VOLUME 11 ENVIRONMENTAL ASSESSMENT

SECTION 2 ENVIRONMENTAL IMPACT ASSESSMENT

PART 6

HD 48/08

REPORTING OF ENVIRONMENTAL IMPACT ASSESSMENTS

SUMMARY

This Standard provides guidance for reporting the environmental impact assessment process, including Scoping Reports, Environmental Statements, Non-Technical Summaries, and reporting non-statutory environmental impact assessments.

INSTRUCTIONS FOR USE

1. Remove Contents pages from Volume 11 and insert new Contents pages for Volume 11 dated August 2008.

2. Insert the new Standard HD 48/08 into Volume 11, Section 2.

3. Please archive this sheet as appropriate.

Note: A quarterly index with a full set of Volume Contents Pages is available separately from The Stationery Office Ltd.

THE HIGHWAYS AGENCY

SCOTTISH GOVERNMENT

WELSH ASSEMBLY GOVERNMENT
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THE DEPARTMENT FOR REGIONAL DEVELOPMENT
NORTHERN IRELAND

Reporting of Environmental Impact Assessments

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Volume 11 home page

REGISTRATION OF AMENDMENTS

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Contents

Chapter

Volume 11 home page

1. GENERAL PRINCIPLES OF ENVIRONMENTAL REPORTING

1.1 This document is a Standard and mandatory sections apply.

Mandatory Sections

1.2 Mandatory sections of this document are contained in boxes. The Service Provider must comply with these sections or obtain agreement to a Departure from Standard (or equivalent) from the Overseeing Organisation. The remainder of the document contains advice and explanation, which is commended to users for consideration.

Departure from Standards

1.3 Unless a departure has been agreed, the implementation of the processes described in this Standard must be applied to all projects. If it is not considered necessary for this Standard to be applied, approval for Departure from Standards must be obtained from the Overseeing Organisation with the departure application clearly stating why this Standard should not be applied.

1.4 The environmental impact assessment process can generate many working documents covering subject areas and specific effects. The aim of reporting is to provide decision-makers and the public with an accessible document which reflects the assessment activities, provides a clearly auditable trail of assessment decisions, and to provide clear information on the environmental measures to be implemented by the project and to give due weight to significant effects. Reporting may be required to:

i. meet the Overseeing Organisation's internal communication needs and approval processes;

ii. provide the basis for the monitoring and auditing of the performance of environmental measures implemented as part of projects;

iii. provide an audit trail for those implementing decisions;

iv. provide assessment details for review by statutory consultees;

v. fulfil statutory obligations of the Environmental Impact Assessment (EIA) Regulations (refer to SECTION 2, Part 1, Chapter 1) in relation to public participation and publication of an Environmental Statement;

vi. fulfil statutory obligations of public access under the Environmental Information Regulations (in England, Wales and Northern Ireland the obligation falls under The Environmental Information Regulations 2004; in Scotland the obligation falls under The Environment Information (Scotland) Regulations 2004);

vii. fulfil the obligations under the Charter for Transport, Environment and Health (the London Charter[1]); and

viii. fulfil obligations of the Overseeing Organisation.

1.5 Reporting should reflect the importance of the issues being considered, for instance, it is important to make a clear distinction between temporary and permanent effects. Good Environmental Statements or environmental reports always demonstrate a strong sense of co-ordination via an executive editor-type role. Individual specialist contributions should be edited to present a coherent, concise and consistent review of the issues. Environmental reports, including the Environmental Statement, should not be unnecessarily long or detailed. Good co-ordination undertaken from an early stage in the assessment process will ensure good interaction between the separate topic areas.

1.6 The environmental information provided in the reports should be:

[1] The Third Ministerial Environment and Health Conference held in London in 1999 consisting of delegates from the WHO European Region adopted a Charter to which the UK Government has signed up.

i. unbiased: A factual impartial style should be used, (e.g., both advantages and disadvantages of the alternatives described). If the proposals have effects that are particularly adverse then they should be clearly presented and not hidden away;

ii. easy to read: Clear, non-technical language should be used wherever possible, with the information presented in a logical manner using appropriate images and graphics for illustration; and

iii. quantified and objective: A quantified and objective approach should be adopted, with a distinction being made between fact, assumptions and professional judgement.

