



Australian Government

**BUILDING OUR FUTURE**



# Coffs Harbour Bypass

## Environmental Impact Statement

September 2019

VOLUME

2

### Project requirements and checklists

Appendix A – SEARs requirements and checklist

Appendix B – EPBC Act assessment documentation requirements and checklist

Appendix C – EP&A Regulation checklist

Appendix D – Draft community consultation framework

Appendix E – Roads and Maritime Services environmental record



Appendix A

# SEARs requirements and checklist

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

# Appendix A

## Secretary's environmental assessment requirements and checklist

# Secretary's environmental assessment requirements and checklist

## General requirements

Secretary's Requirement	Where addressed
<b>1. Environmental Impact Assessment Process</b>	
1. The Environmental Impact Statement (EIS) must be prepared in accordance with Part 3 of Schedule 2 of the <i>Environmental Planning and Assessment Regulation 2000</i> (the Regulation).	Section 2.1 Section 28.1.2 <b>Appendix C, EP&amp;A Regulation checklist</b>
2. The project will impact on matters of national environmental significance (MNES) protected under the Commonwealth <i>Environment Protection and Biodiversity Conservation Act 1999</i> (EPBC Act) and will be assessed in accordance with the NSW Bilateral Agreement (2015). The Proponent must assess impacts to MNES protected under the EPBC Act. The assessment must be in accordance with the requirements listed in <b>Table 10-2</b> .	Section 2.1 Section 2.2 Section 10.1 Table 10-2
3. The onus is on the Proponent to ensure legislative requirements relevant to the project are met.	Section 2.1 Section 2.2 <b>Appendix C, EP&amp;A Regulation checklist</b>
<b>2. Environmental Impact Statement</b>	
1. The EIS must include, but not necessarily be limited to, the following: (a) an executive summary;	<b>Executive summary</b>
(b) a description of the project and all components and activities (including ancillary components and activities) required to construct and operate it, including: <ul style="list-style-type: none"> <li>– the proposed route;</li> <li>– design of the motorway and its components, including interchanges, tunnels and bridges, and road user, pedestrian and cyclist facilities, and lighting;</li> <li>– local road upgrade works, including road widening, intersection treatment and grade separation works, property access, parking, pedestrian and cyclist and public transport facilities;</li> <li>– ancillary infrastructure and operational facilities, such as operational and maintenance facilities, ventilation systems, fire and emergency systems and services, and infrastructure, for the project;</li> <li>– location and operational requirements of construction ancillary facilities and access; and</li> <li>– the relationship and/or integration of the project with existing public and freight transport services;</li> </ul>	Section 5.1 Section 5.3 Figure 5-2  <b>Chapter 6, Construction</b>
(c) a statement of the objective(s) of the project, including how it meets the objectives of the overall Pacific Highway Upgrade program;	Section 3.2. Section 3.4 Table 28-1
(d) a summary of the strategic need for the project with regard to its State significance and relevant State Government policy;	Section 3.1 Section 3.2
(e) an analysis of any feasible alternatives to the project;	Section 4.2
(f) a description of feasible options within the project, including:	Section 4.3

