

EA-Southern



ENVIRONMENT
AGENCY

A r e a

Sussex

Directory

Southern Region

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INTRODUCTION

The Environment Agency's Sussex Area is characterised by contrasting landscapes from the South Coast to the South Downs and the undulating weald. Fast flowing rivers dissect the Area flowing from north to south and the population varies from large numbers on the coastal fringe to the relatively rural hinterland. Much of this contrast is due to the underlying geology of the Area. Sussex forms the western portion of the wealden anticline which, over millions of years, has been eroded and reformed by water and weather to give the characteristic coastal plain, chalk downs and cliffs between Brighton and Eastbourne and the rolling hills of the weald.

Sussex Area is drained by a series of large fast-flowing rivers which rise on the weald and cut through the Downs on their way to the sea (Arun, Adur, Ouse and Cuckmere) and smaller rivers which drain the coastal plain, such as the Pevensey Haven and the Aldingbourne Rife. Large areas of low-lying land are at risk to flooding from these rivers, particularly in the coastal plain. Flood embankments do however, provide a level of protection from flooding along the tidal lengths of the rivers. There is a risk of flooding to low-lying land protected by sea defences between Chichester Harbour and Brighton and between Eastbourne and Hastings. Problems are also associated with the erosion of coastline between Brighton and Eastbourne.

Sussex has been settled for thousands of years and recent Neolithic finds at Boxgrove near Chichester are among the oldest in Europe. The Area has a history of heavy industry with the wealden ironworks, but only traces of this industry remain within the largely agricultural centre of Sussex. Environmental pressures on the Area are mainly related to agriculture, tourism, light industry, services and residential development. Such developments if not effectively managed, can have serious environmental consequences on water resources, flooding, effluent disposal to rivers and coastal waters and waste management.

The Agency's Sussex Area staff working with local authorities, industry, agriculture, conservation bodies and the public, have to balance these pressures and issues to maintain and improve the local environment.



A handwritten signature in dark ink that reads "P. Midgley". The signature is written in a cursive, flowing style.

Peter Midgley, Sussex Area Manager

THE AGENCY'S VISION FOR SUSSEX

The Environment Agency's vision is to create a better environment in England and Wales for present and future generations. In Sussex we aim to meet this vision through the protection and improvement of the health and safety of people, property and the natural environment. We aim to manage our activities and duties to address local concerns and promote environmental enhancement in a manner which is sustainable for the future.

In practice this can be summarised through the following aims:

- To achieve major and continuous improvements in the quality of air, land and water.
- To promote and encourage the conservation and enhancement of natural resources, animals and plants.
- To maximise the benefits to the environment of integrated pollution control and management of our rivers.
- To provide effective defence and warning systems to protect people and property against flooding from rivers and the sea.
- To reduce the amount of waste by encouraging industry and people to cut back on packaging and to re-use and recycle their waste.
- To improve standards of waste disposal.
- To manage water resources to achieve the proper balance between the county's needs and the environment.
- To work with other organisations to reclaim contaminated land.
- To improve and develop salmon and freshwater fisheries.
- To educate and inform people about environmental issues.
- To set priorities and put forward solutions that society can afford.
- To conserve and enhance our inland and coastal waters and their use for recreation.

We all want a better environment for ourselves and our children. Yet we all also need homes to live in, places to work, food to eat and water to drink, all of which place increasing pressures on the environment. The challenge of managing the environment is to respond to such pressures, by balancing the many social, economic and environmental demands.

We have to accept that no single individual or organisation is in a position to ensure that our vision is fulfilled. We will therefore initiate and forward opportunities for partnerships and promote environmental awareness through education within the community, so as to maximise the benefits to the environment and work together towards a more sustainable future.

SUMMARY OF OUR STANDARDS

We will:

- Be polite and sensitive when we deal with your personal questions
- Open our offices 9am to 5pm, Monday to Friday
- Answer telephone calls within 15 seconds
- Acknowledge/answer general enquiries within 10 working days
- Answer complaints within five working days
- Offer a 24-hour emergency response service

We will respond to:

- Open Government requests within 20 working days
- Applications for discharge consent, IPC authorisation, radioactive substance authorisation and waste management licence within four months
- Abstraction and impoundment licence applications within three months
- Flood defence and land drainage consent applications within two months
- Information requests under the Environmental Information Regulations 1992 within two months
- 50 per cent of planning application consultations within 10 working days, 75 per cent within 15 working days and 95 per cent within 20 working days
- Pollution emergencies and reports of fish being killed within two hours (four hours out of working hours)

SUSSEX AREA MANAGEMENT TEAM

Dave Watson



**Environment
Protection**

Andrew Davies



Flood Defence

Richard Hammond



**Environment
Planning**

Geoff Burrow



Water Resources

Peter Midgley



Area Manager

John Donaldson



**Direct Works
Manager**

Jane Cecil



**Fisheries, Ecology
& Recreation**

Alan Hopkins



Customer Services

Claire White



Business Services

Environment Planning

Richard Hammond



**Environment
Planning Manager**

**Mark Liddiard
Team Leader**



**Water Quality
Consenting**

Team

**Ian Blake
Team Leader**



**Tactical
Planning**

Team

**Matthew Thompson
Team Leader**



Waste Licensing

Team

George Smith



**Scientific
Support Officer**

ENVIRONMENT PLANNING

The Agency is committed to improving the environment as a whole through effective regulation and enforcement. Environment Planning provides the strategy and regulation for the Agency's waste management responsibilities and the protection of water quality.

