



# ADUR DISTRICT COUNCIL

## ADUR HOUSEBOATS GOOD PRACTICE GUIDE (REVISED)

January 2021



ADUR DISTRICT  
COUNCIL

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## I. Introduction

- I.1 This Good Practice Guide relates to the area of houseboats<sup>1</sup> on the south side of the River Adur as shown on the map on page 15. There are over 40 houseboat mooring plots within the area, on which are situated houseboats of varying size, age and appearance. The houseboats have many ancillary structures, such as jetties, platforms, storage sheds, bunkers and fences; these are also of widely varying sizes and designs on the riverward side of the footpath. In addition to these, the residents have created gardens on the south side of the bank and some sections for vehicle parking.
- I.2 The houseboats of Shoreham are part of the town's character, providing a unique type of housing. However, it is important to ensure that the natural environment of this part of the river is conserved and enhanced. Development can have a positive or negative impact on the appearance of the area and on residential amenity. There have been instances where houseboat owners have needed clarification over whether planning permission is required.
- I.3 There is little guidance, nationally or locally, specifically related to this form of accommodation and therefore this guide will help to clarify the situation. Policy 11 of the Adur Local Plan 2017 (adopted in 2017) relates specifically to Shoreham-by-Sea, and contains a reference to the Houseboats Good Practice Guide of 2007 (or any Council guidance which amends or supersedes it). This Guide will supersede that document.
- I.4 This Good Practice Guide advises existing and future houseboat owners on the type of development and changes which are appropriate to the houseboats and those which are not, taking account of the need to protect and enhance the river environment whilst respecting the unique characteristics of the houseboat community. This Good Practice Guide together with the Adur Local Plan 2017 will provide a framework for considering any applications submitted to Adur District Council and the Environment Agency. (Please note that repairs or works carried out to houseboats in or above water may need a licence from the Marine Management Organisation (MMO) – please see Appendix 1).

If emergency repair works need to be carried out, the Environment Agency (EA) will have to be informed using the 24-hour hotline 0800 80 70 60. You can act without applying for a Flood Risk Activity Permit to manage the impacts when there is an imminent risk of serious:

- Flooding
- Damage to or preventing land drainage
- Harm to the environment

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<sup>1</sup> Houseboats are defined by section 8 of the Housing Act 1985 as a “boat or similar structure designed or adapted for use as a place to live.”

But you must contact the EA as soon as possible, explaining what happened and what you did. The EA may later instruct you to make changes to the work.

The MMO or any other Authority (e.g. Port Authority) will need to be contacted separately, if permits are required which are within their remit.

The objectives of this guide (which reflect the relevant planning policies referred to below) are as follows:

- To protect and enhance the nature conservation interests of the area - given that it is part of the Adur Estuary SSSI.
- To strike a balance between the privacy of the residents and maintaining the open aspect and character of the houseboat area.
- To protect the amenities of houseboats and nearby dwelling houses – amenity of residents should not be adversely affected by additional noise, overbearing impact or over-looking to a material extent beyond which is already experienced.
- To retain the character of the houseboats area - the variety of sizes, shapes and types of houseboats is a distinctive and an established aspect of the character of the area, giving it a sense of place. Where new development requires planning permission it should maintain the open aspect in order to maintain this distinctive character.
- To protect the wider riverside setting of Shoreham-by-Sea - the mooring area is prominent when viewed from a number of directions.
- To protect and improve the water quality of the Adur Estuary - it is important to ensure the estuarine water is of a high quality to protect public health, flora and fauna.

## **Definition of development**

1.5 Houseboats do not benefit from permitted development rights in the way that houses on land do; this is because they are not consistent with the definition of development. “Development” means the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land. More details may be found in the Town and Country Planning Act 1990. This is a result of national legislation and not something that the local authority can amend. As a result some works, such as the erection of outbuildings that may normally be allowed under permitted development for a dwelling house will require permission for a houseboat. Houseboats are exempt from Building Control regulations.

