

**P-WAT-E1**

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

**Water Permit Activity:**

**The discharge of water run-off from a construction site**

Version 1.0

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## How to use this activity form

Use this form to apply for:

* A **new permit** for the discharge of water run-off from a construction site.
* A **variation of an existing permit** that authorises the discharge of water run-off from a construction site.
* A **variation of an existing permit** to add the discharge of water run-off from a construction site.

This applies to the discharge of water run-off from a construction site (including preparatory works) to the water environment where the site, including any constructed access tracks:

* exceeds 4 hectares, or
* contains a road or track length in excess of 5 kilometres, or
* includes any area of more than 1 hectare or any length of more than 500 metres on ground with a slope in excess of 25 degrees.

If you discharge trade effluent (for example, concrete wash waters) to the water environment you must apply to SEPA for a separate authorisation for that activity.

## 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).
* When you see the term ‘document reference’, please include the corresponding document reference(s) and submit them 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. New Town housing development) |  |
| **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 the NGR for each discharge location. 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)

If you need to include more discharge locations, please add extra rows to the table.

**Table 2: Discharge location**

| **Discharge location reference** | **Name of waterbody** | **NGR**  (e.g. AB 12345 67890, AB 1234 6789) |
| --- | --- | --- |
| **Point 1** |  |  |
| **Point 2** |  |  |
| **Point 3** |  |  |
| **Point 4** |  |  |
| **Point 5** |  |  |
| **Point 6** |  |  |

### 1.3 Location plan

Please provide a plan that shows the location of the construction site.

The location plan must:

1. Clearly outline and identify the construction site boundary. This area should be referenced and once authorised, will be known as the authorised place.
2. Be based on an Ordnance Survey (OS) map with a 1:10,000 or 1:25,000 scale.
3. Be clear and easy to read on an A4 page, avoiding unnecessary details.
4. Include the date it was created and a north direction indicator.

**Large linear projects**

For large linear projects, please send a zipped shapefile that shows the boundary of the construction site. The shapefile must:

* include the following file types, as a minimum: .shp, .shx, .dbf, .prj;
* use the British National Grid projection; and
* contain single part polygon features only.

(This means sites made up of multiple separate areas must not be merged into a multi-part feature.)

Please include a document reference for your location plan.

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

## 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 Start date

Please provide the proposed start date of the activity.

| **Start date** |
| --- |
|  |

### 2.3 Use of chemicals to treat water run-off

Will chemicals (such as flocculants or coagulants) be used to treat the water run-off?

Yes

No

* If ‘Yes’, please complete Section 3.

## Section 3 - Proposed use of chemicals

### 3.1 Justification for chemical use

If you plan to use chemicals to treat water run-off, you must explain why this is needed.

Your explanation should clearly show that chemical treatment is required. If you do not give a suitable justification, your application may be refused.

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

### 3.2 Discharge location and chemicals

If you plan to use chemicals, you must tell us where they will be used.

For each discharge location, provide a reference (e.g. Point 1) and list the chemicals that will be used at that location.

You can add more rows to the table if needed.

**Table 3: Chemicals used and discharge location**

|  |  |
| --- | --- |
| **Discharge location reference**  (e.g. Point 1) | **Chemicals used** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

### 3.3 Material Safety Data Sheets for chemicals

Please provide the Material Safety Data Sheet (MSDS) for each chemical listed in the Table 3. Include the document reference for each MSDS document in the table below.

You can add more rows to the table if needed.

**Table 4: Material Safety Data Sheet (MSDS)**

| **Chemical name** | **MSDS Document reference** |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |