



8 August 2007

NSW GOVERNMENT  
**Department of Planning**

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Our ref: MP 07\_0091  
File: 9042167

David Hoy  
Director  
Urbis  
GPO Box 5278  
SYDNEY NSW 2000

Dear Mr Hoy

**Re: Director-General's Environmental Assessment Requirements - Australian Institute of Police Management (MP 07\_0091)**

I refer to your proposed project application for the Australian Institute of Police Management at North Head, Manly and your request for Director-General's environmental assessment requirements (DGRs) for the preparation of an environmental assessment to support the proposal.

The DGRs were developed from information provided with your application. Section 75F(3) of the Act permits subsequent modification of the Director-General's requirements and may be invoked to address hitherto unidentified environmental impacts. If these powers are used, you will be formally notified of changes to the Director-General's requirements.

The DGRs are attached. The requirements have primarily been developed in light of preliminary consultation with key stakeholders (submissions attached), and a review of the preliminary environmental assessment. The Commonwealth Department of Environment and Water Resources has also contributed to the contents of the DGRs as the proposed development is deemed to be a "controlled action" under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

I would appreciate it if you would contact the Department at least two weeks before you propose to submit your Environmental Assessment for the project to confirm the:

- Fees applicable to the application (see Division 1A, Part 15 of the Environmental Planning and Assessment Regulation 2000);
- Consultation and public exhibition arrangements that will apply; and
- Number (hard-copy and CD-ROM) of copies of the Environmental Assessment that will be required for exhibition purposes.

Once you have lodged the environmental assessment, the Department (in consultation with other agencies) will undertake a "test of adequacy" of the submitted documentation. Following that review, the environmental assessment (together with the Director-General's environmental assessment requirements) will be publicly exhibited for a minimum period of 30 days. If inadequate, you will be required to revise the Environmental Assessment prior to exhibition.

The Director-General's requirements will be placed on the Department's website along with other relevant information which becomes available during the assessment of the project. As a result, the Department would appreciate it if documents submitted to the Department are in a suitable format for the web (in parts no greater than 2MB in size). You will also be requested to arrange for an electronic version of the documentation for the project to be hosted on a suitable website with a link from the Department's website.

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You should keep the contact officer for this project up to date with the preparation of the environmental assessment and, where relevant, any emerging issues. The officer, David Gibson, is available during business hours on (02) 9228 6589 or via return email to [david.gibson@planning.nsw.gov.au](mailto:david.gibson@planning.nsw.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jason Perica', with a stylized flourish extending to the right.

