

**P-WAT-L7**

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

**Water Permit Activity:**

**Engineering in the vicinity, beyond the vicinity and affecting wetlands**

Version 1.0

August 2025

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If you would like this document in an accessible format, such as large print, audio recording or braille, please contact SEPA by emailing equalities@sepa.org.uk

## How to use this activity form

Use this form to apply for:

* A **new permit** to carry out a specific type of engineering activity in the vicinity of inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter) or that is likely to significantly affect a wetland.
* A **variation of an existing permit** that authorises a specific type of engineering activity in the vicinity of inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter) or that is likely to significantly affect a wetland.
* A **variation of an existing permit** to add a specific type of engineering activity in the vicinity of inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter) or that is likely to significantly affect a wetland.

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

* Certain setback embankments and flood walls in the vicinity of inland surface water.
* Any land raising or lowering in the vicinity of inland surface water.
* Any works that are likely to significantly affect a wetland.

Note: Activities beyond the vicinity zone only require authorisation when they are likely to have a significant adverse impact on a wetland.

## Before you apply

* Contact waterpermitting@sepa.org.uk to discuss your activity before completing this form.
* 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 provide the name of the waterbody and NGRs for the location where the activity will take place. 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)

**Table 2: Activity location details**

| **Question** | **Answer** |
| --- | --- |
| **Name of the waterbody** (e.g. watercourse or loch)  |  |
| **Upstream NGR** |  |
| **Downstream NGR**  |  |
| **Midpoint NGR** |  |

## 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 Type of the activity

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

* **New setback embankment or flood wall**  [ ]

(Complete Section 2.3, then proceed to Section 2.7)

* **Extending setback embankment or flood wall** [ ]

(Complete Section 2.3, then proceed to Section 2.7)

* **Full removal of more than 500 metres** **of setback embankment or flood wall** [ ]

 (Complete Section 2.4, then proceed to Section 2.7)

* **Alteration to height of more than 500 metres of setback** [ ]  **embankment or flood wall**

 (Complete Section 2.5, then proceed to Section 2.7)

* **Engineering activity that is likely to significantly affect a wetland** [ ]

 (Complete Section 2.6, then proceed to Section 2.7)

### 2.3 New or extended setback embankment or flood wall

Complete this section for:

* any single new, continuous embankment or flood wall; or
* an extension to an existing setback embankment or flood wall;

located in the vicinity zone of an inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter).

Please complete Table 3 below, providing details of the new or extended embankment or flood wall, and indicate which bank will be affected (left or right, when looking downstream).

**Table 3: New or extended embankment or floodwall details**

| **Question** | **Answer** |
| --- | --- |
| **Bank affected** (left or right)  |  |
| **Length** (measured parallel to the bank)(m) |  |
| **Minimum distance from the bank top** (m) |  |
| **Maximum distance from the bank top** (m) |  |
| **Maximum height above existing bank top** (m) |  |

### 2.4 Full removal of a single continuous length of more than 500 metres of an existing setback embankment or flood wall

Complete this section for the removal of a single, continuous length of more than 500 metres of an existing setback embankment or flood wall located in the vicinity zone of an inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter).

Note: This section can also be used for shorter lengths where we consider that the removal of an embankment or flood wall is likely to significantly increase the risk of erosion.

Please complete Table 4 below, providing details of the embankment or floodwall removal, and indicate which bank will be affected (left or right, when looking downstream).

**Table 4: Embankment or floodwall removal details**

| **Question** | **Answer** |
| --- | --- |
| **Bank affected** (left or right)  |  |
| **Length of removal** (measured parallel to the bank)(m) |  |
| **Minimum distance from the bank top** (m) |  |
| **Maximum distance from the bank top** (m) |  |
| **Existing maximum height** (m) |  |

### 2.5 Alteration to height of a single, continuous length of more than 500 metres of an existing setback embankment or floodwall

Complete this section for the alteration of a single, continuous length of more than 500 metres of an existing setback embankment or flood wall located in the vicinity zone of an inland surface water (i.e. two channel widths or 10 metres away from the bank top, whichever is shorter).

Note: This section can also be used for shorter lengths where we consider that the alteration of an embankment or floodwall is likely to significantly increase the risk of erosion.

Please complete Table 5 below, providing details of the embankment or floodwall alteration, and indicate which bank will be affected (left or right, when looking downstream).

**Table 5: Embankment or floodwall alteration details**

| **Question** | **Answer** |
| --- | --- |
| **Bank affected** (left or right)  |  |
| **Length of alteration** (measured parallel to the bank)(m) |  |
| **Minimum distance from the bank top** (m) |  |
| **Maximum distance from the bank top** (m) |  |
| **Existing maximum height** (m) |  |
| **New maximum height** (m) |  |

### 2.6 Engineering activity that is likely to significantly affect a wetland

Complete this section for an engineering activity that is likely to significantly affect a wetland.

Before completing this section, please read relevant guidance and contact waterpermitting@sepa.org.uk to discuss your proposal.

Please provide details of the activity, including its design (e.g. the scale, type of materials to be used, and other relevant information).

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

### 2.7 Drawings

#### 2.7.1 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)**  |
| --- |
|  |

#### 2.7.2 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)**  |
| --- |
|  |

### 2.8 Timing and protection of fish

#### 2.8.1 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 2.8.2.
* If ‘No’, please proceed to Section 2.9.

#### 2.8.2 Types of works

If you have answered ‘Yes’ in Section 2.8.1, 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 [ ]

#### 2.8.3 Protecting fish

If you selected any of the boxes in Section 2.8.2, 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** |
| --- |
|  |

### 2.9 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).

#### 2.9.1 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 2.9.2.
* If ‘No’, please proceed to Section 3.

#### 2.9.2 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** |
| --- |
|  |

#### 2.9.3 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** |
| --- |
|  |

#### 2.9.4 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** |
| --- |
|  |

#### 2.9.5 Environmental Impact Assessment (EIA)

If you answered ‘Yes’ in Section 2.9.1, 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-022 - Activity guide: Bank Works](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** |
| --- |
|  |