

**APPENDIX FIVE**

**QUALITY ASSURANCE**

Quality Assurance helps to ensure that the requirements of the SEA Directive are met, to identify any issues which have not been covered in the SA Report and show how effectively the appraisal has integrated sustainability considerations into the plan-making process.

The environmental report shall include information that may reasonably be required taking into account current knowledge and methods of assessment, the contents and level of detail in the plan or programme, and its stage in the decision-making process (Article 5.2)

Information to be provided in the Environmental Report includes:

- (a) the likely significant effects on the environment, including on issues such as biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets, cultural heritage including architectural and archaeological heritage, landscape and the interrelationship between the above factors. These effects should include secondary, cumulative, synergistic, short, medium and long-term, permanent and temporary, positive and negative effects (Annex I (f) and footnote)
- (b) an outline of the reasons for selecting the alternatives dealt with (Annex I (h))
- (c) the measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme (Annex I (g))

The Contents page of the FSAR identifies where each of the above requirements have been reported. The baseline in the Scoping Report ([www.guildford.gov.uk](http://www.guildford.gov.uk)) covers all the categories listed in Annex 1f of the SEA Directive, with additional information to cover the broader scope of sustainability.

<b>Quality assurance</b>		
<b>Stage A: Setting context and objectives, establishing the baseline and deciding on the scope</b>		
A1	Identifying relevant policies, plans and programmes, and sustainable development objectives	Scoping Report January 2005
A2	Collecting baseline information	Ongoing, <a href="http://www.guildford.gov.uk">www.guildford.gov.uk</a>
	Relevant aspects of the current state of the environment and their likely evolution without the plan are described	Stage B, FSAR
	Characteristics of areas likely to be significantly affected are described, including areas wider than the physical boundary of the plan area where it is likely to be affected by the plan where practicable	SPD is not area specific, but this is covered in Stage B, FSAR as appropriate
	Difficulties such as deficiencies in information or methods are explained	Assumptions and difficulties explained
A3	Identifying sustainability issues and problems	Stage B, page 7 FSAR
A4	Developing the SA framework	Scoping Report January 2005 and revised Scope 27.01.06
A5	Consulting on the scope of the SA	
	The environmental consultation bodies are consulted in appropriate ways and at appropriate times on the content and scope of the SA Report	Scoping Report January 2005 revised Scope 27.01.06 FSAR March 2006
	The appraisal focuses on significant issues	Page 7 of the FSAR and draft Monitoring Schedule, page 30
	Technical, procedural and other difficulties encountered are discussed; assumptions and uncertainties are made explicit	Assumptions and difficulties explained
	Reasons are given for eliminating issues from further consideration	Reference Page 3 and page 4 FSAR
<b>Stage B: Developing and refining options and assessing effects</b>		
B1	Testing the SPD objectives against the SA framework.	Stage B, FSAR
B2	Developing the SPD options.	Stage B, FSAR
	Realistic alternatives are considered for key issues, and the reasons for choosing them are documented Alternatives include 'do nothing' and/or 'business as usual' scenarios wherever relevant	Business as usual is represented by current policy in Appendix One. Reference to Options at page 3 FSAR
	The sustainability effects (both adverse and beneficial) of each alternative are identified and compared	Stage B, FSAR
	Inconsistencies between the alternatives and other relevant plans, programmes or policies are identified and explained	Stage B, FSAR
	Reasons are given for selection or elimination of alternatives	Stage B, FSAR
B3	Predicting the effects of the draft SPD	Stage B, FSAR
	Likely significant social, environmental and economic effects are identified, including those listed in the SEA Directive (biodiversity, population, human health, fauna, flora, soil, water, air, climate factors, material assets, cultural heritage and landscape), as relevant	Stage B, FSAR
	Both positive and negative effects are considered, and where practicable, the duration of effects (short, medium or long-term) is addressed	Stage B, FSAR
	Likely secondary, cumulative and synergistic effects are identified where practicable	Stage B, FSAR

<b>Quality assurance</b>		
	Inter-relationships between effects are considered where practicable	Stage B, FSAR
	Where relevant, the prediction and evaluation of effects makes use of accepted standards, regulations, and thresholds	Stage B, FSAR
B4	Evaluating the effects the draft SPD	Stage B, FSAR
B5	Considering ways of mitigating adverse effects and maximising beneficial effects.	Page 24 and page 25
	Measures envisaged to prevent, reduce and offset any significant adverse effects of implementing the plan are indicated	Stage B, FSAR
	Issues to be taken into account in development consents are identified.	Stage B, FSAR
B6	Proposing measures to monitor the significant effects of implementing the SPD.	Page 26, page 29 and 30 of the FSAR
<b>Stage C: Preparing the Sustainability Appraisal Report</b>		
C1	Preparing SA Report	
	The plan's purpose and objectives are made clear	Page 3 11 FSAR
	Sustainability issues, including international and EC objectives, are considered in developing objectives and targets	Scoping Report January 2005 and revised Scope 27.01.06
	SA objectives are clearly set out and linked to indicators and targets where appropriate	Scoping Report January 2005 and revised Scope 27.01.06
	Links with other related plans, programmes and policies are identified and explained	Scoping Report January 2005 and revised Scope 27.01.06
	Conflicts that exist between SA objectives, between SA and plan objectives, and between SA and other plan objectives are identified and described	Scoping Report January 2005 and revised Scope 27.01.06 and Stage B, FSAR
<b>Stage D: Consulting on draft SPD and Sustainability Appraisal Report</b>		
D1	Public participation on the SA Report and the draft SPD.	Current stage. Consultation comments will inform whether any issues need to be clarified.
	Is clear and concise in its layout and presentation	
	Uses simple, clear language and avoids or explains technical terms	
	Uses maps and other illustrations where appropriate	
	Explains the methodology used	
	Explains who was consulted and what methods of consultation were used	
	Identifies sources of information, including expert judgement and matters of opinion	
	Contains a non-technical summary	
	The SA is consulted on as an integral part of the plan-making process	
	The consultation bodies, other consultees and the public are consulted in ways which give them an early and effective opportunity within appropriate time frames to express their opinions on the draft plan and SA Report	
D2	Assessing significant changes.	
D3	Making decisions and providing information.	
	The SA Report and the opinions of those consulted are taken into account in finalising and adopting the plan	
	An explanation is given of how they have been taken into account	

<b>Quality assurance</b>		
Reasons are given for choices in the adopted plan, in the light of other reasonable options considered		
<b>Stage E: Monitoring the significant effects of implementing the SPD</b>		
E1	Finalising aims and methods for monitoring.	Current stage. Consultation comments will inform whether any issues need to be clarified.
E2	Responding to adverse effects.	
Measures proposed for monitoring are clear, practicable and linked to the indicators and objectives used in the SA		
Monitoring is used, where appropriate, during implementation of the plan to make good deficiencies in baseline information in the SA		
Monitoring enables unforeseen adverse effects to be identified at an early stage (These effects may include predictions which prove to be incorrect).		
Proposals are made for action in response to significant adverse effects		