

# Planning Secretary's Environmental Assessment Requirements



Cultural, recreation and tourist facilities

## Application

These assessment requirements apply to eligible applications<sup>1</sup> for development that is specified in Schedule 1, Section 13(1)(b)–(d) and (2)(a) in *State Environmental Planning Policy (Planning Systems) 2021*.

## Development details

<b>Application number</b>	
<b>Project name</b>	
<b>Location</b>	
<b>Applicant</b>	
<b>Date of issue</b>	

## Content and guidance

Any Environmental Impact Statement (EIS) must meet the minimum form and content requirements as prescribed by Part 8 of the *Environmental Planning and Assessment Regulation 2021* (EP&A Regulation) and the *State Significant Development Guidelines*.

Relevant policies and guidelines can be found at <https://www.planningportal.nsw.gov.au/major-projects/assessment/policies-and-guidelines>.

## Key issues and documentation

Issue and Assessment Requirements	Documentation
<p><b>1. Statutory Context</b></p> <ul style="list-style-type: none"><li>Address all relevant legislation, environmental planning instruments (EPIs) (including drafts), plans, policies, guidelines and planning circulars.</li><li>Identify compliance with applicable development standards and provide a detailed justification for any non-compliances.</li><li>Provide an explanation of how the development as described in the EIS is consistent with the development as was described in the request for SEARs (including any components that were not SSD) and provide a justification for any differences.</li></ul>	<ul style="list-style-type: none"><li>Address in EIS</li></ul>

<sup>1</sup> Industry-specific SEARs only apply to SSD applications other than those that:

- would be designated development but for the Act, section 4.10(2), or
- are partly prohibited by an environmental planning instrument (EPI), or
- are wholly prohibited by an EPI, to the extent permitted by the Act, section 4.38(5), or
- are a concept development application for State significant development.

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<ul style="list-style-type: none"> <li>Address the requirements of any approvals applying to the site, including any concept approval or recommendation from any Gateway determination.</li> </ul>	
<p><b>2. Estimated Development Cost and Employment</b></p> <ul style="list-style-type: none"> <li>Provide the estimated development cost (EDC) of the development prepared in accordance with the relevant planning circular using the Standard Form of EDC Report.</li> <li>Provide an estimate of the retained and new jobs that would be created during the construction and operational phases of the development, including details of the methodology to determine the figures provided.</li> </ul>	<ul style="list-style-type: none"> <li>EDC Report</li> </ul>
<p><b>3. Design Quality</b></p> <ul style="list-style-type: none"> <li>Demonstrate how the development will achieve:             <ul style="list-style-type: none"> <li>design excellence in accordance with any applicable EPI provisions.</li> <li>good design in accordance with the seven objectives for good design in <i>Better Placed</i>.</li> </ul> </li> <li>Demonstrate that the development:             <ul style="list-style-type: none"> <li>where required by an EPI or concept approval, or where proposed, has been subject to a competitive design process, carried out in accordance with an endorsed brief and Design Excellence Strategy; or</li> <li>in all other instances, has been reviewed by the State Design Review Panel (SDRP) where required under the <i>NSW SDRP: Guidelines for Project Teams</i>.</li> </ul> </li> <li>Recommendations of the jury and Design Integrity Panel (where a competitive design process has been held) or the SDRP are to be addressed prior to lodgement.</li> </ul>	<ul style="list-style-type: none"> <li>Design Excellence Strategy (where design excellence is required by an EPI)</li> <li>Competition Report (where a competitive design process has been held)</li> <li>Design Review Report (where the project has been reviewed by the SDRP)</li> </ul>
<p><b>4. Built Form and Urban Design</b></p> <ul style="list-style-type: none"> <li>Explain and illustrate the proposed built form, including a detailed site and context analysis to justify the proposed site planning and design approach.</li> <li>Demonstrate how the proposed built form (layout, height, bulk, scale, separation, setbacks, interface and articulation) addresses and responds to the context, site characteristics, streetscape and existing and future character of the locality.</li> <li>Demonstrate how the building design will deliver a high-quality development, including consideration of façade design, articulation, activation, roof design, materials, finishes, colours, any signage and integration of services.</li> <li>Assess how the development complies with the relevant accessibility requirements.</li> </ul>	<ul style="list-style-type: none"> <li>Architectural drawings</li> <li>Design Report</li> <li>Survey Plan</li> <li>Building Code of Australia Compliance Report</li> <li>Accessibility Report</li> </ul>

