**The Water Environment (Controlled Activities)**

**(Scotland) Regulations 2011**

**Licence Application**

**FORM B2**

**Complete this form for point source discharges other than** **foul only sewage and fish farm effluent**

* **For foul only sewage, complete Form B1 - foul only sewage discharges**
* **For fish farm effluent, complete Form C**

**Contents**

**Section 1: General Discharge Information**

**Section 2:** **Sewage Effluents > 10 domestic properties or >50pe**

**Section 3: ‘Other’ Effluents (including trade)**

**Section 4:** **Surface Water and SUDS**

**Section 5: Indirect Discharges to Groundwater (including soakaways)**

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| **How we use your personal information – Data Protection Act 2018 (‘DPA 2018’)****Under the DPA 2018, we must have a legal basis for processing your information – in this case, processing personal information is necessary to perform our statutory duties (‘Public Task’).** **Some of the ways in which we collect and use the information may be through:****granting and administering of authorisations and maintaining registers** **investigating environmental complaints** **undertaking formal enforcement action** **maintaining our own accounts and records****The personal information we collect and use may include the following: name; address, including postcode; email address and telephone number. SEPA is required, by law, to organise and maintain public registers, and make these registers available for public inspection. We do this by collecting and using the personal information that applicants (or their agents) share in their applications for SEPA authorisations and SEPA permits. After the application form has been processed, some of the information from the form is added to the public register, and becomes available for public inspection. , Signatures, personal email addresses, and telephone numbers are not published, unless publication is statutorily required.** **There may be occasions when we are required by law to share your personal information with other organisations, e.g. for regulatory reasons, or because doing so is in the general public interest. Any sharing will be carried out lawfully and securely in accordance with the SEPA Data Protection Policy.****For more information on how SEPA handles personal information, please refer to our general Privacy Policy at https://www.sepa.org.uk/help/privacy-policy/** |

**FORM B2 Point Source Discharges other than foul only sewage and fish farm effluent**

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| **SECTION 1: GENERAL DISCHARGE INFORMATION** |

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| **1.1 If not already included on your ‘Site Plan’ (see Form A), please provide a “Drainage Plan” showing:*** The site drainage layout (if applicable)
* All discharge point(s) locations
* The location of any treatment facilities and sample chamber(s)
* Identify pollution risk areas/chemical and oil stores

Reference the Plan “Drainage Plan” and attach it to your application |

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| **1.2 Will the effluent come from** (tick box) |
| an existing development or discharge | [ ]  | a new development or discharge? | [ ]  | an alteration to an existing development or discharge? | [ ]  |

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| **1.3.1 Please give the National Grid Reference for the discharge outlet** (10 Character e.g. XY 1234 5678)You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/). |  - -  |
| **1.3.2 Will the discharge(s) be made through: *(please tick)*** | \*a new outlet\*? | [ ]  | \*an alteration to an existing outlet? | [ ]  | an existing outlet? | [ ]  |
| **1.3.3** \***If a new outlet or alteration to existing outlet**: submit outlet design so that SEPA can agree your engineering proposals, prior to licensing.Where applicable, please provide a method statement detailing working practices and environmental protection during construction of the outlet. |
| What provision will be made for samples to be taken of the effluent discharged? (*e.g. sampling chamber, automatic sampler)* Please also show location of sampling point in the drainage plan detailed in section 1.1 above |  |

**1.3 About the outlet(s)**

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| **1.4** If you claim Environmental Service for any of your activities then your reasoning/justification must be set out on a separate sheet referenced “Environmental Service Claims”. Information on Environmental Service is available from the Charging Scheme guidance found on the SEPA website: <http://www.sepa.org.uk/regulations/authorisations-and-permits/charging-schemes/charging-schemes-and-summary-charging-booklets/> |

**1.5 Please indicate which of the following discharges you will be applying to undertake**. For multiple discharges of the same type, please list within the appropriate boxes.