## 2. Background Information

### River Defences

- 2.1 Access to the houseboats is obtained via a concrete footpath (a public right of way) which runs along the top of the riverbank from Brighton Road to the west and Riverside to the east. This embankment is a primary river defence; any works close to it require byelaw consent from the Environment Agency (EA). Its integrity is essential to the prevention of tidal/fluvial flooding of the residential area of Shoreham Beach. The Environment Agency has been developing a major improvements scheme called the Shoreham Adur Tidal Walls. For further information visit:

<https://www.gov.uk/government/publications/shoreham-adur-tidal-walls-scheme>

See also Section 7.

### Nature Conservation

- 2.2 The area is part of the Adur Estuary Site of Special Scientific Interest (SSSI)<sup>2</sup>. The part of the SSSI north and west of the houseboat plots is owned by the Royal Society for the Protection of Birds (RSPB) as their Adur Estuary nature reserve.
- 2.3 The majority of the houseboat plots extend from the centre of the ditch on the south side of the river embankment northwards to a distance of generally 46m (150ft) from the footpath into the SSSI. Certain works within the SSSI require consent from Natural England and damage to it or disturbance to fauna constitutes an offence.
- 2.4 This area comprises inter-tidal mudflats and saltmarsh (the Saltings) which support wadingbirds and reptiles including lizards and slow worms which are found on the riverbank. Information on protected species can be found on [www.sxbrc.org.uk](http://www.sxbrc.org.uk) and at [www.naturalengland.org.uk](http://www.naturalengland.org.uk). More information can be found in section 9.
- 2.5 The Adur Local Plan may be found at <https://www.adur-worthing.gov.uk/adur-local-plan/>

### Moorings

- 2.6 Only moorings designated as houseboat plots can accommodate a vessel which is to be used as a dwelling. Unlike normal leisure moorings, houseboat plots have associated planning permission from the Council attached to the mooring. No-one is permitted to live on a vessel unless it is on a houseboat plot. Harbour Dues and Council tax are applicable to all houseboats.

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<sup>2</sup> (designated and protected under the Wildlife and Countryside Act 1981 as substituted by the Countryside and Rights of Way Act 2000 and inserted by Section 55 of the Natural England and Rural Communities Act 2006)

## Houseboat owners who own the mooring site

- 2.7 The Environment Agency states that in the majority of cases the houseboat owner owns the mooring site as well as both sides of the flood defence embankment. This status as riparian owner brings with it additional responsibilities with respect to maintenance of the riverbank, these can be found on the Environment Agency (EA) website: <https://www.gov.uk/guidance/owning-a-watercourse>
- 2.8 Failure to carry out their responsibilities could result in possible civil action from others.

## Utilities

- 2.9 The houseboats are connected to mains water and electricity but, with a few exceptions, are not connected to the public sewer (Southern Water). Sewage is discharged directly into the river (in the majority of cases first having been macerated). It was the view of the Planning Inspectorate on an appeal in 1998 that a condition requiring a replacement houseboat to be connected to the sewer was not a reasonable requirement (because the replacement boat would not increase the amount of pollution). Connection to the public sewer which runs along the south side of the riverbank (except the western end) is clearly a desirable objective and the houseboat community, Adur District Council, Southern Water and the Environment Agency are looking at whether a practicable solution can be found. The Shoreham flood defence project has installed a blank/empty duct through the new defence for each houseboat, to allow future connection should the houseboat owners agree a way forward with Southern Water Services.

## Navigational interests

- 2.10 The houseboats are within the statutorily defined port limits of the Shoreham Port Authority whose main concern is to ensure that movement of vessels to and from the moorings and construction works do not adversely affect navigational interests.

## 3. General Principles for Development in the Houseboats Area

- 3.1 The general character of the houseboat area should be maintained since this adds to the vibrancy of the community, and the privacy of the houseboat residents should be respected. However, the houseboats (as with any other use) should not have a negative impact upon the natural environment and should respect the unique habitat within which they are situated. The area should be kept clear of waste materials and storage solutions should be found to make the area tidier and more sympathetic towards the nature conservation requirements. Any changes in this area should maintain the open feel of a river community and continue to allow excellent views across the river, not only for houseboat owners but also the nearby residents and visitors to the river.