### 5. Environmental Amenity

- Address how good internal and external environmental amenity is achieved, including access to natural daylight and ventilation, pedestrian movement throughout the site, access to landscape and outdoor spaces.
- Assess amenity impacts on the surrounding locality, including lighting impacts, solar access, visual privacy, visual amenity, view loss and view sharing, overshadowing and wind impacts. A high level of environmental amenity for any surrounding residential or other sensitive land uses must be demonstrated.
- Provide a solar access analysis of the overshadowing impacts of the development within the site, on surrounding properties and public spaces (during summer and winter solstice and spring and autumn equinox) at hourly intervals between 9am and 3pm, when compared to the existing situation and a compliant development (if relevant).
- For applicable developments, provide an assessment of the development against SEPP 65 and the *Apartment Design Guideline*.

- Shadow Diagrams
- SEPP 65 Verification Statement
- SEPP 65 Assessment
- View Analysis
- Pedestrian Wind Environment Assessment

### 6. Visual Impact

- Provide a visual analysis of the development from key viewpoints, including photomontages or perspectives showing the proposed and likely future development.
- Where the visual analysis has identified potential for significant visual impact, provide a visual impact assessment that addresses the impacts of the development on the existing catchment.

- Visual Analysis
- Visual Impact Assessment

### 7. Public Space

- Demonstrate how the development maximises the amount, access to and quality of public spaces (including open space, public facilities and streets/plazas within and surrounding the site), reflecting relevant design guidelines and advice from the local council and the Department.
- Demonstrate how the development:
  - ensures that public space is welcoming, attractive and accessible for all.
  - maximises permeability and connectivity.
  - maximises the amenity of public spaces in line with their intended use, such as through adequate facilities, solar access, shade and wind protection.
  - maximises street activation.
  - minimises potential vehicle, bicycle and pedestrian conflicts.
- Address how Crime Prevention through Environmental Design (CPTED) principles are to be integrated into the development, in accordance with *Crime Prevention and the Assessment of Development Applications Guidelines*.

- Public Space Plan (as part of the Design Report)
- CPTED Report

<p><b>8. Trees and Landscaping</b></p> <ul style="list-style-type: none"> <li>• Assess the number, location, condition and significance of trees to be removed and retained and note any existing canopy coverage to be retained on-site.</li> <li>• Provide a detailed site-wide landscape plan, that:             <ul style="list-style-type: none"> <li>○ details the proposed site planting, including location, number and species of plantings, heights of trees at maturity and proposed canopy coverage (as a percentage of the site area).</li> <li>○ provides evidence that opportunities to retain significant trees have been explored and/or informs the plan.</li> <li>○ demonstrates how the proposed development would:                 <ul style="list-style-type: none"> <li>▪ contribute to long term landscape setting in respect of the site and streetscape.</li> <li>▪ mitigate the urban heat island effect and ensure appropriate comfort levels on-site.</li> <li>▪ contribute to the objective of increased urban tree canopy cover.</li> <li>▪ maximise opportunities for green infrastructure, consistent with <i>Greener Places</i> and having regard to any bush fire risk.</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Arboricultural Impact Assessment</li> <li>• Landscape Plan</li> </ul>
<p><b>9. Ecologically Sustainable Development (ESD)</b></p> <ul style="list-style-type: none"> <li>• Identify how ESD principles (as defined in section 193 of the EP&amp;A Regulation) are incorporated in the design and ongoing operation of the development.</li> <li>• Demonstrate how the development will meet or exceed the relevant industry recognised building sustainability and environmental performance standards.</li> <li>• Demonstrate how the development minimises greenhouse gas emissions (reflecting the Government's goal of net zero emissions by 2050) and consumption of energy, water (including water sensitive urban design) and material resources.</li> <li>• If Chapter 3 of SEPP (Sustainable Buildings) 2022 applies:             <ul style="list-style-type: none"> <li>○ demonstrate how the development has been designed to address the provisions set out in Chapter 3.2(1).</li> <li>○ provide a NABERS Embodied Emissions Material Form to disclose the amount of embodied emissions attributable to the development in accordance with section 35B of the EP&amp;A Regulation.</li> <li>○ provide a net zero statement (as defined in section 35C of the EP&amp;A Regulation) that includes:                 <ul style="list-style-type: none"> <li>• evidence of how the development will either be fossil fuel-free after the occupation of the development commences or transition to be fossil fuel-free by 1 January 2035.</li> <li>• details of any renewable energy generation and storage infrastructure implemented and any passive and technical design features that minimise energy consumption.</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• ESD Report</li> <li>• NABERS Embodied Emissions Materials Form</li> <li>• Net Zero Statement</li> <li>• NABERS Agreement(s) to Rate or Commitment Agreement(s) relating to energy and water use</li> </ul>