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| **Discharge** | Detail | *Registration (R)* *State Number* | Simple Licence (SL)*State Number* | Complex Licence *(CL)**State Number* | National Grid reference for each outlet (i.e. 10 characters XY 1234 5678) You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/). | Outlet Diameter mm and type (material) of pipe | Receiving environment for each discharge* River
* Freshwater Loch
* Coastal/Estuary
* Land no soakaway
* Land via soakaway
* groundwater

If to land refer to Hydrogeological Guidance to Apply for a Licence to Discharge Effluent to a Soakaway | Partial Soakaway (Y or N)If yes please state size in square metres | Name of receiving environment (if unknown please state “tributary of“ *name of major water*) |
| **Sewage (public)[[1]](#footnote-2)** | CSO |  |  |  |  |  |  |  |  |
|  | EO  |  |  |  |  |  |  |  |  |
|  | Untreated  |  |  |  |  |  |  |  |  |
|  | Primary *(includes septic tank)* |  |  |  |  |  |  |  |  |
|  | Secondary |  |  |  |  |  |  |  |  |
|  | Tertiary |  |  |  |  |  |  |  |  |
| **Sewage (private**) | CSO |  |  |  |  |  |  |  |  |
|  | EO  |  |  |  |  |  |  |  |  |
|  | Untreated  |  |  |  |  |  |  |  |  |
|  | Primary  |  |  |  |  |  |  |  |  |
|  | Secondary  |  |  |  |  |  |  |  |  |
|  | Tertiary  |  |  |  |  |  |  |  |  |
| **Other Effluent[[2]](#footnote-3)** | Potable water supply |  |  |  |  |  |  |  |  |
|  | Other organic effluent |  |  |  |  |  |  |  |  |
|  | Cooling Water |  |  |  |  |  |  |  |  |
|  | Other effluent |  |  |  |  |  |  |  |  |
| **Surface Water (Public)** | Housing |  |  |  |  |  |  |  |  |
|  | Commercial, Industrial & other |  |  |  |  |  |  |  |  |
| **Surface Water (Private)** | Motorways & major roads |  |  |  |  |  |  |  |  |
|  | HousingCommercial,Industrial & other |  |  |  |  |  |  |  |  |

**SPECIFIC DISCHARGES** Please complete relevant sections only

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| **SECTION 2: SEWAGE EFFLUENT (> 10 domestic properties or >50 pe if includes non-domestic properties)** |

**For foul only sewage, complete Form B1 - Foul only sewage discharges.**

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| **2.1 SEWAGE FLOWS**  |
| **2.1.1 How many people will the sewage system serve?** (*both current population and projected design population*)  | Total current pe  Design pe   |

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| **2.1.2** **What is the anticipated flow of sewage?**  *(in cubic metres per day)* |  m3/d |
| *Note: Please explain how the flows have been derived. In particular you should specify the details of any flow monitoring programmes.* |   |

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| **2.1.3** **What is the anticipated flow of trade effluent?** *(in cubic metres per day)* |  m3/d |
| *Note: Please explain how the flows have been derived. In particular you should specify the details of any flow monitoring programmes.* |   |

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| **2.1.4** **What is the average infiltration rate?** *(in cubic metres per day)* |  m3/d |
| *Note: Please explain how the flows have been derived. In particular specify the details of any flow monitoring programmes carried out to estimate the infiltration rate. Details of seasonal variations in infiltration flow should be provided if possible.* |   |

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| **2.1.5** **What is the current and design dry weather flow?** *(in cubic metres per day)* | Current  m3/dDesign  m3/d |
| Note: Please explain how the flows have been derived. |   |

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| **2.1.6** **Please provide a description of any significant trade**  **discharges.** |  |

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| **2.1.7** **Industrial Effluent Information.****If the discharge is ‘liable to contain’ listed substance(s), please list these and provide details / analysis.** *‘Liable to contain’ means if it is permitted to be discharged into the sewer upstream of the discharge or otherwise known to be present in trade process discharges in the catchment (e.g. Scottish Water trade effluent consent, PPC permit); or known to be added to the effluent at the discharger’s site as a result of on-site activities. The substance will not be considered as present in a trade process discharge if it is below the minimum reporting value for a specified number of samples.* *Refer to* [*Policy 61: Control of Priority and Dangerous Substances and Specific Pollutants in the Water Environment*](https://www.sepa.org.uk/media/59968/policy_61-control-of-priority-and-dangerous-substances-and-specific-pollutants-in-the-water-environment.pdf)*.**A listed substance means any of the substances in Table 3 of* [*Environmental Quality Standards and Standards for Discharges to Surface Waters WAT-SG-53*](https://www.sepa.org.uk/media/152957/wat-sg-53-environmental-quality-standards-for-discharges-to-surface-waters.pdf)*.*  |  |