Jason Perica  
**Executive Director**  
**Strategic Sites and Urban Renewal**

## Part 3A – Project Application

### Director-General's Requirements

Section 75F of the *Environmental Planning and Assessment Act 1979*

<b>Application No.</b>	MP 07_0091
<b>Project</b>	<p>The proponent is seeking project application approval for redevelopment of the Australian Institute of Police Management, including:</p> <ul style="list-style-type: none"> <li>▪ replacement of residential accommodation blocks, administrative and academic office accommodation and senior common room facilities;</li> <li>▪ refurbishment of existing library, teaching, dining areas and specific heritage buildings;</li> <li>▪ removal of existing barrack style accommodation buildings and miscellaneous stores buildings;</li> <li>▪ landscaping works including consolidation of car parking and improvement to overall environmental amenity to the occupants of the facility and native fauna; and</li> <li>▪ increase in accommodation facilities from 30 beds to 60 beds and a total staff level from 35 to 45 employees (inclusive of teaching/training and administrative and support).</li> </ul>
<b>Site</b>	Land known as the Australian Institute of Police Management (AIPM), North Head, Manly (Lot 2766 in DP 752038)
<b>Proponent</b>	Australian Federal Police
<b>Date of Issue</b>	8 August 2007
<b>Date of Expiration</b>	8 August 2009
<b>General Requirements</b>	<p>The Environmental Assessment (EA) must include</p> <ol style="list-style-type: none"> <li>(1) an executive summary;</li> <li>(2) a description of the proposal including: <ul style="list-style-type: none"> <li>- a thorough site analysis and description of the existing environment;</li> <li>- strategic justification for the project and alternatives considered;</li> <li>- various components and stages of the project (including details of the specific uses proposed, the number of people to be accommodated on-site and attending functions, and expected number of cars/buses);</li> <li>- suitability of the site for the proposed development;</li> <li>- likely environmental impacts; and</li> <li>- justification for undertaking the project, taking into consideration the environmental impacts of the proposal, mitigation measures to address these impacts, the suitability of the site and whether or not the project is in the public interest;</li> </ul> </li> <li>(3) a consideration of all relevant State and Commonwealth Government Technical and policy guidelines, NSW State Environmental Planning Policies, and applicable planning instruments, relevant legislation and policies. Any proposed variations from the relevant State Environmental Planning Policies, applicable planning instruments, and relevant legislation are to be justified.</li> <li>(4) a draft Statement of Commitments, outlining commitments to public benefits, environmental management, European and Aboriginal cultural heritage management, mitigation and monitoring measures with a clear identification of who is responsible for these measures; and</li> <li>(5) a signed statement from the author of the EA certifying that the information contained in the report is neither false nor misleading.</li> </ol>
<b>Key Assessment Requirements</b>	<p>The Environmental Assessment must address the following key issues:</p> <ul style="list-style-type: none"> <li>▪ <b>Impact on Threatened Species</b> – Address threatened species impact having regard to the draft <i>Threatened Biodiversity Survey and Assessment: Guidelines for Developments and Activities, Commonwealth Environment Protection and Biodiversity Conservation Act 1999: Guide to implementation in NSW: March 2007</i> and any relevant draft or final recovery plans and recommend offset measures to avoid or mitigate impacts of the project on threatened species and their habitat. Particular regard to be given to the Little Penguin Critical Habitat</li> </ul>

area and Long-nosed Bandicoot Feeding area.

- **Heritage** – Detail National, State and local heritage significance of the site, both Aboriginal and non-Aboriginal, and including places listed on the National heritage list and protected under the EPBC Act. A heritage assessment, heritage impact statement and conservation management plan should be prepared in accordance with NSW Heritage Office guidelines. The documentation should assess the impacts of the application on the area and any significant components of the site. The heritage significance of the area and any impacts the proposed development may have upon this significance is to be assessed.

Regard should be had to the following:

- Built and cultural heritage;
- Landscaping, including native flora and any cultural landscapes;
- Views to and from the site;
- Built fabric and existing internal spaces; and
- European archaeology.

In particular, previous assessments have demonstrated that the North Head area is of high cultural significance to Aboriginal people and of potential archaeological significance. In order to adequately assess these values and proposed impacts, as part of the EA the requirements set out in the "*Draft Guidelines for Aboriginal Cultural Heritage Impact Assessment and Community Consultation*" much be addressed.

- **Urban Design and Built Form** - Demonstrate that the proposed development is consistent with the *Coastal Design Guidelines for NSW* and *NSW Coastal Policy (1997)*. Demonstrate that the type, bulk, scale, size and design quality on the site respond to the location (and the location's wider context) and its character and function appropriately. The EA is to outline the existing and proposed footprints, GFA, heights, fabric, colours, and footprints as well as landscaping and areas of hardstand / impervious materials. Photomontages of the proposed development in the existing landscape are to be provided.
- **Visual Impact** – Address impacts including (but not limited to) the visual impact of the project in the context of adjoining development, impact on any heritage items (on-site or in the vicinity) and the development as viewed from publicly accessible areas and the natural environment, including Sydney Harbour.
- **Traffic** – prepare a detailed Traffic Impact Study in accordance with the *RTA Guide to Traffic Generating Developments* which addresses amongst other things peak volumes, existing and proposed traffic volumes; and identify suitable treatments to ameliorate any traffic and safety impacts associated with the development, such as identification of pedestrian movements and appropriate treatments. The EA should also demonstrate compliance with relevant Council and RTA traffic and car parking codes.
- **Bushfire** – Demonstrate compliance with *Planning for Bush Fire Protection 2006* and Australian Standard 3959 - Building in Bush Fire Prone Areas. The EA is to identify the ongoing management arrangements of any proposed APZs.
- **Utilities Infrastructure** - Address existing capacity, constraints and requirements of the development for sewerage, water, waste disposal, wastewater treatment, recycled water, gas, electricity, telephone and sewerage in consultation with relevant agencies.
- **Impacts on Water Quality and Drainage** – Address potential on-site and off-site impacts on the quality of surface water, groundwater, the sea or any nearby beach, or an estuary, a coastal lake, a coastal creek or other similar body of water, or a rock platform, and impacts on seagrasses and fisheries. This is to address the impacts of construction activities and finished development and mitigation methods. Demonstrate a commitment to Water Sensitive Urban Design.
- **Ecologically Sustainable Development** - Demonstrate how the development will commit to ESD principles in design, construction and ongoing operation phases.