- estimations of annual energy consumption for the building and amount of emissions relating to energy use in the building (if information is available).
- In addition, if the development includes large commercial development types (offices with a net lettable area of at least 1000m<sup>2</sup>, hotel or motel with at least 100 rooms, or serviced apartments of at least 100 apartments) include:
  - a NABERS Agreement to Rate that demonstrates the large commercial areas of the development are capable of achieving the standards for water use specified in Schedule 3 of SEPP (Sustainable Buildings) 2022. A separate agreement is required for each large commercial use.
  - a NABERS Agreement to Rate or Commitment Agreement that demonstrates the large commercial areas of the development are capable of achieving the standards for energy use specified in Schedule 3 of SEPP (Sustainable Buildings) 2022. A separate agreement is required for each large commercial use.

### 10. Traffic, Transport and Accessibility

- Provide a transport and accessibility impact assessment, which includes:
  - an analysis of the existing transport network, including the road hierarchy and any pedestrian, bicycle or public transport infrastructure, current daily and peak hour vehicle movements, and existing performance levels of nearby intersections.
  - details of the proposed development, including pedestrian and vehicular access arrangements (including swept path analysis of the largest vehicle and height clearances), parking arrangements and rates (including bicycle, end-of-trip facilities and bus/coach facilities), drop-off/pick-up-zone(s) and bus bays (if applicable), and provisions for servicing and loading/unloading.
  - analysis of the impacts of the proposed development during construction and operation (including justification for the methodology used), including predicted modal split, a forecast of additional daily and peak hour multimodal network flows as a result of the development (using industry standard modelling) and peak movements during events (if relevant), identification of potential traffic impacts on road capacity, intersection performance and road safety (including pedestrian and cyclist conflict) and any cumulative impact from surrounding approved developments.
  - measures to mitigate any traffic impacts, including details of any new or upgraded infrastructure to achieve acceptable performance and safety, and the timing, viability and mechanisms of delivery (including proposed arrangements with local councils or government agencies) of any infrastructure improvements in accordance with relevant standards.
  - measures to promote sustainable travel choices for employees, guests and visitors, such as connections into existing walking and cycling networks, minimising car parking provision, encouraging car share and

- Transport and Accessibility Impact Assessment
- Construction Traffic Management Plan
- Green Travel Plan or equivalent

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<p>public transport, providing adequate bicycle parking and high quality end-of-trip facilities, and implementing a Green Travel Plan.</p> <ul style="list-style-type: none"> <li>• Provide a Construction Traffic Management Plan detailing predicted construction vehicle routes, access and parking arrangements, coordination with other construction occurring in the area, and how impacts on existing traffic, pedestrian and bicycle networks would be managed and mitigated.</li> </ul>	
<p><b>11. Biodiversity</b></p> <ul style="list-style-type: none"> <li>• Assess any biodiversity impacts associated with the development in accordance with the <i>Biodiversity Conservation Act 2016</i> and the <i>Biodiversity Assessment Method 2020</i>, including the preparation of a Biodiversity Development Assessment Report (BDAR), unless a waiver is granted, or the site is on biodiversity certified land.</li> <li>• If the development is on biodiversity certified land, provide information to identify the site (using associated mapping) and demonstrate the proposed development is consistent with the relevant biodiversity measure conferred by the biodiversity certification.</li> </ul>	<ul style="list-style-type: none"> <li>• Biodiversity Development Assessment Report or BDAR Waiver</li> </ul>
<p><b>12. Noise and Vibration</b></p> <ul style="list-style-type: none"> <li>• Provide a noise and vibration assessment prepared in accordance with the relevant NSW Environment Protection Authority (EPA) guidelines. The assessment must detail construction and operational noise and vibration impacts on nearby sensitive receivers and structures and outline the proposed management and mitigation measures that would be implemented.</li> </ul>	<ul style="list-style-type: none"> <li>• Noise and Vibration Impact Assessment</li> </ul>
<p><b>13. Ground and Water Conditions</b></p> <ul style="list-style-type: none"> <li>• Assess potential impacts on soil resources and related infrastructure and riparian lands on and near the site, including soil erosion, salinity and acid sulfate soils.</li> <li>• Provide a Surface and Groundwater Impact Assessment that assesses potential impacts on:             <ul style="list-style-type: none"> <li>○ surface water resources (quality and quantity) including related infrastructure, hydrology, dependent ecosystems, drainage lines, downstream assets and watercourses.</li> <li>○ groundwater resources in accordance with the <i>Groundwater Guidelines</i>.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Geotechnical Assessment</li> <li>• Surface and Groundwater Impact Assessment</li> <li>• Salinity Management Plan and/or Acid Sulfate Soils Management Plan</li> </ul>
<p><b>14. Water Management</b></p> <ul style="list-style-type: none"> <li>• Provide an Integrated Water Management Plan for the development that:             <ul style="list-style-type: none"> <li>○ is prepared in consultation with the local council and any other relevant drainage or water authority.</li> <li>○ outlines the water-related servicing infrastructure required by the development (informed by the anticipated annual and ultimate increase in servicing demand) and evaluates opportunities to reduce water demand (such as recycled water provision).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Water Management Plan</li> </ul>

