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**URBIS**

# **ENGAGEMENT AND COMMUNICATIONS OUTCOMES REPORT**

Huntingwood Processing  
Expansion

Prepared for  
**CHARTER HALL HOLDINGS PTY LTD**  
14 July 2021

**URBIS STAFF RESPONSIBLE FOR THIS REPORT WERE:**

Associate Director	Stephanie Potter
Senior Consultant	Erin Riley
Project Code	P0026451
Report Number	V1.0

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# 1. INTRODUCTION

This communication and engagement outcomes report has been prepared by Urbis Pty Ltd (Urbis) for the Charter Hall Holdings Pty Ltd (Charter Hall) to support to support State Significant Development Application (SSDA) SSD-17352813 for an expansion for the existing food processing facility (bakery) at 65 Huntingwood Drive, Huntingwood.

## 1.1. RESPONSE TO SEARS

Table 1: Response to SEARs SSD

SEARs item	Reference within this report
Key issues – Community and Stakeholder Engagement	
A community and stakeholder participation strategy which identifies who in the community has been consulted and a justification for their selection, other stakeholders consulted, and the form(s) of engagement undertaken, including a justification for this approach	Section 2
A report on the results of the implementation of the strategy including issues raised by the community and surrounding landowners and occupiers that may be impacted by the proposal.	Section 4
Details of how issues raised during community and stakeholder consultation have been addressed and whether they have resulted in changes to the proposal, or if not adopted, the reasons why.	Section 4
Details of the proposed approach to future community and stakeholder engagement based on the results of consultation.	Section 5
<p>During the preparation of the EIS, you must consult with the relevant local, State or Commonwealth Government authorities, service providers, community groups, and affected landowners. In particular, you must consult with:</p> <ul style="list-style-type: none"> <li>• Blacktown City Council</li> <li>• Environment, Energy and Science Group of the Department</li> <li>• NSW Fire and Rescue</li> <li>• Sydney Water</li> <li>• Transport for NSW</li> <li>• WaterNSW</li> <li>• Food Authority NSW</li> <li>• Endeavour Energy</li> <li>• Surrounding local landowners and stakeholders</li> <li>• Any other public transport, utilities or community service providers.</li> </ul> <p>The EIS must describe the consultation process and the issues raised and identify where the design of the development has been amended in response to these issues. Where amendments have not been made to address an issue, a short explanation should be provided.</p>	Section 3

## 2. COMMUNITY AND STAKEHOLDER PARTICIPATION STRATEGY

Community and stakeholder participation throughout the development of the SSDA was achieved through the implementation of the engagement strategy outlines in this section.

### 2.1. ENGAGEMENT OBJECTIVE AND APPROACH

The engagement approach was adapted from the International Association of Public Participation's (IAP2) Public Participation spectrum. The spectrum (Figure 1) describes goals for public participation and the corresponding promise to the public. For this engagement strategy, the engagement objective aligned to the goal of informing or consulting with stakeholders and the community. This means our objective was to either:

- Provide balance and objective information to assist stakeholders in understanding the proposal
- Obtain public feedback on the proposal.

Figure 1: IAP2 Public Participation spectrum

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis alternatives and/or decisions	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision- making in the hands of the public.
PROMISE	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Source: IAP2

To achieve these objectives, the engagement approach involved:

- Providing consistent, relevant, jargon-free and up-to-date information on the proposal, impacts, benefits and the SSDA process through accessible, tailored open lines of communication
- Responding appropriately and in a timely manner to concerns or questions raised by the community and stakeholders

### 2.2. STAKEHOLDERS

Stakeholders are individuals, groups of individuals or organisations that may be impacted (positively or negatively) by a project. To ensure a coordinated approach, Urbis Engagement collaborated with Charter Hall to engage with various stakeholder groups for the proposal.

The Stakeholder matrix in Table 2 outlines the stakeholders, engagement objective and forms of engagement.

