

## Appendices

### F Quality Assurance Checklist

ODPM Guidance<sup>1</sup> on SEA contains a Quality Assurance checklist to help ensure that the requirements of the SEA Directive are met. The checklist is reproduced in **Table F1**, indicating where this Scoping Report meets the requirements, and which requirements will be addressed in the Environmental Report.

Table F1 Quality Assurance Checklist

Checklist item	Comments
Objectives and context	
The plan's or programme's purpose and objectives are made clear.	The purpose of the Drought Plan is set out in Section 1 of this Environmental Report.
Environmental issues and constraints, including international and EC environmental protection objectives, are considered in developing objectives and targets.	Objectives of other relevant plans and programmes are set out in Section 2.2 and Appendix B.
SEA objectives, where used, are clearly set out and linked to indicators and targets where appropriate.	Objectives are set out in Section 4.2 of this Environmental Report.
Links with other related plans, programmes and policies are identified and explained.	Links are identified in Section 2.2 and Appendix D of this Environmental Report.
Conflicts that exist between SEA objectives, between SEA and plan objectives and between SEA objectives and other plan objectives are identified and described	Cumulative effects such as those associated with the Drought Plan and other plans are addressed in Section 5. Bristol Water has not identified any objectives for the Drought Plan, hence there are no conflicts with the SEA objectives.
Scoping	
Consultation Bodies are consulted in appropriate ways and at appropriate times on the content and scope of the Environmental Report.  The consultation process is described in Section 1.7	The Scoping Report is a part of the consultation process required to meet the requirements of the SEA Directive and was circulated to consultees. Further consultation has been undertaken on the Environmental Report and Draft Statutory Drought Plan. The consultation process is described in Section 1.6.
The assessment focuses on significant issues.	The scope of the assessment reflects the geographic extent of Bristol Water supply area and provides a comprehensive approach to assessment (reflecting the large number of interactions dependent on the continued supply of water) which has enabled the subsequent assessment to determine which impacts are considered significant.
Technical, procedural and other difficulties encountered are discussed; assumptions and uncertainties are made explicit.	Difficulties and assumptions are set out in Section 3.5 of this Environmental Report.
Reasons are given for eliminating issues from further consideration.	The SEA objectives provide a comprehensive basis for assessment and no issues were eliminated at scoping stage.

<sup>1</sup> Office of the Deputy Prime Minister (2005) A Practical Guide to the Strategic Environmental Assessment Directive.

Checklist item	Comments
<b>Alternatives</b>	
Realistic alternatives are considered for key issues, and the reasons for choosing them are documented.	The appraisal framework, was used to assess drought measures as set out in this Environmental Report.
Alternatives include 'do minimum' and/or 'business as usual' scenarios wherever relevant.	Assessment of alternatives will be considered in the Environmental Report.
The environmental effects (both adverse and beneficial) of each alternative are identified and compared.	Assessment of effects of each drought option/measure have been identified and compared considered in Section 4 and Appendix D of this Environmental Report.
Inconsistencies between the alternatives and other relevant plans, programmes or policies are identified and explained.	Assessment of alternatives (the drought options) have been considered in this Environmental Report.
Reasons are given for selection or elimination of alternatives.	Assessment of alternatives (the drought options) have been considered in this Environmental Report.
<b>Baseline information</b>	
Relevant aspects of the current state of the environment and their likely evolution without the plan or programme are described.	The current state of the environment and predicted future baseline is set out in Section 2.3 and Appendix C of this Environmental Report for each SEA topic.
Environmental 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.	The environmental characteristics of the Bristol Water's water supply area, and bordering regions where appropriate, are described in Section 2.3 and Appendix C of this Environmental Report for each SEA topic.
Difficulties such as deficiencies in information or methods are explained.	Difficulties and limitations are set out in Section 2.3.2
<b>Prediction and evaluation of likely significant environmental effects</b>	
Effects identified include the types listed in the Directive (biodiversity, population, human health, fauna, flora, soil, water, air, climate factors, material assets, cultural heritage and landscape), as relevant; other likely environmental effects are also covered, as appropriate.	Potential effects have been set out in the Environmental Report in Section 4, Section 5 and Appendix D.
Both positive and negative effects are considered, and the duration of effects (short, medium or long-term) is addressed.	The nature and duration of potential effects have been set out in the Environmental Report, using an appraisal framework set out in Section 3 of this Environmental Report. Effects are assessed in Sections 4 and 5 and Appendix D of the Environmental Report.
Likely secondary, cumulative and synergistic effects are identified where practicable.	These effects have been identified in the Environmental Report and described in Section 5.
Inter-relationships between effects are considered where practicable.	These effects have been considered within the assessment in Section 4 and Appendix D and also in Section 5 of this Environmental Report where practicable.
The prediction and evaluation of effects makes use of relevant accepted standards, regulations, and thresholds.	Relevant standards have been used where appropriate in undertaking the assessment in the Environmental Report.
Methods used to evaluate the effects are described.	The Environmental Report includes information on the methods used for evaluation of potential effects in Section 3.

