

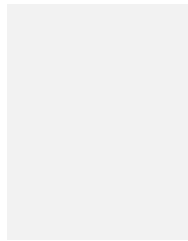
COMMUNITY AND STAKEHOLDER PARTICIPATION STRATEGY

Kings Park Metal Recycling Facility Expansion SSD

04 AUGUST 2020



CONTACT



SEAN FISHWICK
Senior Environmental
Consultant

T + 61 2 8907 2689

E sean.fishwick@arcadis.com

Arcadis

Level 16, 580 George Street
Sydney NSW 2000

SELL & PARKER KINGS PARK METAL RECYCLING FACILITY

Community and Stakeholder Participation Strategy

Author Deborah Metcalf

Checker Sean Fishwick

Approver Sean Fishwick

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REVISIONS

| Revision | Date | Description | Prepared by | Approved by |
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| .02 | 10/3/2020 | Document in Arcadis template for review | DM | |
| .03 | 5/8/2020 | Revision for inclusion in EIS | DM | |
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1 INTRODUCTION

1.1 Purpose

This Community and Stakeholder Participation Strategy will outline:

- Key project details including risks and opportunities
- Key community issues and proposed mitigation measures
- Key messages
- A high-level communications plan including communications objectives and a suggested approach to communications
- A list of communications tools for use
- A stakeholder identification matrix which also outlines an appropriate level of consultation and key issues to be addressed during the environmental assessment phase
- An action plan for delivery of communication activities.

1.2 Documents referenced

Documents and websites referenced and relied upon within this Strategy include:

- Issued Planning SEARs, DPIE (dated 19 Dec 2019)
- SSD Scoping Report, Arcadis (21 Nov 2019)
- SSD Agency input to SEARs, DPIE (Dec 2019)
- Website: <https://www.epa.nsw.gov.au/your-environment/recycling-and-reuse/response-to-china-national-sword> (February 2020)
- Website: <https://www.sellparker.com.au/> (February 2020)
- Website: <https://www.planningportal.nsw.gov.au/major-projects/project/25901> (February 2020).

1.3 Project objectives

The key objectives of the Proposal include the following:

- To increase the volume of scrap metal recycled at the facility utilising existing approved infrastructure
- To meet higher recycling standards prescribed by China's National Sword Policy
- To optimise the efficiency of site processes, including vehicle movements and material stacking locations
- To improve environmental performance of the Proposal site.

1.4 About the project

The purpose of the Proposal is to increase the throughput limit (via change to the current approval) of the Kings Park Metal Recovery Facility to receive and process up to 600,000 tonnes per annum from 350,000 tonnes per annum.

The Proposal operates from 23-43 and 45 Tattersall Road, Kings Park (the Proposal site).

The increase in throughput limit would allow Sell and Parker to recycle up to 600,000 tonnes per annum of scrap metal (from both on-site and external sources). The Proposal would assist in achieving the higher recycling contamination standards prescribed by China's National Sword Policy as well as further reducing the volume of scrap metal that goes to landfill in Australia.

The existing infrastructure at the Proposal site has the capacity to accommodate the increased throughput and the Proposal would not require any physical works or change to the nature of operations. However,

some adjustments to site management practices such as internal traffic flows and scheduling would be required.

1.4.1 About Sell and Parker

Sell and Parker purchase, sell and recycle all types of Ferrous and Non- Ferrous metals. Their facilities are located strategically throughout NSW and Australia including Sydney (Blacktown, Banksmeadow, Ingleburn) the NSW North Coast (Coffs Harbour), NSW South Coast (Nowra) and Hunter Region (Newcastle). Other facilities throughout Australia include Darwin and Port Headland.

Sell and Parker hold a licence (number A03604008) issued by the Administration of Quality Supervision, Inspection and Quarantine agency of the Chinese Government allowing them to export scrap metal to China. They are also one of only three accredited suppliers to BlueScope Steel. As a result, Sell and Parker have the opportunity to pursue growth in metropolitan markets via economies of scale, vertical integration (acquisition) and superior networks that help reduce transportation costs and improve service delivery. The Kings Park facility forms an important piece of Sell and Parker's network, servicing the Greater Sydney area.

1.4.2 Planning approval and modifications

- Original Approval – The approved Environmental Impact Assessment for SSD 5041 (and subsequent modifications)
- Modification 1 – The approved modifications to the Original Approval dated 6 July 2017
- Modification 2 – The approved modifications to the Original Approval and approved MOD 1 dated 26 February 2018
- Modification 3 – The approved modifications to the Original Approval and approved MOD 2 dated 29 May 2019.