Table 2: Stakeholder matrix

Stakeholder	Engagement objective	Forms of engagement
<p>Government authorities including:</p> <ul style="list-style-type: none"> <li>▪ Blacktown City Council</li> <li>▪ Department of Planning, Industry and Environment</li> <li>▪ Environment, Energy and Science Group of the Department</li> </ul>	<p>Consult: Obtain feedback on the proposal as their constituents and areas of management may be impacted by the proposal.</p>	<p>Stakeholder briefings</p> <p>Written correspondence</p>
<p>Service providers, including:</p> <ul style="list-style-type: none"> <li>▪ NSW Fire and Rescue</li> <li>▪ Sydney Water</li> <li>▪ Transport for NSW</li> <li>▪ Water NSW</li> <li>▪ Food Authority NSW</li> <li>▪ Endeavour Energy</li> </ul>	<p>Consult: Obtain feedback on the proposal their assets may be impacted by the proposal.</p>	<p>Written correspondence</p>
<p>Community, including:</p> <p>Surrounding impacted local landowners and occupiers</p>	<p>Inform: Provide balanced and objective information to assist in understanding the proposal's impacts and benefits.</p>	<p>Fact sheet</p> <p>1800 number</p>

## 3. FORMS OF ENGAGEMENT

The engagement activities described below were carried out between May and July 2020<sup>1</sup>. These activities and their purpose are outlined below. The issues raised through engagement are described in Section 4.

### 3.1. STAKEHOLDER BRIEFINGS

Charter Hall provided written project information and offered briefings to Blacktown City Council. A virtual meeting between the project team and Blacktown Council was on 10 February 2021.

### 3.2. FACT SHEET

The fact sheet outlined key features of the proposal and invited feedback. It included details of the project email, phone number and website managed by Urbis Engagement to answer questions and collect feedback.

It was distributed by letterbox drop to approximately 76 properties and emailed to identified owners of properties. The newsletter distribution footprint is outlined in Figure 2 below.

