Environnemental review

In this exercise a set of templates are shown to develop an environmental review undertaken by a Local Authority.

Step 1: Activity Analysis

Record the following information:

- An organisational description of the operational unit (for example this could be the whole council or a single unit);
- A description of different activities undertaken by the operational unit and if it is possible a quantification in the last yeas and the possible trend over last 2 o 3 years.

SIEP 1
Organisational Description
(provide an overall description of the operational unit, size management structures – this could be shown as an organisational diagram)

STEP 1								
Activity	unit/sector or person responsible for activity	quantification of activity in the last year	trend over last 2 o 3 years					

Step 2: A review of legislative, regulatory and other requirements.

Record the following information:

- In the first column identify the activity affected by legislation (waste, energy etc)
- In the second column identify any environmental legislations, regulation that you must apply
- In the third column identify any performance requirements

STEP 2									
Activity affected by legislation/regulation	Legislation/Regulation category	State	Identify any performance requirements						
Water									

Step 3: Assessment of environmental aspects

Record the following information:

- identify an activity
- for each activity identify some possible environmental aspects in the range shown below and then identify the environmental impacts
- a) emission to air
- b) releases to water
- c) avoidance, recycling, reuse, transportation and disposal of solid and other wastes particularly hazardous wastes
- d) use and contamination of land
- e) Use of natural resources an raw material (including energy)
- f) local issues (noise, vibration, odour, dust, visual)
- g) transport issues (both for goods and service and employees)
- h) risks of environmental accidental and impacts arising, or likely to arise, as consequences of incidents, accidents, and potential emergency situations
- i) effect on biodiversity
- j) for indirect environmental aspects (e.g. product related issues, capital investments, new markets, choice and composition of services, administrative and planning decisions, product range compositions, environmental performance and practices of contractors, subcontractors, environmental education)

STEP 3															
ENVIRONMENTAL REVIEW AND EVALUATION OF SIGNIFICANT ENVIRONMENTAL EFFECTS															
Activity	Aspect of activity		Environmental Aspects									Environnemental Impacts	Determining Environnemental Significance		
		а	b	С	d	е	f	g	h	i	j		Importance	Influence	Significance
		1			1		<u> </u>	1	1	1					

Step 4: Determining Environmental Significance

The significance test provided in this toolkit has been used successfully by a number of local authorities.

This toolkit incorporates only three parameters:

- environmental importance
- influence of local authority department responsible for activity
- environmental significance

and it assesses not only normal operating but also reasonably emergency conditions.

EMVIRONMENTAL IMPORTANCE						
The significance assessment starts with an assessment of the importance of the environmental impact of your activity. Use the following scoring system which is specific enough for the typical environmental						
effects in local government.						
Insignificant Damage or enhancement	1					
Damage or enhancement of minor local significance						
Damage of enhancement of major significance						
Damage of enhancement of national significance	4					
Damage of enhancement of international significance						
You are extremely unlikely to score 5 and rarely 4						

INFLUENCE OF LOCAL AUTORITY DEPARTMENT RESPONSIBLE FOR ACTIVITY						
The stronger the local authority influence is being able to change the envir impact the more you ca do. Use the following scoring system:	onmental					
Ose the following scoring system.						
Very minor influence over the impact	1					
A minor influence	2					
A medium influence	3					
A major influence	4					
Complete direct control	5					

ENVIRONMENTAL SIGNIFICANCE	
Multiplying the environmental importance and influence scores will give you indication on how significant the environmental impact is.	a good
Try the following banding for an overall assessment	
The activity and effects are highly significant	15-25
The activity and effects are significant	9-14
The activity and effects are probably significant	4-8
The activity and effects are not significant	0-3

Now you can complete the STEP 3

Step 5: Environmental Assessment

- In the column 1 and 2 transfer the aspect and significance score from the previous table;
- In the column 3 transfer any environmental legislation, regulation, related to the aspect;
- In the column 4 note any Council environmental policies and strategies;
- I In the column 5 identify whether the environmental aspects of the activity are of relevance to the local community;
- In the column 6 identify whether there has been environmental incidents in relation to this activity?
- In the column 6 identify whether there has been environmental incidents in relation to this activity?
- In the column 7 identify any procedures that are already in place to manage any of the significant environmental aspects.

STEP 5										
Aspect of Activity	Environmental Significance score	Environmental Legislation, Regulation	Council Environmental Policies and strategies	Relevance to the local community	Have there been environmental incidents in relation to this activity?	How is effect being managed (procedure if available)				