1.5 About the site

1.5.1 Kings Park Metal Recycling Facility

Kings Park Facility falls within Blacktown local government area (LGA) and is centrally located within the suburb of Kings Park. It is surrounded by industrial land uses and low-density residential area to the east.

The figure overleaf shows the location of Sell and Parker's Kings Park Metal Recycling Facility and its surrounding environment including industry, associated businesses and low-density residential areas.

Location map



Figure 1- Kings Park project site location (marked in red). Source: Arcadis/NearMaps 2019.

1.6 Project timeframes

Table 1-6: Indicative project phases and dates

Dates are subject to change throughout the life of the project.

| Activity | Commencement date | Estimated completion date |
|---|---------------------|---------------------------|
| Environmental assessment Inc: Noise monitoring | December 2019 | April 2020 |
| Pre-lodgement community consultation | 16 June 2020 | 30 June 2020 |
| SSD Lodgement with DPIE | TBC | TBC |
| Public exhibition led DPIE (two weeks) | TBC | TBC |
| Submissions report | TBC | TBC |
| Determination | TBC | TBC |
| Commence operations | Late 2020 | |

1.7 Key messages

The following key messages are considered appropriate for this project.

Note: The below key messages (once approved by all project partners) serve as a script when liaising with members of the public, community and stakeholders and are updated throughout the life of the project.

Table 1-7: Key messages

| Topic area | Key message |
|--|--|
| About Sell and Parker | <ul style="list-style-type: none"> Trading since 1966 Sell and Parker Metal Recycling Services is an Australian owned and operated private company. Sell and Parker are buyers and sellers of all grades and all quantities of metals. We are the dominant buyer of demolition and construction industry scrap metal in Sydney and we also service a large number of manufacturers throughout Sydney including BlueScope Steel. Sell and Parker operate eight facilities across Australia including: <ul style="list-style-type: none"> Port Hedland in Western Australia Darwin in Northern Territory Six facilities across NSW including three in the Sydney basin (Kings Park, Ingleburn and Banksmeadow) Sell and Parker employ over 200 people across Australia and manage over \$120 million worth of recycling and metal recovery equipment. Sell and Park is Green Star – Construction and Demolition Waste reporting compliant Sell and Parker have engaged Arcadis (and Deborah Metcalf, Community and Stakeholder Engagement Consultant) to undertake a detailed environmental assessment including technical investigations, community and stakeholder consultation. |
| Communications/Consultation role | |
| Our approach to communications and consultation | <ul style="list-style-type: none"> Provide clear, consistent and timely information about the project to local communities, customers and stakeholders Raise awareness of the project and develop relationships with communities, local community groups and stakeholders Provide a single point of contact for communities and stakeholders Manage community enquiries, feedback and complaints in a timely, respectful and professional manner Identify opportunities for local communities and stakeholder groups to be involved in the project Inform government, stakeholders and the community of project progress Monitor and evaluate community and stakeholder feedback to measure success and, review and update community and stakeholder engagement plans as required. |
| Complaints management process – operations | <ul style="list-style-type: none"> All complaints received during operations are managed in accordance with Sell and Parker's complaints handling procedure. Sell & Parker have a complaints phone number (02 8212 9561) as advertised next to the entry gate at 45 Tattersall Road. Complaints can also be registered through the Sell & Parker website www.sellparker.com.au, or by calling the Facility at 23-45 Tattersall Road, Kings Park on (02) 9621 2633. |
| Translation and interpreter services | <ul style="list-style-type: none"> The project team encourages community members to use the Australian Government's Translating and Interpreting Service Contact the Translating and Interpreting Service on 131 450 and ask them to call Sell and Parker team on (02) 9621 2633. |