1.7 Environmental issues are frequently important to the acceptability, or not, of proposed projects. All reports should be prepared with the knowledge that they may be made public and used as evidence at Public Inquiries. The first impression of a report, particularly an Environmental Statement, is of critical importance. If it has the appearance of a rushed, badly co-ordinated report, then this would tend to suggest that the assessment is of a similar quality. Applying simple rules can improve access to information and readability, e.g., a consistent approach – project descriptions consistently in the same direction with consistent use of project titles and making a clear distinction between temporary and permanent effects. Consequently, not only should the assessment process be robust, but also the reporting should be clear to inform the audience, instil confidence and avoid unnecessary delay or costs. Historically, the effects associated with the construction phase of a project have been reported as a separate chapter, this guidance recommends that effects resulting from construction, and any associated disruption, are assessed under the individual SECTION 3 topic chapters. Similarly, a separate chapter on the use of policies and plans has historically been reported as a separate chapter. However, this guidance recommends that effects on policies and plans are reported where they are most relevant (i.e., under the project description and the individual SECTION 3 topic chapters).

1.8 Problems encountered in obtaining information and constraints in undertaking assessments should also be identified. The role of professional judgement in assessments should be stated (refer to SECTION 1, Chapter 4). All environmental reports, and the Environmental Statement in particular, should provide documentation on the data age and sources, method of analysis and reference sources of information. Missing or incomplete references make it difficult for readers to verify information, thereby decreasing the credibility of the report and leading to more work for the authors if verification is demanded at a later time (refer to SECTION 2, Part 5, Chapter 1).

1.9 In the course of an assessment it is likely that a number of topic reports will be prepared. Where reports originate from surveys, these should be entirely factual and should not provide an assessment of the findings or implications for the proposed project. Any reporting of the assessment should be provided in a separate assessment document or a clearly distinct section of the report perhaps in the case of smaller projects in order to aid clarity. By separating factual survey from potentially judgemental assessment, the environmental impact assessment process and its findings are better understood. Additionally, such factual reports could be used to inform third parties of relevant information if requested.

1.10 Topic reports should be published as a supporting volume, e.g., Volume 2 of the Environmental Statement. These need not contain, for example, raw data. However, supplementary information such as raw data should be available on deposit through the statutory and decision-making processes, e.g., at Public Inquiry, as they may comprise environmental information which would be considered.

1.11 Images, graphics and tables should be clearly understandable by the lay reader. A balance needs to be struck between the presentation of generalised and specific site information in the selection of the mapping scales and information presented. Where a single map can be used to illustrate more than one constraint or effect, without loss of clarity, this should be done. Images and graphics should contain only essential information, with all symbols or abbreviations explained. Again, simple rules benefit everyone: a north point, scale and scale bar should be included; all locations named and referred to in the text should be clearly identified on any maps included. Photomontage and computer generated images should be labelled as being ‘for illustration purposes only’, or similar, particularly where bridge structures, noise barriers and lighting proposals are being illustrated. Aerial and other photographs should be current, good quality, appropriate, uncluttered and annotated to help inform readers.

1.12 The electronic publication of the Environmental Statement, Non-Technical Summary and other supporting documents is encouraged where it is possible (in Scotland, all Environmental Statements must

be published on Transport Scotland's website). The electronic publication of non-statutory environmental impact assessments is also promoted where it is envisaged that such reports could be of general public interest (refer to SECTION 2, Part 2, Chapter 2). Where documents are made available electronically, the Overseeing Organisation should ensure that the electronic location of these documents is clearly advertised in accordance with the specific requirements of the Overseeing Organisation and that any documents are presented in a file format in common use by the general public. The font should be at an appropriate size to aid legibility on the screen. Where graphics are being presented electronically on the internet, particular care should be taken to ensure that plans and illustrations remain legible.

2. THE SCOPING REPORT

2.1 Scoping can be an internal process and an external activity in which stakeholders are engaged in defining the assessment activities. Further guidance is given in SECTION 2, Part 4. The Scoping Report is the means by which the Designer and the Overseeing Organisation can define the environmental impact assessment for the project and engage statutory environmental bodies and key stakeholders.

2.2 The following contents and method should be used in organising the information required in a Scoping Report. An indicative contents list is presented in Table 2.1. Due regard should be given to the specific requirements of the Overseeing Organisation.

Introduction
- Introduction to the proposed project
- The location of the project
- The Overseeing Organisation
- The Designer
- The purpose of the Scoping Report

The Project
- Background to the project (including reasons for the project)
- The project objectives
- A brief history of the project to date

Alternatives Considered
- Design options that have been examined
- Design options to be explored (where known)

Consultation
- Proposed publication strategy and timings
- Proposed consultation

Topic (for each)
- Study area
- Existing and baseline knowledge
- Value of the environmental resources and receptors
- Potential effects
- Proposed level and scope of assessment
- Proposed methodology including significance

Consideration of cumulative effects
- Identify potential issues

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Table 2.1 Indicative Scoping Report Contents

2.3 The report can introduce the project, the Designer and the Overseeing Organisation and outline which topics should be examined, the proposed study area (highlighting topic-specific needs), assessment data needs, and survey and assessment methodologies to be used, notably where these differ from SECTION 3 for each topic. The level of assessment the Overseeing Organisation intends to apply for particular topics can be formally recorded. Future actions, consultation and publication strategy and timings and the intended structure and contents of the environmental report or Environmental Statement may all be introduced.