The Environment Planning section comprises three teams: Water Quality Consenting, Waste Licensing and Tactical Planning.

Water Quality Consenting and Waste Licensing

The Water Quality Consenting and Waste Licensing teams are responsible for the issue of consents and licences respectively to protect surface waters and ground waters from pollution and ensure that the disposal, treatment and movement of waste does not result in pollution of the environment or harm to human health. At present there are more than 7,500 consents, licences and authorisations in force in Sussex. The monitoring and enforcement of discharge consents and waste management licences is carried out by the Environment Protection Section.

Tactical Planning

The Tactical Planning team works on long term strategies for environmental improvements including groundwater protection and contaminated land issues. Major emphasis is placed on input to Local Environment Agency Plans (LEAPs), which highlight local pressures and issues to address these together with possible partnerships with external bodies.

The three teams are backed by a Scientific Support Officer, who also gives technical advice to the Environment Protection Section and in particular provides an important link and focal point for the regulation of the more complex industrial processes, including incineration, petroleum, pharmaceutical industries and premises where radioactive substances are used or stored.

The Environment Planning Manager is responsible for co-ordinating and managing the activities of these three teams to ensure an integrated Environment Planning team which, in partnership with Environment Protection, secures real and lasting environmental improvements for Sussex.

Environment Protection

Dave Watson



Environment Protection Manager

**John Parsonage
Team Leader**



Environment Protection

Team

**Andrew Holmes
Team Leader**



Environment Protection

Team

**Matthew Crocker
Team Leader**



Programme Co-ordination

Team

**John Gower
Team Leader**



Environment Protection

Team

**Bob Jennings
Team Leader**



Environment Protection

Team

ENVIRONMENT PROTECTION

The Environment Protection section is charged with delivering an integrated environmental protection service for the waste management and water quality responsibilities of the Agency. It comprises teams based at Chichester, Worthing and Pevensey which allows a local and responsive service to be provided. Each team is responsible for maintaining and, where possible, enhancing water quality and preventing waste activities causing harm to health or pollution of the environment.

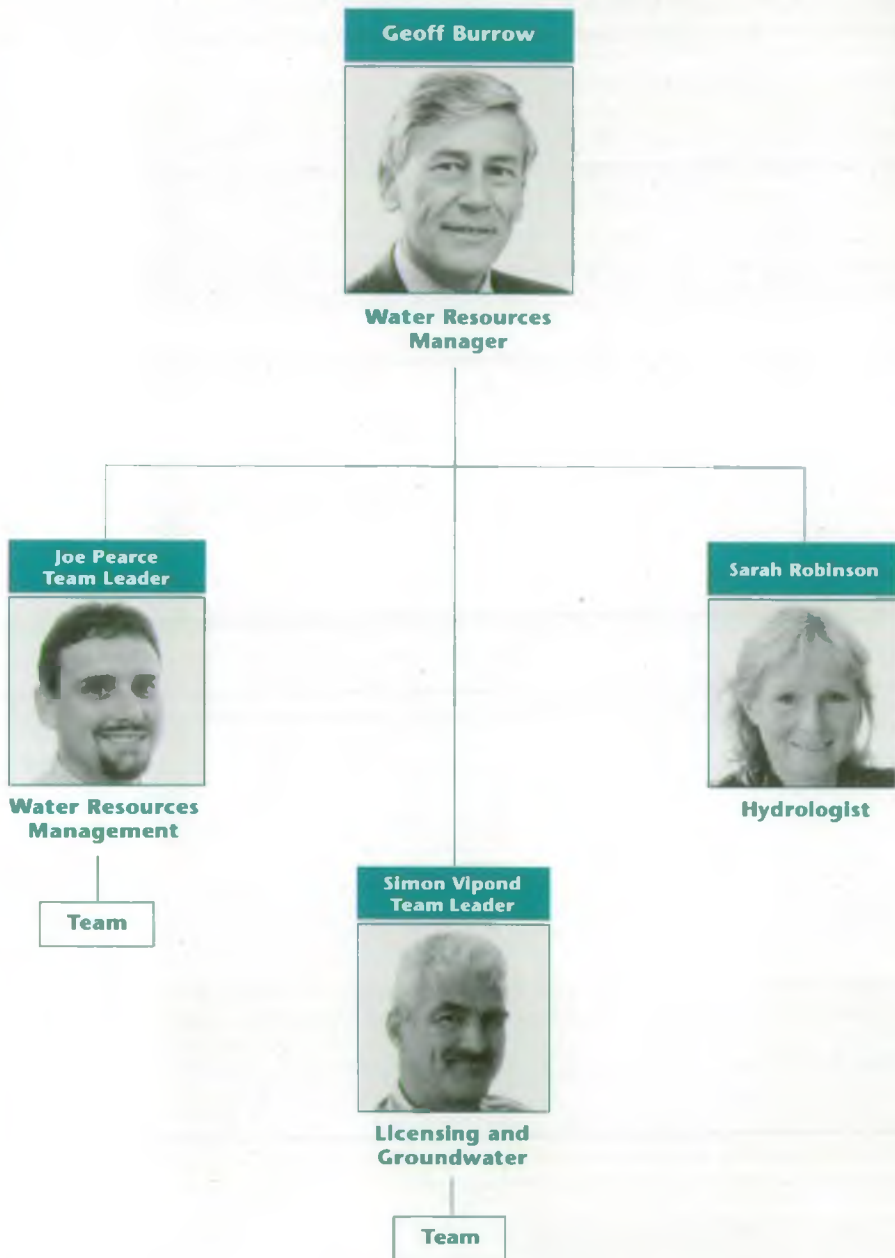
To address water quality responsibilities, priority is given to the routine monitoring of sewage effluents and their effect on river quality. Protection, however, also extends to monitoring tidal water which include Chichester Harbour and the open sea up to three miles from the coast. Bacteriological samples for water quality are also taken from 31 bathing beaches during the summer as part of a Government programme for monitoring compliance with European legislation. A total of around 5,000 samples are collected each year.