| Topic area | Key message |
|--|---|
| | <ul style="list-style-type: none"> An interpreter will then hold a three-way conversation with the caller and one of the project's representatives. This service is advertised by use of the TIS approved brand guidelines. |
| Contacting the team | <ul style="list-style-type: none"> Email: development_approvals@sellparker.com.au Phone: during business hours on (02) 9621 2633. |
| Environmental assessment phase | |
| Engagement process | <ul style="list-style-type: none"> Detailed stakeholder engagement with local Blacktown City Council, other identified NSW Government agencies/ departments, community and local businesses will inform the projects' environmental assessment process and future operations. |
| About environmental assessment process | <ul style="list-style-type: none"> During the public exhibition phase, the community and stakeholders are invited to review the Environmental Assessment documentation and provide comments in writing across a two-week period. Comments received during the public exhibition phase, also referred to as submissions, can be brief or detailed depending on the nature of the issues or concerns. Issues, ideas and concerns raised in submissions are addressed as part of the planning process, and responses are documented in a Response to Submissions Report. The Department of Planning, Industry and Environment will then review the Environmental Assessment and Response to Submissions and determine if they grant the project approval (subject to conditions). This is known as a determination. |
| Mitigation of any potential impacts | <ul style="list-style-type: none"> The project team will continue to work closely with stakeholders and community members to mitigate any potential impacts of the proposal as identified through the Environmental Assessment and/or submissions process. |
| Proposal's benefits | <ul style="list-style-type: none"> The benefits expected by the Proposal include: <ul style="list-style-type: none"> Improved environmental performance of the site Increased ability to divert metals and other materials from landfill Increased ability to recycle materials in Australia as opposed to relying solely on international solutions Secure ongoing jobs in administration, sales, management, transport and technical roles at the Kings Park site. Optimise efficiency of site processes, recycling machinery, vehicle movements and stacking locations |
| Proposal's potential impacts | <ul style="list-style-type: none"> The Proposal would have a minimal impact upon the overall operations onsite and would not result in a significant change to environmental impacts from the facility. Sell and Parker maintain and operate the facility in a complaint and environmentally responsible manner. |
| Ongoing communication | <ul style="list-style-type: none"> The project team will continue to keep the community and stakeholders informed as the project progresses through email subscribers update. The Department of Planning, Industry and Environment's ePlanning portal has current information on the project (link: https://www.planningportal.nsw.gov.au/major-projects/project/25901). The ePlanning portal (NSW Government website) can also send email alerts to registered subscribers with relevant updates. The project team are available to answer questions about the project as the environmental assessment is drafted and finalised, you are able to contact the project team by email and meet with project team members at community information sessions. Community information sessions will be scheduled as required based on community interest, as required. |

| Topic area | Key message |
|--|---|
| EIS preparation phase – data collection | |
| All | <ul style="list-style-type: none"> The results of the technical studies will be included in the Environmental Assessment |
| Site survey | <ul style="list-style-type: none"> Surveying professionals visibly working at the site or on Tattersalls Road |
| Air, water and odour monitoring | <ul style="list-style-type: none"> Technical professionals may be visibly working at the site or on Tattersalls Road or Breakfast Creek to collect data for the environmental assessment |
| Traffic and transport study | <ul style="list-style-type: none"> Technical professionals may be visibly working at the site or on Tattersalls Road or Breakfast Creek to collect data on traffic volumes and parking surveys for the environmental assessment. |
| Other | |
| About China's National Sword Policy | <ul style="list-style-type: none"> Until recently, China was a large importer of recyclable materials, accepting more than 30 million tonnes of waste from all over the world every year to support its manufacturing industry. Australia alone sent 1.25 million tonnes of recycled material (paper, metals and plastic) to China in 2016-17 which is now impacted by the National Sword Policy changes. This policy has impacted the global market for recyclable material, including the recyclable material that is currently collected in NSW. Businesses across NSW are reacting to the change by investing in new technology which better sorts waste, building new resource recovery plants and other initiatives. |

1.8 Approach

The communication and engagement approach developed for the project follows best practice knowledge and experience, and reflects the IAP2 Public Participation Spectrum. The figure below demonstrates the approaches selected from IAP2 Public Participation Spectrum for use in this plan.

The majority of communication and engagement activities selected for use are aligned to suit identified stakeholders and communities, expressing the project's key messages across a range of targeted communication channels.

The Proposal will predominantly use 'inform' or 'consult' levels of engagement throughout the implementation of this plan and as detailed below and in Appendix A – Communications Action Plan. The project team may opt to use 'involve' level of engagement with specific stakeholders such as Blacktown City Council and adjoining properties.

The Proposal will also create opportunities to establish and build genuine relationships with stakeholders and community. This would increase support and understanding of the Proposal and its efforts to increase sustainability through metal recovery and recycling. Communications and the tools proposed would be tailored to the requirements of stakeholders and their circumstances.