2.4 The Scoping Report should be circulated to statutory environmental bodies and may be circulated to other key stakeholders as appropriate to the project, so that agreement can be reached on the scope of the assessment, particularly if an Environmental Statement is required.

2.5 The Scoping Report should provide the following (also refer to SECTION 2, Part 4):

i. an introduction to the proposed project (including size and likely activities) and its location, the Designer, the Overseeing Organisation and the purpose of the report (including details of consultation);

ii. the project background (reasons for the project for example, accidents, traffic congestion) and the project objectives;

iii. a brief history of the project to date;

iv. the alternatives that have been examined and those to be explored where known;

v. the anticipated programme and publication events, including the determination (refer to Step 2 in SECTION 2, Part 3) and Environmental Statement where relevant;

vi. for each topic, existing knowledge, value of the environmental resources and receptors, the potential effects and the time period within which significant effects may arise, and the proposed study area (considering the boundaries of cumulative effects);

vii. for each topic, consideration of past, present and reasonably foreseeable actions and trends that are having or will have a major influence on a valued receptor/resource;

viii. for each topic, confirmation of the level of assessment, including proposed methodology – this should simply reference DMRB Volume 11 and only be expanded and explained when proposed survey and assessment methodologies differ from the SECTION 3 advice; and

ix. for each topic, confirmation that the project's environmental design will be carried out in accordance with DMRB Volume 10 (or its updates).

2.6 While a Scoping Report may be generated at several points throughout the period of a project's development, the contents should reflect the level of existing knowledge associated with the project and receptors/resources, and the next milestone in the delivery process that the project would reach.

2.7 A Scoping Report should normally be prepared for projects that are subject to statutory Environmental Impact Assessment (EIA). For other projects, reporting of the scoping exercise can provide a means of communicating key issues, and the approach to the environmental impact assessment, between the Designer and the Overseeing Organisation, and with key stakeholders. It follows that in these situations the reporting of the scoping exercise needs to be appropriate to the level of environmental risk likely to be encountered. Advice should be sought from the Overseeing Organisation.

3. THE ENVIRONMENTAL STATEMENT

3.1 The Environmental Statement informs the final decision on whether a project should be allowed to proceed. The function of an Environmental Statement is to give stakeholders, including the public and statutory environmental bodies an opportunity to express an opinion before a project is initiated and, in accordance with the relevant Environmental Impact Assessment (EIA) Regulations, notice of the Environmental Statement must be published (refer to SECTION 2, Part 2). The aim is to provide an accessible document which reflects the assessment that has been carried out and gives due weight to significant effects. The process of screening informs the decision whether to complete an EIA and publish an Environmental Statement and further details can be found in SECTION 2, Part 3.

3.2 An Environmental Statement is the document that should contain information meeting the requirements of the EIA Directive and as translated into UK law by the EIA Regulations (refer to SECTION 2, Part 1).

3.3 The Environmental Statement will identify, describe and assess in an appropriate manner, in the light of each individual case and in accordance with Articles 4 to 11 of the EIA Directive and the EIA Regulations, the significant environmental effects of the project on the factors mentioned in Article 3 of the EIA Directive. It will contain the information referred to in the EIA Regulations and Annex IV of the EIA Directive to the extent that the Secretary of State or equivalent considers that it is relevant to the specific characteristics of the project and of the environmental features likely to be affected by it and that (having regard in particular to current knowledge and methods of assessment) the information may reasonably be gathered. As a minimum, an Environmental Statement should contain the following:

i. a description of the project (in accordance with the relevant EIA Regulations);

ii. a description of the measures envisaged in order to avoid, reduce and, if possible, remedy significant adverse environmental effects;

iii. the data required to identify and assess the main effects which the project is likely to have on the environment;

iv. an outline of the main alternatives studied and an indication of the main reasons for the choice of project, taking into account the environmental effects; and

v. a non-technical summary of the information mentioned in paragraphs (I) to (IV) above.

3.4 An Environmental Statement should comprise two parts, of different levels of detail:

i. the Statement - a comprehensive and concise document drawing together all the relevant information about the project; and

ii. a Non-Technical Summary (NTS) – a brief report summarising the principal sections of the Statement in non-technical language, in accordance with the specific requirements of the Overseeing Organisation. The NTS should be readily understandable by members of the public. In Wales, the NTS should be a bi-lingual document. The NTS should be bound in to the Statement, but also be available as a freestanding document.