	<ul style="list-style-type: none"> <li>▪ <b>Energy Savings Action Plan</b> <ol style="list-style-type: none"> <li>(1) Demonstrate that the development is capable of achieving the requirements of BASIX and what (if any) commitments will be made on other environmental rating tools such as Greenstar and the Australian Building Rating Scheme.</li> <li>(2) Prepare an Energy Savings Action Plan in accordance with the requirements of the DWE and the <i>Guidelines for Energy Savings Action Plans</i>, DEUS 2005.</li> </ol> </li> </ul>
<b>Consultation Requirements</b>	<p>During the preparation of the Environmental Assessment, you must consult with the relevant Local, State or Commonwealth government authorities, service providers, community groups and/or affected landowners.</p> <p>In particular, you must consult with:</p> <p><b>Agencies and other authorities:</b></p> <ul style="list-style-type: none"> <li>▪ Manly Council;</li> <li>▪ Commonwealth Department of Environment and Water Resources;</li> <li>▪ NSW Department of Environment and Climate Change;</li> <li>▪ Heritage Office, Department of Planning;</li> <li>▪ Sydney Harbour Federation Trust;</li> <li>▪ NSW Department of Primary Industries;</li> <li>▪ Metropolitan Local Aboriginal Land Council;</li> <li>▪ NSW Rural Fire Service; and</li> <li>▪ All utility providers.</li> </ul> <p><b>Public:</b></p> <p>Document all community consultation undertaken to date or discuss the proposed strategy for undertaking community consultation. This should include any contingencies for addressing any issues arising from the community consultation and an effective communications strategy.</p> <p>The consultation process and the issues raised should be described in the Environmental Assessment.</p>
<b>Deemed refusal period</b>	60 days
<b>Panels constituted under s75G</b>	No Independent Hearing and Assessment Panels (constituted by the Minister) are required at this stage.
<b>Application Fee Information</b>	Fees are applicable to the application. The fee is based on estimated cost of works as per the <i>Environmental Planning and Assessment Regulation 2000</i> . A Quantity Surveyors report is required verifying the capital investment value of the development.
<b>Landowners Information</b>	Landowner's consent is to be provided in accordance with the <i>Environmental Planning and Assessment Regulation 2000</i> .
<b>Documents to be submitted</b>	<ul style="list-style-type: none"> <li>• 20 hard copies of the environmental assessment report &amp; sets of architectural and landscape plans (including photomontages of the development when viewed from the north &amp; Sydney Harbour); and</li> <li>• 10 copies of the environmental assessment report and plans on CD-ROM (PDF format).</li> </ul>

## **Attachment 1. Guidelines on EPBC Act matters – for reference**

The Commonwealth Minister for the Environment has declared the project to be a controlled action under section 75 of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

Under the provisions of the Bilateral Agreement between New South Wales and Commonwealth Governments, the environmental assessment of the impacts of the controlled action must be assessed under Part 3A of the EP&A Act.

The Assessment should also include enough information about the controlled action and its relevant impacts to allow the Commonwealth Environment Minister to make an informed decision whether or not to approve the controlled action under the EPBC Act. This assessment is to be integrated into the assessment required for Part 3A of the EP&A Act. As a guide, the following matters in the EPBC Act and Schedule 4 of the EPBC Regulations 2000 should be considered.

### **1. General information**

The background of the action including:

- (a) the title of the action;
- (b) the full name and postal address of the designated proponent;
- (c) a clear outline of the objective of the action;
- (d) the location of the action;
- (e) the background to the development of the action;
- (f) how the action relates to any other actions (of which the proponent should reasonably be aware) that have been, or are being, taken or that have been approved in the region affected by the action;
- (g) the current status of the action;
- (h) the consequences of not proceeding with the action.

