

From: Michael Eastham
Sent: 31 January 2019 16:07
To: Planning.Responses
Subject: FW: Walberton - Today's Development Team Meeting

Please upload the email from ADC Drainage and the attachments onto Ocella for WA/95/18/RES – Land East of Tye Lane, Walberton.

Thanks,

Michael

From: Laura Gibbons
Sent: 31 January 2019 12:02
To: 'Laura Humphries'
Cc: Michael Eastham
Subject: RE: Walberton - Today's Development Team Meeting

Hi Laura,

Thank you for sending through that information. I have now had a chance to look through the information provided, and have the following comments:

1. Winter groundwater monitoring was completed 30th January 2017 to 11th April 2017. This does not cover the full period of October to March inclusive. It appeared that GI works were being undertaken this morning. Please confirm this is the case and the extent of these activities.
2. No location plan has been provided with the groundwater monitoring results, making my review of the wider surface water drainage scheme not possible. Please provide a plan clearly showing the location of these monitoring points. If more monitoring is being completed, I will require a location plan with these too.
3. Infiltration testing was reportedly carried out in December 2015. No results have been supplied, I cannot obtain if these tests were completed at the correct depths or locations. Please supply these results with accompanying plan.
4. I cannot review the adequacy of the surface water drainage design without having these results available. However, I have provided as many comments below as possible.
5. Given the prevalence of clay within the borehole logs supplied I am surprised by the half drain times in the calculations supplied.
6. Calculation methodology is insufficient, please model ponds and networks together along with swales and permeable paving.
7. The calculation printouts are insufficient, please can it be ensured that all inputs are provided in printouts. I.e. impermeable areas, time area diagrams if this methodology has been used, pipe network details, manhole schedules, pond dimensions and infiltration rates, permeable paving dimensions and infiltration rates, rainfall details, simulation criteria.

8. Please ensure all PNs are clearly shown on plan. So that the accuracy of what is modelled can be compared with details shown on plan.
9. Due to the fall of the site, exceedance flow routes must be provided. There is a significant risk to land to the south of the development. Methods of containing water on site need to be detailed.
10. Pond sections do not seem to be drawn to scale/ accurately. For example section A-A has a straight horizontal line with an elevation of 12.941mAOD at one end, and 13.641mAOD at the other. Please can all cross sections be drawn accurately.
11. The interlinkage between the permanently wet area of the pond and the wetland area is not clearly shown.
12. The volume associated with the permanently wet areas of pond should be excluded from calculations.
13. Please clearly define the extents of the impermeable liner within the ponds. Drawing styles do not clearly show that this isn't present within the wetland areas.
14. Permeable paving construction details need to show permeable geomembrane fully wrapping around the subbase.
15. All other construction details must be provided with the DOC application, not just reference to Sewers For Adoption.
16. Cross sections of swales need to be provided.
17. The maintenance manual does not detail that Linden Homes have riparian responsibility for the ditch and culvert network to the west of the development. Please can the manual be updated to include this.
18. Any footpaths crossing the ditch will require land drainage consent (forms attached).
19. The ditch along Tye Lane, which Linden homes have riparian responsibility for is in a bad condition and requires clearing of vegetation and silt. Notes should be added to drawings to reflect this.
20. If ground investigations reveal a connection is required to the ditch, full investigations and consent will be required.

I hope these comments can form the basis of discussions on Tuesday. As I stated this morning I cannot be certain that larger pond areas/ revised scheme will not be required until full monitoring and infiltration test results are provided. I.e. I believe we will not be able to resolve this until April (after winter monitoring has concluded).

I have also attached our formal checklist, it would expedite my future reviews if this can be completed and supplied with any revised submissions.

Kind Regards,

Laura Gibbons, MEng, GMICE
Engineer (Drainage & Coastal)

Laura Gibbons | Engineer (Drainage & Coastal), Engineering Services, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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From: Laura Humphries [REDACTED]
Sent: 30 January 2019 12:49
To: Laura Gibbons
Cc: Michael Eastham
Subject: RE: Walberton - Today's Development Team Meeting

Hi Laura – this is the drainage information. I will send over the landscaping plans in a separate email.