## What requires planning permission?

3.2 In summary, planning permission may be required for:-

- A replacement houseboat bringing about a material physical change to the land.
- Additional houseboats on the same plot, even for a temporary period.
- Alterations to a houseboat, materially altering its appearance.
- Construction of platforms, jetties, sheds, and bunkers (including alterations materially changing the external appearance of such structures and including replacement structures).
- Fences over 2 metres high.

3.3 Houseboat owners are strongly encouraged to discuss replacements with the Council and other organisations so that advice can be given regarding the need or otherwise for planning permission and that any proposed changes are in line with the objectives of this Good Practice Guide. In particular, additional houseboats should not be sited before discussion with the Council as this may lead to enforcement action and subsequent prosecution.

## 4. Planning Policies for the Area

4.1 The Adur District Local Plan 2017 is the adopted 'development plan' for that part of Adur which lies outside of the South Downs National Park. This Plan provides policies and proposals for the development and use of land and forms the basis of assessing planning applications including those relating to houseboats.

4.2 The houseboats area is located outside the Built Up Area Boundary (and is therefore considered countryside for planning policy purposes); within the Lancing-Shoreham Local Green Gap; and within the Adur Estuary Site of Special Scientific Interest. As a result development is not generally permitted unless it meets strict criteria. Development should be determined in accordance with the development plan, unless other material considerations indicate otherwise.

### Planning Policy Issues

4.3 The following policies of the Adur Local Plan 2017 are of particular relevance:

**Policy 2: Spatial Strategy** establishes the principle of the Built Up Area Boundary (inside of which development is acceptable in principle) and the countryside.

**Policy 13: Adur's Countryside and Coast** establishes the principle that development will only be permitted in the countryside in very limited circumstances. In addition, the policy states that:

*"The landscape character of Adur and other areas of countryside, the coast, river, and settlement pattern will be protected and where possible enhanced..."*

**Policy 14** relates to the designated **Local Green Gaps**. This makes clear that the designated areas will be protected to retain the separate identities and avoid coalescence of the settlements. Within the defined areas, any development permitted must not lead to the coalescence of settlements.

Supporting text in the Plan explains that great importance should be attached to protecting and, where possible, enhancing the distinctive character of the countryside area in Adur. This includes protecting the river, waterways and coast (paragraph 3.47, Adur Local Plan 2017).

**Policy 11** of the Adur Local Plan 2017 relates specifically to **Shoreham-by-Sea**. Paragraphs 3.21-3.23 of the supporting text note that a significant number of houseboats are located within the western arm of Shoreham Harbour on long-established moorings. The Council recognises that they fulfil a useful housing purpose and provide a unique type of accommodation. Where planning permission is required, houseboat-related proposals will be assessed in accordance with other policies in this Local Plan.

Policy 11 states:

*“The setting of the River Adur will be protected and opportunities taken through new development and other measures to improve public access to and along the river (where consistent with this aim) and open up views to it. New development adjacent to the river must respect its location and character... The main area of houseboats on the western and eastern banks of the River Adur will be maintained and new proposals assessed against the Council's Good Practice Guide for Houseboats (as amended or superseded by other Council guidance in force at the time an application is considered).”*

This document will supersede that referred to in the adopted policy.

**Policy 15** is called ‘**Quality of the Environment and Public Realm**’. This makes clear that new development should be well-designed and integrated into the landscape and townscape, and contribute positively to Adur's character and distinctiveness. It includes the requirement that:

*“Development should be of a high architectural quality and respect and enhance the character of the site, and the prevailing character of the area, in terms of proportion, form, context, massing, siting, layout, density, height, size, scale, materials, detailed design features and landscaping”.*

This policy will be applied to consideration of all applications where relevant.