Three million tonnes of waste is produced each year in the Area. Each team is responsible for ensuring that the disposal, treatment and movement of waste is undertaken safely with minimum impact on the environment. This is achieved by routine regular random inspections of all licensed waste disposal facilities and investigations of unlicensed operations and the fly-tipping of wastes.

Regular random inspections of sites handling waste, farms, sewage works and industry take place to monitor compliance with the legislation. At the same time the opportunity is taken to give advice on pollution prevention measures and how to minimise wastage of both raw materials and water.

Penalties for causing harm to health or pollution of the environment are severe, and the Environment Protection teams are responsible for investigating unauthorised waste related activities and effluent discharges. A 24 hour response service is provided to deal with incidents or emergencies which place health or the environment at risk. In 1996, almost 1,000 incidents were investigated in Sussex. Where possible, the cost of any remedial works is recovered, using if appropriate, legal action.

Water Resources



WATER RESOURCES

The main activities of Water Resources are to monitor rainfall, rivers flows and groundwater levels through the hydrometric network, control the abstractions of water from surface and groundwater through determining and enforcing abstraction licences, investigate likely future resource development schemes in conjunction with the Water Companies, and contribute towards the protection of resources, particularly groundwater, through input to the planning consultation process. Increasing emphasis is put on achieving sustainable development through the promotion of water conservation measures amongst existing and prospective future abstraction licence holders.

In Sussex the section is organised into two main teams, namely:

Resource management

The Resource Management team looks after the hydrometric networks and provides a data, information and interpretation service for all the main Functions of the Agency as well as to external enquiries. The team is also responsible for water resource planning and, when necessary, drought management. Input to LEAPs is also provided.

Licensing and Groundwater

The Licensing and Groundwater team determines non-strategic abstraction licences, which are required for all abstractions except those less than 20 cubic metres a day or where used for Land Drainage purposes. Strategic licences, normally those from Water Companies, are determined in conjunction with Regional Office. Existing licences are enforced through site inspections, and advice to prospective applicants is given, usually on site. With all the larger towns in Sussex dependent on groundwater sources, protection of the chalk aquifer is vital, and the team provides advice and hydrogeological expertise to the planning consultation process and for groundwater generally, including dealing with the Agency's low flow sites in Sussex.