3.5 The following contents and method should be used in organising the information required in the Environmental Statement. An indicative contents list for Environmental Statements is presented in Table 3.1. Due regard should be given to the specific requirements of the Overseeing Organisation.

Non-technical Summary
Introduction
- Identify the project
- Legal basis for the Environmental Statement, including screening
- Purpose of the Statement
- Scope and content

The Project
- Background to the project
- Problems/need in relation to relevant policies and plans, and the project objectives
- Any further support of policies
- Project description
- Land use setting and land take
- Construction, operation and long term management

Alternatives Considered
- Design options

Environmental Impact Assessment Methods
- Scoping, including summary of consultation
- Surveys and predictive techniques, method and constraints
- Significance criteria
- Mitigation and enhancement

Topic (for each)
- Study area
- Baseline conditions
- Value (sensitivity) of resource
- Regulatory/policy framework
- Design, mitigation and enhancement measures, including monitoring requirements
- Magnitude of impacts (change)
- Significant effects
- Indication of any difficulties encountered
- Summary

Assessment of cumulative effects
Environmental Management Plan
Conclusions
- Summary of significant effects
- Summary of mitigation measures

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Table 3.1 Indicative Environmental Statement Contents

Introduction

3.6 The introduction to the Statement should provide the following:

i. the name and main features of the project, together with a map at an appropriate scale showing the project in its regional and local context;

ii. the legal basis for the Statement with reference to the relevant EIA Regulations;

iii. the purpose of the Environmental Statement, and its relationship with the published project. A list of any draft Orders with which the Environmental Statement is associated should be included in this section;

iv. a description of how the Statement is structured and the roles of each part;

v. where a copy of the Statement can be obtained and the cost of obtaining a copy;

vi. where further information about the project may be requested;

vii. reference to the notice of the Environmental Statement, stating that comments on the Statement should be received within at least 6 weeks from the date of publication of the notice, and stating to whom and where comments should be sent;

viii. references to the publication of relevant Statements/Reports relating to Assessment of Implications on European Sites where applicable; and

ix. reference to the next stages of project promotion through the statutory processes.

The Project

3.7 The case for the project should be summarised in non-technical terms and should begin by providing background details for the project. This section should be followed by a brief description of the existing problem that the project is designed to address relating this to relevant policies, plans and programmes, and the accompanying Strategic Environmental Assessment (SEA) Environmental Report where available, and the project's objectives (refer to SECTION 2, Part 5, Chapter 1). This should include a description of any existing environmental problems that would be relieved by the proposed project. A diagram showing the annual average daily traffic figures on the existing trunk road and/or adjacent local roads for the existing year and the forecast figures without the project for the year in which the project opens and the year with the most traffic in the first 15 years after opening (with different growth forecasts) should accompany any descriptions. If appropriate a similar diagram showing peak hour flows should also be included. All figures should be shown on the same diagram for ease of comparison. If the present situation is likely to deteriorate in future because of traffic growth, this situation should also be noted, considering the certainty of the outcome and development status of adjacent projects and land use changes. The Do-Minimum and Do-Something (refer to SECTION 2, Part 5, Chapter 1, Section III) scenarios should be clearly defined.

3.8 The Environmental Statement should indicate briefly the degree to which transport and environmental policies, and related transport appraisals, Environmental Reports published in accordance with the requirements of the SEA Directive and the Overseeing Organisation, and other relevant policies would be supported by the project - for example, by referring to accident reduction forecasts, predicted economic benefits or traffic reduction on other roads. The Statement should therefore include a separate section on relevant plans and policies that will be supported by the project. In this section, the traffic effects of the proposed project should be described, making reference to diagrams similar to those described above but with the project in place.

3.9 However, assessing the effect of the project on relevant topic-specific policies or plans should generally be reported under the individual SECTION 3 topics chapters.

3.10 A brief description should be given of significant features along the length of the project followed by a description of the project from one end of the route to the other. It should include the project's horizontal alignment in relation to nearby identifiable locations; the vertical alignment (embankment, cutting, false cutting); structures such as bridges, viaducts, crossings, and tunnels; junctions; and lighting, large signs and gantries. Side roads should usually be included within the description of junctions, unless they are significant in their own right, when it might be more appropriate to give them their own brief description. All significant aspects of the project design should be quantified wherever possible.

3.11 Information should also be provided on the existing use of land taken by the project, and the future use of land should the project be built taking into account the appropriate changes from other committed projects (refer to SECTION 2, Part 5, Chapter 1).