**Biodiversity** is explicitly addressed by **Policy 31**. Given the location of the houseboats within the Adur Estuary SSSI, it is particularly important to ensure that development does not have any adverse impacts on this area of high importance. Sections of the policy with particular relevance are as follows:

*“All development should ensure the protection, conservation, and where possible, enhancement of biodiversity, including nationally and locally designated sites...”*



*Proposed developments which would adversely affect a Site of Special Scientific Interest (SSSIs) (individually or cumulatively) will not normally be permitted. Where appropriate, the Authority will use planning conditions or obligations to provide appropriate enhancement and site management measures, and where impacts are unavoidable, mitigation or compensatory measures. Where relevant, new development adjacent to the Adur Estuary or the coast will have to demonstrate how it is addressing the issue of coastal squeeze.”*

**Policy 34: Pollution and Contamination** is important given the biodiversity and water environment in this houseboats area. Policy 34 includes the following:

*“Development should not result in pollution or hazards which prejudice the health and safety of the local community and the environment, including nature conservation interests and the water environment.”*

Water quality is specifically addressed by **Policy 35, Water Quality and Protection**, as follows:

*“Development will be permitted provided that:*

*It does not have an unacceptable impact on the quality and potential yield of local water resources and the water environment; also*

*It protects and enhances groundwater, surface water features and controls aquatic pollution to help achieve the objectives of the Water Framework Directive; and*

*It has an adequate means of water supply (even in a drought), sufficient foul and surface water drainage and adequate sewage treatment capacity.”*

Please note that this is not an exhaustive list of policies from the Adur Local Plan 2017; others may apply depending on the type or location of proposed development.

Taking these policies into account, the following general principles apply:

- Generally, new development in the Adur Estuary SSSI, countryside and Local Green Gaps is resisted.
- Development is not permitted if it would have an adverse effect on nature conservation in the river valley, or views along and across the river.
- New ancillary development (i.e. minor development linked to the domestic use of a houseboat) is generally acceptable subject to scale and maintaining the open character of the area.
- Mooring of additional permanent houseboats on one plot is not permitted.

## 5. Dimensions of Houseboats

- 5.1 The Council wishes to see the unique character and variety of the houseboats continue whilst ensuring there are no negative impacts on the surrounding residents, the environment and other houseboat owners. The following should be used as a guide for replacement houseboats, taking into account the location of each individual mooring.
- Length and width to be consistent with the majority of other boats.
  - Typical height is around 5.5m, replacement boats should be in keeping with this to avoid overlooking of neighbouring boats.
  - Houseboats should be a reasonable distance from the riverbanks - a distance of approximately 5m is recommended to ensure that visual openness is maintained.
  - Superstructures should aim to be nautical rather than domestic in appearance.
- 5.2 For advice on sheds, bunkers, platforms, jetties and fences see Section 7.

## 6. Additional Houseboats

- 6.1 The permanent mooring of additional houseboats on a single plot will not normally be permitted due to the location within the Local Green Gap and SSSI, as will the creation of any additional wet moorings for boats generally.
- 6.2 It is acknowledged that in order to repair or convert houseboats there may be a need for two boats to be moored temporarily on the same plot, although it is essential that the Council is made aware of such necessity before the additional mooring takes places. The additional mooring will be expected to be in place for no longer than six months. In exceptional circumstances, the Council may consider an application for an extended period of a further 6 months, provided that clear justification is provided for the necessity of the additional mooring for an extended period of time.
- 6.3 The Council is unlikely to agree to additional boats becoming permanent especially where they have negative environmental and amenity impacts contrary to the objectives of this guide.