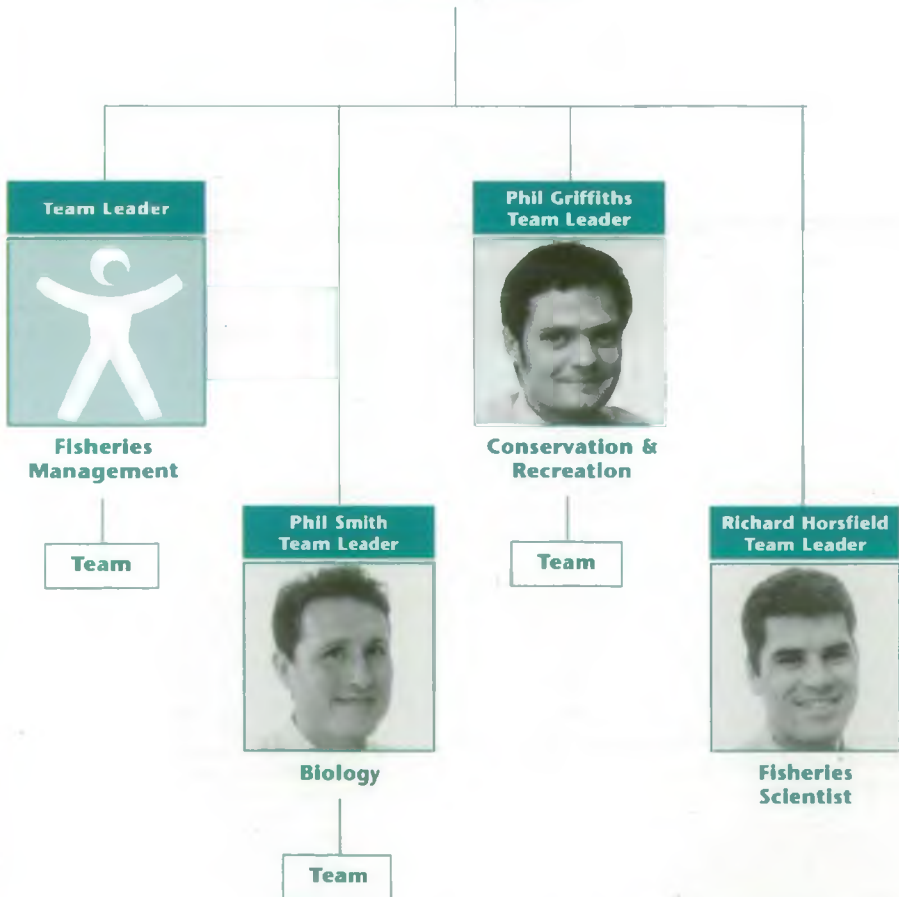
Support to both teams, and to other sections, is given by the Hydrologist, who provides expertise in surface water hydrology, such as low and high flow analysis, and water quantity aspects of water level management plans.

Fisheries, Ecology & Recreation

Jane Cecil



Fisheries, Ecology & Recreation Manager



FISHERIES, ECOLOGY AND RECREATION

Fisheries

The aim of the Fisheries team is to improve and develop freshwater fisheries in Sussex. The team are responsible for implementing fisheries legislation, including the control of the movement and introduction of fish and spawn, and the protection of migratory fish as they move through coastal waters and into our rivers. Fisheries Officers regularly patrol lakes and rivers checking rod licences and looking for poachers or signs of poaching. They also help or rescue fish which are threatened by pollution or drought.

Ecology and Recreation

Ecology and Recreation includes the conservation and recreation and the biology teams. Conservation and recreation in Sussex is based on the Agency's duty to promote the conservation, enhancement and enjoyment of inland and coastal waters. It includes the protection of landscape, historical and archaeological features as well as plants and animals. The team advises on the possible environmental impacts of all the Agency's work including consent and licence determination, operational work and commenting on planning applications.

River corridor and habitat surveys of rivers, streams and ditches are undertaken to monitor the health of aquatic habitats. These surveys are used to recommend appropriate working practices for the Agency when carrying out channel maintenance work on rivers, to identify possible impacts and to highlight opportunities for enhancement work. Initiatives to enhance the environment or people's enjoyment of it, are supported and carried out in partnership with many other organisations including the RSPB, English Nature and County, District and Parish councils.

Biological monitoring of streams and rivers is undertaken to assess and report upon the state of the environment. Samples of macro-invertebrates are taken at routine monitoring points close to chemical sampling locations. The results of biological sampling can highlight intermittent problems at sites, which chemical analysis cannot, and detect changes in quality over time. Investigations are also carried out to assess the impact of discharges, diffuse pollution sources and pollution incidents, where results can provide additional evidence in prosecutions.

Flood Defence

Andrew Davies



**Flood Defence
Manager**

**Tony Davison
Team Leader**



Flood Defence

Team

Dave Bonner



**Flood Warning
Officer**

**Rupert Clubb
Team Leader**



**Planning &
Projects**

Team

FLOOD DEFENCE

The Flood Defence section is responsible for protecting people and property from flooding. It undertakes this through three main routes:

Operations Team

This team is responsible for the day to day planning and monitoring of all flood defence maintenance works undertaken by the Agency's Direct Works force, eg recycling shingle, building groynes and seawalls and maintaining river systems to ensure their hydraulic effectiveness. The team manages the maintenance budget, ensures safety requirements during construction and in the design of works are complied with and also provides the contact point with affected landowners.

