

**Local Flood Risk Management Strategy
for Hertfordshire**

**Strategic Environmental Assessment
Environmental Report -
Annex F: Procedural Checklist**

Prepared June 2012



Produced by Place Services on behalf of Hertfordshire County Council

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1 INTRODUCTION

1.1 Background

In July 2011 Hertfordshire County Council commissioned Essex County Council's Strategic Environmental Assessment Team, now part of Place Services, to undertake a Strategic Environmental Assessment (SEA) on the proposed Local Flood Risk Management Strategy (hereafter referred to as LFRMS) for Hertfordshire. Place Services continues to act as consultants for this work; therefore the content of the Strategic Environmental Assessment should not be interpreted or otherwise represented as the formal view of Essex County Council.

This document is Annex F to the Environmental Report of the draft LFRMS. It presents a quality assurance checklist, ensuring that all relevant parts of the SEA objective have been satisfactorily addressed.

1.2 Requirement for a Procedural Checklist

A procedural checklist is an important tool which allows the SEA to be reviewed to ensure that the requirements of the SEA Directive¹ have been met. It also shows how effectively the appraisal has integrated sustainability and environmental considerations into the plan making process.

¹ EU Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment

2 PROCEDURAL CHECKLIST

The following table represents the check carried out after completion of the draft LFRMS Environmental Report.

	Requirement is satisfactorily covered in the Environmental Report
	Requirement is partially covered in the Environmental Report
	Requirement is not adequately covered in the Environmental Report

TABLE 1: PROCEDURAL CHECKLIST

Does the Final Report...	Commentary
Describe the Emerging Plan and Summarise the Scoping Report	
<ul style="list-style-type: none"> Account for the recommendations included in the review of the Scoping Report (Please refer to checklist A5.1). 	Annex D
<ul style="list-style-type: none"> Adequately summarise the Scoping Report? 	Section 2.3 & 3
Describe findings of Stage B1 of the SA process	
<ul style="list-style-type: none"> Test the compatibility of the plan objectives with the SA objectives? 	Section 6
Include reasonable options/alternatives (taking into account the objectives and the geographical scope of the plan) in line with Stage B2 of the SA process	
<ul style="list-style-type: none"> Document the reasonable alternatives taking into account the objectives of the plan? 	Section 2.3 & Separate Working Note
<ul style="list-style-type: none"> Outline of the reasons for selecting the alternatives dealt with? 	Section 2.3
Describe the findings of Stage B3	
<ul style="list-style-type: none"> Ensure that all significant effects on the environment are considered 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? 	Sections 4, 5, 6, 7 & 8

Does the Final Report...	Commentary
<ul style="list-style-type: none"> Predict effects in terms of their magnitude, geographical scale, the time period over which they will occur, whether they are permanent or temporary, positive or negative, probable or improbable, frequent or rare, and whether or not there are secondary, cumulative and/or synergistic effects? 	Sections , 5, 6, 7, 8 & 9
<ul style="list-style-type: none"> Quantify predictions and evaluations of significance where possible, taking care to avoid false precision? 	Sections 5, 6, 7, 8 & 9
<ul style="list-style-type: none"> Ensure that qualitative judgement of predictions and evaluation of significance is supported by baseline evidence, such as likely effects on specific indicators, trends, targets or other evidence? 	Undertaken where possible within the report
<ul style="list-style-type: none"> Highlight where a number of small, less significant effects may act in a cumulative or synergistic fashion to result in a significant effect? 	Section 9
<ul style="list-style-type: none"> Compare options against sustainability criteria, each other and the business-as-usual scenario? 	Annex E
<ul style="list-style-type: none"> Consider and document ways of mitigating significant adverse effects and maximising beneficial effects? 	Sections 5, 6, 7, 8 & 9
<ul style="list-style-type: none"> Document any uncertainties or limitations in the information underlying both quantitative and qualitative predictions and evaluations of significance. 	Sections 5, 6, 7, 8 & 9
<ul style="list-style-type: none"> Document the reasoning behind the selection and elimination of options? 	Annex E
Document Stage B6 of the SA Guidance	
<ul style="list-style-type: none"> Include a description of the measures envisaged concerning monitoring? 	Annex C & section 10
Other	
<ul style="list-style-type: none"> Contain a non-technical summary that is written in a way most likely to engage prospective readers? 	Non Technical Summary published separately

Does the Final Report...	Commentary
• Use simple, clear language and avoids or explains technical terms?	Throughout reports and there is a Glossary of Acronyms
• Clear and concise in its layout and presentation?	Throughout reports
• Use maps and other illustrations where appropriate?	Section 3 & Annex B
• Set out what happens next in the SA process?	Section 10