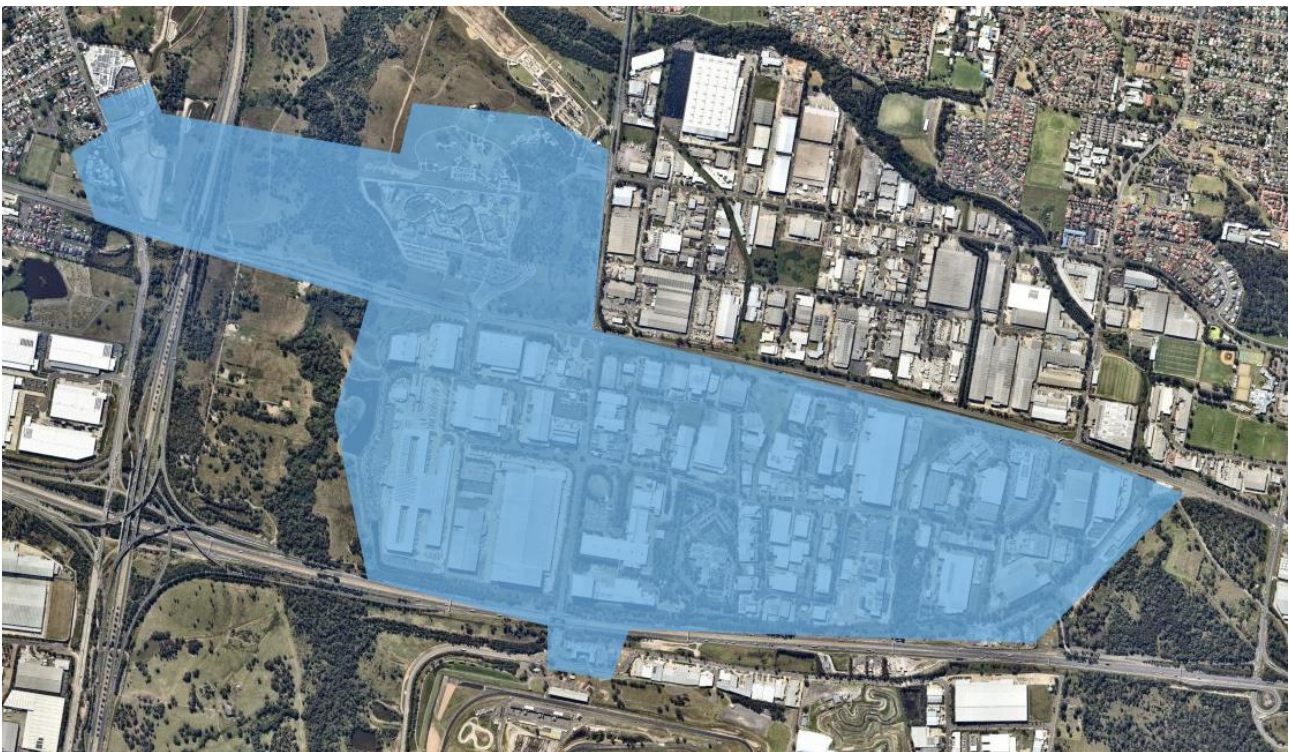


Figure 2: Newsletter distribution footprint

The fact sheet has been included in Appendix A.

### 3.3. ENGAGEMENT EMAIL AND PHONE NUMBER

The fact sheet provided a dedicated phone number and email address managed by Urbis to enable stakeholders to provide feedback on the project and ask questions.

No enquiries have been received at the time of writing this report.

## 4. ISSUES RAISED

The following table outlines the issues raised by the community and stakeholders, and the project response. Key themes that arose during the consultation period included:

Table 3: Issues raised and response

Stakeholder	Feedback	Project response
Blacktown City Council	Stage 2 site contamination report must be submitted in accordance with SEPP 55.	A combined Preliminary Investigation/Limited Detailed Site Investigation has been prepared in accordance with SEPP 55. The investigation has not identified any actual or potential contamination issues that would be expected to preclude the proposed development of the site for the purposes of a food processing facility.
	Arboricultural Impact Assessment to be submitted. The new processing facility requires the removal of a large number of trees on-site. Proponent should consider measures to retain or rehabilitate any of the existing trees or details of regeneration in lieu of areas where it is not practical to retain trees. Tree replacement at a rate of two new trees for each tree removed is recommended.	An Arboricultural Impact Assessment has been prepared for the project. A detailed review of available space across the entire site for new tree planting was undertaken by the Project Team. This review indicated that it was only feasible to accommodate 265 new trees, which equates to ratio of 1:1.
	Cut and fill plan and details of retaining walls to be submitted.	A Civil Engineering Package has been prepared for the project. It contains this information
	Waste management plan to be submitted outlining storage and disposal of waste during construction and the on-going use of the site for food processing.	A Waste Management Plan has been prepared for the project. It contains this information
	Landscape plans to be submitted. Screen planting required along the corner to soften the hardstand area, parking areas and visual enhancement purposes.	A Landscaping Plan has been prepared for the project. It contains this information. Screen planting and green walls are proposed around the north-west corner of the site to soften views