Secretary's Requirement	Where addressed
<ul style="list-style-type: none"> <li>- alternative methods considered for the construction of the project, including the tunnels; and</li> <li>- staging of the project;</li> </ul>	Section 4.5 Section 4.6 Section 6.2 Section 6.4
<p>(g) a description of how alternatives to and options within the project were analysed to inform the selection of the preferred alternative / option. The description must contain sufficient detail to enable an understanding of why the preferred alternative to, and options(s) within, the project were selected, including:</p> <ul style="list-style-type: none"> <li>- details of the highway corridors and route options from the development of the Coffs Harbour Highway Planning Strategy, and the criteria that was considered in the selection of the preferred route; and</li> <li>- a justification for the preferred proposal taking into consideration the objects of the <i>Environmental Planning and Assessment Act 1979</i></li> </ul>	Section 4.2 Section 4.3 Section 4.5 Section 4.6  Section 28.1
<p>(h) a concise description of the general biophysical and socio-economic environment that is likely to be impacted by the project (including indirect impacts). Elements of the environment that are not likely to be affected by the project do not need to be described;</p>	Section 10.2 Section 10.3 Section 14.2 Section 14.3
<p>(i) a demonstration of how the project design has been developed to avoid or minimise likely adverse impacts;</p>	Section 4.7
<p>(j) the identification and assessment of key issues as provided in the 'Assessment of Key Issues' performance outcome;</p>	Chapters 8 to 25 <b>Chapter 27, Environmental risk analysis</b>
<p>(k) a statement of the outcome(s) the proponent will achieve for each key issue;</p>	Chapters 8 to 25
<p>(l) measures to avoid, minimise or offset impacts must be linked to the impact(s) they treat, so it is clear which measures will be applied to each impact;</p>	Chapters 8 to 26
<p>(m) consideration of the interactions between mitigation measures, between impacts and between measures and impacts;</p>	Chapters 8 to 26
<p>(n) an assessment of the cumulative impacts of the project taking into account other projects that have been approved but where construction has not commenced, projects that have commenced construction, and projects that have recently been completed;</p>	Section 25.2 Section 25.3 Section 25.4
<p>(o) statutory context of the project as a whole, including:</p> <ul style="list-style-type: none"> <li>- how the project meets the provisions of the EP&amp;A Act and EP&amp;A Regulation;</li> <li>- a list of any approvals that must be obtained under any other Act or law before the project may lawfully be carried out;</li> </ul>	<b>Chapter 2, Assessment process</b> <b>Appendix C, EP&amp;A Regulation checklist</b>
<p>(p) a chapter that synthesises the environmental impact assessment and provides:</p> <ul style="list-style-type: none"> <li>- a succinct but full description of the project for which approval is sought;</li> <li>- a description of any uncertainties that still exist around design, construction methodologies and/or operational methodologies and how these will be resolved in the next stages of the project;</li> </ul>	<b>Chapter 29, Project synthesis</b>

Secretary's Requirement	Where addressed
<ul style="list-style-type: none"> <li>- a compilation of the impacts of the project that have not been avoided;</li> <li>- a compilation of the proposed measures associated with each impact to avoid or minimise (through design refinements or ongoing management during construction and operation) or offset these impacts;</li> <li>- a compilation of the outcome(s) the proponent will achieve; and</li> <li>- the reasons justifying carrying out the project as proposed, having regard to the biophysical, economic and social considerations, including ecologically sustainable development and cumulative impacts; and</li> </ul>	
(q) relevant project plans, drawings, diagrams in an electronic format that enables integration with mapping and other technical software.	<b>Chapter 5, Project description</b>
2. The EIS must only include data and analysis that is reasonably needed to make a decision on the proposal. Relevant information must be succinctly summarised in the EIS and included in full in appendices. Irrelevant, conflicting or duplicated information must be avoided.	Chapters 8 to 25 Appendices F to Q
<b>3. Assessment of Key Issues</b>	
1. The level of assessment of likely impacts must be proportionate to the significance of, or degree of impact on, the issue, within the context of the proposal location and the surrounding environment. The level of assessment must be commensurate to the degree of impact and sufficient to ensure that the Department and other government agencies are able to understand and assess impacts.	Chapters 8 to 25
2. For each key issue the Proponent must: (a) describe the biophysical and socio-economic environment, as far as it is relevant to that issue, including adequate baseline data, in terms of temporal, spatial and parameters monitored;	Chapters 8 to 22 and Chapter 24
(b) describe the legislative and policy context, as far as it is relevant to the issue;	Section 10.1 Section 12.1 Section 16.1 Section 19.1 Section 20.2 Section 21.2 Section 22.2 Section 23.2
(c) identify, describe and quantify (if possible) the impacts associated with the issue, including the likelihood and consequence (including worst case scenario) of the impact (comprehensive risk assessment), and the cumulative impacts;	Chapters 8 to 25
(d) demonstrate how potential impacts have been avoided (through design, or construction or operation methodologies);	Chapters 8 to 25
(e) detail how likely impacts that have not been avoided through design will be minimised, and the predicted effectiveness of these measures (against performance criteria where relevant); and	Chapters 8 to 26
(f) detail how any residual impacts will be managed or offset, and the approach and effectiveness of these measures.	Chapters 8 to 27