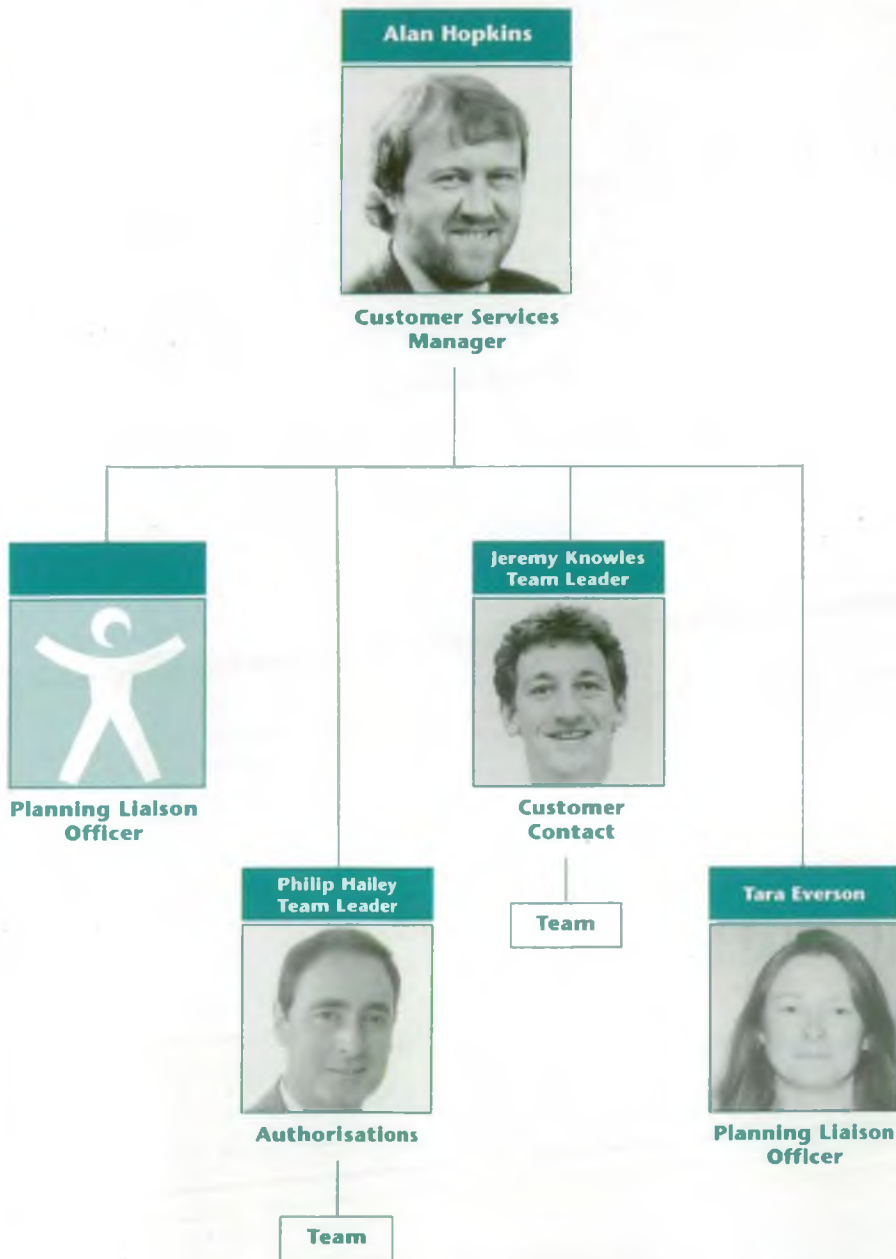
Planning and Projects Team

The team undertakes the strategic and technical liaison locally, in particular forward planning, coordination of flood defence and other functions, monitoring and reporting. The team project manage large capital schemes in the Area, undertaken by New Works Section at Regional Office, and operational schemes such as the Flood Defence Management System, Asset Registers and Aerial Beach Monitoring along with contributing to the Flood Warning and the Flood Mapping programme. Input is also made to Water Level Management Plans, Local Environment Agency Plans (LEAPs) and Development Control.

Flood Warning Officer

This officer is responsible for coordinating all flood warning dissemination and ensuring an effective standby and emergency response to flood events in the Area. Flood warnings are broadcast on local radio, ITV Teletext (page 105) and on the Agency's Floodcall 'dial and listen' service on 0645 88 11 88. Responsibilities also include contributing to the management of hydrometric data and digital information and to strategic regional projects of Flood Warning Dissemination and Flood Mapping.

Customer Services



CUSTOMER SERVICES

Customer Services provides the first point of contact for the Agency's customers and ensures an integrated response is made to enquiries and licence/consent applications. It is responsible for promoting education, local PR and partnerships with other organisations and managing the production of the Area's Local Environment Agency Plans (LEAPs). Each LEAP will provide an integrated local management plan for an identified catchment - 3 within the Sussex Area. The department comprises three teams:

Planning Liaison

The Agency is a statutory consultee on Local Authority Development Plans and certain planning applications. Planning Liaison Officers ensure that where development is proposed, an integrated, effective and timely response is made to identify any Agency concerns and constraints on development.

Effective liaison, particularly with planning authorities, developers and landowners is essential, and early consultation is promoted in any development proposal be it at pre-planning enquiry, planning application or Development Plan stage.

