

**P-WAT-L5**

**The Environmental Authorisations (Scotland) Regulations 2018 (EASR)**

**Water Permit Activity:**

**Sediment management**

Version 1.0

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## How to use this activity form

Use this form to apply for:

* A **new permit** to carry out one of the types of sediment management activities listed below.
* A **variation of an existing permit** that authorises one of the types of sediment management activities listed below.
* A **variation of an existing permit** to add one of the types of sediment management activities listed below.

This form covers the following **types of sediment management activities**:

* Permit level sediment management activity
* Sediment management which cannot comply with General Binding Rule (GBR) or registration standard conditions.

The **types of sediment management** include:

* Sediment removal
* Sediment reintroduction
* Sediment addition
* Sediment manipulation

Note: Any other activities (e.g. bank works) associated with sediment management may require a separate authorisation.

## Before you apply

* Read the guidance for the water activity you are applying for on the relevant activity specific page on our [website](https://www.sepa.org.uk/easr).
* Where you see the term ‘document reference’, enter the document reference(s) for the information you have provided. These must be submitted along with the completed form.
* For applications made with insufficient or inadequate information; we will return these to the applicant with an explanation of what additional information is required and may retain part of the application fee in accordance with our published charging scheme.

## Multiple activities under a single permit

We may authorise multiple activities under a single permit, but only if the activities are connected. Activities may be considered connected if they are:

* located at the same geographical location,
* part of the same project, or
* operationally linked.

If the activities are connected, you may submit a single application for multiple activitiesunder one permit.

If the activities are not connected, you must submit a separate application for each activity.

## How to apply

**Digital application service:**

The quickest and easiest way to [apply is via our digital application service](https://www.sepa.org.uk/easr) on our website.

You will need to upload:

1. Completed activity form(s)
2. Any required supporting information

**Email/Post application:**

If you cannot apply using our digital application service, you can complete and submit an application via email or by post.

* For **a new permit**, your application must include:

1. A completed APP-GEN1 form
2. Completed activity form(s)
3. Any required supporting information

* For **a variation of a permit**, your application must include:

1. A completed APP-GEN1 form
2. Completed variation form(s)
3. Completed activity form(s) if required
4. Any required supporting information

Email and postal addresses for submitting your application are included in the APP-GEN1 form.

You can download [APP-GEN1, activity forms and variation forms](https://www.sepa.org.uk/easr) from our website.

## Section 1 - Location of the activity

### 1.1 Location description

Please provide the following information about the location.

**Table 1: Location description**

| **Question** | **Answer** |
| --- | --- |
| **Location description**  (e.g. Green Farm) |  |
| **Address** |  |
| **Postcode** |  |
| **National Grid Reference (NGR)**  (At least 2 letters followed by 8 digits, e.g. AB 1234 6789.  You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/) to find your NGR.) |  |

### 1.2 Activity location

Please complete one of the following sections based on the location of the sediment management activity:

* Section 1.2.1 – if your activity takes place along a single continuous stretch.
* Section 1.2.2 - if your activity takes place across multiple lengths.

For each location where the activity will be carried out, please provide the name of the waterbody, bed width and NGRs. Bed width is as measured from bank toe to bank toe.

You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/) to find the NGR. The NGR should be in one of these formats:

* 2 letters followed by 10 digits (e.g. AB 12345 67890)
* 2 letters followed by 8 digits (e.g. AB 1234 6789)

#### 1.2.1 Single continuous stretch

Please provide details for the location of the sediment management.

**Table 2: Single stretch details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

#### 1.2.2 Multiple lengths

You can carry out multiple lengths of sediment management within a single 500 metre stretch of the same waterbody (watercourse or loch).

If you are carrying out sediment management in a stretch of more than 500m, you will need to complete a separate activity form, except when applying for:

* Sediment removal from individual exposed sediment deposits within a continuous channel length of no more than 1 kilometre in any watercourse, where the authorised person cannot comply with the registration standard conditions.

Please complete a separate table for each location. Ensure that the same location reference (e.g. location 1, location 2, location 3) is used in Section 2.4.

Bed width is as measured from bank toe to bank toe.

You can include details for up to three locations in this section. If you have more locations to include, please provide the details in Annex 1.

**Table 3(a): Location 1 details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

**Table 3(b): Location 2 details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

**Table 3(c): Location 3 details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

## Section 2 - About your proposed activities

### 2.1 Non-technical summary

Please provide a non-technical summary of your application, including a brief overview of the proposed activity.

This summary may be published on our website as part of the public consultation process. Ensure it is written in simple and plain language so that all members of the public can clearly understand the details of your application.

| **Document reference** |
| --- |
|  |

### 2.2 Types of sediment management

Please select oneof the boxes below to indicate the type of sediment management.