Secretary's Requirement	Where addressed
3. Where multiple reasonable and feasible options to avoid or minimise impacts of the preferred route/project are available, they must be identified and considered and the proposed measure justified taking into account the public interest.	Chapters 8 to 25
<b>4. Consultation</b> 1. The project must be informed by consultation, including with relevant local, State and Commonwealth government agencies, infrastructure and service providers, special interest groups (including Local Aboriginal Land Councils, Aboriginal stakeholders, and pedestrian and bicycle user groups), affected landowners, businesses and the community. The consultation process must be undertaken in accordance with the current guidelines.	Section 7.2 and Section 7.3
2. The Proponent must document the consultation process, and demonstrate how the project has responded to the inputs received.	Section 7.2 and Section 7.3

### Key issues

Secretary's Requirement	Where addressed
The EIS must also address the following specific matters:	
<b>1. Transport and Traffic</b>	
1. The Proponent must assess construction transport and traffic (vehicle, pedestrian and cyclists) impacts, including, but not necessarily limited to:	Section 8.3 Section 6.8
(a) a considered approach to the identification of transport routes and movements, particularly outside standard construction hours;	
(b) the indicative number, frequency and size of construction related vehicles (passenger, commercial and heavy vehicles, including spoil management movements);	Section 8.3 <b>Chapter 6, Construction</b>
(c) indicative construction worker parking requirements;	Section 8.3.1
(d) the nature of existing traffic (types and number of movements) on construction access routes (including consideration of peak traffic times, land uses, in particular sensitive receivers, and parking arrangements);	Section 8.2
(e) access constraints and impacts on public transport, pedestrians and cyclists;	Section 8.3.4
(f) impacts to the operation of the North Coast railway line;	Section 8.3.4
(g) the need to close, divert or otherwise reconfigure elements of the road and cycle network associated with construction of the project; and	Section 8.3.5
(h) the cumulative traffic impacts of other major development projects preparing for or commencing construction in the vicinity of the proposal.	<b>Chapter 25, Cumulative impacts</b>
2. The Proponent must assess (and model) the operational transport impacts of the project including, but not necessarily limited to:	Section 8.4.1, Section 8.4.8 and Section 8.4.11
(a) forecast travel demand and traffic volumes for the project and the surrounding road, cycle and public transport network;	
(b) travel time analysis;	Section 8.4.3



<b>Secretary's Requirement</b>	<b>Where addressed</b>
(c) performance of key interchanges and intersections by undertaking a level of service analysis at key locations;	Section 8.4.4
(d) wider transport interactions and modifications (local and regional roads, cycling, public and freight transport, and the North Coast railway line);	Section 8.4
(e) access to identified and future urban release areas, such as North Boambee Valley;	Section 8.4.10
(f) impacts on cyclists and pedestrian access and safety; and	Section 8.4.5 and Section 8.4.11
(g) opportunities to integrate cycling and pedestrian elements with surrounding networks (existing and proposed) and within the project.	Section 8.4.11
<b>2. Noise and Vibration - Amenity</b>	
1. The Proponent must assess construction and operational noise and vibration impacts in accordance with relevant NSW noise and vibration guidelines. The assessment must include consideration of impacts to sensitive receivers, and include consideration of sleep disturbance and, as relevant, the characteristics of noise and vibration.	Section 9.1, 9.3 and 9.4
2. An assessment of construction noise and vibration impacts which must address:	Section 9.4.1
(a) the nature of construction activities (including transport, tonal or impulsive noise-generating works and the removal of operational noise barriers, as relevant);	
(b) the intensity and duration of noise and vibration impacts (both air and ground borne);	Section 9.4.1
(c) the nature, sensitivity and impact to receivers (including Bishop Druitt College and Korora Public School);	Section 9.4.1
(d) the need to balance timely conclusion of noise and vibration generating works with periods of receiver respite, and other factors that may influence the timing and duration of construction activities (such as traffic management);	Section 9.5
(e) the potential for extended standard construction hours and/or works outside standard construction hours, including predicted levels, exceedances and number of potentially affected receivers and justification for the activity in terms of the Interim Construction Noise Guideline (DECCW, 2009); and	Section 9.4.1 and 9.5 Section 6.6.1 and 6.6.2
(f) a cumulative noise and vibration assessment inclusive of impacts from other major development projects preparing for or commencing construction in the vicinity of the proposal.	<b>Chapter 25, Cumulative impacts</b>
3. The Proponent must demonstrate that blast impacts are capable of complying with the current guidelines, if blasting is required.	Section 9.3.1 and 9.5
<b>3. Noise and Vibration - Structural</b>	
1. The Proponent must assess construction and operation noise and vibration impacts in accordance with relevant NSW noise and vibration guidelines. The assessment must include consideration of impacts to the structural integrity and heritage significance of items (including Aboriginal places and items of environmental heritage).	Section 9.3, 9.4 and 9.5