## 7. Structures such as jetties, platforms, sheds, bunkers and fences (on a plot but not part of the boat)

- 7.1 After the completion of the Shoreham Adur Tidal Walls Scheme, a Technical Note has been produced by Mott Macdonald on behalf of the EA to outline the limitations and recommendations with regards to the provision of ancillary structures and modifications that involve physical alterations to the flood defence within Reach W5 of the Shoreham Adur Tidal Walls scheme. The guidance was circulated to all houseboat owners. Land was conveyed to Adur District Council by West Sussex County Council in 1963 to be used as a car park, playground and green. The boundary in the conveyance ran along the bottom of the bank. The land north of the boundary, i.e. the banking leading up to the towpath, was later conveyed by West Sussex County Council to RABOTA (Shoreham) Ltd in 1986. RABOTA subsequently sold individual freehold interests to houseboat owners in 1993. Land Registry title plans confirm these interests and indicate that some houseboat owners' boundaries fall short of the Adur District Council owned land. Since the recent flood defence work was carried out, some houseboat owners have extended gardens, built steps or set out parking areas across their boundaries and onto the Council owned land. Landowner's consent has not been sought, however owners are welcome to contact the Councils' Property Team to discuss consent. It should be noted that any landlord's consent granted would be on the provision that other necessary consents, such as Planning consent, are sought.
- 7.2 Prior approval from the Environmental Agency is needed for any works in, over, under or within 16 metres of the Shoreham Adur Tidal Walls Scheme. Further information on the Flood Risk Activity Permit process can be found here: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>
- 7.3 The Environment Agency and Natural England would like to see jetties and platforms designed and built with a more open structure to allow light through as shadowing reduces the growth of plants and algae (which support invertebrates, fish and birds in the area) and damages the special features of the SSSI. This should of course be balanced with ensuring the structure is safe for use.

**Jetties (access walkways):** Depending on the precise circumstances of the individual mooring concerned, these should be no higher than the path.

**Platforms (decking):** These should be positioned directly adjacent to the riverbank path and should be no higher than the path.

**Sheds and bunkers:** These should normally be no higher than 1.8m and no more than 3 square metres in floor size (e.g. 2m by 1.5m).

**Fences:** Whilst affording privacy to houseboat residents, they can obstruct views of the river from the riverbank path. It is preferred that fences are only erected if absolutely necessary and are ideally kept low, up to 1 metre.

## 8. Which Works Require Environmental Permits for Flood Risks Activities

- 8.1 Any works whatsoever in, over or under the channel of the River Adur or on its banks, the tidal wall/embankment or within 16 metres of the landward toe require a Permit for Flood Risk Activities from the Environment Agency under the Environmental Permitting Regulations 2016.

## 9. What Requires Consent from Natural England

- 9.1 The houseboat area carries a range of environmental designations. It is part of the Adur Estuary Site of Special Scientific Interest (SSSI), which includes the south side of the embankment, which is an important habitat for reptiles. Houseboat owners have responsibilities as owners/ occupiers under the Wildlife and Countryside Act 1981 not to damage the special interest of the site.

- 9.2 The SSSI is important principally for its saltmarsh and mudflat habitat which supports birds including ringed plover and redshank. It also supports common lizards on the embankment. More information on the designated features can be found at:

<https://designatedsites.naturalengland.org.uk/SiteDetail.aspx?SiteCode=SI003359&SiteName%20e=adur&countyCode=&responsiblePerson=&SeaArea=&IFCAArea=>

- 9.3 The inter-tidal area on the north side of the houseboats is an RSPB nature reserve. (See map at end of document).

- 9.4 Everyone has to recognise the significance of the designations and ensure that negative impacts are prevented. Natural England emphasize that it is a legal requirement to obtain consent for works prior to them being undertaken. Any works, such as trenches, that are needed to enable the delivery of new boats or the removal of old boats from the site will need prior consent from Natural England and also from the RSPB, if on their land. Natural England issues consent to landowners. For more information on responsibilities, see:

<https://www.gov.uk/guidance/protected-areas-sites-of-special-scientific-interest>

Operations requiring Natural England consent are listed at:

<https://designatedsites.naturalengland.org.uk/PDFsForWeb/Consent/1003359.pdf>

- 9.5 The RSPB acquired the Adur Estuary nature reserve in 1986 and it has since played an important role in providing feeding and roosting areas for waders and wildfowl. Intertidal habitats are a threatened and limited resource in South East England and so need to be managed to maximise their value to the wildlife that they support. Based on this, the RSPB will not agree to any additional moorings within the reserve boundary. In addition, the RSPB seeks consultation on any works that may adversely affect the SSSI or the RSPB nature reserve, such as the replacement of houseboats.