		towards the car park/loading structure and new processing building.
	Any signage must address SEPP 64 – Advertising and Signage.	Signage does not form part of the SSDA and will be the subject of a separate development application (DA) to Blacktown City Council.
	Works are to comply with the National Construction Code (NCC).	The proposed development will comply with the NCC.
	Accessibility Report to be submitted to confirm the new buildings will be accessible from the boundary of the site to common areas.	Refer to the Access Report which concludes that accessibility requirements, pertaining to external site linkages, building access, common area access, sanitary facilities and parking can be readily achieved.
	Proposal to demonstrate how it will integrate with existing buildings including food processing between the processing facilities, truck movements and car parking, drainage, landscaping, traffic and road circulation.	Integration of the existing and proposed processing buildings is discussed in the EIS.
	EIS to outline what staff recreation will be available and how it will be sufficient for the total number of staff on-site.	Staff amenities will be available in the existing and proposed processing buildings and include lunchrooms and break-out spaces. Arnott's has advised that the recreational areas are sufficient to cater to the needs of existing and future employees.
	Materials and finishes are to be of a high-quality and sympathetic to the character of surrounding properties and the locality.	The processing building and ancillary structures will be constructed of colorbond cladding in a variety of colours, which is consistent with surrounding properties in the Huntingwood Industrial Precinct. Materials will be durable and of a high-quality.
	The building mass should be well-resolved to address the visual prominence, particularly the new	The length of the facades will be further broken up by the proposed building materials and

	processing facility and car parking at the corner of Huntingwood Drive and Brabham Drive.	finishes, including vertical red accents and the use of glass curtain walls along the Brabham Drive frontage.
	<p>Comprehensive traffic impact assessment to be submitted and address the following:</p> <ul style="list-style-type: none"> <li>▪ Demonstrate that there is sufficient parking on-site for the new and existing development in accordance with the parking rates detailed in the Blacktown Development Control Plan (BDCP) 2015.</li> <li>▪ Compliant truck and parking paths and sightlines.</li> </ul>	Refer to the Traffic Impact Assessment which demonstrates that there is sufficient parking on-site for the existing and proposed development in accordance with the BDCP. The assessment also confirms that truck and parking swept paths and sightlines are compliant.
	Permanent on-site detention is required.	A permanent OSD tank is proposed below the basement car parking.
	An Odour Report is required to consider the impact of odour from the development onto adjoining development.	Refer to the Air Quality and Odour Assessment which concludes that odour issues do not pose a constraint to the proposed development.
	<p>The recommended spacing and species of street trees along Brabham Drive and Huntingwood Drive</p> <p>Identifying additional areas within the street frontages for replacement tree planting</p>	The landscape plans have been prepared having regard to the recommended spacings and species.
Environment, Energy and Science Group of the Department	EES confirmed that no further consultation required at this stage of the process.	Charter Hall will continue to reach out to these stakeholders throughout the approval process.
NSW Fire and Rescue	<p>FRNSW advised that they had no comment or requirements to be addressed in the preparation of the EIS.</p> <p>FRNSW requested that they be given the opportunity to review and provide comment on the EIS during the exhibition phase.</p>	Noted.

Sydney Water	Sydney Water provided a pressure flow statement to determine available flows and pressures in the water main.	It is expected that the necessary pumps could be incorporated into the hydraulic design (at detailed design stage) to address the actual demand and pressure if required.
Transport for NSW	Confirmed that SIDRA modelling is required to demonstrate that the proposed expansion to the processing capacity does not result in adverse traffic impacts for both existing and future conditions.	SIDRA modelling has been undertaken as part of the preparation of the Transport Impact Assessment.
Water NSW	Confirmed that WaterNSW had not comment or particular requirements as the proposal is not located near any WaterNSW land or assets.	Noted
Food Authority NSW	<p>There is no statutory requirement to consult the NSW Food Authority for approval of the project.</p> <p>For the facility to be used as a food processing facility it will need to be 'fit for purpose' and comply with Chapter 3 of the Australia New Zealand Food Standards Code (Code)</p> <p>If the facility is to be used for activities for which a license is required under the Food Regulation 2015 (NSW) (Regulation) it will need to meet the requirements set out in the regulation.</p> <p>Any food processing activity will also need to meet Code and Regulation requirements</p>	<p>Refer to EIS for discussion on how the proposed facility would meet the relevant Australian Standards and NSW Food Authority Standards for food handling and processing.</p> <p>The facility will not be used for licensable activities.</p>
Endeavour Energy	Endeavour Energy identified the need to establish a new 11kV feeder from the Huntingwood Zone Substation to the site. This will likely require an additional 11kV switching station subject to further review and detailed design.	Charter Hall Holdings Pty Ltd Huntingwood is an existing Endeavour Energy 11kV High Voltage Customer (HVC) 18373. Existing HVC-18373 is connected to three feeders HT1246, HT1246 from Huntingwood zone substation and 17065 from Arndell Zone Substation. Currently HVC is supplied by active dedicated feeder HT1246, backup dedicated feeder 17065 to