Secretary's Requirement	Where addressed
2. The Proponent must demonstrate that blast impacts are capable of complying with the current guidelines, if blasting is required.	Section 9.3.1, and 9.5
<b>4. Biodiversity</b>	
1. The Proponent must assess biodiversity impacts in accordance with the current guidelines including the Framework for Biodiversity Assessment (FBA) and be carried out by a person accredited in accordance with section 142B(1)(c) of the <i>Threatened Species Conservation Act, 1995</i> .	Section 10.1 and 10.3
2. The Proponent must survey and assess any impacts on biodiversity values not covered by the FBA, as specified in section 2.3, including but not limited to aquatic species, riparian vegetation, instream macrophytes and habitat condition.	Section 10.2 and 10.3
3. The Proponent must assess impacts on EECs, threatened species and/or populations and provide the information specified in section 9.2 of the FBA.	Section 10.3
4. The Proponent must identify whether the project as a whole, or any component of the project, would be classified as a Key Threatening Process (KTP) in accordance with the listings in the <i>Threatened Species Conservation Act 1995 (TSC Act)</i> , <i>Fisheries Management Act 1994 (FM Act)</i> and <i>Environmental Protection and Biodiversity Conservation Act 2000 (EPBC Act)</i> .	Section 10.3.5
<b>5. Urban Design</b>	
1. The Proponent must: (a) identify the urban design and landscaping aspects of the project and its components, including interchanges, tunnel portals, bridges, noise walls, landscaped mounds, ancillary buildings, and infrastructure services;	Section 5.3
(b) assess the impact of the project on the urban, rural and natural fabric, including residual land treatment, and demonstration of how the proposed hard and soft urban design elements of the project would be consistent with the existing and desired future character of the area traversed or affected by the project;	Section 11.4
(c) explore the use of Crime Prevention Through Environmental Design (CPTED) principles during the design development process, including natural surveillance, lighting, walkways, signage and landscaping;	Section 11.2.4
(d) identify urban design strategies to enhance healthy, cohesive and inclusive communities directly impacted by the project; and	Section 11.2
(e) describe urban design and landscape mitigation measures, having regard to the urban design and landscape objectives for the project and the overall Pacific Highway Upgrade program.	Section 11.2, 11.4.2 and 11.5
<b>6. Visual Amenity</b>	
1. The Proponent must assess the visual impact of the project and any ancillary infrastructure (including noise walls) on: (a) views and vistas;	Section 11.4.2
(b) streetscapes, key sites and buildings;	Section 11.4.2

