

## Appendix B Compliance checklist - Scoping

SSD guidelines –preparing a scoping report (DPE, 2022)	Scoping report reference
<b>Introduction</b>	
Applicant’s details, including ABN and address	Section 1.3
Simple but accurate description of the project including: <ul style="list-style-type: none"> <li>• a statement of the objectives of the development</li> <li>• site information including address and lot details</li> <li>• a map of the site in its regional setting.</li> </ul>	Section 1.1 Section 1.4 Section 2.1
Background to the project <ul style="list-style-type: none"> <li>• any relevant history</li> <li>• key strategies that will be adopted to avoid, minimise or offset the impacts of the project to the extent known at the scoping stage.</li> </ul>	Section 1.1 Section 3.4
Description of any related development, including any existing or approved development (including any existing use rights or continuing use rights) that would be: <ul style="list-style-type: none"> <li>• incorporated into the project, allowing some or all of the existing development consents or rights for this development to be surrendered if the SSD project is approved and the approved project to operate under a single SSD development</li> <li>• operated in conjunction with the project under a separate development consent or approval.</li> <li>• development that is required for the project but would be subject to a separate assessment (e.g. upgrades to ancillary infrastructure, approvals for subsequent stages of the project).</li> </ul>	Section 1.6
<b>Strategic context</b>	
This section should identify at a high level the key strategic issues that are likely to be relevant to the justification and evaluation of the project and that will be investigated in more detail in the EIS. Key strategic issues may include:  the justification of the project, including whether any government strategies, policies or plans (such as environmental planning instruments) provide strategic	Section 2.1 Section 2.2 Section 2.4

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support for the project.	
relevant plans that establish a regional or local land use planning context for the project, including if the project is linked to a planning process that has already addressed environmental impacts relevant to the project	Section 2.3
<p>key features of the site or surrounds that could affect or be affected by the project, including:</p> <ul style="list-style-type: none"> <li>• the local and regional community, having regard to land ownership and uses in the area and the proximity of any population centres or residences to the site</li> <li>• important natural or built features, such as National Parks, scenic landscapes, conservation areas, culturally important landscapes, and major infrastructure (e.g. roads, railway lines, airports, ports, pipelines, transmission lines and water storage and treatment)</li> <li>• key risks or hazards for the project, such as flooding, bushfire prone land, contaminated land, steep slopes and potential landslips, mine subsidence prone land, coastal hazards and climate change.</li> </ul>	<p>Section 2.1</p> <p>Section 2.2</p>
whether the project is likely to generate cumulative impacts with other relevant future projects in the area (see the Department’s Cumulative Impact Assessment Guidelines for State Significant Projects)	Section 2.5
<p>identifying whether the applicant has entered into any agreements with other parties to mitigate or offset the impacts of the project, such as:</p> <ul style="list-style-type: none"> <li>• voluntary planning</li> <li>• negotiated agreements with landowners, including any terms of these agreements that are relevant to the assessment of the impacts of the project (see the Department’s Voluntary Land Acquisition and Mitigation Policy)</li> <li>• any benefit-sharing schemes</li> </ul>	Section 2.6
<p><b>Project</b></p> <p><b>This overview should provide further detail on the following key aspects of the project:</b></p>	
the project area, including the area likely to be physically disturbed by the project	Section 3.1

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the conceptual physical layout and design of the project, including any mitigation measures that will be built into the design of the project (e.g. a noise barrier) to the extent that these are known at the scoping stage	Section 3.1
the main uses and activities that would be carried out on site as well as the materials and products that would be transported to and from the site	Section 3.1
<p>the likely timing of the delivery of the project, including:</p> <ul style="list-style-type: none"> <li>• any stages of the project</li> <li>• the phases of the project (e.g. site preparation, construction, operations, and where relevant, decommissioning and rehabilitation)</li> <li>• the sequencing of any stages and phases of the project over time, identifying the periods when the greatest impacts are likely to occur</li> </ul>	Section 3.1
<p>The overview in this section should also clearly identify:</p> <ul style="list-style-type: none"> <li>• where relevant or known at the scoping stage, and depending on the type of development, those aspects of the project where some flexibility may need to be incorporated into the design of the project to allow the final design of the project to be refined or changed over time within any strict limits set by the project description in the EIS, and without further approval</li> </ul>	Section 3.1
where known, any restrictions or covenants that apply to the land	Section 3.3
<p>This section should also include a high-level analysis of feasible alternatives considered having regard to the objectives of the development, including the consequences of not carrying out the development. The analysis of alternatives should explain how the project has ended up in its current form. It should summarise the key alternatives that have been considered and rejected (e.g. alternative ways of achieving the objectives of the development and / or alternative siting, designs, and mitigation measures) and the reasons why they were rejected. Where features of the project such as the site location and layout have been finalised through a masterplan or Concept Development Application, these should not be analysed further in the consideration of alternatives.</p>	Section 3.4
<b>Statutory Context</b>	
This section should provide a simple overview of the key statutory requirements for the project, having regard to:	Section 4