Inform approach objectives:

- To provide customers, community and stakeholders with balanced and objective information to assist them in understanding the project proposal objectives, key activities and opportunities
- To provide information on how to have their say in the planning approval process.

Consult approach objectives:

- To obtain feedback on aspects of the project proposal from customers, community and stakeholders
- To consider the feedback and demonstrate where amendments (where reasonable and feasible) were made to the proposal as a result.

Involve approach objectives:

- To discuss project elements including potential risks and opportunities in detail with identified stakeholders to develop potential mitigation measures in partnership, where feasible and possible.

IAP2'S PUBLIC PARTICIPATION SPECTRUM

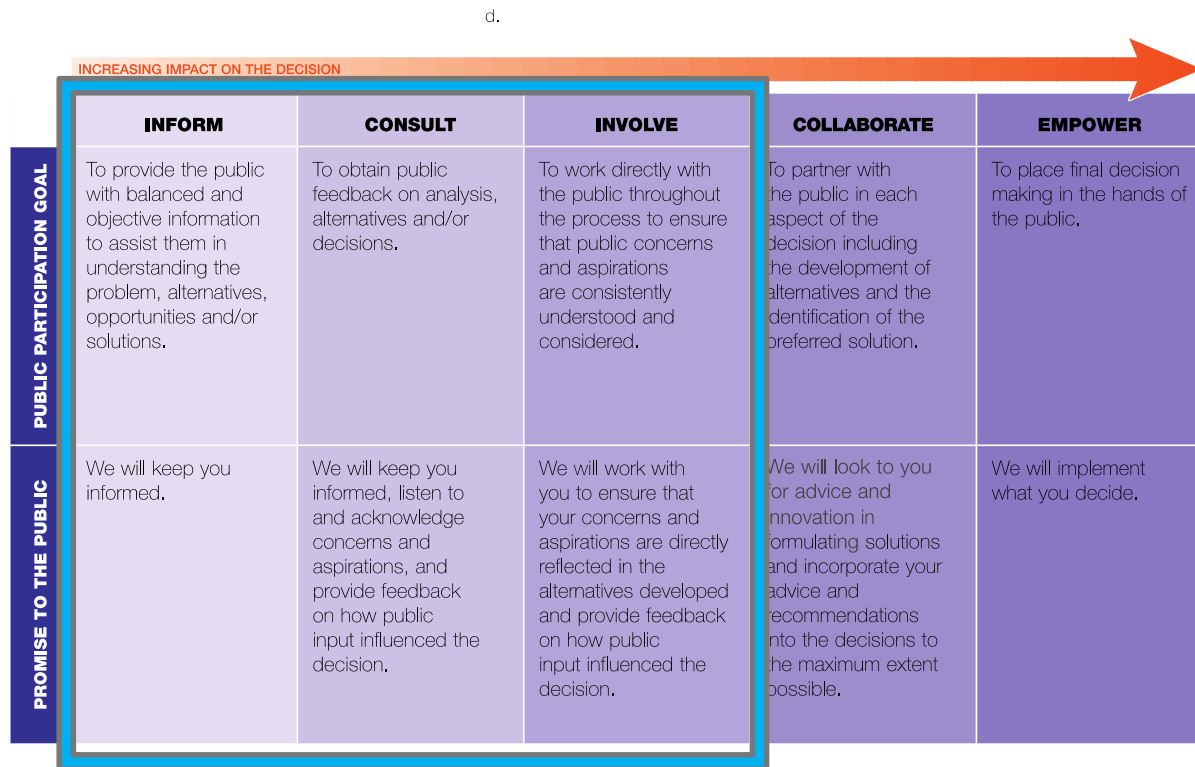


Figure 2- IAP2 Spectrum with project approach to engagement (marked in blue). Source: IAP2 2017.

2 PROJECT RISKS AND OPPORTUNITIES

The following risks and opportunities have been identified, a risk rating applied and a mitigation measure developed for implementation. See Appendix A – Communication Action Plan for more detail.