Secretary's Requirement	Where addressed
(c) heritage items including Aboriginal places and environmental heritage; and	<b>Chapter 15 Aboriginal cultural heritage</b> <b>Chapter 16, Non-Aboriginal heritage</b>
(d) the local community (including view loss and overshadowing).	Section 11.1.2 and 11.4.2
2. The Proponent must provide artist impressions and perspective drawings of the project from a variety of locations along and adjacent to the route to illustrate how the project has responded to the visual impact through urban design and landscaping.	Section 11.4.2 <b>Chapter 5, Project description</b>
<b>7. Socio-economic, Land Use and Property</b>	
1. The Proponent must assess social and economic impacts in accordance with the current guidelines (including cumulative ongoing impacts of the project).	Section 13.3 Section 14.2.1, 14.3 <b>Chapter 25, Cumulative impacts</b>
2. The Proponent must assess impacts from construction and operation on potentially affected properties, businesses, Council assets and services, recreational users and land and water users, including property acquisitions/adjustments, access amenity and relevant statutory rights.	Section 5.3 Section 8.4 Section 9.4 Section 12.4 Section 13.3 Section 14.3
3. The design, construction and operation of the project should address and minimise (existing and future) land use conflicts and operations (including existing and ongoing horticultural activities). Siting of project elements should be located in such a way that functional, contiguous areas of residual land and land uses are maximised.	Section 12.4 Section 13.3 and 13.4
4. The Proponent must assess potential impacts on utilities (including communications, electricity, gas, and water and sewerage) and the relocation of these utilities.	Section 5.3 Section 12.4 Section 14.3
5. A draft Community Consultation Framework must be prepared identifying relevant stakeholders, procedures for distributing information and receiving/responding to feedback and procedures for resolving stakeholder and community complaints during the design, construction and operation of the project. Key issues that must be addressed in the draft Framework include, but are not limited to:	<b>Section 7.4.2</b> <b>Appendix D, Draft Community consultation framework</b>
(a) traffic management (including property access, pedestrian access),	
(b) landscaping/urban design matters,	
(c) construction activities including out of hours work, and	
(d) noise and vibration mitigation and management,	
(e) soil erosion and water quality management, and	
(f) interaction with existing land uses.	
<b>8. Heritage</b>	
1. The Proponent must identify and assess any direct and/or indirect impacts (including cumulative impacts) to the heritage significance of:	Section 15.3 <b>Chapter 25, Cumulative impacts</b>

Secretary's Requirement	Where addressed
(a) Aboriginal places and objects, as defined under the <i>National Parks and Wildlife Act 1974</i> and in accordance with the principles and methods of assessment identified in the current guidelines;	
(b) Aboriginal places of heritage significance, as defined in the Standard Instrument – Principal Local Environmental Plan;	No items of Aboriginal heritage were identified on the Coffs Harbour Local Environmental Plan 2013 as stated in Section 15.1.1
(c) environmental heritage, as defined under the <i>Heritage Act 1977</i> ; and	Section 16.2 and 16.3
(d) items listed on the National and World Heritage lists.	There are no heritage items listed on the National or World Heritage lists within the study area as stated in Section 15.1.1 and Section 16.2
2. Where impacts to State or locally significant heritage items are identified, the assessment must: (a) include a significance assessment and statement of heritage impact for all heritage items (including any unlisted places that are assessed as having heritage value);	Section 15.2.3, 15.2.4, and 15.3.1 Section 16.2.6 and 16.3
(b) provide a discussion of alternative locations and design options that have been considered to reduce heritage impacts;	<b>Chapter 4, Project development and alternatives</b> Section 15.2.3, 15.2.4 and 15.3.1 Section 16.3
(c) in areas identified as having potential archaeological significance, undertake a comprehensive archaeological assessment in line with Heritage Council guidelines which includes a methodology and research design to assess the impact of the works on the potential archaeological resource and to guide physical archaeological test excavations and include the results of these excavations;	Section 15.1 and 15.3 No excavations for non-Aboriginal cultural heritage were undertaken for the Project due to the low archaeological potential identified in Section 16.2.5
(d) consider impacts to the item of significance caused by, but not limited to, vibration, demolition, archaeological disturbance, altered historical arrangements and access, increased traffic, visual amenity, landscape and vistas, curtilage, subsidence and architectural noise treatment (as relevant);	Section 15.3 Section 16.3
(e) outline measures to avoid and minimise those impacts in accordance with the current guidelines; and	Section 15.4 Section 16.4
(f) be undertaken by a suitably qualified heritage consultant(s) (note: where archaeological excavations are proposed the relevant consultant must meet the NSW Heritage Council's Excavation Director criteria).	<b>Appendix L, Aboriginal cultural heritage assessment report</b> <b>Appendix M, Non-Aboriginal heritage assessment</b>
3. Where archaeological investigations of Aboriginal objects are proposed these must be conducted by a suitably qualified archaeologist, in accordance with section 1.6 of the <i>Code of Practice for Archaeological Investigation of Aboriginal Objects in NSW</i> (DECCW 2010).	Section 15.1