- 9.6 In order to protect the intertidal areas, mudflats and saltmarsh within the SSSI, a policy of minimal or no disturbance is required. Due to coastal squeeze, from rising sea levels and hard defences, these habitats are being lost on a national scale. This issue is exacerbated in South East England due to the land levels still sinking as a result of the last ice age and also as a result of inappropriate coastal management and land reclamation.
- 9.7 In relation to the houseboats, this means that there should be no storage of materials on the intertidal areas. The Environment Agency and Natural England advise there should be no deposition/storage of any materials on the saltmarsh vegetation and mudflats and no erection of structures which will reduce its area or potential usage by birds (e.g. jetties and walkways) without prior consultation and consent from Natural England.
- 9.8 Any material on the intertidal area will damage the habitat by:
- Physical damage to the plants.
  - Shading of plants and the mud, preventing plant and algal growth in the area.
  - Changes to the hydrology of the tides, causing erosion of sediment and damage to the structure of the sediment and plants.
  - Loss of habitat for invertebrates, fish and birds to use for feeding and shelter.
- 9.9 Causing excessive shade on the saltmarsh or mudflat will prevent the growth of plants and algae. Structures such as fences, jetties and walkways should be constructed with an open structure which will allow light to penetrate to ground level.
- 9.10 Access to the estuary should be kept to a minimum and, where necessary, be kept to established paths to keep disturbance of the sediment and plants to a minimum.
- 9.11 The storage of boats within areas of undisturbed habitat which is predominantly within the RSPB reserve, but also includes some areas of the houseboat owners' plots, should not be permitted. This results in the smothering of saltmarsh and the reduction in area of mudflat which can be used by birds. There may be exceptional cases in which this may be permitted but this will require agreement from Natural England and the landowners.
- 9.12 Trenches are particularly damaging to the site, as they disturb the sedimentary processes within the estuary. They also destroy any areas of saltmarsh plants which are dug up to create the trench.
- 9.13 The landward face of most of the riverbank is also part of the SSSI due to the population of common lizards which it supports. In order to maintain this in a favourable condition, suitable refuge, hibernating and basking areas need to be available, and the risk of predation from domestic animals such as cats needs to be reduced.
- 9.14 The lizards are especially vulnerable to disturbance when they are hibernating between October and March. They are protected under the Wildlife and Countryside Act 1981 which makes it illegal to intentionally kill or injure them. Houseboat owners should notify Natural England if they are planning works within the area used by lizards. Also, if they intend to trim or mow then this should be done from the middle outwards to allow any lizards the chance to move out of the way and avoid harm.

- 9.15 Residents of the houseboats play a valuable role in looking after the SSSI as they are able to keep an eye out for people that might be carrying out damaging activities, eg bait digging or picking saltmarsh plants. The houseboat owners can also get involved, for example, by counting the birds they see and submitting their records to the Sussex Biological Records Centre.

## **10. Which Works Require Licenses from the Marine Management Organisation?**

- 10.1 The Marine Management Organisation (MMO) licenses and regulates activities in the seas around England, to ensure that they are carried out in a sustainable way. Repairs or works carried out to the houseboats in or above water may need a licence from the MMO. The MMO has also produced the South Marine Plan. Please see Appendix I for more information.