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| **2.1.8** **What will be the mean daily flow of final effluent?** *(in cubic metres per day)* |  m3/d |
| Note: Please explain how the flows provided have been derived. In particular you should specify the details of any flow monitoring programmes. |   |

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| **2.1.9 What will be the maximum flow rate to full treatment?** *(in litres per second and as a multiple of DWF)* |  l/s DWF |

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| **2.2 SEWAGE TREATMENT WORKS** |

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| **2.2.1 How will the sewage be treated before it is discharged and what is the anticipated quality of the discharge?** |
| *Primary treatment details:**Secondary Treatment details:**Tertiary Treatment details:**Other treatment:**Anticipated effluent quality:**(Specify whether 95%ile etc.)* |  *Note: Please enclose supporting documents as necessary, which should include detailed plans, design criteria, process description and quality information* |

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| **2.2.2 How will mechanical failures of the treatment facilities**  **be detected *(e.g. telemetry, alarms)?*** **2.2.3 Describe the maintenance arrangements for the**  **system e.g. contracted to whom, regularity of checks**  **and availability of spare parts etc** |    |

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| **2.3 COMBINED SEWER OVERFLOWS (CSOs)**  |

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| **2.3.1. At what rate of flow will the overflow start operating?** *(litres per second and as a multiple of DWF)* |   l/s  x DWF  |
| *Note: Please explain the choice of overflow setting* |   |

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| **2.3.2. What will the maximum rate of discharge be?** *(litres per second and as a multiple of DWF)* |  l/s  x DWF |

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| **2.3.3. What treatment will be provided?** |   |
| *Note: Please enclose supporting documentation covering detailed plans and design criteria*  |

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| **2.3.4 What storage volume in excess of DWF will be provided**  **within the sewerage system which will delay the**  **operation of the overflow**  *(in cubic metres)* |  m3 |

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| **2.3.5 What is the predicted spill frequency per year?** *(number and duration)* | Number of spills per year  Duration of spills per year/per event?   |
| *Note: Please provide an explanation of how the predicted spill*  *frequency of the overflow was derived.* |   |

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| **2.3.6 CSO ASSESSMENT DETAILS** |

The following information is required to assist SEPA in reaching licence decisions for intermittent discharges. Groups of CSOs discharging into bodies of water where there is likely to be a degree of interaction should be considered together. The form should be completed by the Water Authority or their agent after consultation with the relevant SEPA officers.

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| 2.3.7 CSO location for each outfall (further detail required for CSOs) |
| 10 character Grid Reference(s) of CSO(s) - -  - -  - -  | 10 character Grid Reference(s) of outfall point(s) - -  - -  - -  |

**2.3.8 DRIVERS – Known or potential impacts**

|  |  |
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| Bathing Waters… Yes [ ]  No [ ] Shellfish Waters Yes [ ]  No [ ] Urban Wastewater… Yes [ ]  No [ ] Recreational water… Yes [ ]  No [ ] Dangerous Substances Yes [ ]  No [ ]  | Flooding upstream… Yes [ ]  No [ ] Visual or aesthetic impact… Yes [ ]  No [ ] Justified public complaint… Yes [ ]  No [ ] Deterioration in river class… Yes [ ]  No [ ] Operates in dry weather… Yes [ ]  No [ ]  |

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| **2.3.9 CONTRIBUTING AREA(S)** Enter data where available/ appropriate |
| **Existing** Catchment area (Ha)\*  Percentage catchment on combined sewer  Existing Population P  Infiltration I  Trade Flow E  Measured dry weather flow  Calculated dry weather flow   | **Future Design** [from L.A. structure plans]Catchment area (Ha)\*  Percentage catchment on combined sewer Future Design pop P  Infiltration I  Trade Flow E  Dry weather flow at inlet(s)  Continuation flow(s)   |