Table 2-1: Project risks and opportunities

| Potential risk | Risk rating (high/med/low) | Opportunity / mitigation |
|---|----------------------------|---|
| Unable to undertake face-to-face consultation during Covid-19 outbreak (including closure of some local businesses during restrictions) | High | <ul style="list-style-type: none"> • Move to protect health and safety of staff and community by undertaking consultation via newsletter letterbox drop, email and phone. • Local venues closed for hire during Covid-19 outbreak. • Widely communicate through community newsletter that environmental assessment documents are online and email/phone submissions are accepted. • Offer to host one-on-one key stakeholder briefings with interested/identified stakeholders over the phone or online. • Provide contact information to community and stakeholders to discuss the project using a range of communication channels including phone and email. |
| Complaints/concerns/issues received about the proposal | Low | <ul style="list-style-type: none"> • Review and consider complaints, concerns and issues raised through community and stakeholder consultation process. The project team in partnership with Sell and Parker will adjust the proposal where feasible and reasonable as a result of feedback. |
| Complaints received about neighbouring properties | Medium | <ul style="list-style-type: none"> • Provide pre-briefing for staff at information sessions to ensure they are able to direct enquires to the project team for review • Group complaints regarding other businesses in the Feedback Report (potentially as 'out of project scope' and consider alerting Council/DPIE regarding the nature of complaints. Ensure to keep complainants details confidential. |
| Sell and Parker office staff receive enquiries about the project | Low | <ul style="list-style-type: none"> • Provide collateral for staff to ensure they are able to answer questions and direct enquires to the project team. |
| Stakeholders, local businesses and large industry organisations have detailed questions about the project | Medium | <ul style="list-style-type: none"> • Offer to organise a teleconference (always with two project team staff attending) with interested/identified stakeholders • Provide contact information to community and stakeholders to discuss the project using other communication channels including phone and email. • Encourage the stakeholder to provide a formal submission after receiving more detailed information from the project team. |
| No access to computer and/or internet connection | Low | <ul style="list-style-type: none"> • Offer to post project information to the community member including a printed feedback form and reply-paid envelope. • Offer to take a feedback over the phone • Invite community member to attend community information sessions to speak face-to-face with project team members. |

| Potential risk | Risk rating (high/med/low) | Opportunity / mitigation |
|---|-------------------------------|--|
| Next steps following SSD Lodgement | | |
| Community and stakeholders are unaware public exhibition process is open for another round of feedback (led by DPIE) | Low | <ul style="list-style-type: none"> Provide an email update to registered subscribers including reference to feedback summary report (SSD package) and the DPIE website for formal submissions and the closing date. |
| Community and stakeholders unaware project approval has been received and operations will be expanded in line with approval | Low | <ul style="list-style-type: none"> Provide an email update to registered subscribers including reference to DPIE website a copy of the submissions report. |

3 COMMUNITY AND STAKEHOLDER ANALYSIS

Kings Park is a predominantly industrial suburb of the outer western region of Sydney. It is located 40km west of the central business district of Sydney. The 2016 Australian Census lists a population of 3,453 people. The southern half of Kings Park is industrial land uses while the northern half is low-density residential. There are no schools or shopping precincts within Kings Park suburb.

The 2016 census also outlined 75.3% of people spoke only English at home. Other languages spoken at home included Punjabi (1.9%), Mandarin (1.8%) and Tagalog (1.6%).

Table 3-1: Community and stakeholder details for Kings Park

| Key Stakeholders | Details | Issues/interest | Level of Consultation | Communication Tools |
|---|--|---|---|---|
| <ul style="list-style-type: none"> Elected representatives – Federal | <ul style="list-style-type: none"> Member for Greenway – The Hon Michelle Rowland | <ul style="list-style-type: none"> Impact on constituents during operation | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> DPIE to provide advice |
| <ul style="list-style-type: none"> Elected representatives – State | <ul style="list-style-type: none"> Member for Blacktown – The Hon Stephen Bali | <ul style="list-style-type: none"> Impact on constituents during operation | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> DPIE to provide advice |
| <ul style="list-style-type: none"> Ministerial Portfolios (NSW) | <ul style="list-style-type: none"> Minister for Transport and Roads – The Hon Andrew Constance Minister for Planning and Public Spaces – The Hon Rob Stokes Minister for Energy and Environment – The Hon Matthew Kean | <ul style="list-style-type: none"> Impact on constituents during environmental assessment Impact on constituents during operation | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> DPIE to provide advice |
| <ul style="list-style-type: none"> NSW Government agencies | <ul style="list-style-type: none"> Department of Planning, Industry and Environment, including: <ul style="list-style-type: none"> Environment, Energy and Science Group (formerly Office of Environment and Heritage) including the Climate Change and Sustainability Division Regions, Industry, Agriculture and Resources Group Water Group Department of Primary Industries Transport for NSW (incorporating former Roads and Maritime Services) Environment Protection Agency | <ul style="list-style-type: none"> Coordination with staff during operations Planning pathway Environmental assessment Traffic Breakfast Creek | <ul style="list-style-type: none"> Involve | <ul style="list-style-type: none"> Stakeholder briefing / letter updates |