3.12 The main aspects of the construction, operation and maintenance of the project should be described, including, where significant, advance works. For the construction period, this should comprise information on the length of the construction period; any land beyond the proposed highway boundary required for construction purposes. SECTION 3 topic guidance such as 'Materials' will cover likely types and approximate quantities of aggregates and the quantity of any surplus material for disposal off-site. The temporary and permanent effects from construction will be addressed by each topic as appropriate (refer to SECTION 2, Part 5, Chapter 1, Section IX).

Alternatives Considered

3.13 Current legislation requires that an Environmental Statement includes an outline of the main alternatives of the project design studied by the Overseeing Organisation, and that an indication of the main reasons for the Overseeing Organisation's choice of project is to be provided which takes into account the environmental effects. The design options studied by the Overseeing Organisation (for example, those taken to public consultation) should be briefly described, and the reasons for their rejection stated (refer to SECTION 2, Part 5, Chapter 1, Section VII). However, where a higher-level appraisal has considered alternatives, there is no requirement to duplicate the process. Where public consultation included only one option, the reasons why others were not put forward should be briefly stated.

3.14 The description of alternatives should give an indication of any difficulties encountered during the development of the project, including technical or wider general problems in compiling the required information.

Environmental Impact Assessment Methods

3.15 The Statement should include a brief review of the scoping exercise, how the main environmental issues were identified, including significant issues raised by statutory environmental bodies and other key stakeholders, remembering information given in confidence is exempt if the release would "constitute a breach of confidence actionable by that (person) or any other person" (Freedom of Information Act 2000 and the Freedom of Information (Scotland) Act 2002). Any descriptions used to indicate the magnitude or significance should be defined alongside any difficulties in compiling or assessing information. The data used to estimate the significance of the effects should be clearly described including their sources.

3.16 There are a number of ways in which the information on baseline conditions, mitigation and predicted effects can be presented. One approach treats these as three discrete sections, and includes all of the relevant information under these headings, in turn. A second begins by considering the effects of a project, which are potentially significant, and looks at each topic individually in terms of the baseline condition, relevant mitigation measures and the predicted effect. A third option covers all of the baseline condition information together in one section, then considers the proposed mitigation and effects after mitigation for each topic in turn. For a small project with few significant effects, there is little difference between the three methods. However, for large projects, or ones with a number of significant effects, the second or third methods should be used. The Designer should consult with the Overseeing Organisation on its requirements for the way information is to be presented.

3.17 The individual sections discussing how the different assessment scenarios would be affected by the proposed project should make clear reference to the Do-Minimum and Do-Something scenarios (refer to SECTION 2, Part 5, Chapter 1, Section III). For all projects, there should be a clear presentation of both temporary and permanent effects. Cumulative effects should also be discussed. Although the reporting of the assessment of effects will focus on worst case scenarios, it is important to highlight positive changes that have the potential to enhance.

3.18 In evaluating the significance of potential effects, the SECTION 3 topics should ensure that the following questions have been considered:

i. Which receptors/resources would be affected and in what way?

ii. Is the receptor/resource of a local, regional, national or global importance, sensitivity or value?

iii. Does the effect occur over the long or short term; is it permanent or temporary and increase or decrease with time?

iv. Is the change reversible or irreversible?

v. Are environmental and health standards (e.g., local air quality standards) being threatened?

vi. Are feasible mitigating measures available?

3.19 Wherever appropriate, the text of the Environmental Statement should reference the relevant survey and specialist reports available from the Overseeing Organisation, which contain the more detailed and technical information. SECTION 3 guidance indicates the assessment information that should generally be included in the Statement. Relevant statutory and other designations should be referred to within the corresponding section of the baseline description, as should any local authority planning policies, which might be affected by the proposed project. Where other aspects of the existing environment could be significantly affected they should also be included.

3.20 The data used to estimate the significance of the effects should be clearly described including their source, and descriptions used to reach the significance should be defined alongside any difficulties in compiling or assessing information (refer to SECTION 2, Part 5, Chapter 1). Within the discussion of a particular assessment scenario, the length and degree of detail reported should relate to the magnitude of the impact and the significance of the effects. If the assessment process has indicated that a project would have no significant effect, the Statement should include a brief explanation why. Each section should end with an overall assessment of the magnitude and significance on the baseline and future assessment scenarios, highlighting any major problems or benefits. Guidance for assigning significance is given in SECTION 2, Part 5, Chapter 2.

