flood.

[Planning practice guidance](#) (PPG) states that, in determining whether a development is safe, the ability of residents and users to safely access and exit a building during a [design flood](#) and to evacuate before an extreme flood needs to be considered. One of the key considerations to ensure that any new development is safe is whether adequate flood warnings would be available to people using the development. In all circumstances where warning and emergency response is fundamental to managing flood risk, we advise LPAs to formally consider the emergency planning and rescue implications of new development in making their decisions. As such, we recommend you refer to '[Flood risk emergency plans for new development](#)' and undertake appropriate consultation with your emergency planners and the emergency services to determine whether the proposals are safe in accordance with paragraph 181 (inc. footnote 63) of the NPPF and the guiding principles of the PPG.

Please do not hesitate to contact me using the contact details shown below should you have any queries regarding the above information.

Yours faithfully

Mrs Sophie Brown
Sustainable Places Planning Advisor

[Redacted]

[Redacted]




Environment Agency response



Arun District Council, Civic Centre, Maltravers Rd Littlehampton, West Sussex, BN17 5LF www.arun.gov.uk

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-----Original Message-----

From: 
Sent: 21 October 2025 09:45
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: Environment Agency Response to: LU/195/25/PL

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The proposal has been reviewed and I enclose the Environment Agency's comments on:
1 & 2 Norfolk House Beach Road Littlehampton BN17 5HZ

LPA ref: LU/195/25/PL

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