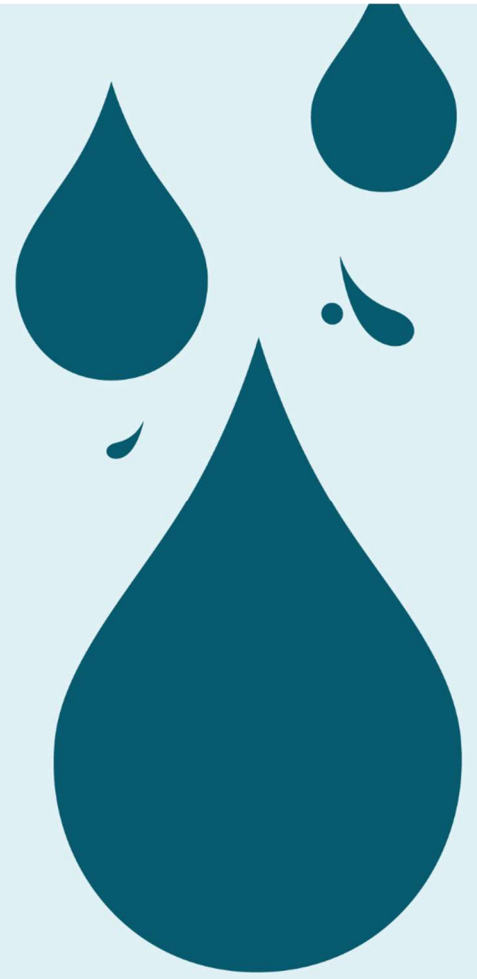


Planning Guidance for Developers

Verification Report Technical Note

Hampshire County Council
May 2026



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This document has **6** pages including the cover.

Document history

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1. Aims and Objectives

This technical note is for major planning applications which have a verification report requirement condition on their planning permission. Typically these conditions will be applied to developments located in a Priority Area as identified by Hampshire County Council's [Catchment Management Plans](#) or for high risk drainage systems such as those reliant on deep-bore soakaways etc. It should be used in conjunction with Hampshire County Council's Planning Guidance. This document set out what information should be included in a drainage verification report when requested by planning condition and what level of detail is required. Please note that this technical note relates to the verification of surface water drainage systems only and that any other system verification should follow the requesting organisation guidance.

This guidance has been written with the aim of enabling most of the information to be collected post construction and as a high-level sense check to ensure that the installed drainage is functioning and approximates the agreed drainage strategy. We recognise that during construction unforeseen issues may arise that may require minor changes to the design, but these changes should not affect the core principles of keeping the development safe and not increasing off site flood risk.

1.1. Catchment Management Plans & Planning Policies

The NPPF and PPG require Lead Local Flood Authorities to consider the Local Flood and Water Management Strategy ^{1&2} (LFWMS) and Catchment Management Plans (CMPs) when making planning decisions. Hampshire's updated LFWMS (2020) introduced 18 CMPs, published in 2023, identifying 66 Priority Areas and outlining 11 policies, with Policies 3–11 setting development standards. This document explains how these policies apply to verification reports (Policy 6). CMP policies, the National SuDS Standards, and other relevant local plans should inform all stages of the planning process.

Policy 6: Verification Reports Policy

'In prioritised areas of the catchment where major development is due to take place, Hampshire County Council will ensure that the Local Planning Authority requests verification reports from developers when construction is completed.'

It is important that drainage systems are correctly installed and any rehabilitation or post construction maintenance has taken place prior to a site being occupied. Construction can generate a lot of silt and debris that can block pipes, compact soil affecting infiltration rates, if control structures or other critical elements of the drainage system are incorrectly installed, then on and off-site flood risk can be increased. Verification reports should help to ensure that drainage systems are functioning and broadly in line with the planning permission.

¹ <https://www.hants.gov.uk/landplanningandenvironment/environment/flooding/strategies/local-flood-risk-management-strategy>

² Local Flood and Water Management Strategy are also known as Local Flood Risk Management Strategy.

2. Verification Reports

Below is a list of items we expected to be included in a verification report as a minimum where relevant:

- **Author Details:** The report must include the author's name, company, qualifications, and experience.
- **As-Built Drawings:** Comprehensive "as-built" survey drawings of the entire drainage system are essential. These must be based on the original approved plans but updated to reflect the actual constructed levels, dimensions, and locations of all elements (e.g., pipes, manholes, soakaways, flow controls).
- **Comparison to Approved Design:** A commentary on any variations from the original approved design is required. If significant changes have occurred, the report must explain these, provide supporting evidence (like new calculations where necessary), and confirm that the as-constructed system still meets all planning drainage requirements and will operate effectively. The report should state the original design infiltration rate and factor of safety and demonstrate that any significantly lower post-construction rates remain within acceptable design tolerances.
- **Photographic Records:** These should show key components that can be inspected from the surface such as ponds, detention basins, swales, permeable paving and control structures etc.
- **CCTV Survey Report:** A CCTV survey report should be provided with **WRC MSCC5** defect codes of the pipelines to confirm they are clear, free-flowing, and in good condition, without defects like blockages or root ingress.
- **Topographical Survey:** An as-built topographical survey of accessible key drainage features (e.g., attenuation areas, flow control devices, outfalls), including national grid references. This should include incoming pipe invert levels and diameters, outgoing pipe invert levels and diameters, base levels, crest level, sump level, overflow level, side slopes and embankments of pond and detention areas etc.
- **Soakaway Infiltration Tests:** To demonstrate that the constructed soakaways are functioning adequately, the soakaway tests set out by [Chen et al 2008](#) should be applied.
- **Permeable Pavement Infiltration Tests:** To demonstrate that the constructed permeable pavement is functioning adequately, the test method set out in ASTM C1781/C1781M 21 should be used.
- **Deep-bore Soakaways Infiltration Tests:** Please undertake a falling head test to demonstrate that the deep-bore soakaways are functioning properly.
- **Air Tests:** In high groundwater areas where groundwater ingress is a risk, air tests should be provided in accordance with **BS EN 1610:2015** to demonstrate that the pipes are adequately sealed.
- **Permits/Consents:** Confirmation that where works are subject to Ordinary Watercourse Consent or Flood Risk Environmental Permits that the constructed works have obtained the required permissions by the relevant authority.
- **Certification and Statement:** A signed statement from a competent engineer confirming whether the author believes the constructed surface water drainage is adequate (i.e. meets planning drainage requirements) and whether any identified issues or changes will affect the operation, maintenance and performance of the drainage system, now or in the future.

Post-construction infiltration testing may not be required if construction-stage evidence (dated photos of excavations, grate installations, sub-base layers and base levels etc) is provided which shows the features were installed correctly and protected from damage.