* **Sediment removal**

(this can include the reintroduction of removed sediment)

(Complete Section 2.3, then proceed to Section 2.5)

* **Sediment reintroduction**

(Complete Section 2.4, then proceed to Section 2.5)

* **Sediment addition**

(Complete Section 2.4, then proceed to Section 2.5)

* **Sediment manipulation**  (Complete Section 2.4, then proceed to Section 2.5)

### 2.3 Sediment removal

#### 2.3.1 Activity details

#### Length

Please provide the cumulative total length (in metres) of watercourse from which the sediment will be removed, as measured along the bed.

| **Total length** (m) |
| --- |
|  |

#### Area

Please provide the cumulative total area (in square metres) from which the sediment will be removed.

| **Total area** (m2) |
| --- |
|  |

#### Sediment to be removed

Will sediment be removed from greater than 50% of the width of any watercourse?

Yes

No

#### Frequency of activity

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### 2.3.2 Dependent activities

The reintroduction of removed sediment can be considered part of a sediment removal activity. Where relevant, please provide the following details.

#### 2.3.2 (a) Size and type of material

Please provide details on the size and type of sediment that will be reintroduced.

| **Size and type of sediment (e.g. cobble, gravel)** |
| --- |
|  |

#### 2.3.2 (b) Location details

Please provide details for each location where sediment will be reintroduced.

You can include details for up to three locations in this section. If you have more locations to include, please provide the details in Annex 2.

#### Location A

**Table 4(a): Location A details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **NGR midpoint** |  |
| **Upstream NGR point** (for a watercourse) |  |
| **Downstream NGR point** (for a watercourse) |  |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location B

**Table 4(b): Location B details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **NGR midpoint** |  |
| **Upstream NGR point** (for a watercourse) |  |
| **Downstream NGR point** (for a watercourse) |  |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location C

**Table 4(c): Location C details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **NGR midpoint** |  |
| **Upstream NGR point** (for a watercourse) |  |
| **Downstream NGR point** (for a watercourse) |  |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

### 2.4 Sediment reintroduction, addition or manipulation

Complete this section if you are only carrying out sediment reintroduction, addition or manipulation.

Please provide details for each location. Ensure that the same location reference (e.g. location 1, location 2, location 3) used in Section 1.2.2 is used here.

You can include details for up to three locations in this section. If you have more locations to include, please provide the details in Annex 3.

#### Location 1

**Table 5(a): Location 1 details**

| **Question** | **Answer** |
| --- | --- |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |
| **Size and type of sediment** (e.g. cobbles, gravel) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location 2

**Table 5(b): Location 2 details**

| **Question** | **Answer** |
| --- | --- |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |
| **Size and type of sediment** (e.g. cobbles, gravel) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location 3

**Table 5(c): Location 3 details**

| **Question** | **Answer** |
| --- | --- |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |
| **Size and type of sediment** (e.g. cobbles, gravel) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

### 2.5 Drawings

#### 2.5.1 Permit drawings

If this activity is part of a major Transport Scotland infrastructure project (considered under Act of Parliament (Roads Order) the Roads (Scotland) Act 1984), you must submit permit drawings that follow SEPA’s guidance: [WAT-G-035 EASR Guidance: Drawings for permit level water activities](https://www.sepa.org.uk/easr). This guidance details the information that must be included in the drawings for different types of activities.

| **Drawing Reference(s)** |
| --- |
|  |

#### 2.5.2 Application drawings

If this activity does not require permit drawings, please provide application drawings showing the design of the works. You must include the following type of drawings:

1. Plan view
2. Cross-section
3. Long section

Each type of drawing must include:

1. All dimensions
2. Details of bed and bank material and levels
3. Indicative water levels
4. Slope and dimension of the channel

Drawings must be clear and easy to read on an A4 page, avoiding unnecessary details.

The drawings must include a defined scale, the date it was created, and version number.

| **Drawing Reference(s)** |
| --- |
|  |

### 2.6 Timing and protection of fish

#### 2.6.1 Timing of works

Will the activity and any associated construction works be undertaken during the period between 1 October and 31 May?

Yes

No

* If ‘Yes’, please proceed to Section 2.6.2.
* If ‘No’, please proceed to Section 2.7.

#### 2.6.2 Types of works

If you have answered ‘Yes’ in Section 2.6.1, please select the relevant box(es) for the types of works that will be carried on.

* Working in the wetted part of a watercourse or loch
* Machinery entering the watercourse (including for access)
* Installing a temporary crossing
* Full or partial isolation of the channel
* Temporary diversion or over pumping
* Blasting/vibration or impact piling
* Using artificial lighting at night

#### 2.6.3 Protecting fish

If you selected any of the boxes in Section 2.6.2, you must submit a report which assesses the risk to fish and fish spawning. Read our [guidance on protecting fish](https://www.sepa.org.uk/easr) for more information.

| **Document reference** |
| --- |
|  |

### 2.7 Protected areas

Use the [NatureScot website map](https://sitelink.nature.scot/map) to check the proximity of your proposed works to any of the following protected areas: Site of Special Scientific Interest (SSSI), Special Area of Conservation (SAC) and Special Protection Area (SPA).

#### 2.7.1 Proximity to protected areas

Are any of the proposed works located in, or within 250m of an SSSI, SAC or SPA?

Yes

No

* If ‘Yes’, please proceed to Section 2.7.2.
* If ‘No’, please proceed to Section 3.