Authorisations

Third party proposals may require one or more statutory approvals from the Agency. The Authorisations team provides the first point of contact for enquiries about our regulatory role and any application for a consent/licence made to the Agency. It ensures that all the interests of the Agency are identified and addressed in any proposal, to provide an integrated response to the customer.

Land drainage applications and non-complex authorisations are determined directly by the Authorisations team. It also undertakes the Flood Defence supervisory/advisory roles of the Agency.

Customer Contact

The Customer Contact team provides the Area focus for local PR, sustainability initiatives, education and partnership opportunities. It also ensures an integrated information service to customers to protect the environment and help raise environmental awareness. Partnerships with other organisations are promoted where mutual objectives are identified to benefit the environment.

The team is also responsible for the production of the LEAPs in the Area and Agency input to local environmental and sustainability initiatives, including Agenda 21 groups.

Business Services

Claire White



**Business Services
Manager**

**Sue Eldridge
Team Leader**



**Administrative
Services**

Team

Victoria Evans



**Facilities
Services**

Sue Lade



**Personnel &
Training**

Sue Buck



**Procurement
& Financial
Services**

BUSINESS SERVICES

The Business Services department is responsible for ensuring all sections within the Area are provided with a comprehensive business services support service, which is both efficient and effective. The department is set up as follows:-

Administrative Services Team

Provides a full administration support service including word processing, management of Fisheries database, reception and switchboard, local Committee servicing, monitoring of lone worker system, OPM reporting, selling of SWaT (special waste tracking) consignment notes/fishing licences, mailroom, noticeboards; stationery supplies and general tasks such as photocopying and faxing.

Personnel and Training

Provides a local personnel and training service including training provisions, recruitment, Human Resources database, Sickness and Leave records, production of ID's/Warrants and hire of temporary staff as required.

Facilities Services

Provides a local facilities management service including property maintenance, site security, setting up of meeting rooms, Environmental Policy implementation and enhancement, First Aid and Fire provisions, Health and Safety compliance, link to Region for Agency vehicles and space planning.