\* from Drainage Area Studies

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| **2.3.10** **PROPOSED DISCHARGE** |
| Formula A flowSpill rate with one year return period  Spill volume with one year return period  Duration of spills per year  Number of spills per bathing season and per year  Screen aperture  Spill/weir setting  Volume of storage  Largest inlet pipe diameter   | (l/d)(l/s)(m3)(h)(mm)(l/s)(m3)(mm) |  |

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| **2.3.11** **SEWERAGE MODELLING** |
| Modelling software used including version  | Location of key pumping installations  |
| Specification for model assembled, give an indication of degree of simplification. |   |
| MODEL INPUTS |  |
| **Rainfall events used for verification**. SEPA is particularly concerned to ensure that the most valid model inputs available are used in the modelling exercises. |
| Time series rainfall used  Software used to produce time series   | Location of series  Recorded data used (location, date)  Last revision of time series   |
| **MODEL OUTPUTS** This information is to assist SEPA with evaluation of model verification |
| **Graphs** Give details of graphical information supporting the application.  | **Summary tables** Give details of tabular information supporting the application.  |

**2.3.12 WATER QUALITY MODELLING**

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| Provide details of any associated river or marine model  |
| 95%ile river flow/initial dilution at discharge point(s)   |

 **2.3.13 PAST OR PROPOSED MONITORING**

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| Historical monitoring information is particularly important where existing discharge locations are to be maintained, include details of proposed monitoring facilities  |

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| **2.4 STORM TANKS**  |

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| **2.4.1. What storm tank volume will be available?** *(in cubic metres) Please show by calculation how this size is*  *justified as a means of preventing polluting releases to the*  *environment* |  m3 |

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| **2.4.2. How will the return of storm tank contents be achieved?** *(describe whether manual/automatic return, and pump rates)* |
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| **2.5** **EMERGENCY OVERFLOWS** |

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| **2.5.1** **Please state the justification for the emergency overflow** |
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| **2.5.2. Describe the pump rates** |
| Number of pumps in pumping station: |  | Pump rate(s) (specify units) |  | l/sm3/d |
| Pumping regime:(select or specify) | Duty/standby Duty/assist Duty/assist/standby | Other: |  |

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| **2.5.3. What sort of warning system will you use to identify pump failure/operation of overflow?** *(e.g. alarms, telemetry connections)* |
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| **2.5.4. How will you deal with power failures?** |
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| **2.5.5. What storage capacity will be provided which will delay the operation of the overflow? *(****in cubic metres)* |   m3 |

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| **SECTION 3: DISCHARGES OF OTHER EFFLUENTS INCLUDING TRADE EFFLUENT** |

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| **3.1 About the Effluent** Please describe the type of process you plan to carry out on the site. E.g. type of operations giving rise to each effluent to be discharged. |   |
| **3.2 What will each effluent be composed of?**  Please list the content of the effluent. Please give the maximum and mean annual concentrations. *You should include information on the daily, weekly and/or seasonal patterns, if these are likely to be significant.*For discharges to groundwater with a high loading factor (see associated guidance notes), please detail Maximum, Minimum and Mean Annual concentrations within the treated effluent to be discharged.Also if the discharge is ‘liable to contain’ listed substance(s), list these, ‘Liable to contain’ means if it is known to be present in the effluent or added to the effluent at the discharger’s site as a result of on-site activities. The substance will not be considered as present in a trade effluent discharge if it is below the minimum reporting value for a specified number of samples. Refer to [Policy 61: Control of Priority and Dangerous Substances and Specific Pollutants in the Water Environment](https://www.sepa.org.uk/media/59968/policy_61-control-of-priority-and-dangerous-substances-and-specific-pollutants-in-the-water-environment.pdf).A listed substance means any of the substances in Table 3 of [Environmental Quality Standards and Standards for Discharges to Surface Waters WAT-SG-53](https://www.sepa.org.uk/media/152957/wat-sg-53-environmental-quality-standards-for-discharges-to-surface-waters.pdf).  | **TREATED EFFLUENT COMPOSITION (INC. LISTED SUBSTANCES)**

|  |  |  |
| --- | --- | --- |
| Substance: | Concentration | Units |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |
|   | Maximum:Min:Mean annual: |     |

