

**SOUTH EAST ENGLAND REGIONAL ASSEMBLY
SUSTAINABILITY APPRAISAL SOUNDING BOARD
Action Note**

**4 August 2004
Berkeley House, Cross Lanes, Guildford**

Present:	Martin Tugwell	South East England Regional Assembly
	Jo Cleasby	South East England Regional Assembly
	Wout Janssen	South East England Regional Assembly
	Pat Ayling	South East England Regional Assembly
	Angela Howard	SEFS
	Preetie Bindra	Rural Advisory Group
	Claudia Chambers	English Nature
	Ian Hepburn	Climate Change & Natural Resource Advisory Group
	Chris Kenneford	Housing Advisory Group
	Stewart Mitchell	SEERAWP Aggregates Working Party
	Steve Williams	English Heritage
	Brian Wyld	RAISE
	Harry Rutter	Public Health Observatory
	Trish Haines	Policy Advisory Group
	Fiona Fraser-Boulton	Countryside Agency
	Melissa Bocks	Countryside Agency
	Hilary Herbert	SERTAB

1. Apologies

Graham Tubb	SEEDA
Jackie Spiby	GOSE/South East Public Health Observatory
Peter Midgeley	Environment Agency
Louise Whall	GOSE
Roger Lawes	Economic Advisory Group

2. Introductions

A complete list of all members of the Board was circulated at the meeting. Martin reiterated the role of the Sounding Board and outlined that the method of working was such that papers would not always be available prior to meetings.

ACTION: To note

All

3. South East Plan – Update

Martin updated the Group on progress with nine Sub-Regional Briefs that would be going out shortly. It was confirmed that a Sustainability Appraisal of each sub-regional strategy would have to be undertaken. The sub-regional strategy groups are required to submit their reports to the Assembly by 29th October 2004.

The meeting discussed the relative merits of alternative approaches to undertaking the appraisal of the sub-regional strategies: the first alternative considered would require the sub-regional groups to undertake the work, the second would require the Assembly's consultants (appointed to do the main appraisal) to undertake the appraisal.

ACTION: The consensus of the Sounding Board was that the preferred way forward would be for the appraisal to be undertaken by the consultants appointed by the Assembly as this would ensure consistency of approach and interpretation of the appraisal framework.

Assembly

4. Scoping Report

A draft of the scoping report had been circulated following the previous meeting of the Sounding Board. Jo and Wout had collated the comments received and these were discussed at length by the Sounding Board. The key points arising from the discussion were:

- Baseline Data - it was agreed that a list of additional data identified by Sounding Board members would be collated. It was suggested that this list of data was passed on to SEE-IN for public knowledge.
- Key Sustainability Issues – GOSE confirmed that there were content with the approach set out in the scoping report to use the objectives and indicators set out in the IRF as the basis for identifying the key sustainability issues for the appraisal. It was also agreed that it was appropriate to augment these with additional issues identified through the spring debate.
- Proposed SA Objectives, Indicators and Targets – the Sounding Board identified that their preferred approach would be for the consultants appointed by the Assembly to turn the objectives and indicators in the IRF into an appraisal framework. The Sounding Board would provide guidance and advice to the consultants on a draft of the framework. In order to do this it was agreed that the Sounding Board would need to identify a set of criteria that could be used in assessing whether the priorities identified by the consultants were the most appropriate.

The Sounding Board also suggested that a briefing session for Assembly members would be required prior to the November Plenary session in order to ensure that they are of the role of the Appraisal and its role within the decision making process.

The Sounding Board noted that while there were opportunities to incorporate elements of the HIA process within the Sustainability Appraisal, this would not be the same as undertaking a detailed HIA. Harry Rutter undertook to ensure that the regional public health group in the Government Office works closely with the consultants undertaking the appraisal to ensure that HIA is fully integrated into the SA process.

ACTION:

- **Compile a list of additional data sources identified by Sounding Board** **Assembly**
- **Update and revise Scoping Report in light of the comments received and the discussion at the Sounding Board** **Assembly**
- **Identify criteria to be used in assessing the priorities for the appraisal framework** **All**

5. Brief for Consultants

The Sounding Board was provided with a copy of the draft of the brief to commission consultants to undertake the Sustainability Appraisal for the South East Plan.

ACTION:

- **Circulate electronic version of the brief to members of the Sounding Board** **Assembly**
- **Comments on the brief to be submitted to the Assembly by 9 August** **All**

6. Dates of Next Meeting

A forward programme of meetings would be arranged for the ensuing six months.

ACTION: Forward programme of dates to be circulated. **Assembly**

7. Any Other Business

ACTION: Electronic copies of all the papers discussed at the meeting to be circulated to the Sounding Board members. **Assembly**

CLOSE