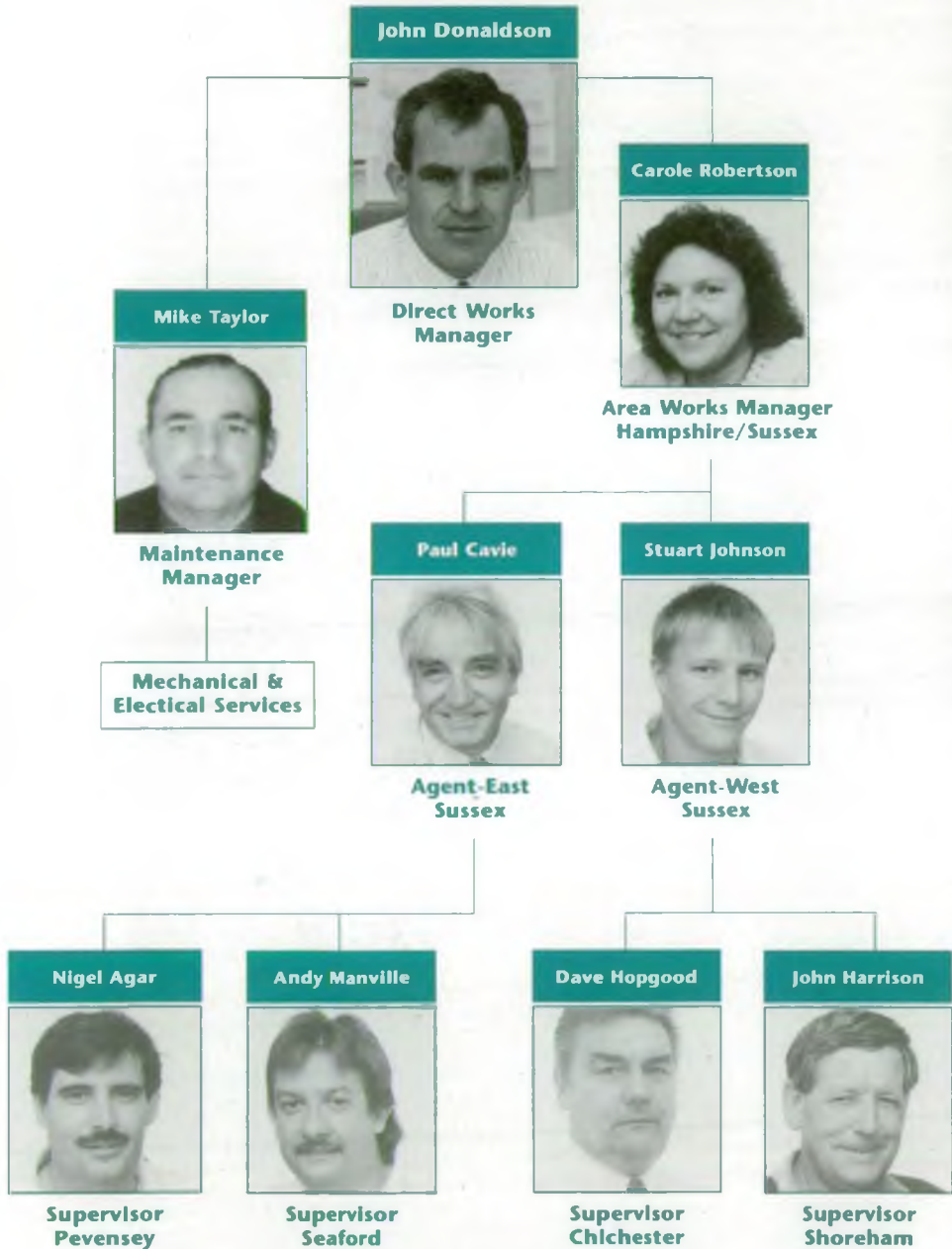
Financial and Procurement Services

Provides a local financial and procurement service including income handling, petty cash, procurement of goods and services, policy advice, assistance with budgetary reporting, losses recording and maintenance of the Area Inventory Database.

Various other duties are carried out that are not included in the above headings, which include prioritisation of IS provisions, catering and contract management such as cleaning.

All these duties are carried out by a team of committed staff who are also trained in Customer Care to ensure that the Agency's customers are dealt with courteously and efficiently.

Direct Works



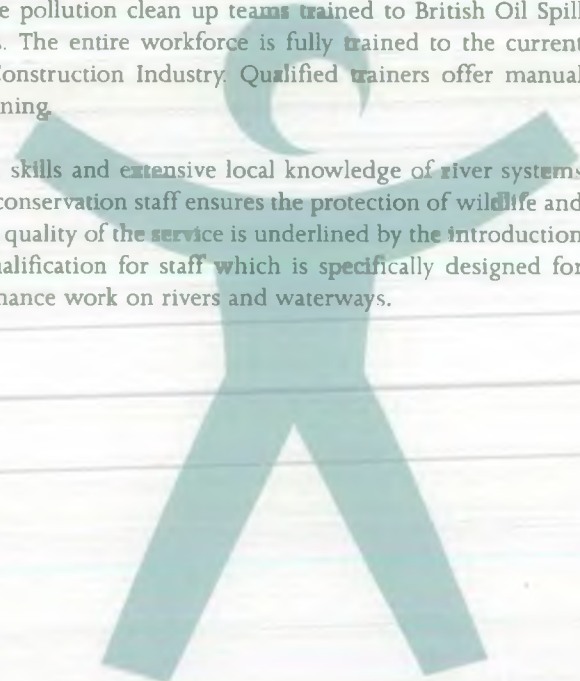
DIRECT WORKS

As well as its traditional role as the Flood Defence emergency workforce, the Direct Works unit offers a service to all the functions within the Agency. There is a multi-skilled and versatile workforce, based in depots across Sussex, which carries out a wide range of tasks. These include specific environmental construction work, pollution clean up, out-of-hours emergency response, grounds maintenance, landscaping, aquatic weed control, tree felling and pruning, and carpentry. The workforce also assists with preparing plans and drawings for minor construction works and carrying out surveying work.

The range of construction work undertaken by Direct Works includes fish passes, sluices, bank reforming using a wide variety of materials, piling work and concrete work. The workforce also undertakes the routine maintenance of structures and pumping stations. The unit has access to a wide range of equipment including 3-20 tonne excavators, tractors, weedboats, 4 wheel drive vehicles and specialist equipment for working in confined spaces.

Staff are trained in water safety, basic first aid and a range of skills such as boat handling, pesticide spraying, working in confined spaces and most hold certificates for chainsaws and brushcutters. All plant drivers are trained to Certificate in Training Achievement standard and the pollution clean up teams trained to British Oil Spill Control Association standards. The entire workforce is fully trained to the current safety standards set by the Construction Industry. Qualified trainers offer manual handling and water safety training.

The combination of technical skills and extensive local knowledge of river systems along with close liaison with conservation staff ensures the protection of wildlife and habitats during any work. The quality of the service is underlined by the introduction of an National Vocational Qualification for staff which is specifically designed for people who carry out maintenance work on rivers and waterways.



WHEN TO CONTACT THE ENVIRONMENT AGENCY

The Agency has a duty to protect and improve the environment as a whole, not only through its operational and regulatory roles, but also in the general advice the organisation gives to the public.

The following table describes in detail proposals for development, works and usage where prior consultation with the Agency is necessary.