| Key Stakeholders | Details | Issues/interest | Level of Consultation | Communication Tools |
|--|---|--|---|--|
| | <ul style="list-style-type: none"> NSW Fire and Rescue | | | |
| <ul style="list-style-type: none"> Local government | <ul style="list-style-type: none"> Blacktown City Council | <ul style="list-style-type: none"> Impact to constituents Impact to assets including local roads Ongoing compliance | <ul style="list-style-type: none"> Involve | <ul style="list-style-type: none"> Stakeholder briefing Email distribution list |
| <ul style="list-style-type: none"> Emergency services (local) | <ul style="list-style-type: none"> Blacktown Police Station Blacktown Fire and Rescue NSW SES Western Sydney - Blacktown Region | <ul style="list-style-type: none"> Emergencies | <ul style="list-style-type: none"> Inform | <ul style="list-style-type: none"> Letterbox drop newsletter |
| <ul style="list-style-type: none"> Non-residential sensitive receivers (place of worship, child care, aged care, schools) | <ul style="list-style-type: none"> Kings Park Community Church Northwest Community Ministries Samaritan's Purse (Kings Park) Shree Swaminarayan Temples (two locations in Kings Park) Blacktown North Public School | <ul style="list-style-type: none"> Noise / odour Traffic and parking Heavy vehicle movements | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> Letterbox drop newsletter |
| <ul style="list-style-type: none"> Residents (property owners and tenants) | <ul style="list-style-type: none"> 1km zone surround site including portions of Kings Park, Blacktown, Kings Langley residents (see Appendix B) | <ul style="list-style-type: none"> Noise / odour Traffic and parking Heavy vehicle movements | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> Letterbox drop newsletter Email distribution list |
| <ul style="list-style-type: none"> Local businesses (industry) | <ul style="list-style-type: none"> Pick and Payless (neighbouring property to the west) All Tattersall Road, Melissa Place, Romford Road businesses Forge Street businesses (southern side of Breakfast Creek) | <ul style="list-style-type: none"> Noise Traffic and parking Heavy vehicle movements Breakfast Creek potential impacts (stormwater and on-site drainage) | <ul style="list-style-type: none"> Consult | <ul style="list-style-type: none"> Letterbox drop newsletter Email distribution list |
| <ul style="list-style-type: none"> Other community groups, relevant social media pages or organisations | <ul style="list-style-type: none"> Facebook group/pages: <ul style="list-style-type: none"> Memories of Blacktown Page Kings Park, Kings Langley, Lalor Park Community Group Kings Langley, Kings Park Neighbourhood Watch Eyewatch Group Blacktown and Surrounding Areas noticeboard group Blacktown area Info and Events Group | <ul style="list-style-type: none"> Unknown | <ul style="list-style-type: none"> Nil | <ul style="list-style-type: none"> Monitor pages |

4 CONSULTATION PERIOD

4.1 Community drop-in session locations

No community information drop-in events are scheduled during Covid-19 outbreak.

4.2 Public space poster display locations

Suggested locations for public displays (posters) are detailed below:

- Blacktown City Council
- Library notice board (English language)
- Kings Langley Shopping Centre
- Community notice board (English and translated)
- Kings Langley Community Centre (Jim Southee)
- Community notice board (English language)
- Sell and Parker office – notice board area on clear wall busy with customer traffic.

5 REPORTING

A Summary Report will be prepared for the project to analyse and summarise community and stakeholder feedback received during the pre-lodgement process. (This is in addition to the Submissions Report phase of the project's assessment by DPIE.)

The Summary Report (and feedback within) will be used where feasible and possible to amend the proposal before documents are lodged for approval and subsequent operations. The Summary Report may be made available to registered email subscribers (subject to project team approval) or alternatively included in the SSD and made publicly available during the public exhibition period.

The project team will finalise a Submissions Report for public release following public exhibition of the proposal by DPIE (timing currently unknown).

APPENDIX A COMMUNICATIONS ACTION PLAN

Table A-1: Draft communications and consultation plan as at 4 August 2020 and is subject to change.