Secretary's Requirement	Where addressed
4. Where impacts to Aboriginal objects and/or places are proposed, consultation must be undertaken with Aboriginal people in accordance with the current guidelines.	Section 15.1.3 and 15.4
<b>9. Soils</b>	
1. The Proponent must assess whether the land is likely to be contaminated and identify if remediation of the land is required, having regard to the ecological and human health risks posed by the contamination in the context of past, existing and future land uses. Where assessment and/or remediation is required, the Proponent must document how the assessment and/or remediation would be undertaken in accordance with current guidelines.	Section 13.3 Section 18.1 and 18.3
2. The Proponent must assess whether salinity is likely to be an issue and if so, determine the presence, extent and severity of soil salinity within the project area.	Section 18.2.3 and 18.3
3. The Proponent must assess the impacts of the project on soil salinity and how it may affect groundwater resources and hydrology.	Section 18.3 Section 20.3.6
4. The Proponent must assess the impacts on soil and land resources (including bank stability, erosion risk or hazard). Particular attention must be given to soil erosion and sediment transport consistent with the practices and principles in the current guidelines.	Section 18.3 and 18.4
<b>10. Water - Quality</b>	
1. The Proponent must: (a) state the ambient NSW Water Quality Objectives (NSW WQO) and environmental values for the receiving waters relevant to the project, including the indicators and associated trigger values or criteria for the identified environmental values;	Section 19.2.1
(b) identify and estimate the quality and quantity of all pollutants that may be introduced into the water cycle by source and discharge point and describe the nature and degree of impact that any discharge(s) may have on the receiving environment, including consideration of all pollutants that pose a risk of non-trivial harm to human health and the environment;	Section 19.3
(c) identify the rainfall event that the water quality protection measures will be designed to cope with;	Section 19.3.1 and 19.3.2
(d) assess the significance of any identified impacts including consideration of the relevant ambient water quality outcomes;	Section 19.3
(e) demonstrate how construction and operation of the project will, to the extent that the project can influence, ensure that: <ul style="list-style-type: none"> <li>- where the NSW WQOs for receiving waters are currently being met they will continue to be protected; and</li> <li>- where the NSW WQOs are not currently being met, activities will work toward their achievement over time;</li> </ul>	Section 19.3 and 19.4
(f) justify, if required, why the WQOs cannot be maintained or achieved over time;	Section 19.3
(g) demonstrate that all practical measures to avoid or minimise water pollution and protect human health and the environment from harm are investigated and implemented;	Section 19.3 and 19.4

<b>Secretary's Requirement</b>	<b>Where addressed</b>
(h) identify sensitive receiving environments (which may include estuarine and marine waters downstream such as the Solitary Islands Marine Park) and develop a strategy to avoid or minimise impacts on these environments; and	Section 19.2.3, 19.3 and 19.4
(i) identify proposed monitoring locations, monitoring frequency and indicators of surface and groundwater quality.	Section 19.4 Section 19.5 Section 20.5
<b>11. Water - Hydrology</b>	
1. The Proponent must describe (and map) the existing hydrological regime for any surface and groundwater resource (including reliance by users and for ecological purposes) likely to be impacted by the project, including stream orders, as per the FBA.	Section 17.3 Section 17.4 Section 20.3
2. The Proponent must assess (and model if appropriate) the impact of the construction and operation of the project and any ancillary facilities (both built elements and discharges) on surface and groundwater hydrology in accordance with the current guidelines, including:	Section 10.3, Section 17.3 Section 17.4 Section 19.3 Section 20.4
(a) natural processes within rivers, wetlands, estuaries, marine waters and floodplains that affect the health of the fluvial, riparian, estuarine or marine system and landscape health (such as modified discharge volumes, durations and velocities), aquatic connectivity and access to habitat for spawning and refuge;	
(b) impacts from any permanent and temporary interruption of groundwater flow, including the extent of drawdown, barriers to flows, implications for groundwater dependent surface flows, ecosystems and species, groundwater users and the potential for settlement;	Section 10.3 Section 20.4
(c) changes to environmental water availability and flows, both regulated/licensed and unregulated/rules-based sources;	Section 20.4.1
(d) direct or indirect increases in erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses;	Section 10.3 Section 17.5 Section 17.6 Section 19.3.1
(e) minimising the effects of proposed stormwater and wastewater management during construction and operation on natural hydrological attributes (such as volumes, flow rates, management methods and re-use options) and on the conveyance capacity of existing stormwater systems where discharges are proposed through such systems; and	Section 17.5 Section 17.6 Section 19.3.1 Section 20.4.2
(f) water take (direct or passive) from all surface and groundwater sources with estimates of annual volumes during construction and operation.	Section 19.3.1 Section 20.4.3
3. The Proponent must identify any requirements for baseline monitoring of hydrological attributes.	Section 20.5
4. The assessment must include details of proposed surface and groundwater monitoring.	Section 19.4 Section 20.5
<b>12. Flooding</b>	
1. The Proponent must assess and (model where required) the impacts from the project on flood behaviour, in particular Coffs Creek, during construction and operation for a full range of flood events up to the probable maximum	Section 17.5 Section 17.6

