



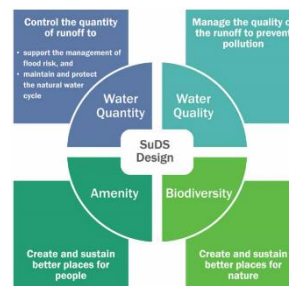
County Hall  
Cardiff  
CF10 4UW  
Tel: (029) 2233 0961  
Email: SAB@Cardiff.gov.uk

Neuadd y Sir  
Caerdydd  
CF10 4UW  
Ffôn: (029) 2087 2088  
Epost: CDC@caerdydd.gov.uk

## Flood & Water Management Act 2010

### Schedule 3 Sustainable Drainage

### SuDS Scheme Application for SuDS Approving Body (SAB) Approval – Wales



## Guidance for Pre-Application Approval and Full Application Approval of SuDS on new developments in accordance with The Sustainable Drainage (Approval and Adoption Procedure) (Wales) Regulations 2018

Schedule 3 of the Flood and Water Management Act 2010 (the 2010 Act) provides a framework for the approval and adoption of surface water systems serving new developments. SuDS scheme applications for SuDS Approving Body (SAB) approval are a statutory requirement in Wales.

Applicants must adhere to:

- [Statutory National Standards for Sustainable Drainage Systems \(SuDS\) for Wales;](#)
- [Statutory Instruments;](#) and
- Local Authority Policy

The SuDS scheme application structure is set out as shown below:

<b>Guidance on Making SuDS Applications for SAB Approval</b>	<i>(This document for guidance)</i>
<a href="#">Pre-Application Form</a>	<i>To complete &amp; return</i>
<a href="#">Guidance on Completing the Pre-Application Form</a> – including specific information and evidence required to support the application.	<i>(For guidance)</i>

<a href="#">Full Application Form</a>	<i>(To complete &amp; return)</i>
<a href="#">Guidance on Completing the Full Application Form</a> – including specific information and evidence required to support the application.	<i>(For guidance)</i>
<a href="#">Application Form for Approval of Details Required by Conditions</a>	<i>(To complete &amp; return)</i>

(Use hyperlinks above to directly access the specific Forms and Guidance.)

Applications for approval must be submitted using the **Pre-Application** and **Full Application** forms provided by the SAB. **USE OF THESE FORMS IS MANDATORY** as they have been developed to ensure your application has regard to the statutory requirements for SuDS.

These forms are for SAB approval ONLY, and you are advised to also engage early, and directly, with the LPA and all other relevant organisations that may have an interest in your SuDS scheme proposal, including the SAB statutory consultees listed below:

- Sewerage undertaker;
- Natural Resources Wales;
- Highway Authority;
- Canal & River Trust; and
- Internal Drainage Districts (NRW).

You are advised to commence **Pre-Planning Application discussions** with the LPA at the earliest opportunity and undertake discussions with both the SAB and the LPA simultaneously.

Development on site should not commence until formal **Planning Approval AND Full SAB Approval** has been given.

It is important that you keep SAB officers and planning officers informed of progress and decisions with regard to the planning application and the SAB application, as they are separate applications, with different requirements, timescales and approval bodies.

Engaging in **Pre-Application discussions** with the SAB at the outset of your SuDS concept design is strongly advised. Effective **Pre-Application discussions** and **Master Planning** can ensure a robust, cost effective and viable surface water management strategy and SuDS scheme design. SAB can help you determine the optimum SuDS solution for your site by providing an early indication of what may or may not comply with the **National SuDS Standards**.

Please provide as much technical information as possible to the SAB to enable a considered and reasoned response to be given at both **Pre-Application and Full**

**Application stages.** i.e. the more information provided at the **Pre-Application stage**, the more detailed technical advice can be given.

The site-specific surface water drainage assessment and SuDS requirements should be integrated with the **Flood Consequences Assessment (FCA)**, and an integrated **Flood and Surface Water Drainage Report** should be provided to both the LPA and the SAB.

