

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

**6 October 2005  
Berkeley House, Cross Lanes, Guildford**

**Present:**

Riki Therival	Chair
Martin Tugwell	South East England Regional Assembly (part)
Joanna Anderson	South East England Regional Assembly
Wout Janssen	South East England Regional Assembly
Alistair Fulton	ERM
Christine Drury	SEFS
Claire Kerr	English Nature
David Howarth	Environment Agency
Eike Muller	GOSE
Hillary Herbert	SERTAB
Huw Williams	North Wessex Downs ANOB, Rural Advisory Group
Roger Laws	Economic Advisory Group

**Apologies**

Chris Kenneford	Housing Advisory Group
Ian Hepburn	Natural Resources and Climate Change Advisory Group
Jackie Spiby	GOSE/South East Public Health Observatory
Peter Midgley	Environment Agency

**1 & 2. Notes of last Meeting / Matters Arising**

Discussions with GOSE regarding the level of detail required in respect of policies or proposals that are locationally specific are continuing.

**3. SA process in sub regions**

MT updated the group on the sub-regional process. The sub-regional strategies will be submitted to the Regional Assembly 9 December. The sub-regions have been reminded of the need to ensure that they address the SPAs in the strategies.

The pro formas previously supplied to the sub-regions are being used to ensure that consideration of the sustainability issues is an integral part of the decision making process at the sub-regional level.

When the sub-regional strategies have come in, ERM will produce an initial appraisal of the sub-regional strategies and discuss these with the sub-regional

leads in a series of meetings 19, 20 and 21 December. These meetings will inform the appraisal to be completed by ERM in January.

**ACTION:**

**3.1 WJ to send copies of the pro forma and the accompanying guidance to the Sounding Board Members.**

**4. Structure of the Sustainability Appraisal Report**

The group worked through the draft structure of the final SA report. AF explained the type of information/ tables & detail that ERM will include in the final report. Members of the group commented and made suggestions regarding the title of sections and the detail included. Base on these discussions JA and AF will draft a more detailed outline of the proposed structure, including list of annexes, for further discussion with the group.

**ACTION:**

**4.1 AF and JC to circulate new more detailed structure of the final Sustainability Appraisal Report for comments.**

**5. Cumulative Impact Assessment**

AF introduced the working paper on cumulative impact assessment. Members of the group raised key points in relation to the assessment and agreed to email AF (cc JA) detailed comments. Key points raised included:

- Coverage of health & economy.
- In relation to response the aim should be to respond as much as possible rather than working out an proportional response
- Tightening the number of key sustainability issues, e.g. combining sustainable waste management and resource consumption.
- Focus on the effect rather than the Key Sustainability Issues, ensuring that all areas are covered.
- The assessment table should appear as an annex, and summarised by describing the resulting effects in the report.

It was suggested that a small group of members could meet before the next full Sounding Board meeting to discuss the cumulative impact assessment. CD volunteered to join this small group.

**ACTION:**

**5.1 All members to email detailed comments to AF [alistair.fulton@erm.com](mailto:alistair.fulton@erm.com), cc JA [joannaanderson@southeast-ra.gov.uk](mailto:joannaanderson@southeast-ra.gov.uk) by the Monday 31/10/05.**

## **5.2 A small working group of members may meet to provide additional input to this assessment.**

### **6. Implementation Plan**

MT gave an update on the process being followed to develop the detail of the Implementation Plan. The implementation plan will set out the infrastructure priorities and what is expected from other organisations to deliver the South East Plan. The Implementation Plan was expected to answer some of the outstanding issues raised through the SA – in particular it would set out the basis on which the policies in the Plan will be delivered. Hence the Implementation Plan could be considered as summarising the mitigation measures required to enable delivery of growth to be more sustainable.

### **7. Confirm Future Meeting Dates**

**Sounding Board - 12 January 2006: 14.00 -16.00**

Issues to cover:

- Any issues arising from the sub-regional strategies
- Mitigation measures
- Any outstanding issues that may need to be considered by Assembly Members
- Draft Final Sustainability Appraisal Report
- Additional Sounding Board Meetings – benchmarking & lessons learnt