		<p>maintain redundancy and feeder HT1246 is used for network interconnection.</p> <p>If the existing HVC has a capacity to supply the new maximum demand, no new work would be required. Otherwise HVC upgrade works, or additional new dedicated feeder would be required. Consultation with EE will continue during the detailed design stage.</p>
Endeavour Energy as nearby landowner	A response from Endeavour Energy's property department confirmed at this stage, they have no concerns about the plan.	Noted
Community, including:  Surrounding affected local landowners and occupiers	No responses received	Charter Hall will continue to reach out to these stakeholders throughout the approval process.

## 5. FUTURE COMMUNITY AND STAKEHOLDER ENGAGEMENT

Charter Hall welcomes feedback on the proposal. Charter Hall will continue to keep stakeholders and the community informed of the project approval process through the exhibition and determination phases by:

- Continuing to engage with the community about the project, its impacts, and the approval process
- Providing information on how the community's views have been addressed in the EIS.
- Enabling the community to seek clarification about the project through the two-way communication channels.

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This report has been prepared with due care and diligence by Urbis and the statements and opinions given by Urbis in this report are given in good faith and in the reasonable belief that they are correct and not misleading, subject to the limitations above.



## **APPENDIX A**

## **FACT SHEET**

## HUNTINGWOOD PROCESSING EXPANSION

Dear neighbour:

Charter Hall Holdings Pty Ltd is proposing the development of their site at 65 Huntingwood Drive, Huntingwood. The site and location of the proposed development is shown in the figure below.



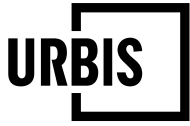
## ABOUT THE PROJECT

The proposal seeks approval from the Department of Planning, Industry and Environment (DPIE) through the State Significant Development Application (SSDA) process. The proposal seeks approval for changes to the site, including:

- A new 23,800sqm processing facility, in addition to the existing facility
- A new ingredient silo along the Huntingwood Drive
- Relocation of a storage building and construction of a new warehouse
- New loading area above two levels of car parking (468 spaces) at the north-west corner of Huntingwood Drive and Brabham Drive.
- Tree removal and new landscaping throughout the site.

If approved, construction is expected to start in early 2022 and take around 18-20 months. The facility currently operates 24 hours per day, seven days per week. Operating hours will be unchanged by the expansion.





## TRAFFIC IMPACTS

Charter Hall recognises that additional traffic generation from the expansion could impact the intersection of Huntingwood Drive and Brabham Drive. As part of the SSDA process, a Traffic Impact Assessment will be prepared to consider the traffic impacts of the proposed development and propose mitigation measures. DPIE will place this document on exhibition for public comment later this year.

## PLANNING PATHWAY

- Charter Hall will lodge the SSDA with the DPIE in July 2021
- DPIE will place the SSDA on public exhibition for further comment in August 2021
- Determination is expected by the end of 2021
- Construction is likely to begin early 2022.

## MORE INFORMATION

Charter Hall has commissioned Urbis Engagement to collect your feedback and provide further information about the project.

You can reach the team with feedback or questions on:

**E:** [Engagement@urbis.com.au](mailto:Engagement@urbis.com.au)

**P:** 1800 244 863

## **APPENDIX B**

## **DISTRIBUTION AREA**

Figure 3 GPS Tracking of letterbox drop distribution area

