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**WAT-G-035**

**EASR Guidance: Drawings for permit level water activities**

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# 1 Purpose

This document provides information and guidance on drawings which are required to be submitted for applications for water activities subject to authorisation by SEPA under the Environmental Authorisations (Scotland) Regulations 2018, (EASR).

# 2 Introduction

To support an application for permit level water activities you may be asked to submit:

* Application drawings - used to support the determination process (see section 3) or
* Permit drawings – used to support the determination process and within the permit, in specific instances, to control the activity (see section 4).

# 3 Application drawings

Drawings to support the application determination process are required for certain permit activities including engineering, impoundments, borehole construction and some abstractions. Where a drawing is required, this will be specified on the relevant application form including details of what needs to be provided in the drawings.

# 4 Permit drawings

## 4.1 Background

Drawings will be used to support the application determination process and included in permits to control certain activities listed below. The drawings must adhere to this guidance to:

* Ensure protection of the water environment.
* Deliver a fair, proportionate and transparent permitting approach for operators.
* Deliver a degree of flexibility (where appropriate) for both operators and SEPA.

These drawings will form part of the authorisation and will be required for the following permit level activities:

* All major Transport Scotland infrastructure projects (considered under Act of Parliament (Roads Order) the Roads Scotland Act 1984).
* Channel modifications (excluding culverts for land gain) over 50 metres in length on a watercourse with an existing or proposed bed slope steeper than 1 in 200.
* Closed culverts (including culverts for land gain) greater than 15 metres and with an existing or proposed bed slope steeper than 1 in 200.

## 4.2 Drawing Principles

Drawings referenced in permits must:

### Only capture environmental essentials for each activity

* The environmental essentials listed in [Annex1](#_Annex_1_Environmental) are the key hydromorphological components that if altered could cause a significant impact in the water environment.
* Drawings must not include features that are not related to protection of the water environment or do not have any hydromorphological bearing, for example, fences or landscape features and/or structures that aren’t regulated by the permit.

### Can include a level of agreed design flexibility based upon the site-specific constraints and design opportunities

* This is in recognition that the final build can sometimes vary slightly from the initial design without causing additional environmental impact. SEPA will assess the degree of flexibility proposed by the applicant and agree an acceptable level of flexibility upon consideration of the complexity of the works and environmental risk.
* Any agreed design flexibility (in the form of a maximum value, minimum value, or a range for an environmental essential) should be captured within the drawing. For example: maximum culvert length of 30 metres or channel width of between 2.3 to 2.5 metres.

In addition, it is recognised that in some cases it may be possible for the final build location to vary slightly from the initial location. To account for this, a larger authorised area than is required for the footprint of the activity will be permitted, where possible. This authorised area will be controlled in the permit. The process for defining the authorised area is set out in [Section 4.4](#_4.4_Location). To avoid need for a permit variation, the final location must be within the authorised area and the design must remain as that the permitted.

### Be easy to understand and ensure the environmental essentials are clear

* Key features and measurements must be labelled (e.g. culvert inlet, culvert outlet, culvert length, culvert width, etc.) to allow for easy identification and to reduce the likelihood of misinterpretation.
* Drawings must not contain additional detail (e.g. photographs, cross-referencing of other documents / plans).

### Not contain statements / notes that are a condition

* As the drawing is a legally binding part of the permit, any statements or notes within the drawings (e.g. “All works must be supervised by a trained hydromorphologist”), would also become legally binding requirements.
* Including statements or notes that are a condition within the drawing, rather than within permit itself, would lead to a loss of transparency and clarity.
* Therefore, any conditions controlling engineering works will be captured within the permit itself.

## 4.3 Drawing Convention

* Drawings and associated text must be suitably sized to allow for easy reading in print form.
* Drawings must retain all pertinent information when converted from electronic to print form (e.g. all layers of a drawing must be retained and clearly displayed).
* Drawings must utilise a common naming convention that captures the following: drawing name, reference number, date and revision number.

## 4.4 Location

As set out above, it may be possible for the final build location of engineering activities to vary slightly from the initial location where there are no knock-on consequences to the design of the works.

### Authorised area

To allow for additional flexibility, a larger authorised area than is required for the footprint of the engineering activities can be permitted. Where there are no other constraints, the boundary of the Land Made Available (LMA) or site boundary can be used to define the authorised area. Examples of constraints that may require a tightening of the authorised area include:

* Where statutory designations (e.g. Special Areas of Conservation, Sites of Special Scientific Interest, etc.) overlap with the LMA boundary.
* Where the watercourse itself changes (i.e. at a confluence where it changes from a tributary to a main watercourse).
* Where there is a significant change in river subtype.