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<ul style="list-style-type: none"> <li>the EP&amp;A Act and EP&amp;A Regulation • other relevant legislation</li> <li>relevant environmental planning instruments, planning agreements and coastal management programs under the Coastal Management Act 2016</li> <li>relevant approvals (e.g. concept plan approvals, staged DA consents)</li> </ul> <p>These statutory requirements should be grouped into the categories listed in Table 1 and summarised in a table (see examples in the Department’s State Significant Development Guidelines – Preparing an Environmental Impact Statement).</p>	
<b>Community engagement</b>	
<p>Identify what engagement has already been carried out that is relevant to setting the SEARs, this may include:</p> <ul style="list-style-type: none"> <li>community engagement that has been carried out by other parties that is relevant to the project</li> <li>any actions taken by the applicant to identify and engage with key groups or individuals within the community that may have an interest in the project</li> <li>any actions taken by the applicant to inform, consult or engage with the community during the development of the project or preparation of the scoping report</li> </ul> <p>Engagement should also be undertaken having regard to the community participation objectives in the Department’s Undertaking Engagement Guidelines for State Significant Projects.</p>	Section 5
<p>Summarise the key findings of any community engagement carried out and give an early indication of community views on the project using suitable maps, graphics and tables.</p>	Section 5.1
<p>Identify the likely level of community interest in the project and the geographic extent of this interest (e.g. local: &lt; 5km from the site; regional: 5-100km from the site or state: &gt; 100km from the site).</p>	Section 5.1
<p>Group the community views on the project into one of the following categories:</p> <ul style="list-style-type: none"> <li>Strategic context (e.g. key natural/built features that could be impacted, and the potential cumulative impacts)</li> <li>Alternatives that may be considered</li> <li>Statutory issues</li> <li>Community engagement during the preparation of the EIS</li> <li>Key matters to be assessed during the EIS</li> <li>Issues beyond the scope of the project or not relevant</li> </ul>	Section 5.3

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<p>Summarise the community engagement that will be carried out during the preparation of the EIS, having regard to the findings of any community engagement carried out during scoping and the community participation objectives in the Department’s Undertaking Engagement Guidelines for State Significant Projects including:</p> <ul style="list-style-type: none"> <li>• identify the key stakeholders (councils, government agencies, special interest groups, people living close to the site) for further engagement, to the extent that this will be known at the scoping stage</li> <li>• describe what actions will be taken to identify and engage with other interested stakeholders during the preparation of the EIS</li> <li>• describe the key actions that will be carried out to:                             <ul style="list-style-type: none"> <li>○ keep the community informed about the project</li> <li>○ obtain feedback from the community on the project</li> <li>○ engage with certain stakeholders on the detailed assessment of key matters</li> </ul> </li> <li>• demonstrate that these actions are consistent with the community participation objectives in the Undertaking Engagement Guidelines for State Significant Projects</li> <li>• describe how the effectiveness of this engagement will be monitored, reviewed and adapted over time to encourage community participation in the project</li> </ul>	<p>Section 5.4</p>
<b>Proposed assessment of impact</b>	
<p>Matters that should be considered by the project: access (e.g. traffic and transport), air quality, amenity (e.g. noise, visual), biodiversity, built environment, economic, hazards and risk (e.g. bushfire, flooding, waste), heritage (Aboriginal and non-Aboriginal), land, social, water. These specific matters can be divided further into different components of the specific matter, where relevant</p>	<p>Section 6</p>
<p>Key factors that should be considered for each matter:</p> <ul style="list-style-type: none"> <li>• the scale and nature of the likely impacts of the project and the sensitivity of the receiving environment</li> <li>• whether the project is likely to generate cumulative impacts with other relevant future projects in the area</li> <li>• the ability to avoid, minimise and/or offset the impacts of the project, to the extent known at the scoping stage</li> <li>• the complexity of the technical assessment of the project</li> </ul> <p>It is important to note that the applicant is not required to carry out a detailed</p>	<p>Section 6</p>

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<p>assessment of each factor and document this assessment in the scoping report.</p> <p>This should be done in the detailed assessment of the project in the EIS</p>	
<p><b>Appendix – Scoping summary table</b></p>	
<p>Include a scoping summary table which groups the matters requiring further assessment in the EIS by the level of assessment required, and identify:</p> <ul style="list-style-type: none"> <li>• whether any cumulative impact assessment is required, and the likely level of this assessment (e.g. standard or detailed)</li> <li>• whether any specific community engagement will be carried out on the matter during the preparation of the EIS</li> <li>• the relevant government plans, policies and guidelines that will be considered during the assessment of the impacts of the project on the matter</li> <li>• the relevant section of the scoping report where the assessment of the impacts on the matter is discussed in more detail.</li> </ul>	<p>Appendix A</p>
<p>Document the matters requiring no further assessment in the EIS in a table in the scoping report. This table should identify each matter and explain why no further assessment is necessary</p>	<p>Section 6.13 Table 6-10</p>