Kind regards,

Laura Humphries

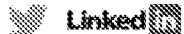
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From: Laura Gibbons <Laura.Gibbons@arun.gov.uk>

Sent: 30 January 2019 12:42

To: Laura Humphries

Subject: RE: Walberton - Today's Development Team Meeting

Hi Laura,

None of the new information is on the system. Please could you send all drainage and landscaping related information to me.

Thanks,

Laura Gibbons, MEng, GMICE
Engineer (Drainage & Coastal)

Laura Gibbons | Engineer (Drainage & Coastal), Engineering Services, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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From: Laura Humphries

Sent: 30 January 2019 09:48

To: Laura Gibbons

Cc: Michael Eastham

Subject: RE: Walberton - Today's Development Team Meeting

Thanks Laura

Michael – in terms of people attending from my side, it is likely to be James Massingham and Gareth Hardwick from Ardent along with Yuved and I.

Kind regards,

Laura Humphries

Associate Planner

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From: Laura Gibbons <Laura.Gibbons@arun.gov.uk>
Sent: 30 January 2019 09:33
To: Laura Humphries [REDACTED]
Cc: Michael Eastham <Michael.Eastham@arun.gov.uk>
Subject: RE: Walberton - Today's Development Team Meeting

Hi Laura,

This is on my list of jobs to do today. I am also going to go and have a look at the existing watercourses tomorrow morning, therefore I should have a response ready by the end of the week at the latest.

I will let you know if I believe anything is missing on our system.

Thanks,

Laura Gibbons, MEng, GMICE
Engineer (Drainage & Coastal)

[Laura Gibbons](#) | Engineer (Drainage & Coastal), Engineering Services, [Arun District Council](#) | Location: First Floor, Arun Civic Centre,
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From: Laura Humphries [REDACTED]
Sent: 30 January 2019 09:31
To: Michael Eastham
Cc: Laura Gibbons
Subject: RE: Walberton - Today's Development Team Meeting

Hi Michael – thanks, I will confirm who is attending today.

Laura – would you be able to review the information we have submitted recently so that we have time to respond/prepare information ahead of the meeting? If it assists I can send over the information we have submitted direct to you.

Kind regards,

Laura Humphries
Associate Planner

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From: Michael Eastham <Michael.Eastham@arun.gov.uk>
Sent: 30 January 2019 09:28
To: Laura Humphries [REDACTED]
Cc: Laura Gibbons <Laura.Gibbons@arun.gov.uk>
Subject: FW: Walberton - Today's Development Team Meeting

Hi Laura,

Please could we meet up at 2.00pm on Tuesday 5th February at the ADC Offices in Littlehampton?

How many people will be attending the meeting on behalf of the applicant?

Kind regards,

Michael

From: Laura Gibbons
Sent: 30 January 2019 09:16
To: Michael Eastham
Subject: RE: Walberton - Today's Development Team Meeting

Hi Michael,

Yes I am available on Tuesday 5th. Currently have no meetings that day, so whenever suits you best is fine.

Thanks,

Laura Gibbons, MEng, GMICE
Engineer (Drainage & Coastal)

[Laura Gibbons](#) | Engineer (Drainage & Coastal), Engineering Services, [Arun District Council](#) | Location: First Floor, Arun Civic Centre,
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From: Michael Eastham
Sent: 25 January 2019 16:44
To: Laura Gibbons

Cc: 'Laura Humphries'
Subject: FW: Walberton - Today's Development Team Meeting

Hi Laura,

Are you free on the afternoon of Tuesday 5th February 2019 to sit down with me and Laura Humphries to resolve the drainage condition imposed on the outline planning permission?

Thanks,

Michael

From: Laura Humphries [REDACTED]
Sent: 25 January 2019 13:32
To: Michael Eastham
Subject: RE: Walberton - Today's Development Team Meeting

Hi Michael,

Thanks for coming back to me so quickly. I am just waiting on the availability of one of the engineers but can we pencil a meeting for the Tuesday afternoon? I assume you will liaise with Laura Gibbon on her availability.