### Arrangement/position

The design (including the arrangement / relative position of overlapping / contiguous engineering works) must not be altered, however it is possible given above authorised area for activities to collectively shift upstream or downstream maintaining their original arrangement / relative position.

## 4.5 Alterations to Drawing

If the design is altered beyond the limits of the drawing, a permit variation is required to allow an assessment of the proposed design modifications, and the new drawing to be correctly referenced in the permit.

A permit variation would be required where:

* New authorised activity required.
* Any environmental essentials of the drawing are incorrect (e.g. change to dimensions/design).
* Proposed works fall outwith/beyond Authorised Area.
* Alteration of the arrangement / relative position of overlapping / contiguous activities.

# Annex 1 Environmental essentials

Theses should be construction drawings and should come in the form of:

* Plan drawings.
* Cross-section drawings.
* Long section drawings.

The combination of the above **must** include details for each activity as prescribed below:

## Bank work

* **Type of activity**: proposed works including material to be used.
* **Activity dimensions**: including length, width, area, height, bank affected as relevant.
* **Channel cross section:** the channel shape with dimensions including details of bank slopes. You should include enough cross sections to show any variability along the bank.

## Channel modification

* **Type of activity**: proposed works including material to be used.
* **Activity dimensions**: including length, width, area, height, bank affected as relevant.
* **Channel planform:** modified channel form, length, and how it ties into the original/undisturbed channel upstream and downstream.
* **Channel cross section:** the channel shape with dimensions including details of bank slopes. You should include enough cross sections to show any variability through the modified channel.
* **Bed long profile:** this should follow the deepest part of the channel and include details and changes in channel bed slope. It must also extend upstream and downstream to show the tie into the undisturbed channel.
* **Bed material:** the size, shape, placement, origin and thickness of material on the modified channel bed.
* **Bedforms/features:** including for example pools, riffles, bars, cascades, etc. For example, you should include bedform dimensions, spacing, orientation, and materials used.

Note: Where the activity is a culvert for land gain, use environmental essential criteria for ‘crossing’ below.

## Crossing

* **Type of activity**: proposed works including material to be used.
* **Activity dimensions**: including length, width, area, height, bank affected as relevant.
* **Structure details**: Where the crossing or part of it:
  + Has supporting piers, the drawing must show the number, position/location and orientation (including details for example if they are within the wetted part, bank or floodplain).
  + Is buried beneath the bed surface, the drawing must show the depth of burial along with position and orientation.
  + Is set back, the drawing must show distance and alignment from the bank toe.
* **Measure to maintain fish passage**: where measures are required to maintain fish passage, these must be shown. For example, this may include position or spacing, height and orientation of baffles, etc.
* **Measures to minimise or mitigate excess energy**: where energy dissipation is required, the design details must be shown. For example, position or spacing and height of baffles, plan cross section and long profiles of stilling basins, etc.
* **Measures to retain bed material**: where a sediment retention system is required the design details must be shown, For example, this may include position or spacing, height and width of baffles, etc.
* **Channel planform:** modified channel form, length, and how it ties into the original/undisturbed channel upstream and downstream.
* **Channel cross section:** the channel shape with dimensions including details of bank slopes. You should include enough cross sections to show any variability.
* **Bed material:** the size, shape, placement, origin and thickness of material on any modified channel bed.
* **Bedforms/features:** where bed is altered/disturbed because of the crossing and bedforms (e.g., step-pools, cascades, etc.) will be reinstated, the drawings must show details of these bedforms. For example, you should include bedform dimensions, spacing, orientation, and materials used.

## Instream/in-loch structures

* **Type of activity**: proposed works including material to be used.
* **Activity dimensions**: including length, width, area, height, bank affected as relevant.
* **Structure details**: the drawing must show the number, position/location and orientation of structure(s). Where activity is bed reinforcement it must show depth of burial beneath the bed surface.
* **Measure to maintain fish passage**: this may include details of baffles etc.
* **Measures to retain bed material**: this may include details of baffles etc.
* **Bed material:** the size, shape, placement, origin and thickness of material on any modified channel bed.
* **Bedforms/features:** where you are installing bed reinforcement, burying that beneath the river bed, reinstating bedforms (e.g., step-pools, cascades, etc.), the drawings must show details of these bedforms. For example, you should include bedform dimensions, spacing, orientation, and materials used.

## Sediment management

* **Type of activity**: proposed works.
* **Activity dimensions**: including length, width, area, affected as relevant.
* **Levels:** including basal level of sediment removed.

## In-vicinity (floodwalls and embankments)

* **Type of activity**: this must show proposed works including material to be used.
* **Activity dimensions**: including length, width, area, height, bank affected as relevant.
* **Structure details**: the drawing must show distance the structure is set back and alignment from the bank toe and bank top and how this varies (where applicable) along its length.

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