3.21 Inclusion of a section describing methodologies increases the credibility of the assessment. As a default, DMRB Volume 11 methodologies should be followed, and these can be referenced as such and description kept to a minimum. Where the project justifies an alternative assessment method, which has to be agreed with the Overseeing Organisation, the description should justify the method and set out the assumptions on which it is based. The period during which a survey was conducted should also be noted.

3.22 The Environmental Statement plays an important role in the specification of mitigation measures (refer to SECTION 2, Part 5, Chapter 1, Section X), and providing a public statement of the agreed and essential measures (i.e. those measures taken into account when assigning significance) along with any desirable and enhancement measures as agreed with the Overseeing Organisation on a case-by-case basis. The Statement should therefore make clear where management and monitoring activities are to be undertaken to ensure that the approved level of environmental commitment and performance is delivered. Further advice on the environmental impact assessment process is provided in SECTION 2, Part 5.

Assessment of Cumulative Effects

3.23 In general, cumulative assessment will be most successful when the assessment of all other environmental effects of the project is complete. Table 3.2 is an example of a summary table for reporting cumulative effects.

Environmental Management Plan

3.24 The production of an Environmental Management Plan is a useful way of setting out how mitigation of a project can be delivered, enabling decision-makers to see the commitment given to implementation.

3.25 The Environmental Management Plan should be produced at the same time or soon after the environmental impact assessment process is concluded and reported. Users should consult the relevant Overseeing Organisation on current procedures, policy and guidance. Further guidance is given in SECTION 2, Part 5, Chapter 3.

Conclusions

3.26 The results of the environmental impact assessment should be concluded clearly and concisely, summarising committed mitigation and, where applicable, enhancement measures, addressing the significant effects of the project, and describing how each of the project objectives (including those of relevant plans and policies) has been fulfilled. Reference should be made to the specific requirements of the Overseeing Organisation.

QUALITY CONTROL

3.27 Environmental Statements should be quality assured using the checklist provided in Table 3.3.

Transportation Effect	Cumulative Effect	Spatial Extent	Magnitude	Timing/ Duration	Mitigation/ Enhancement	Uncertainty	Significance of effect
Transportation Measure:			**Restricted Road Building**				
Community and Private Assets:							
3dB(A) increase for 200 residents along A345 **Moderate adverse**	Traffic noise contributes to high ambient noise levels and the community receiving severance	Local	200 residents **Moderate**	5-10 years/ long-term	Quiet road surfacings and speed control.	**Low**	**Moderate adverse**
Increase in severance to residents along A345 **Minor adverse**			Residents **Low**	1-5 years/ short-term	Speed control	**Low**	
Road Drainage and the Water Environment:							
25 ha loss of Norchester floodplain storage **Major adverse**	Additive loss due to 30 ha housing project. Increased run-off expected.	District	55 ha loss High	5 years/ long-term	Multi-agency co-ordination of floodplain compensation measures.	High	**Major advserse**
Materials:							

Table 3.2 Example of Cumulative Effects Summary Table

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Ref	Topic
A	**Does the Environmental Statement provide the following essential information:**
A1	Name and address of the Overseeing Organisation?
A2	Name of the Design organisation responsible for preparing the Statement?
A3	The legal basis for the Statement?
A4	Where copies may be obtained?
A5	Where comments should be sent?
A6	Publication date and closing date for receipt of comments?
A7	A description of the project comprising information on the site, design and size of the project?
A8	A description of the measures envisaged to avoid, reduce or remedy significant adverse effects?
A9	Sufficient data in order to identify and assess the main environmental effects?
A10	An outline of the main alternatives studied and an indication of the main reasons for the choice taking into account environmental effects?
A11	A Non-Technical Summary, including an environmental constraints map?
B	**Project Description**
B1	Has the case for the project been defined in non-technical terms?
B2	Has the existing problem that the project is designed to address been described and does this relate to policies and project objectives?
B3	Have project objectives been defined?
B4	Is the project described in adequate detail but without restricting detailed design?
B5	The length of the construction period and land needed for construction purposes?
B6	The main aspects of the construction of the project including, where significant, advance works?
B7	Is the environmental planning policy context for the area described?
B8	Have relevant statutory and other designations been described?
C	**Alternatives**
C1	Have alternatives been assessed suitably and in a manner that is suitably comparative to the assessment of the preferred option?
C2	Have the reasons been identified for rejecting alternatives taking account of environmental effects?
D	**Assessment Method**
D1	Are DMRB V11 methods used and specific methods/techniques used described and data limitations identified?
D2	Are data sources properly identified and referenced?
D3	Are the survey periods detailed?
D4	Are the stakeholders involved in the assessment recorded?
D5	Have the results of any public or statutory environmental bodies consultation been presented appropriately?
D6	Are uncertainties, assumptions, difficulties and the use of professional judgement made clear?
D7	Is the future Do-Minimum situation adequately described?
D8	Is the study area(s) fair and reasonable?