Kind regards,

Laura Humphries
Associate Planner

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From: Michael Eastham <Michael.Eastham@arun.gov.uk>
Sent: 25 January 2019 12:25
To: Laura Humphrie [REDACTED]
Cc: Yuved Bheenick (Linden Homes) [REDACTED]; Laura Gibbons <Laura.Gibbons@arun.gov.uk>
Subject: RE: Walberton - Today's Development Team Meeting

Hi Laura,

I hereby confirm that the points raised at the Development Team meeting yesterday and listed in my email below are the final points to be addressed in the reserved matters application for Land East of Tye Lane, Walberton.

I am on leave on Monday 4th and Thursday 7th February 2019, but I am free on the Tuesday, Wednesday and Friday of that week to sit down with you and Laura Gibbon and resolve the drainage condition with your drainage consultants.

Kind regards,

Michael

From: Laura Humphries [REDACTED]
Sent: 25 January 2019 09:24
To: Michael Eastham
Cc: Yuved Bheenick (Linden Homes)
Subject: RE: Walberton - Today's Development Team Meeting

Hi Michael,

Thanks for the meeting yesterday, we found it very helpful. I am conscious that the consultees broadly gave their comments yesterday so I am hoping that these will be the final changes required but I appreciate they have a little time for formal comments. I will be discussing these points with the team today but we will be keen to wrap any revisions into one final set of plans. Are you able to advise if from your perspective, whether these are the final points to be addressed?

We are also keen to sit down with Laura Gibbon and resolve the drainage condition with our drainage consultants. I think it is advantageous to have both you and I present at the meeting, can you advise whether a suitable day for a meeting, perhaps w/c 4/2 to allow Laura time to review the revised information? It would be most productive to have Laura's comments on the revised information we have submitted prior to the meeting so that we can discuss and resolve the matters at the meeting. I look forward to hearing from you.

Kind regards,

Laura Humphries

Associate Planner

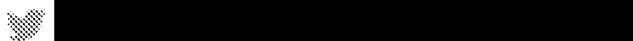
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From: Michael Eastham <Michael.Eastham@arun.gov.uk>
Sent: 24 January 2019 19:00
To: Laura Humphries <[REDACTED]> Yuved Bheenick (Linden Homes) [REDACTED]
Cc: Mark Warwick <Mark.Warwick@arun.gov.uk>; Sue Howell <Sue.Howell@arun.gov.uk>; Rachel Alderson <Rachel.Alderson@arun.gov.uk>; Laura Gibbons <Laura.Gibbons@arun.gov.uk>; Carol Reynolds <Carol.Reynolds@arun.gov.uk>
Subject: RE: Walberton - Today's Development Team Meeting

Laura and Yuved,

Thank you for attending the Development Team meeting today and going through the amended layout plans for the 175 houses on Land East of Tye Lane, in Walberton.

Following today's meeting, I look forward to receiving the further amended plans that show additional lay-by car parking alongside the allotments (and tennis courts); the additional tree planting along The Avenue; the details of the surfacing of the footways within and around the play areas in the vicinity of the TPO'd trees; and ensuring that no development takes place within the Root Protection Area (RPA) of the TPO'd tree in the centre of the site.

Kind regards,

Michael

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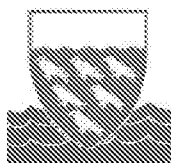
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West Sussex Flood Risk Partnership

Application for Ordinary Watercourse Land Drainage Consent: Guidance Notes [1b]

Introduction

Please read through these guidance notes and the application form carefully before you fill in the form. **If you are not sure about anything in these guidance notes, contact us using the details at the end of these guidance notes.**

These guidance notes give you information to help you fill in your application for Ordinary Watercourse Land Drainage Consent.

Before completing this form you are recommended to contact us for advice on your proposal. Under the Land Drainage Act 1991, you need consent if you want to construct a culvert or other structure that may affect the flow within any ordinary watercourse.

For applications made under the Land Drainage Act there is a charge of £150 for each structure or operation.

Please follow this guidance to help avoid delays in your application.