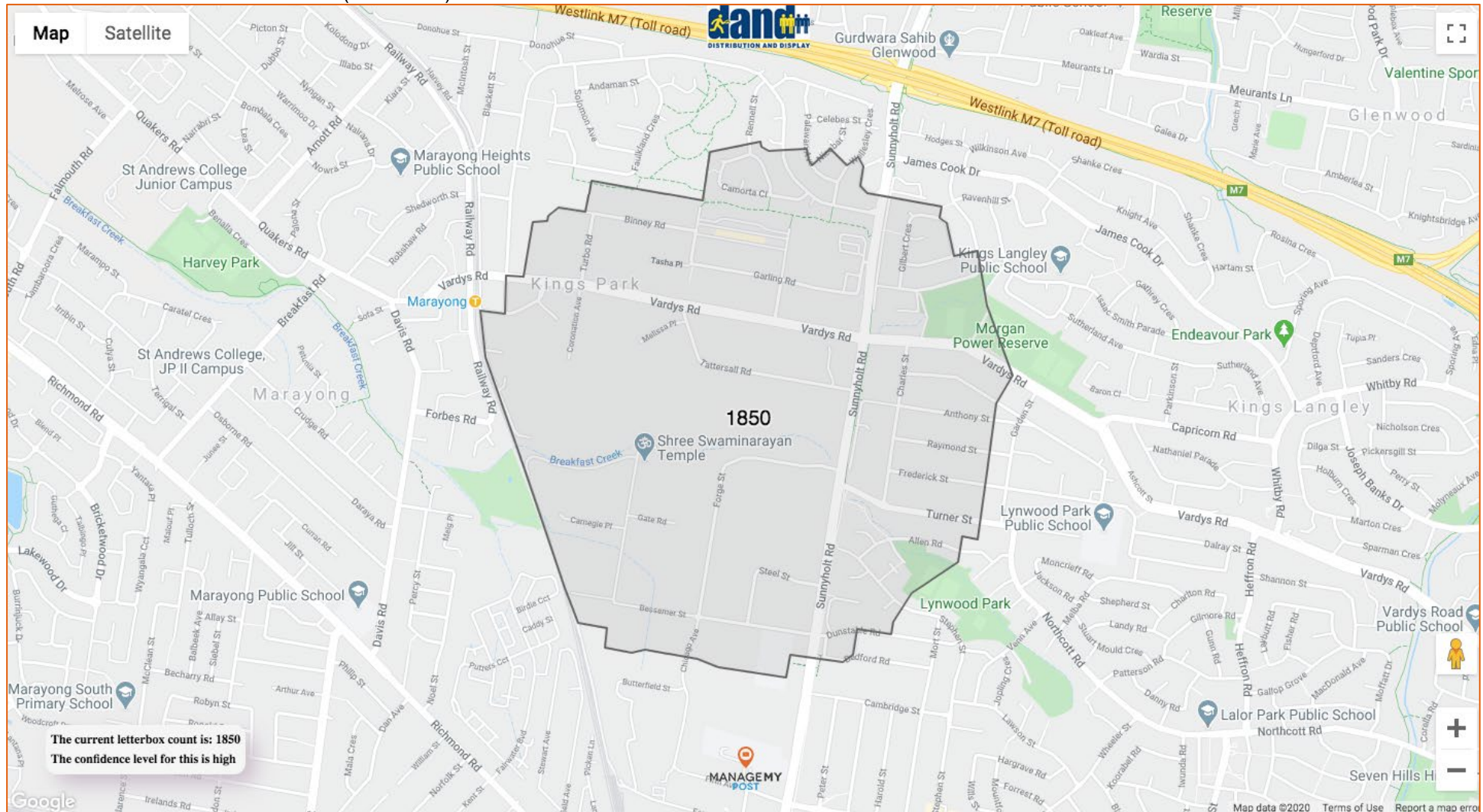
Plan is centred around pre-lodgement EIS phase only.