#### 2.7.2 Consultation with NatureScot

Tell us if you have discussed your activity with NatureScot, and provide:

* Details of any mitigation actions you intend to implement to address areas of concern.
* All relevant correspondence or consents related to the proposed works and any associated construction works.

| **Document reference** |
| --- |
|  |

#### 2.7.3 Relevant surveys

Please provide any relevant surveys conducted to establish the presence of any designated species and habitat that may be affected by the proposed works and any associated construction works.

| **Document reference** |
| --- |
|  |

#### 2.7.4 Measures to ensure no impact

Please provide details of measures to be implemented to ensure the proposed works and any associated construction works, will have no adverse impact upon the protected area(s).

| **Document reference** |
| --- |
|  |

#### 2.7.5 Environmental Impact Assessment (EIA)

If you answered ‘Yes’ in Section 2.7.1, is an EIA required for the proposed works?

Yes

No

## Section 3 - Good practice

All engineering permit applications must meet good practice.

Please complete the good practice test for all permit level bank works activities. This information can be provided in one or separate documents.

For guidance on the information you should provide, please refer to our guidance documents: [WAT-G-030 - Meeting Good Practice](http://www.sepa.org.uk/easr) and [WAT-G-026 - Activity Guide: Sediment management.](http://www.sepa.org.uk/easr)

### 3.1 Reasons for carrying out the activity

Please explain why the activity is needed and what benefits it is expected to deliver. You must provide evidence of the scale and nature of the issue, your understanding of the underlying cause, and your assessment of its scale and significance.

| **Document Reference** |
| --- |
|  |

### 3.2 Photographs

You must provide photographs of the area where the activity will take place. These should include views upstream and downstream of the proposed location, and where relevant, photographs that show the issue you intend to address.

| **Document Reference** |
| --- |
|  |

### 3.3 Other supporting evidence

Where relevant, you should provide other supporting evidence, such as reports, survey data, historic maps or aerial imagery, to help support your application.

| **Document Reference** |
| --- |
|  |

### 3.4 Options appraisal

Please describe at least three different options that were considered to address the issue identified in Section 3.1. This must include a ‘do nothing’ option. For each option, explain what it involved and provide an evaluation of its effectiveness and suitability.

| **Document Reference** |
| --- |
|  |

### 3.5 Selected option

Please state the option you have selected and explain why you consider this to be the best practical environmental option.

| **Document Reference** |
| --- |
|  |

### 3.6 Mitigation

Please describe all mitigation measures you will take to reduce any potential environmental impact caused by the proposed activities. This should include a method statement.

Further guidance on what should be included in your method statement is available in our guidance [WAT-G-030 - Meeting Good Practice](http://www.sepa.org.uk/easr).

| **Document Reference** |
| --- |
|  |

## Annex 1 - Additional locations

Use this annex to provide details for any additional locations where sediment management is carried out, including multiple lengths within a single 500-metre stretch of the same waterbody (watercourse or loch).

Complete a table for each location, and add extra locations as needed.

**Table A1(a): Location 4 details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

**Table A1(b): Location 5 details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody**  (e.g. watercourse or loch) |  |
| **Bed width** (for a watercourse) (m) |  |
| **NGR midpoint** |  |
| **Upstream NGR** (for a watercourse) |  |
| **Downstream NGR** (for a watercourse) |  |

## Annex 2 - Additional locations for sediment reintroduction

Use this annex to provide details for any additional locations where sediment will be reintroduced as part of a sediment removal activity.

Complete a table for each location, and add extra locations as needed.

#### Location D

**Table A2(a): Location D details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody** (e.g. watercourse or loch) |  |
| **NGR midpoint** |  |
| **Upstream NGR point** (for a watercourse) |  |
| **Downstream NGR point** (for a watercourse) |  |
| **Length, as measured along the bed** (m) (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location E

**Table A2(b): Location E details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody** (e.g. watercourse or loch) |  |
| **NGR midpoint** |  |
| **Upstream NGR point** (for a watercourse) |  |
| **Downstream NGR point** (for a watercourse) |  |
| **Length, as measured along the bed** (m) (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

## Annex 3 - Additional locations for sediment reintroduction, addition, or manipulation

Use this annex to provide details for any additional locations where only sediment reintroduction, addition, or manipulation is carried out. Ensure you use the same location references (e.g. location 4, location 5) as in Annex 1.

Complete a table for each location, and add extra locations as needed.

#### Location 4

**Table A3(a): Location 4 details**

| **Question** | **Answer** |
| --- | --- |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |
| **Size and type of sediment** (e.g. cobbles, gravel) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |

#### Location 5

**Table A3(b): Location 5 details**

| **Question** | **Answer** |
| --- | --- |
| **Length, as measured along the bed** (m)  (for a watercourse) |  |
| **Area** (m2) |  |
| **Depth of sediment, as measured from the existing bed level to the top of the sediment** (m) |  |
| **Size and type of sediment** (e.g. cobbles, gravel) |  |

Please select oneof the boxes below to indicate the frequency of the activity.

* Once
* Repeatedly (e.g. annually, once every three years)

If ‘Repeatedly’, please provide details and reasons for the frequency.

| **Document Reference** |
| --- |
|  |