Contents

1. About you, the applicant
2. Your address
3. Agent or Consultant contact details
4. Interest in the Land
5. Location of Work
6. Description and Purpose of Work
7. Plans and Sections
8. Construction Details
9. Environment Agency Interests
10. Planning Approvals
11. Maintenance of Structure
12. Effects on the Environment
13. Fees
14. Checklist
15. Declaration

1 About you, the applicant

Please tick one box to indicate the type of applicant you are.

Then:

- if you are applying as a company, go straight to section 1.1;
- if you are applying as an individual, go straight to section 1.2 ;
- if you are applying as a group of individuals, go straight to section 1.3; or
- if you are applying as a public body, go straight to section 1.4.

1.1 Applications from companies

Fill in this section if you would like to apply for Land Drainage Consent as a registered company. To apply as a company, you must be a company formally registered with Companies House. Any Land Drainage Consent obtained will be in the company name registered with Companies House. You will need to give us your company name, as registered with Companies House, address, your company registration number, and the full name of the company director. Once you have filled in this section, go to section 2.

1.2 Applications from individuals

Fill in this section if you would like to apply as an individual. Give us your full name. The name you give will be the name on any Land Drainage Consent we grant.

Once you have filled in this section, go to section 2.

1.3 Applications from groups of individuals

Fill in this section if you would like to apply as a charity, group of individuals, club or partnership.

Tick the relevant box and tell us the name of your group.

The name you give will be the name registered on any Land Drainage Consent we grant. If you are a limited liability partnership, please give us the full name, position, address and contact details of your group's main representative.

Once you have filled in all parts of this section, go to section 2.

West Sussex Flood Risk Partnership – Please contact your Local Authority Land Drainage Team

1.4 Applications from public bodies

Fill in this section if you would like to apply as a public body such as a local authority or an NHS trust.

Please give us the full name of the public body. The name you give will be the name registered on any Land Drainage Consent we grant.

Please specify what type of public body you are.

Once you have filled in all parts of section 1.4, go to section 2.

2 Your address

If you are applying as an individual, group of individuals or public body you must fill in this section. You must give us your full UK address. The address you give here will be the address your Land Drainage Consent will be registered to and will be shown on any Land Drainage Consent we grant.

3 Agent or Consultant contact details

This section is only to be filled in if you have nominated someone other than the person named on any Land Drainage consent (for example, a consultant or agent). You need to give us your or the relevant person's full name, address and contact details.

4 Your Interest in the Land

We need to know what interest you have in the land where the works will be carried out (for example, whether you are the landowner or tenant). If any work will be carried out on land that you do not own, you will need permission from whoever owns the land.

5 Location of the Proposed Works

We need to be able to easily identify where the proposed works will be carried out.

Please give details of:

- The location of the site;
- The name of the watercourse (if known);
- The National Grid Reference (to 12 figures)

6 Description and purpose of the proposed works.

It is important that you accurately describe the proposals for the application being made. Please tell us the purpose of the works and the number of structures you need consent for.

7 Plans and Sections

To consider your proposals we need to receive plans and drawings, drawn by a competent engineer or surveyor and showing Ordnance Datum Newlyn (the height above sea level).

You need to provide three copies of all relevant drawings. The drawings must be no larger than A0 size, and they need to include the following;

Location Plan

This must be at an appropriate scale and be based on an Ordnance Survey map. It must clearly show the general location of the site where the proposed work will be carried out and include general features and street names. It must also identify the watercourse or other bodies of water in the surrounding area.

Site Plan (general arrangement)

You must provide a plan of the site showing: The existing site, including any watercourse, your proposals, the position of any structures which may influence local river hydraulics, including bridges, pipes and ducts, ways of crossing the watercourse, culverts and screens, embankments, walls, outfalls and so on; and existing fish passes or structures intended to allow fish to pass upstream and downstream;

The plan should be drawn to an appropriate scale, which must be clearly stated.

Cross Sections

Where works encroach into any watercourse, you should provide cross sections both upstream and downstream of the proposed works. Cross sections should be drawn as if looking downstream on the watercourse and should include details of existing and proposed features and water levels.

Longitudinal sections

Longitudinal sections taken along the centre line of the watercourse are required. These must show the existing and proposed features including water levels, bed levels

and structures. They should extend both upstream and downstream of the proposed work.