Ref	Topic
E	**Mitigation, Enhancement and Monitoring**
E1	Are mitigation measures certain to be provided?
E2	Are the descriptions of mitigation measures quantified to include the type, location and an indication of their effectiveness as far as possible?
E3	Do the mitigation measures enhance or give rise to other adverse effects?
E4	Have mitigation or enhancement measures, that are dependent upon the outcome of subsequent negotiations with third parties, been identified?
E5	Are commitments on the scheduling of activities to reduce effects made?
E6	Are commitments for further surveys/investigations/consultations made?
E7	Have restrictions to be placed on contractors been recorded?
E8	Are the environmental commitments sufficiently clear for implementation?
E9	Has a list of mitigation and enhancement measures and monitoring commitments been included or referenced?
F	**Forecast Significant Effects**
F1	Has the magnitude, probability, duration (temporary and permanent), reversibility and significance of effects been detailed in accordance with the requirements of the Overseeing Organisation?
F2	Are significant adverse and beneficial effects identified and described, with a justification for the 'significance' decision?
F3	Have the interaction of effects and cumulative effects been considered?
F4	Have uncertainties in the design, mitigation or assessment been recognised?
F5	Have the effects been quantified as far as practicable?
G	**Conclusion**
G1	Have the conclusions being clearly reported?
G2	Is there a summary of the significant environmental effects?
H	**Reporting Style**
H1	Does the Statement instil confidence in the assessment process?
H2	Is the Statement readable to the audience for which it is intended?
H3	Do illustrative materials depict sensitive parts of the project and mitigation measures accurately and clearly?
H4	Is the Statement unbiased, balanced, comprehensive and transparent in its logic and presentation?
H5	Have the project objectives been reported against?
H6	Is the Non-Technical Summary suitably clear and free from technical jargon?
H7	Does the Non-Technical Summary presentation match the findings of the Statement?

Table 3.3 Environmental Statement Review Checklist

3.28 In undertaking a review, the Overseeing Organisation should exercise appropriate quality control to ensure fitness for purpose.

4. THE NON-TECHNICAL SUMMARY

4.1 Production of a Non-Technical Summary (NTS) is a legal requirement for projects requiring an Environmental Statement and could be seen as good practice for projects requiring the production of a non-statutory environmental report. The NTS should highlight the principal findings of the Environmental Statement. The document should be free from technical jargon and abbreviations. The NTS should fulfil the specific requirements of the Overseeing Organisation. In Wales, requirements specify that the NTS for Welsh projects should be bi-lingual.

4.2 It is important to summarise each section of the Statement. A brief description of the proposed project should be provided commencing with a description of the main features, followed by a description along the alignment relating to nearby locations. Coverage of the significant structures, junctions, lighting, and gantries as appropriate should be included. Road names and classifications should be specified in such descriptions.

4.3 If possible, the NTS should also outline the main aspects of the construction work, for instance the likely duration, any advance works, designated routes and access arrangements. The NTS should only report the baseline assessment scenario where it is important to appreciating the significance of the effects being described. This may include the opening of a new road or other committed developments. The NTS should note that the Statement provides a description of the baseline and future Do-Minimum scenarios (refer to SECTION 2, Part 5, Chapter 1, Section III). The part of the summary, which assesses significant effects on aspects of the baseline environment, should consider each in turn and should reflect the conclusions of the corresponding sections of the Statement. Measures taken to reduce the effects should be taken into account and described. Only the key significant effects should be presented.

4.4 The NTS should record how the proposals have been developed, briefly describing the main options considered with the major reasons for their rejection, including environmental reasons. The types of alternatives to be reported will depend on the type and scale of project under consideration. Where the project has emerged from a published study or plan that examined alternatives, reference should be made to these and how such documents can be obtained or reviewed.

4.5 Images and graphics should be used where appropriate. An important part of the NTS is the environmental constraints map of the project and its surrounding area. As a minimum, this map should show all of the places referred to in the text of the NTS, including major roads and junctions, population centres, and designated areas and buildings.

4.6 The length of the NTS will be determined to a great extent by the length and complexity of each individual project. Designers should seek advice on the size and format of the NTS from the Overseeing Organisation.

5. NON-STATUTORY ENVIRONMENTAL IMPACT ASSESSMENT

5.1 There is no prescribed format for reporting non-statutory environmental impact assessment although the structure presented in Table 5.1 is proposed as a template. It broadly follows the outline as for the compilation of an Environmental Statement but it is likely not to be as comprehensive.