Proposal	Environmental Implications
1 Works within or adjacent to any watercourse including outfalls, weirs, piping, ponds, diversions, infilling, bridges and planting.	Flooding, access, conservation, recreation and fisheries.
2 Works in areas at risk to flooding from rivers and the sea , including development and land raising/infilling.	Flooding, access, conservation and recreation.
3 Works on, under or adjacent to any floodbank, sea defence or other flood control structure.	Concerns regarding integrity of flood defences and flood risk.
4 Works on aquatic/wetland sites.	Conservation.
5 Works on contaminated or potentially contaminated land , eg former landfill, gas works, industrial use, fuel/chemical storage or production or close to a landfill site or major industrial process.	Pollution, waste disposal and gas permeation.
6 Development involving the disposal of foul sewage other than to public foul sewer including the use of septic tanks, cesspits, private sewers and private sewage treatment plants.	Pollution.
7 Development greater than half a hectare in area.	Flooding.
8 Use, storage, transfer or disposal of radioactive material.	Control and monitoring of radioactive material.

Proposal

9 **Waste Management operations,** including movement of waste, landfill, waste transfer stations, incinerators, scrapyards, recycling plants.

10 **Commercial and industrial development.**

11 **Agricultural operations** including livestock and poultry units, chemical and fertilizer storage, silage manufacture/ storage and disposal of manure.

12 **Works involving fisheries** including fishing licences, fish stocking, fish farming and fish transport.

13 **Ponds, lakes and reservoirs.**

14 **Works within areas of environmental and archaeological designation.**

15 **Abstraction of water from surface water or groundwater sources.**

16 **Works incorporating any infill or excavation operation.**

Environmental Implications

Waste disposal and pollution.

Pollution, waste disposal and flooding.

Pollution and waste disposal.

Health of fish and pollution from farming.

Flooding, resources, conservation and fisheries.

Protection of species and habitats.

Protection of water resources, natural environment and existing water users.

Pollution and waste disposal.

SUSSEX AREA CONTACTS

GENERAL ENQUIRIES (Monday - Friday 0900 - 1700)
0645 333 111

ENVIRONMENTAL INCIDENTS AND EMERGENCIES (24 hour)
0800 80 70 60

FLOOD WARNING INFORMATION LINE (24 hour)
0645 88 11 88

SUSSEX AREA OFFICE

Ridgeworth House
5 Liverpool Gardens
Worthing
West Sussex BN11 1YH

Tel: 01903 215835
Fax: 01903 215884

SAYERS COMMON

Reeds Lane
Sayers Common
West Sussex
BN6 9JG

Tel: 01273 835733
Fax: 01273 834369

CHICHESTER OFFICE

Oving Road
Chichester
West Sussex
PO20 6AG

Tel: 01243 786431
Fax: 01243 780098

PORTLAND BUILDINGS

65a Chapel Road
Worthing
West Sussex
BN11 1HR

Tel: 01903 210702
Fax: 01903 210706

PEVENSEY OFFICE

Coast Road
Pevensy Bay
East Sussex
BN24 6ND

Tel: 01323 762691
Fax: 01323 767499

SACKVILLE HOUSE

Brooks Close
Lewes
East Sussex
BN7 1UE

Tel: 01903 832000
Fax: 01903 486227
(until February 1998)

ENVIRONMENT AGENCY – Southern Region



SOUTHERN REGION ADDRESSES

REGIONAL OFFICE

Environment Agency
Guildbourne House
Chatsworth Road
Worthing
West Sussex BN11 1LD
Tel: 01903 832 000
Fax: 01903 821 832

SUSSEX AREA

Environment Agency
Ridgeworth House
5 Liverpool Gardens
Worthing
West Sussex BN11 1YH
Tel: 01903 215 835
Fax: 01903 215 884

KENT AREA

Environment Agency
Orchard House
Endeavour Park
London Road
Addington
West Malling
Kent ME19 5SH
Tel: 01732 875 587
Fax: 01732 875 057

HAMPSHIRE & ISLE OF WIGHT AREA

Environment Agency
Sarum Court
Sarum Road
Winchester
Hampshire SO22 5DP
Tel: 01962 713 267
Fax: 01962 841 573



ISLE OF WIGHT

Tel: 01983 822 986
Fax: 01983 822 985



ENVIRONMENT AGENCY

NATIONAL LIBRARY &
INFORMATION SERVICE

SOUTHERN REGION

Guildbourne House, Chatsworth Road,
Worthing, West Sussex BN11 1LD

If you think flood warnings are in force in your area, call our 24-hour 'dial and listen' information line.

**ENVIRONMENT AGENCY
F L O O D C A L L**

0645 88 11 88

For general enquiries please call your local Environment Agency office. If you are unsure who to contact, or which is your local office, please call our general enquiry line.

**ENVIRONMENT AGENCY
GENERAL ENQUIRY LINE**

0645 333 111

For 24-hour emergency hotline number for reporting all environmental incidents relating to air, land and water.

**ENVIRONMENT AGENCY
EMERGENCY HOTLINE**

0800 80 70 60



**ENVIRONMENT
AGENCY**

ENVIRONMENT AGENCY



045469