## **11. Pollution and Waste Management**

- 11.1 Pollution is caused through the discharge of sewage, paint, oil and other substances from houseboats. This can have a significant negative impact on the water quality of the river, the health of people living, working and playing on/at the water, and on the estuarine biodiversity.
- 11.2 It would be highly preferable that discharge of untreated sewage and other wastes directly to the estuary be avoided. Excessive input of nutrients (both from sewage and grey water, which contains pollutants such as phosphates) changes the plant and animal communities which survive, and reduces water quality both within the estuary and out to sea. The Environment Agency wishes an alternative solution to be sought. The Shoreham flood defence project has installed a blank/empty duct through the new defence for each houseboat, to allow future connection should the houseboat owners agree a way forward with Southern Water Services. Connections would remove these discharges of untreated sewage from the estuary. Untreated sewage could also impact nearby Bathing Water beaches and Shellfish Beds. As of August 2019 residents have indicated that currently in their opinion there is not a financially viable solution to this. However, the infrastructure to make mains connection possible is in place and it remains highly preferable that discharges to the estuary are stopped.
- 11.3 At present, only one of the houseboats is connected to mains sewer. All other boats discharge sewage directly to the river with no treatment. A minimum requirement is that sewage tanks are pumped-out on an ebb current (outgoing tide). Tide tables are available on the BBC website via the following link: <https://www.bbc.co.uk/weather/coast-and-sea/tide-tables>
- 11.4 Macerators are present in most vessels and reduce the waste into smaller pieces, resulting in faster breakdown of sewage on entering the river. Bacteria activator tablets, used in septic tank maintenance, can also be added to the holding tank to promote microbial breakdown.

Please see Appendix 2 for advice from the Environment Agency regarding the disposal of sewage.

- 11.5 Water quality sampling is undertaken monthly by Adur and Worthing Councils' Environmental Health Department at four points on the River Adur (Old Tollbridge, Norfolk Bridge, Shoreham Footbridge and 'Adur Rec. Bridge' on the A259) to establish the extent of any contamination from raw sewage.
- 11.6 Some houseboats are unused and/or in a bad state of repair. Such boats will be identified by the Council and the owners requested to undertake their removal or to repair them in the interest of safety and the quality of the environment of the area.

## **12. Car Parking**

- 12.1 Some vehicles associated with the houseboats are parked in the area between the Beach Green car park access road and the riverbank or on the northern edge of the recreation ground. It is important to ensure that parking can be accommodated without impacting on the environment and wider recreational use of the area. The area of land from the ditch to the service road is owned by Adur District Council and is included in the car parking order, therefore it is part of the public car park. Parking provision will be improved so that cars can in future be parked in suitable areas. The houseboat owners can purchase a resident permit to park in the permit holder areas only and can also purchase resident visitor permits for their residents to park in the permit holder area.
- 12.2 For information regarding parking, including season tickets, please contact Adur & Worthing Councils Parking Services team.

## **13. Monitoring and Enforcement**

- 13.1 An objective of this guidance is to reduce the occurrence of works being carried out without the necessary planning permission or Environment Agency permitting approach, consent from Natural England or licence from the Marine Management Organisation. (NB houseboats are exempt from Building Control.) If a complaint is received, then it will be fully investigated. Houseboats are considered vessels and as such the Environment Agency are not currently able to permit and control any discharges of sewage from them.
- 13.2 If a complaint is received, then it will be investigated and action taken if required, but it is hoped everyone will follow the guide.

## Appendix I: Licenses from the Marine Management Organisation

Advice as to which works may require a licence from the Marine Management Organisation, and how to go about this, can be found as follows:

Guidelines on whether a marine licence is needed:

<https://www.gov.uk/guidance/do-i-need-a-marine-licence>

Exempt activities, explaining whether exempt activities require a notification to the MMO or not:

<https://www.gov.uk/government/publications/marine-licensing-exempted-activities>

Self-service licensing services:

<https://www.gov.uk/government/publications/self-service-marine-licensing>

In July 2018 the MMO adopted the South Marine Plan:

<https://www.gov.uk/government/publications/the-south-marine-plans-documents>

This includes policies on a range of matters, including water quality (S-WQ-1 and S-WQ-2), infrastructure (S-INF-1) and co-existence (S-CO-1).