Detailed drawings

These are to show details of the existing and proposed features such as the following:

- Pipe sizes and gradients where applicable
- The materials to be used for any structures.
- The location of any proposed service pipes or cables which may affect the future maintenance of the watercourse.
- Details of any tree, shrub, hedgerow, pond or wetland area that may be affected by the proposed works.
- Details of any planting or seeding.
- Dams and weirs. (We need a plan showing the extent of the water impounded (held back) under normal and flood conditions so that we can assess the possible effect on land next to the watercourse. The plan must also show any land drains to be affected.)

8 Construction details

You need separate consents for the permanent works and any temporary works that do not form part of the permanent works. Temporary works could include, for example, cofferdams (watertight enclosures) across a watercourse, or temporary diversions of water while work is carried out. For any temporary work, we need to know how you are proposing to carry out the work. So you need to send us a "method statement" that includes details of the specific measures you plan to take to keep disruption to a minimum and reduce any unwanted effects while the work is being carried out.

We need to know when you are proposing to carry out the work and how long you think it will take. When you are planning the work you need to make sure that you have allowed enough time for us to consider your application.

9 Environment Agency Interests

Please tick the appropriate boxes.
If you answer "yes" to any of the questions, you will probably need extra licenses or

consents from the Environment Agency before you start work

You should make sure that you have enough time to get all approvals you need before you start work. If you don't, this could delay the work.

10 Planning Approvals

Please provide details of any planning permissions you may have or are applying for that relates to this proposal.

11 Maintaining the Structure

We need to know who will be responsible for maintenance both during construction work and after the work has finished.

12 Effects on the environment

The Environment Agency has a legal duty to protect and improve the environment, so we must consider the environmental effects of your proposal

You may need to carry out an environmental appraisal to assess the effects of your work. You should contact us before you send us your application so that we can give you advice on this. If you don't, your application could be delayed.

The environmental appraisal should identify all likely effects on the environment. You should consider the direct and indirect effects the work has on sites and features of interest and species of particular value.

Include any specific measures you plan to keep disruption to a minimum and reduce any unwanted effects while the work is being carried out.

Set out any opportunities for you to improve the environmental value of the site. This may include creating water features, planting trees and shrubs that would normally grow at the site, providing bird nesting boxes or creating sustainable places for wildlife to live.

If as part of a planning permission we have asked for an environmental appraisal, you must send it to us with all the other supporting documents we need.

If your site falls within, is next to or is linked to a nature conservation site, contact us as soon as possible to discuss your proposals before you send us your application.

Under the European Habitats Regulations, we must make sure that Land Drainage Consent does not have a direct or indirect negative effect on any site specified in the regulations, including:

- Sites of Special Scientific Interest (SSSIs)
- Designated Special Areas of Conservation (SACs);
- Special Protection Areas (SPAs);
- Listed RAMSAR sites; and
- Scheduled Ancient Monuments (SAMs)

Under the Habitats Regulations, we must consult Natural England or Countryside Council for Wales. You may want to contact these organisations yourself to get their views on your proposal.

13 Fees

The fee for Land Drainage Application, where charged, is £150 per structure or operation. Please make this out and send to the appropriate District or Borough. You may contact us before you send us this application to confirm the appropriate fee. Additional fees may be charged for complex / involved applications.

14 Checklist

Tick the relevant documents in this section so that we know what you are sending

The Data Protection Act 1998

This section sets out our rights and responsibilities under the Data Protection Act 1998.

15 Declaration

By signing this section you are declaring that, as far as you know, the information you have provided, including the plan and any supporting documents, is true. We will not accept any application that is not signed.

- If you are applying as a company which has trustees, all trustees must sign the declaration.
- If you are applying as a limited company, a company secretary or a director must sign the declaration.

Next steps

Please return the form **1a 'Application for Ordinary Watercourse Land Drainage Consent'** and any supporting documents to the Land Drainage Team within the Local Authority (the District or Borough Council) for your area. See below for the contact in your area.

If you need help filling in this form, please contact your relevant District or Borough Council or West Sussex County Council.