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<ul style="list-style-type: none"> <li>○ details the proposed drainage design (stormwater and wastewater) for the site including any on-site treatment, reuse and detention facilities, water quality management measures and nominated discharge points.</li> <li>○ demonstrates compliance with the local council or other drainage or water authority requirements and avoids adverse downstream impacts.</li> <li>● Where water and drainage infrastructure works are required that would be handed over to the local council, or other drainage or water authority, provide full hydraulic details and detailed plans and specification of proposed works that have been prepared in consultation with, and comply with the relevant standards of, the local council or other drainage or water authority.</li> </ul>	
<p><b>15. Flood Risk</b></p> <ul style="list-style-type: none"> <li>● Identify any flood risk on-site having regard to adopted flood studies, the potential effects of climate change, and any relevant provisions of the <i>NSW Flood Risk Management Manual</i>.</li> <li>● Where the development could alter flood behaviour, affect flood risk to the existing community or expose its users to flood risk, provide a flood impact and risk assessment (FIRA) prepared in accordance with the Flood Impact and Risk Assessment – Flood Risk Management Guide LU01.</li> <li>● Detail design solutions and operational procedures to mitigate flood risk where required.</li> </ul>	<ul style="list-style-type: none"> <li>● Flood Impact Risk Assessment</li> </ul>
<p><b>16. Hazards and Risks</b></p> <ul style="list-style-type: none"> <li>● Where there are dangerous goods and hazardous materials associated with the development provide a preliminary risk screening in accordance with Chapter 3 of SEPP (Resilience and Hazards) 2021.</li> <li>● Where required by SEPP (Resilience and Hazards) 2021, provide a Preliminary Hazard Analysis prepared in accordance with <i>Hazardous Industry Planning Advisory Paper No.6 – Guidelines for Hazard Analysis and Multi-Level Risk Assessment</i>.</li> <li>● If the development is adjacent to or on land in a pipeline corridor, report on consultation outcomes with the operator of the pipeline, and prepare a hazard analysis.</li> </ul>	<ul style="list-style-type: none"> <li>● Preliminary Hazard Analysis</li> </ul> <p>If required:</p> <ul style="list-style-type: none"> <li>● Hazard Analysis (Pipeline)</li> </ul>
<p><b>17. Contamination and Remediation</b></p> <ul style="list-style-type: none"> <li>● In accordance with Chapter 4 of SEPP (Resilience and Hazards) 2021, assess and quantify any soil and groundwater contamination and demonstrate that the site is suitable (or will be suitable, after remediation) for the development.</li> </ul>	<ul style="list-style-type: none"> <li>● Preliminary Site Investigation</li> </ul> <p>If required:</p> <ul style="list-style-type: none"> <li>● Detailed Site Investigation</li> <li>● Remedial Action Plan</li> <li>● Preliminary Long-term Environmental Management Plan</li> </ul>