Checklist item	Comments
Mitigation measures	
Measures envisaged to prevent, reduce and offset any significant adverse effects of implementing the plan or programme are indicated.	Mitigation measures for potential negative effects have been incorporated into the assessment undertaken in preparing the Environmental Report and are described in Section 6.2.
Issues to be taken into account in project consents are identified.	Such mitigating measures, if required, are highlighted in the Environmental Report.
The Environmental Report	
Is clear and concise in its layout and presentation.	The Environmental Report is clear and concise.
Uses simple, clear language and avoids or explains technical terms.	The Environmental Report uses simple, clear language, and explain technical terms, as appropriate.
Uses maps and other illustrations where appropriate.	The Environmental Report has used maps and illustrations where appropriate.
Explains the methodology used.	The SEA methodology has been described in Section 1 and Section 3 of the Environmental Report.
Explains who was consulted and what methods of consultation were used.	The consultation strategy, including organisations and dates of consultation has been included in Section 1.6 of the Environmental Report.
Identifies sources of information, including expert judgement and matters of opinion.	Sources of information have been detailed in the Environmental Report.
Contains a non-technical summary covering the overall approach to the SEA, the objectives of the plan, the main options considered, and any changes to the plan resulting from the SEA.	The Environmental Report includes a Non-Technical Summary.
Consultation	
The SEA is consulted on as an integral part of the plan-making process.  The consultation process is described in Section 1.7	The Scoping Report is a part of the consultation process required to meet the requirements of the SEA Directive. Both the Scoping Report and the Environmental Report have been circulated to consultees.  The consultation process is described in Section 1.6.
Consultation Bodies and the public likely to be affected by, or having an interest in, the plan or programme are consulted in ways and at times which give them an early and effective opportunity within appropriate time frames to express their opinions on the draft plan and Environmental Report.  The consultation process is described in Section 1.7.	The Scoping Report is a part of the consultation process required to meet the requirements of the SEA Directive. Both the Scoping Report and the Environmental Report have been be circulated to consultees.  The consultation process is described in Section 1.6.
Decision-making and information on the decision	
The environmental report and the opinions of those consulted are taken into account in finalising and adopting the plan or programme.	Responses from consultation on the draft Environmental Report have been incorporated in the development of the updated Environmental Report. After finalisation of the Drought Plan, a statement will be published describing how the SEA and the responses to consultation have been taken into account during the preparation of the Drought Plan.

Checklist item	Comments
An explanation is given of how they have been taken into account.	Consultation responses, and how they have been incorporated in the final Environmental Report will be incorporated in the report (see <b>Appendix A</b> for how consultation comments from the Scoping stage have been addressed in the Environmental Report). After finalisation of the Drought Plan, a statement will be published describing how the SEA and the responses to consultation have been taken into account during the preparation of the Drought Plan.
Reasons are given for choosing the plan or programme as adopted, in the light of other reasonable alternatives considered.	See Section 7 of this Environmental Report. After finalisation of the Drought Plan, a statement will be published describing Reasons are given for choosing the plan or programme as adopted, in the light of other reasonable alternatives considered.
Consultation	
Measures proposed for monitoring are clear, practicable and linked to the indicators and objectives used in the SEA.	See Section 6.3 of this Environmental Report which provides an overview of proposals for monitoring.
Monitoring is used, where appropriate, during implementation of the plan or programme to make good deficiencies in baseline information in the SEA.	Suggestions for monitoring have been made in the Environmental Report (see Section 6.3), with monitoring taking place following implementation of the Drought Plan, further to consultation with regulatory authorities including the Environment Agency, Natural England and Historic England.
Monitoring enables unforeseen adverse effects to be identified at an early stage. (These effects may include predictions which prove to be incorrect.)	Suggestions for monitoring have been made in the Environmental Report (see Section 6.3), with monitoring taking place following implementation of the Drought Plan, further to consultation with regulatory authorities including the Environment Agency, Natural England and Historic England.
Proposals are made for action in response to significant adverse effects.	Mitigation measures for adverse effects are suggested in the Environmental Report (see Section 6.2).