Adur and Worthing Council

Ken Argent
Telephone: 01903 221374
Email: ken.argent@adur-worthing.gov.uk
Address: The Town Hall, Chapel Road, Worthing, BN11 1HA

Arun District Council

Paul Cann
Telephone: 01903 737819
Email: Paul.Cann@arun.gov.uk
Address: Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Chichester District Council

Paul Cann
Telephone: 01903 737819
Email: Paul.Cann@arun.gov.uk
Address: Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Crawley Borough Council

John Braidley
Telephone: 01293 438596
Email: John.Braidley@crawley.gov.uk
Address: Town Hall, The Boulevard, Crawley RH10 1UZ

Horsham District Council

Martin Brightwell
Telephone: 01403 215063
Email: Martin.Brightwell@horsham.gov.uk
Address: Parkside, Chart Way, Horsham, RH12 1RL

Mid Sussex District Council

Fiona Bishop
Telephone: 01444 477074
Email: fiona.bishop@midsussex.gov.uk
Address: Oaklands Road, Haywards Heath, RH16 1SS

West Sussex County Council

Kevin Brook



Address: Drayton Depot, Drayton Lane,
Drayton, Chichester, PO20 2AJ

If you are happy with our service, please tell us. It helps us to identify good practice. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you have any communication needs such as needing information in a different language or alternative format (for example, in large print, in Braille or on CD).



West Sussex Flood Risk Partnership

Application for Ordinary Watercourse Land Drainage Consent [1a]

Introduction

Before completing this form you are recommended to contact us for advice on your proposal.

Please read through the guidance notes and the application form carefully before you fill the form in.

It should take you about 20 mins to fill in this form and it can be completed online

If you are not sure about anything in this form, contact your Local District or Borough Council using the details at the bottom of this form.

Contents

- 1.About you, the applicant
- 2.Your address
- 3.Agent or Consultants details
- 4.Interest in the Land
- 5.Location of Work
- 6.Description and Purpose of Proposed Work
- 7.Plans and Sections
- 8.Construction Details
- 9.Environment Agency Interests
- 10.Planning Approvals
- 11.Maintenance of Structure
- 12.Effects on the Environment
- 13.Fees
- 14.Checklist
- 15.Declaration

1 The Applicant

Are you applying as a company, an individual, a group of individuals (partnership) or a public body? Please tick the appropriate box.

- | | | |
|-----------------------------|--------------------------|-------------------|
| Company | ☐ | Go to section 1.1 |
| Individual | ☐ | Go to section 1.2 |
| Group of individuals | ☐ | Go to section 1.3 |
| Public body | ☐ | Go to section 1.4 |

1.1 Applications from companies

To apply as a company, you must be formally registered with Companies House. Please see Companies House website for more information.

Company name, as registered with Companies House

Company registration number

Office address registered with Companies House

Address

Postcode -----

Country -----

Contact telephone numbers, including the area code

Phone -----
Mobile -----
Email -----

Now go straight to section 3.

1.2 Applications from individuals

Give your full name.
Title (Mr, Mrs, Miss etc) -----
First name -----
Last name -----

Now go straight to section 2.

1.3 Applications from groups of individuals

What type of group are you?

Charity ☐
Group of individuals ☐
Club ☐
Partnership ☐
Other ☐
Name of your group

Give details of your group's main representative

Title (Mr, Mrs, Miss etc) -----
First name -----
Last name -----
Position -----

Now go straight to section 2.

1.4 Applications from public bodies

Name of the public body

What type of public body are you?

2 Your address

If you are applying as an individual, group of individuals or public body, please fill in 2.1 below.

2.1 Your main UK address

Address

Postcode

Contact telephone numbers, including the area code

Phone

Mobile

Email

3 Agent or Consultant Contact details (where appropriate)

3.1 Who we can contact about your application

This can be you or someone acting as a consultant or an agent for you during your application process.