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| **3.3 List bulk and hazardous chemicals and wastes held on site and explain how these will be contained.** |
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| **3.4 How will the effluent be treated before it is discharged?** |
|  Primary treatment details:   Secondary treatment details:   Tertiary treatment details:   Other treatment:   |
| *Note: Please enclose supporting documents which should include detailed plans, design criteria, and treatment process description* |

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| **3.5 What will be the mean and maximum daily volume of treated**  **effluent discharged?**  (*in cubic metres per day)* |  Mean  m3/d  Maximum  m3/d  |
| *Note: You should include information on the weekly and/or seasonal patterns, if these are likely to be significant.* |   |

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| **3.6**  **Please provide the maximum rate of flow of the treated**  **effluent** (*in litres per second)* |  l/s |

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| **3.7 If the discharge temperature is changed by heating or**  **cooling please provide the mean and expected temperature**  **range of the discharge.**  *(in degrees centigrade)* |  Mean:  oC Range:  oC |

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| **3.8 How will mechanical failures of the treatment facilities be**  **detected** *(e.g. telemetry, alarms)?*  |  |
| **3.9 Describe the maintenance arrangements for the treatment**  **system e.g. contracted to whom, regularity of checks and**  **availability of spare parts etc.** |  |

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| **3.10 If sewage is included in this discharge, how many people**  **will the system serve?** (or give population equivalent) | No. Residents:  No. day workers :   Total p.e.:   |

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| **3.11 What impermeable surface area will drain rainfall to the**  **treatment system?** *(in square metres)* |  m2 |

*Note: Uncontaminated surface water should be excluded from the effluent treatment plant where possible.*

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| **3.12**  **How will any remaining surface water be treated?** *Note: If you will be making a separate discharge of*  *surface* *water, you should discuss with SEPA whether it*  *will be necessary to fill in Section 4 of this form* |   |

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| **SECTION 4: Discharge OF LICENSABLE Surface Water including SUDS (see CAR Practical Guide for thresholds of when a licence is required for surface water discharges)** |

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| **4.1.**  **Please describe the area to be drained *(e.g. a 50 hectare development or industrial estate areas) and* state**  **the previous land use** (e.g. *industry type, housing, greenfield etc.)* |
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*Note: Your plans should include: (1) the area draining to the discharge - detailing the drainage system proposed, as well as existing natural drainage features; (2) planned development features including roads, parking areas and buildings.*

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| **4.2.** **Will there be any high pollution risk areas?** *(This refers to areas such as re-fuelling/ wash bays, material storage or unloading areas)* |
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*Note: Your plans should detail the relevant areas and a description of the preventative measures taken*

  *(e.g. oil interceptor, diversion to foul sewer, bunding)*

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| **4.3**  **What will be the total impervious area which will drain**  **rainfall to the outfall?** *(in square metres and as a proportion*  *of the total drainage area)* |  m2 % |

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| **4.4.** **Please provide a brief description of the surface water management train (*e.g. prevention, source control, site control,***  ***regional control)***  |

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| **4.4.1** **What provision will be made for source control SUDS measures including those which direct rainfall to land?** |
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| **4.4.2.** **If infiltration systems are to be installed, please provide**  **information on soil type and porosity** (include percolation test results).*Note:* *This refers to the use of permeable surfaces, swales, filter drains,*  *infiltration trenches, soakaways etc which limit the direct access*  *of rainfall to surface water drains. Please provide drawings of*  *the structure used and documentation covering the design.* |   |

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| **4.4.3.** **Please detail any additional SUDS treatment measures after the source control measures**.*Note:* *This refers to structures such as ponds, basins and wetlands. Please provide drawings of the structure used and documentation*  *covering the design (including treatment volume Vt (m3)).* |
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| ***4.5.*** **Please demonstrate (by providing calculations) how the SUDS measures will provide attenuation and restrict flow to the pre-** **development (i.e. greenfield) run off rates?**  |
| *(This question is inserted to cover the sustainable flood management duties in WEWS and to protect ecological status by maintaining natural river flows.)* |

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| ***4.6*.** **Please provide details of the SUDS adoption and maintenance agreements.**  |
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1. [↑](#footnote-ref-2)
2. [↑](#footnote-ref-3)