Other useful Links:

Marine planning: <https://www.gov.uk/topic/planning-development/marine-planning>

Marine licences: <https://www.gov.uk/topic/planning-development/marine-licences>

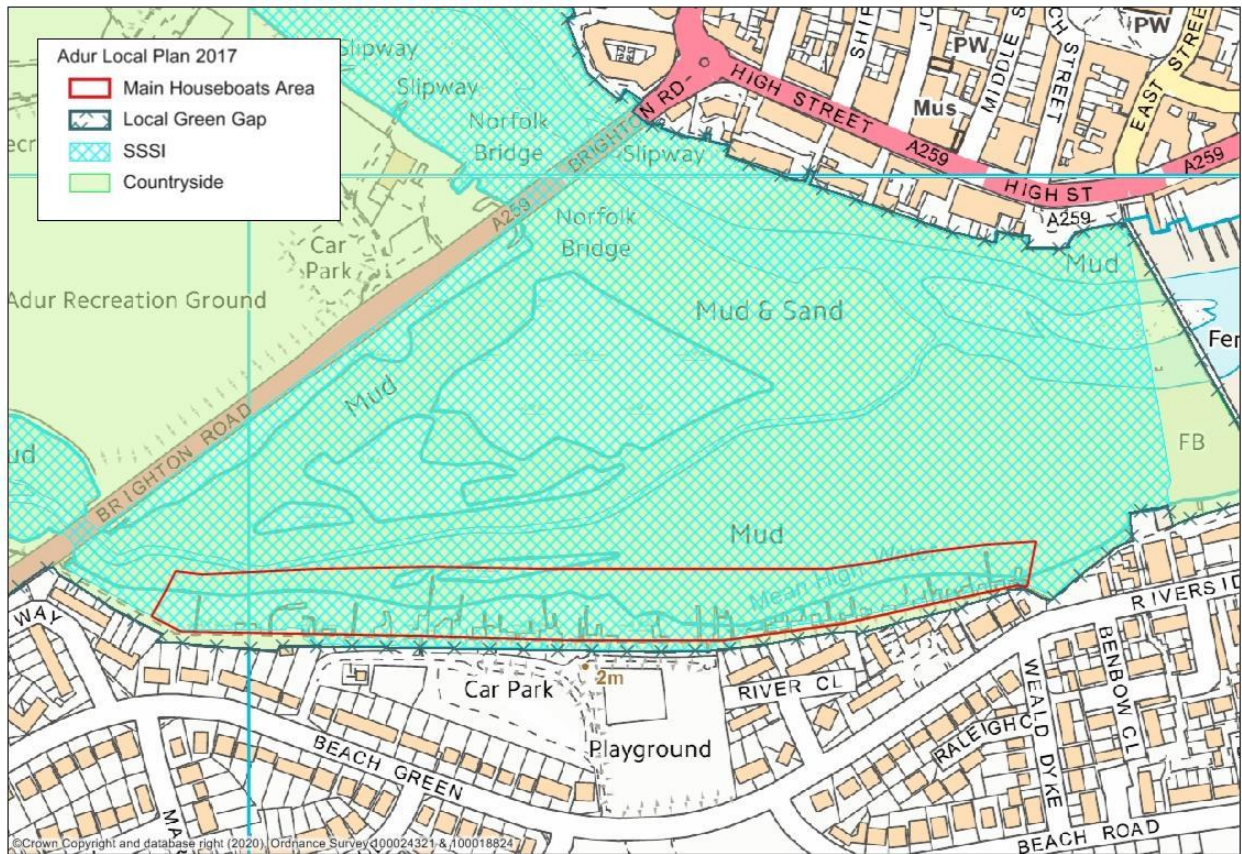


## Appendix 2

In order to minimise the impact of sewage discharges on the River Adur the Environment Agency give the following advice when disposing of sewage:

- All sewage should pass through a macerator prior to discharge to the River Adur;
- Only discharge sewage on an outgoing tide;
- Wherever possible use eco-friendly detergents, soaps and washing machine powders/liquids;
- Wherever possible use organic toilet paper and kitchen towel;
- Discharges of sewage to the river should not contain the following:
  - Cotton wool buds, sanitary towels, dental floss, razor blades, non paper based wipes or towels, and any other household items with instructions on the packet not to flush down the toilet;
  - Bleaches, disinfectants, paints, pesticides, solvents, and any other liquid which displays a hazard symbol.'

# Map showing houseboats area and key policy designations from the Adur Local Plan 2017



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**Adur District Council  
Planning Policy  
Portland House  
44, Richmond Road  
Worthing  
West Sussex  
BN11 1HS**



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