Title (Mr, Mrs, Miss etc)

First name

Last name

Position

Address

Postcode

Country

Contact numbers, including the area code

Phone

Mobile

Email

4. Your Interest in the Land

4.1 What is your interest in the Land?

Landowner

Tenant

Other

☐☐☐

Please specify

5 Location of the Proposed Works

5.1 What is the Location of the Proposed Works?

5.2 Name of River or Watercourse (If known)

5.3 National Grid Reference of the Site (to 12 figures)

6 Description and purpose of the proposed works

6.1 Please provide a description of the proposed works (please attach separate sheets if required)

6.2 Number of Structures

7 Plans and Sections:

7.1 Please provide a description and reference number of all plans and sections you have provided (see the guidance notes). Please attach separate sheets if required

8 Construction Details

8.1 Are the works permanent or Temporary?

Permanent ☐
Temporary, ☐ if so;
for how long? -----

8.2 Date Construction Work is proposed to start?

Date (DD/MM/YYYY) -----

9 Environment Agency Interests

9.1 Do the proposed works involve or affect the following?

Impounding (holding back a watercourse) ☐
Abstracting (removing) Water ☐
Fish or fisheries ☐
Disposing of Waste Material ☐
Water Quality ☐

If yes, please contact the Environment Agency on 03708 506 506

10 Planning Approvals

Fill in this Section if you have been given planning permission for the proposed works. Otherwise go to Section 11.

10.1 Planning Authority

10.2 Application Number

10.3 Approval Date

Date (DD/MM/YYYY) : -----

11 Maintaining the Structure

11.1 Name of Person or Organisation responsible for maintaining the structure

During Construction

Upon Completion

12 Effects on the Environment

12.1 Please attach brief details of any effects the work will have on the environment together with any proposals for improvements you will make or action you will take to mitigate/compensate for the effects.

13 Fees

Our Ordinary Watercourse Consent fees are set at £150 per structure or application and should be made out to the appropriate District or Borough Council; please contact us for any queries or multiple applications. Additional fees may be charged for complex / involved applications.

14 Checklist

Please read through this list and tick the items you are sending with this application.

Completed Form ☐

Any associated documents, plans and calculations ☐

Applicable Fee ☐

Environmental/Ecological Reports ☐

Method Statement ☐
The Data Protection Act 1998

We will process the information you provide so that we can deal with your enquiry.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, Welsh Government
- carry out research into environmental issues and develop solutions to problems;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service and improve it where necessary; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

15 Declaration

By signing below you are declaring that, as far as you know, the information given in this application, including the plan and any supporting documents, is true.

Signature

Title (Mr, Mrs, Miss etc)

First name -----

Last name -----

Position -----

Today's date (DD/MM/YYYY)

Next steps

Please return this form together with any supporting documents to the Land Drainage Engineer, listed below, in which your application is located.

Adur and Worthing Council

Ken Argent

Telephone: 01903 221374

Email: ken.argent@adur-worthing.gov.uk

Address: The Town Hall, Chapel Road,
Worthing, BN11 1HA

Arun District Council

Paul Cann

Telephone: 01903 737819

Email: Paul.Cann@arun.gov.uk

Address: Arun Civic Centre, Maltravers Road,
Littlehampton, BN17 5LF

Chichester District Council

Paul Cann

Telephone: 01903 737819

Email: Paul.Cann@arun.gov.uk

Address: Arun Civic Centre, Maltravers Road,
Littlehampton, BN17 5LF

Crawley Borough Council

John Braidley

Telephone: 01293 438596

Email: John.Braidley@crawley.gov.uk

Address: Town Hall, The Boulevard, Crawley
RH10 1UZ

Horsham District Council

Martin Brightwell

Telephone: 01403 215063

Email: Martin.Brightwell@horsham.gov.uk

Address: Parkside, Chart Way, Horsham,
RH12 1RL

Mid Sussex District Council

Fiona Bishop

Telephone: 01444 477074

Email: fiona.bishop@midsussex.gov.uk

Address: Oaklands Road, Haywards Heath,
RH16 1SS

Please tell us if you have any communication needs such as needing information in a different language or alternative format (for example, in large print, in Braille or on CD)



Surface Water Drainage Proposal Checklist

Foreword

Before completing this checklist you are advised to read “Arun/Chichester District Council Supplementary Requirements for Surface Water Drainage Proposals”.