<p><b>18. Waste Management</b></p> <ul style="list-style-type: none"> <li>Identify, quantify and classify the likely waste streams to be generated during construction and operation.</li> <li>Provide the measures to be implemented to manage, reuse, recycle and safely dispose of this waste.</li> <li>Identify appropriate servicing arrangements for the site.</li> <li>If buildings are proposed to be demolished or altered, provide a hazardous materials survey.</li> </ul>	<ul style="list-style-type: none"> <li>Waste Management Plan</li> <li>Hazardous Material Survey</li> </ul>
<p><b>19. Aboriginal Cultural Heritage</b></p> <ul style="list-style-type: none"> <li>Provide an Aboriginal Cultural Heritage Assessment Report (ACHAR) prepared in accordance with relevant guidelines, identifying, describing and assessing any impacts to any Aboriginal cultural heritage sites or values associated with the site.</li> </ul>	<ul style="list-style-type: none"> <li>Aboriginal Cultural Heritage Assessment Report</li> </ul>
<p><b>20. Environmental Heritage</b></p> <ul style="list-style-type: none"> <li>Where there is potential for direct or indirect impacts on the heritage significance of environmental heritage, provide a Statement of Heritage Impact and Archaeological Assessment (if potential impacts to archaeological resources are identified), prepared in accordance with the relevant guidelines, which assesses any impacts and outlines measures to ensure they are minimised and mitigated.</li> </ul>	<ul style="list-style-type: none"> <li>Statement of Heritage Impact</li> <li>Archaeological Assessment</li> </ul>
<p><b>21. Social Impact</b></p> <ul style="list-style-type: none"> <li>Provide a Social Impact Assessment prepared in accordance with the <i>Social Impact Assessment Guidelines for State Significant Projects</i>.</li> </ul>	<ul style="list-style-type: none"> <li>Social Impact Assessment</li> </ul>
<p><b>22. Infrastructure Requirements and Utilities</b></p> <ul style="list-style-type: none"> <li>In consultation with relevant service providers:             <ul style="list-style-type: none"> <li>assess the impacts of the development on existing utility infrastructure and service provider assets surrounding the site.</li> <li>identify any infrastructure required on-site and off-site to facilitate the development and any arrangements to ensure that the upgrades will be implemented on time and be maintained.</li> <li>provide an infrastructure delivery and staging plan, including a description of how infrastructure requirements would be co-ordinated, funded and delivered to facilitate the development.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure Delivery, Management and Staging Plan</li> </ul>
<p><b>23. Bush Fire Risk</b></p> <ul style="list-style-type: none"> <li>If the development is on mapped bush fire prone land, or a bush fire threat is identified on or adjoining the site, provide a bush fire assessment that details proposed bush fire protection measures and demonstrates compliance with <i>Planning for Bush Fire Protection</i>.</li> </ul>	<ul style="list-style-type: none"> <li>Bush Fire Assessment</li> </ul>



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<p><b>24. Aviation</b></p> <ul style="list-style-type: none"> <li>• If the development proposes a helicopter landing site (HLS), assess its potential impacts on the flight paths of any nearby airport, airfield or HLS.</li> <li>• If the site contains or is adjacent to a HLS, assess the impacts of the development on that HLS.</li> </ul>	<ul style="list-style-type: none"> <li>• Aviation Report</li> </ul>
<p><b>25. Construction, Operation and Staging</b></p> <ul style="list-style-type: none"> <li>• Provide details of existing (if relevant) and proposed operations, including patron capacity, hours of operation, lighting and illumination, and typical events to be held.</li> <li>• If staging is proposed, provide details of how construction and operation would be managed and any impacts mitigated.</li> </ul>	<ul style="list-style-type: none"> <li>• Address in EIS</li> </ul>
<p><b>26. Contributions and Public Benefit</b></p> <ul style="list-style-type: none"> <li>• Address the requirements of any relevant contribution plan(s), planning agreement or EPI requiring a monetary contribution, dedication of land and/or works-in-kind and include details of any proposal for further material public benefit.</li> <li>• Where the development proposes alternative public benefits or a departure from an existing contributions framework, the local council, the Department and relevant State agencies are to be consulted prior to lodgement and details, including how comments have been addressed, are to be provided.</li> </ul>	<ul style="list-style-type: none"> <li>• Address in EIS</li> </ul>
<p><b>27. Engagement</b></p> <ul style="list-style-type: none"> <li>• Detail engagement undertaken and demonstrate how it was consistent with the <i>Undertaking Engagement Guidelines for State Significant Projects</i>. Detail how issues raised and feedback provided have been considered and responded to in the project. In particular, applicants must consult with:             <ul style="list-style-type: none"> <li>○ the relevant Department assessment team.</li> <li>○ any relevant local councils.</li> <li>○ any relevant agencies (including the Western Parkland City Authority for development within the Western Parkland City).</li> <li>○ the community.</li> <li>○ if the development would have required an approval or authorisation under another Act but for the application of s 4.41 of the EP&amp;A Act or requires an approval or authorisation under another Act to be applied consistently by s 4.42 of the EP&amp;A Act, the agency relevant to that approval or authorisation.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Engagement Report</li> </ul>

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## Version details

Version Number	Publication Date	Notes
1.7	January 2024	Updated to reflect 2024 MOG changes
1.8	March 2024	Updated to incorporate feedback from agencies & accommodate flooding & EDC updates