Chapter B2: Example structure of practical exercises for use in training course on the Protocol

Resource Manual to Support Application of the UNECE Protocol on Strategic Environmental Assessment

draft 17-Apr-07

- Objective of exercise
- List of tasks in exercise (1-10)
- Information to be gathered before exercise
- The tasks

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- Brings key information presented in Chapters A1 to A6 into a practical exercise that focuses on design of optimal SEA approach for chosen plan or programme (P/P)

- Objective is to gain a better understanding of SEA & its relation to P/P making

Protocol on SEA

1. Analyze P/P making
2. Discuss when & how to determine whether SEA needed for P/P
3. Discuss practical arrangements for scoping
4. Discuss information to be provided in environmental report & its logical links with P/P development
5. Discuss practical arrangements for consultations with relevant environmental & health authorities
6. Discuss practical arrangements for public participation
7. Discuss practical arrangements for taking information generated within SEA into account in P/P-making process
8. Discuss practical arrangements for coordination of SEA with P/P-making process
9. Discuss practical issues for design of monitoring & for linking SEA with subsequent environmental assessments
10. Present proposed approach to SEA of given P/P

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- What is focus of P/P-making process? Who develops P/P & who should adopt it?

- Any requirements / guidelines for P/P making that could help identify process steps & outputs?

- Any requirement for environmental section / analysis within P/P-making process?

- What is consultation process with authorities within P/P-making process? With whom? When?

- Any requirements for public participation in P/P-making process? With whom? When?

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Task 1: Analyze the P/P making

- Gather basic information on nature of P/P
    - Origins of P/P
    - Authority responsible for developing it
    - Role of decision-maker
    - How P/P will be implemented

- Possible review framework for P/P-making process:

Tasks in P/P development	Existing environmental analyses	Consultations with authorities	Public access to information & consultations with the public concerned

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- Discuss
  - What are specific tasks in P/P development?
  - Does P/P development involve any environmental analyses that might be linked with preparation of environmental report? When are these analyses undertaken during P/P development?
  - Does P/P making already involve any consultations with relevant environmental & health authorities? Which authorities consulted & when during P/P development?
  - Does P/P making already provide for access to information & public participation? Who from the public can access information & participate & when during P/P development?

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- Discuss
  - What information needed to determine whether SEA required for given P/P-making process?
  - Should P/P-making process be automatically subject to SEA or is case-by-case determination required?
  - When should such determination be undertaken most effectively?
- If case-by-case determination required, discuss
  - What approach to 'significance testing' should be used?
  - How should relevant authorities (& possibly the public concerned) be consulted?
  - How should information about outcome of determination be made available to the public?

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- Discuss
  - What information needs to be generated during scoping in order to determine scope of environmental report?
  - What is minimum information needed to carry out SEA scoping effectively & when is this information available during P/P development?
  - What practical arrangements should be made to consult relevant authorities (& possibly the public concerned)?
  - Should scoping be carried out through single procedural step or rather as iterative process starting with early advice & developed in detail as P/P is developed?

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- Discuss
  - What information will have to be provided in environmental report for given type of P/P (bearing in mind strategic issues relevant to P/P & need to maintain appropriate detail of assessment)?
  - How will information in environmental report differ from any existing analyses performed during P/P making? Any similarities or opportunities for synergies?
  - What data will SEA team need from P/P makers & what inputs can SEA team provide into P/P development?
  - Optionally: what information should be provided in qualitative / quantitative form & which analytical tools could be used to deliver it?

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- Discuss
  - Which authorities need to be consulted within SEA?
  - When & how should these consultations be performed in order to provide effective inputs?
  - How do proposed consultations differ from existing consultations with authorities?
  - Should separate consultations be organized for SEA & for P/P-making process, or is it better to have single commenting process?

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- Discuss
  - What information needs to be available to the public during SEA?
  - Is it necessary to determine the public concerned in SEA? If so, how?
  - Should there be one consultation stage or should consultation be an iterative process?
  - How do consultations in SEA differ from existing consultations with the public?
  - Should separate consultations be organized for SEA & for P/P-making process, or is it better to have single commenting process?
  - Optionally: what consultative tools could be used to facilitate public participation?

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- To help you discuss arrangements to enable those developing P/P, those preparing environmental report & decision-making authorities to ensure that information generated within SEA is taken into account when developing P/P & before approving it

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- Key point to discuss
  - How to ensure due account is taken of outcomes of SEA (environmental report & measures in it to prevent / reduce / mitigate adverse effects; outcomes of consultations with authorities & public participation) when P/P adopted if

SEA partially integrated into P/P development?	What happens if SEA experts & experts who develop P/P cannot reach consensus on certain issues?
SEA fully integrated into P/P development?	
SEA carried out in isolation from P/P development or started only once P/P drafted?	What happens if SEA comes up with proposals for major changes in P/P once drafting of P/P has been completed?

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- Discuss
  - What would be main advantages & disadvantages of SEA carried out in isolation from P/P development, or that is delayed & starts only once P/P has been drafted?
  - What would be main advantages & disadvantages of partial integration of SEA into P/P development?
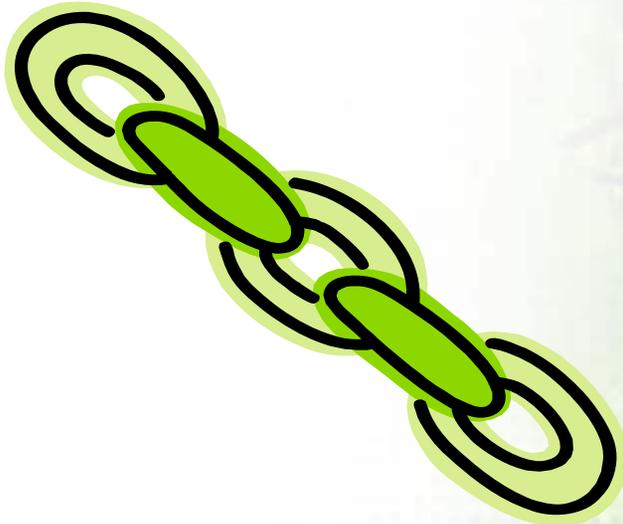 - What would be main advantages & disadvantages of full integration of SEA into P/P development?

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- Discuss
  - What is generally expected in design of post-SEA monitoring?
  - How should post-SEA monitoring link with monitoring for P/P?
  - How should SEA link to subsequent environmental assessments (i.e. EIA for specific projects for which P/P sets the framework, or SEA for subsequent P/Ps)?

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- To enable you to present proposed SEA approach to competent authority and stakeholders
- Also useful for writing terms of reference for given SEA process

- Participants might be asked to summarize proposed SEA approach
  – Key tasks to be performed within SEA & how they link to tasks in P/P making
  – Roles (tasks, mandates) of SEA experts during P/P development
  – Main strengths & weaknesses of proposed approach, & assumptions for its effective operation (be realistic about risks!)
  – Expected number of working days to complete SEA
  – Required skills among SEA experts, etc.

Protocol on SEA