The Surface Water Drainage Proposals Checklist is designed to clearly outline Arun/Chichester District Council’s expectations and requirements for Surface Water Drainage Proposals and to expedite their review. This document should be used when completing Discharge of Conditions Applications or if the applicant wishes to avoid pre-commencement conditions relating to surface water drainage.

The Town and Country Planning Regulations now require pre-commencement conditions to have the prior agreement of the applicant regarding their wording and use. If an applicant wishes to avoid surface water drainage pre-commencement conditions they will need to submit detailed surface water drainage proposals in line with the Surface Water Drainage Proposal Checklist.

The below details are required to enable Arun/Chichester District Council to examine if proposals follow the hierarchy for sustainable drainage and if the design will adequately drain the site.

N.B. It will be difficult for Arun/Chichester District Council to undertake an appropriate and therefore timely assessment of your application if you answer “no” to any of the questions below, or if you fail to provide any of the information requested.

Checklist

Winter groundwater monitoring results included	Y/N
Winter infiltration test results included	Y/N
Period of winter groundwater monitoring	
Maximum recorded groundwater level (AOD)	
Date of infiltration testing	
Depth of infiltration testing	
Minimum infiltration rate recorded (At location of infiltrating structure)	
Plan showing the location of winter groundwater monitoring and infiltration testing included	Y/N
Method of surface water disposal proposed (Delete as appropriate)	Infiltration / Attenuation with discharge to watercourse / Attenuation with discharge to surface water sewer / Attenuation with discharge to foul sewer
If infiltration is <u>not</u> to be used: Justification supplied	Y/N
If infiltration is proposed: half drain time for 10 year event + climate change allowance (hours)	

If infiltration is proposed: half drain time for 100 year event + climate change allowance (hours)			
If infiltration is proposed: lowest base level of infiltrating structure			
If attenuation is proposed: calculations of pre-development runoff rates included *	Y/N	Rate	l/s
If attenuation is proposed: is proposed discharge rate less than or equal to pre-development rate?*	Y/N	Rate	l/s
Calculations included demonstrating that the 1 in 100 year plus climate change event can be accommodated on site**	Y/N		
If proposing an impermeable lined attenuation feature/s, calculations included demonstrating that resistance to floatation (due to groundwater levels) is achieved and catered for in the design	Y/N/Not applicable		
If alterations or discharge to an ordinary watercourse is proposed: has Ordinary Watercourse Land Drainage Consent been sought?	Y/N		
Drainage layout plans included***	Y/N		
Construction detail plans included****	Y/N		
Exceedance flow route plans included (Not required for <5 properties)	Y/N/Not applicable		

*If developing brownfield sites, please provide fully detailed plans of the existing surface water drainage arrangements on site, including impermeable areas, gullies, outfalls, pipes & diameters, manholes, etc.

**If infiltration is proposed the following factor of safety should be applied to calculations (in accordance with CIRIA R156/ CIRIA C609)

Size of Area to be Drained	Consequences of failure					
	No damage or inconvenience		Minor inconvenience, e.g. surface water on car park		Damage to buildings or structures or roads.	
	Cv=1.0	Cv=0.75	Cv=1.0	Cv=0.75	Cv=1.0	Cv=0.75
<100 m ²	1.5	2	2	3	10	13
100m ² to 1000m ²	1.5	2	3	4	10	13
>1000m ²	1.5	2	5	6.5	10	13



***Please note that drainage layout plans should include:

- All surface water drainage pipes labelled with; diameters, pipe materials, falls and invert levels.
- All infiltrating and attenuating structures (including permeable paving) labelled with; dimensions, invert and cover levels.
- All manholes labelled with; cover levels, invert levels, cover types detailed.
- All silt traps clearly labelled with sump depths.
- Control structures with outflow rates and invert levels.
- Proposed/existing levels of any areas subject to ground raising, together with suitable measures/detailed drawings for the associated managing of surface water runoff. Please note that ground raising should be avoided unless there are exceptional circumstances.

****If your proposed drainage scheme includes any of the following elements site specific construction detail plans should be supplied: pipe bed and surround; infiltrating structures; attenuating structures; manholes; catchpits/silt traps; control devices; permeable paving; headwalls.