With specific regard to the **Pre-Application**:

- A **Pre-Application fee** may be charged by the SAB;
- To ensure a **Valid Application**, all questions on the form **MUST** be answered, and as much initial supporting information as possible should be provided as indicated in the [Guidance on completing the Pre-Application Form](#);
- Your response to questions should reflect the specific requirements of the Statutory National Standards;
- Once your application form together with any supporting material has been correctly submitted to the SAB, it will be **validated**;
- Please be aware that if the questions have not been answered as indicated on the form, and by the requirements above, your application may be **refused**;
- However; if deemed to be a **Valid Application**, your submission will be technically assessed, and a SAB officer will contact you to commence **Pre-Application discussions**;
- There is no statutory timescale relating to the **Pre-Application process**. This enables an appropriate amount of time to be spent discussing, developing and agreeing your SuDS scheme design proposals (from early concept to final design), along with other related matters, with SAB officers; all prior to your Full Application submission;
- To enable productive **Pre-Application discussions**, it's important that you provide as much initial technical information as early as possible in the development process. This will assist "development specific" discussions to commence on: site and development characterisation, surface water sub-catchments and flow routes, and overall concept design etc.;
- Early reference to the statutory documents listed in this guidance should be made, and the site viability to accept an appropriate SuDS scheme considered carefully, prior to the submission of a **Pre-Application**; and
- All technical and non-technical discussions with SAB should be undertaken as part of the **Pre-Application stage**, as only in exceptional circumstances, will SAB contact you during its assessment of the Full SuDS Scheme Application.

With specific regard to the **Full Application**:

- To ensure a **Valid Application**, all questions on the form **MUST** be answered, and ALL supporting material **MUST** be submitted as indicated in the

**Guidance on completing the Full Application Form** (or as otherwise agreed with the SAB);

- Your response to questions should be comprehensive and reflect the specific requirements of the Statutory National Standards;
- Once your application form together with any supporting material has been submitted to the SAB, it will be **validated**;
- **Please be aware that if the questions have not been answered as indicated on the form and by the requirements above, your application will be automatically refused;**
- If deemed to be a **valid application**, your submission will be technically assessed by the SAB;
- Once a **Full SuDS Scheme Application** is received, the SAB will determine it solely on the written technical and other information submitted with the full application;
- Only in exceptional circumstances, will SAB contact you during its assessment of the **Full SuDS Scheme Application**, therefore it's essential that any technical uncertainties or issues are dealt with by all parties as part of the Pre-Application process, and prior to the **Full Application** being submitted;
- In accordance with the statutory requirements, SAB will notify you of the outcome of its technical assessment of your **Full Application**; and
- The **Full Application** may be **Approved** subject to **Conditions** or it may be **Refused**, in which case you will be informed of the reasons why.

Applicants should refer to key national and local documents prior to, and during the concept design, detailed design, SAB and LPA approvals, construction, adoption, operation & maintenance of a SuDS scheme. These include:

- [Sustainable Drainage Systems \(SuDS\) Manual - \(CIRIA C753\)](#)
- [Technical Advice Note 15 \(TAN15\) Development and Flood Risk](#)
- [Development and Flood Risk Guidance for the Construction Industry – \(CIRIA 624\)](#)
- Rainfall Run-off Management for Developments – Environment Agency Report sc030219
- [Planning for SuDS - Making it Happen CIRIA C687](#)
- [Site Handbook for the Construction of SuDS - CIRIA C698](#)
- [Guidance on the Construction of SuDS 2017 \(C768\)](#)
- [BS 8582:2013 Code of practice for surface water management for development sites](#)
- [Infiltration Drainage - Manual of Good Practice \(CIRIA R156\)](#)
- [BRE Soakaway Design \(DG 365 – 2016\)](#)
- [Sewers for Adoption 7th Edition](#)
- [Sewers for Adoption 8<sup>th</sup> Edition \(Pre-Implementation Version\)](#)
- [Land Drainage Act 1991](#)

- [Flood and Water Management Act 2010](#)

In addition, you are advised to have full regard to the SuDS best practice guidance and information contained on the [CIRIA](#), [Susdrain](#) and [SuDS Wales](#) web sites.