

Consents Required for Works in the Harbour Area

Guidance Note – Application Procedures for the Carrying Out of Works Below Mean High Water Mark

Littlehampton Harbour Board (LHB) is the Statutory Harbour Authority, the Local Lighthouse Authority and Competent Harbour Authority for the River Arun from Sea to Arundel, by virtue of the Littlehampton Harbour and Arun Drainage Outfall Act 1927, the Harbours Act 1964 and the Pilotage Act 1987. The carrying out of all works, including the erection of pontoons, bridges and other like structures, below Mean High Water Springs (MHWS) requires the prior written approval of the following authorities:-

1. **Littlehampton Harbour Board (LHB)** for the purpose of Section 43 of the Littlehampton Harbour and Arun Drainage Outfall Act 1927;
2. The **Marine Management Organisation (MMO)** for the purpose of Section 53 of the Littlehampton Harbour and Arun Drainage Outfall Act 1927 or Section 34 of the Coast Protection Act, 1949;
3. The **Marine Management Organisation (MMO)** for the purposes of the Marine and Coastal Access Act 2009;
4. The **Environment Agency (EA)** for the purposes of the Water Resources Act 1991;
5. The **owners of the foreshore or seabed** where the works are proposed. If the site of the works is on, under or over LHB, ADC or Angmering Park Estate owned foreshore and bed of river, the works will be subject to licence arrangements and the payment of such annual financial consideration as may be determined.

These statutory procedures apply to all works (including dredging and depositing) below Mean High Water Springs (MHWS). Applicants are required to satisfy themselves that they have approval of the owner of the land above High Water Mark both for construction and access before formally approaching LHB.

Applications for LHB consent will be considered by the Harbour Master Littlehampton. Any approval granted by LHB will be subject to certain conditions to protect its Conservancy and Navigation interests and these will include the requirement for the works to be marked and/or lit if considered necessary. Applications should be accompanied by THREE copies of each of the following drawings or documents (digital copies of all drawings and plans in “cad”, “dxf” or similar format are requested if possible, and may help expedite the decision process):-

- (i) An Ordnance Sheet on the scale of 1/2500 of the immediate locality with the work indicated upon it in distinctive colour. High and Low Lines of Ordinary Spring Tides should be shown on the Ordnance Sheet; and
- (ii) A detailed plan and cross section of the riverbed and foreshore affected, with the work delineated in distinctive colour and shown in elevation. The section should be drawn on a scale not less than 1/200, and should show the High and Low Lines of Ordinary Spring Tides, the position of Ordnance Datum and have the principal dimensions figured upon it.

Any temporary works (coffer dams, causeways etc.) needed to facilitate construction should also be shown on the scheme drawing and marked “Temporary – to be removed”.

The consent of the MMO, as referred to in (2) above, and the licence, also issued by the MMO as per (3) above can be applied for jointly on application to:-

Marine Management Organisation
PO Box 1275
Newcastle upon Tyne
NE99 5BN
Tel: 0300123 1032
Email: info@marinemanagement.org.uk

The MMO also publish a particularly useful guide to marine licensing available online at <http://marinemanagement.org.uk/licensing/marine.htm>.

A guide to the LHBs Section 43 decision making process is attached at the annex.

Notes:

Part of the harbour includes the West Beach Local Nature Reserve (LNR) which itself forms part of the Climping Beach Site of Special Scientific Interest (SSSI) covered by Section 28 of the Wildlife and Countryside Act, 1981. You are advised, therefore, to consult with Natural England, Guildbourne House, Chatsworth Road, Worthing, BN11 1LD, Tel: 0300 060 0300. Email: enquiries@naturalengland.org.uk. A copy of any consent issued by Natural England for works taking place within harbour limits must also be forwarded to Littlehampton Harbour.

Harbour Master, Littlehampton
Harbour Office, Pier Road
Littlehampton
West Sussex
BN17 5LR
Tel: 01903 721 215
harbour@littlehampton.org.uk

Annex to Consents Required for Works in the Harbour Area

The LHB's main concern is for the safety of navigation. In order for works to take place the permissions listed below must be obtained by the applicant, however, the Board should consider any proposal primarily in terms of safety to navigation and approval should not be dependent on the issue of other consents.

Information and permissions required prior to works in Littlehampton SHA area:		
A	Proof of ownership of the bank and land where the works are proposed.	Primarily for Landowner and ADC Planning Dept.
B	A map to scale showing the works and the outline of craft in intended configuration.	Normally supplied in MMO application.
C	Proof that either planning permission has been obtained or is not required.	For ADC Planning Dept.
D	Environment Agency permission for works within 8m of the banks of main river (Water Resources Act 1991).	Covered in MMO Licence application
E	A Marine Licence from the MMO.	For MMO to issue.
F	Permission of the Angmering Park Estate which owns the bed of the river below Mean Low Water.	For APE.
G	Construction plans including materials and method statement for the works (s43 of 1927 Act).	To be submitted to LHB.