5.2 It should be remembered that this type of assessment may still come under public scrutiny by choice or by requirement under the relevant Environmental Information Regulations. So the report should be fit for purpose (i.e., the report content should reflect the level of assessment undertaken for the project) and produced in accordance with the specific requirements of the Overseeing Organisation on a case-by-case basis.

Introduction/overview
- Identify the project
- Purpose of the Report (including reporting of the Determination process)
- Scope and content

The Project
- Background to the project
- Regulatory framework (including relevant policies and plans), and the project objectives
- Any further support of Government policies
- Project description
- Land use setting and land take
- Construction, operation and long term management

Alternatives Considered
- Design options

Environmental Impact Assessment Methodology
- Scoping
- Surveys and predictive techniques, method and constraints
- Significance criteria
- Mitigation and enhancement

Topic (for each)
- Study area
- Baseline conditions
- Value (sensitivity) of resource
- Regulatory/policy framework
- Design, mitigation and enhancement measures, including monitoring requirements
- Magnitude of impacts (change)
- Significant effects
- Indication of any difficulties encountered
- Summary

Assessment of cumulative effects
Environmental Management Plan
Conclusions
- Summary of significant effects
- Summary of mitigation measures including timescales for delivery

References
Glossary

Table 5.1 Indicative Environmental Report Contents

6. REFERENCES

Legislation:

Council Directive 85/337/EEC: Council Directive of 27 June 1985 on the assessment of the effects of certain public and private projects on the environment, *Official Journal No. L 175*, 05/07/1985.

Council Directive 97/11/EC: Council Directive 97/11/EC of 3 March 1997 amending Directive 85/337/EEC on the assessment of the effects of certain public and private projects on the environment, *Official Journal No. L 073*, 14/03/1997.

Council Directive 2003/35/EC: Directive 2003/35/EC of the European Parliament and of the Council of 26 May 2003 providing for public participation in respect of the drawing up of certain plans and programmes relating to the environment and amending with regard to public participation and access to justice Council Directives 85/337/EEC and 96/61/EC, *Official Journal No. L 156*, 25/06/2003.

Environmental Assessment (Scotland) Act 2005, *The Stationery Office Limited*, ISBN 0105900893.

Freedom of Information Act 2000.

Freedom of Information (Scotland) Act 2002.

Highways Act 1980.

New Roads and Street Works Act 1991.

Roads (Scotland) Act 1984.

Scottish Statutory Instrument 1999 No. 1 The Environmental Impact Assessment (Scotland) Regulations 1999, *The Stationery Office Limited*, ISBN 0 11 0591070.

Scottish Statutory Instrument 2004 No. 520 The Environmental Information (Scotland) Regulations 2004, *The Stationery Office Limited*, ISBN 0110693566.

Scottish Statutory Instrument 2006 No. 614 The Environmental Impact Assessment (Scotland) Amendment Regulations 2006, *The Stationery Office Limited*, ISBN 0110714725.

Statutory Instrument 1988 No. 1221 (S.122) The Environmental Assessment (Scotland) Regulations 1988, *The Stationery Office Limited*, ISBN 0110872215.

Statutory Instrument 1988 No. 1241 The Highways (Assessment of Environmental Effects) Regulations 1988, *The Stationery Office Limited*, ISBN 011087241X.

Statutory Instrument 1993 No. 3160 The Roads (Northern Ireland) Order 1993, *The Stationery Office Limited*, ISBN 0110342895.

Statutory Instrument 1994 No. 1002 The Highways (Assessment of Environmental Effects) Regulations 1994, *The Stationery Office Limited*, ISBN 0110440021.

Statutory Instrument 1999 No. 369 The Highways (Assessment of Environmental Effects) Regulations 1999, *The Stationery Office Limited*, ISBN 0 11 082053 3.

Statutory Instrument 2004 No. 3391 The Environmental Information Regulations 2004, *The Stationery Office Limited*, ISBN 011051436X.

Statutory Instrument 2007 No. 1062 The Highways (Environmental Impact Assessment) Regulations 2007, *The Stationery Office Limited*, ISBN 9780110765969.

Statutory Rule 1999 No.89 Roads (Environmental Impact Assessment) Regulations (Northern Ireland) 1999, *The Stationery Office Limited*, ISBN 0 337 93407.

Statutory Rule 2007 No. 346 Roads (Environmental Impact Assessment) Regulations (Northern Ireland) 2007, *The Stationery Office Limited*, ISBN 0 337 9790947.

Guidance:

Design Manual for Roads and Bridges, Volume 10, Environmental Design and Management, February 2001.

7. ENQUIRIES

All technical enquiries or comments on this Standard should be sent in writing as appropriate to:

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