| Date | Engagement activities | Key message | Collateral | Responsibility | Stakeholders |
|-------------------------------------|---|---|--|---|---|
| Environmental investigations | | | | | |
| February 2020 | <ul style="list-style-type: none"> Draft Communications Plan | - | <ul style="list-style-type: none"> Communications plan (this document) | <ul style="list-style-type: none"> Comms | <ul style="list-style-type: none"> Internal project team |
| March 2020 | <ul style="list-style-type: none"> Confirm/source project phone and email | <ul style="list-style-type: none"> Answer questions and provide information | <ul style="list-style-type: none"> Nil | <ul style="list-style-type: none"> S&P | <ul style="list-style-type: none"> All |
| June 2020 | <ul style="list-style-type: none"> Finalise Communications and Engagement Plan | <ul style="list-style-type: none"> Revise plan following Arcadis review and comments | <ul style="list-style-type: none"> Communications plan (this document) | <ul style="list-style-type: none"> Comms | <ul style="list-style-type: none"> Internal project team |
| June 2020 | <ul style="list-style-type: none"> Draft communication materials Graphic design of communication materials (TBC) | <ul style="list-style-type: none"> About the proposal, how to leave feedback, next steps | <ul style="list-style-type: none"> Newsletter | <ul style="list-style-type: none"> Comms Arcadis (review) | <ul style="list-style-type: none"> All |
| June 2020 | <ul style="list-style-type: none"> Finalise, print and deliver communication newsletter | <ul style="list-style-type: none"> Info session process and details | <ul style="list-style-type: none"> Newsletter | <ul style="list-style-type: none"> Comms | <ul style="list-style-type: none"> All |
| April - July 2020 | <ul style="list-style-type: none"> Plan for stakeholder briefings (one hour per briefing) <p>Note: Coincide with ISEPP process</p> | <ul style="list-style-type: none"> Provide project overview Invite involvement in engagement activities and provide details on how to contact the project team with any enquiries Answer questions | <ul style="list-style-type: none"> Copy of communication material Copy of draft SSD Minutes Meeting schedule | <ul style="list-style-type: none"> Arcadis | <ul style="list-style-type: none"> Local government NSW Government agencies |

| Date | Engagement activities | Key message | Collateral | Responsibility | Stakeholders |
|--|---|---|---|---|--|
| Public comment period (2 weeks) | | | | | |
| 15 June 2020 (within 24 hours) | <ul style="list-style-type: none"> Letter box drop | <ul style="list-style-type: none"> Invite involvement in engagement activities and provide details on how to contact the project team with any enquiries | <ul style="list-style-type: none"> Community update newsletter | <ul style="list-style-type: none"> Comms | <ul style="list-style-type: none"> Identified nearby residents and local businesses – 1km zone |
| After two weeks 31 June 2020 | <ul style="list-style-type: none"> Feedback period closes (Public displays may remain up for an additional two weeks for information only) | | | <ul style="list-style-type: none"> All | <ul style="list-style-type: none"> All |
| Reporting | | | | | |
| Immediately following | <ul style="list-style-type: none"> Prepare draft Feedback Summary Report (or chapter in EIS) Finalise Feedback Summary Report (or chapter in EIS) | <ul style="list-style-type: none"> Summarise and analyse feedback received from all engagement activities | <ul style="list-style-type: none"> Submission Report (PDF format) Media release Website update Email distribution | <ul style="list-style-type: none"> Arcadis | <ul style="list-style-type: none"> Government and industry stakeholders Local council Consultation participants |
| Next steps | | | | | |
| TBC | <ul style="list-style-type: none"> Email to subscribers regarding DPIE release of EIS for public exhibition | <ul style="list-style-type: none"> Next phase of planning approval underway Community and stakeholder consultation phase commenced Closing date for feedback to DPIE | <ul style="list-style-type: none"> Email | <ul style="list-style-type: none"> S&P | <ul style="list-style-type: none"> Consultation participants (June 2020) |

APPENDIX B DISTRIBUTION ZONE FOR LETTERBOX DROP

Draft distribution zone of 1km radius. (June 2020)



APPENDIX C COMMON ABBREVIATIONS

| Abbreviation | |
|--|---|
| Comms | Communication/community relations activities or professional |
| CIS | Community Information (drop-in) Session |
| DPIE | Department of Planning, Industry and Environment |
| EIS | Environmental Impact Statement |
| LGA | Local Government Area |
| MOD | Modification(s) (to a Planning Approval) |
| Proponent, the | Sell and Parker (Arcadis) |
| The project | Project name: Kings Park Metal Recovery and Recycling Facility Expansion and associated works seeking environmental approval (in 2020) The proposal: The proposal for which approval is being sought, namely the expansion of Kings Park metal recycling and processing facility |
| The proposal | |
| (interchangeably used for the public/ plain English) | |
| SEARs | Secretary's Environmental Assessment Requirements |
| SSD | State Significant Development |
| Sell and Parker | Sell and Parker Pty Ltd |
| TBC | To be confirmed |