### **2. Description of the controlled action**

A description of the action, including:

- (a) all the components of the action;
- (b) the precise location of any works to be undertaken, structures to be built or elements of the action that may have relevant impacts;
- (c) how the works are to be undertaken and design parameters for those aspects of the structures or elements of the action that may have relevant impacts;
- (d) to the extent reasonably practicable, a description of any feasible alternatives to the controlled action that have been identified through the assessment, and their likely impact, including:
  - (i) if relevant, the alternative of taking no action;
  - (ii) a comparative description of the impacts of each alternative on the matters protected by the controlling provisions for the action;
  - (iii) sufficient detail to make clear why any alternative is preferred to another.

### **3. A description of the relevant impacts of the controlled action;**

An assessment of all relevant impacts that the controlled action has, will have or is likely to have on:

- (a) threatened ecological communities and threatened species potentially present and listed under sections 18 and 18A of the EPBC Act;
- (b) migratory species listed under the EPBC Act;
- (c) RAMSAR Wetlands;
- (d) places listed on the National heritage list and protected under the EPBC Act;
- (e) World heritage areas.

Information must include:

- (a) a description of the relevant impacts of the action on matters of national environmental significance;
- (b) a detailed assessment of the nature and extent of the likely short term and long term relevant impacts;
- (c) a statement whether any relevant impacts are likely to be unknown, unpredictable or irreversible;
- (d) analysis of the significance of the relevant impacts;
- (e) any technical data and other information used or needed to make a detailed assessment of the relevant impacts.

#### **4. Proposed safeguards and mitigation measures**

A description of feasible mitigation measures, changes to the controlled action or procedures, which have been proposed by the proponent or suggested in public submissions, and which are intended to prevent or minimise relevant impacts. Information must include:

- (a) a description, and an assessment of the expected or predicted effectiveness of, the mitigation measures;
- (b) any statutory or policy basis for the mitigation measures;
- (c) the cost of the mitigation measures;
- (d) an outline of an environmental management plan that sets out the framework for continuing management, mitigation and monitoring programs for the relevant impacts of the action, including any provisions for independent environmental auditing;
- (e) the name of the agency responsible for endorsing or approving each mitigation measure or monitoring program;
- (f) a consolidated list of mitigation measures proposed to be undertaken to prevent, minimise or compensate for the relevant impacts of the action, including mitigation measures proposed to be taken by State governments, local governments or the proponent.

#### **5. Other approvals and conditions**

Any other requirements for approval or conditions that apply, or that the proponent reasonably believes are likely to apply, to the proposed action. Information must include:

- (a) details of any local or State government planning scheme, or plan or policy under any local or State government planning system that deals with the proposed action, including:
  - (i) what environmental assessment of the proposed action has been, or is being, carried out under the scheme, plan or policy;
  - (ii) how the scheme provides for the prevention, minimisation and management of any relevant impacts;
- (b) a description of any approval that has been obtained from a State, Territory or Commonwealth agency or authority (other than an approval under the Act), including any conditions that apply to the action;
- (c) a statement identifying any additional approval that is required;
- (d) a description of the monitoring, enforcement and review procedures that apply, or are proposed to apply, to the action.

#### **6. Environmental record of person proposing to take the action**

- (1) Details of any proceedings under a Commonwealth, State or Territory law for the protection of the environment or the conservation and sustainable use of natural resources against:
  - (a) the person proposing to take the action; and
  - (b) for an action for which a person has applied for a permit, the person making the application.
- (2) If the person proposing to take the action is a corporation — details of the corporation's environmental policy and planning framework.

#### **7. Information sources**

For information given in an environment assessment, the draft must state:

- (a) the source of the information; and
- (b) how recent the information is; and
- (c) how the reliability of the information was tested; and
- (d) what uncertainties (if any) are in the information.

#### **8. Consultation**

- (a) Any consultation about the action, including:
  - (i) any consultation that has already taken place;
  - (ii) proposed consultation about relevant impacts of the action;
  - (iii) if there has been consultation about the proposed action — any documented response to, or result of, the consultation.
- (b) Identification of affected parties, including a statement mentioning any communities that may be affected and describing their views.