Secretary's Requirement	Where addressed
flood (taking into account sea level rise and storm intensity due to climate change) including: (a) any detrimental increases in the potential flood affectation of the project infrastructure and other properties, assets and infrastructure;	
(b) consistency (or inconsistency) with applicable Council floodplain risk management plans;	Section 17.1 Section 17.6
(c) compatibility with the flood hazard of the land;	Section 17.6
(d) compatibility with the hydraulic functions of flow conveyance in flood ways and storage areas of the land;	Section 17.6
(e) whether there will be adverse effect to beneficial inundation of the floodplain environment, on, or adjacent to or downstream of the site;	Section 17.6
(f) downstream velocity and scour potential;	Section 17.5 Section 17.6
(g) impacts the project may have upon existing community emergency management arrangements for flooding, including Council's upper catchment detention basins. These matters must be discussed with the State Emergency Services and Coffs Harbour City Council;	Section 17.6
(h) any impacts the project may have on the social and economic costs to the community as consequence of flooding;	Section 17.6.7
(i) whether there will be direct or indirect increase in erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses; and	Section 17.5 Section 17.6
(j) any mitigation measures required to offset potential flood risks attributable to the project.	Section 17.5 Section 17.6 Section 17.7
<b>13. Air Quality</b>	
1. The Proponent must undertake an air quality impact assessment (AQIA) for construction and operation of the project in accordance with the current guidelines.	Section 21.1
2. The Proponent must ensure the AQIA also includes the following: (a) demonstrated ability to comply with the relevant regulatory framework, specifically the <i>Protection of the Environment Operations Act 1997</i> and the <i>Protection of the Environment Operations (Clean Air) Regulation 2010</i> ;	Section 21.2 Section 21.3
(b) an assessment of the impacts of the construction and operation of the project on sensitive receivers and the local community, including risks to human health;	Section 21.6
(c) details of the proposed mitigation measures to minimise the generation and emission of dust (particulate matter and TSP) and air pollutants (including odours) during the construction of the project, particularly in relation to the operation of ancillary facilities (such as concrete and asphalt batching), the use of mobile plant and machinery, stockpiles and the processing and movement of spoil, and construction vehicle movement along the alignment; and	Section 21.7 <b>Chapter 6, Construction</b>



<b>Secretary's Requirement</b>	<b>Where addressed</b>
(d) a cumulative assessment of the local and regional air quality.	Section 21.6 and <b>Chapter 25, Cumulative impacts</b>
<b>14. Waste</b>	
1. The Proponent must assess predicted waste generated from the project during construction and operation, including:	Section 22.1 Section 22.2 Section 22.4.1
(a) classification of the waste in accordance with the current guidelines;	
(b) estimates / details of the quantity of each classification of waste to be generated during the construction of the project, including bulk earthworks and spoil balance;	Section 22.4
(c) handling of waste including measures to facilitate segregation and prevent cross contamination;	Section 22.5
(d) management of waste including estimated location and volume of stockpiles;	Section 6.8.2, Section 22.4 Section 22.5
(e) waste minimisation (particularly of unsuitable material) and reuse;	Section 22.4 Section 22.5
(f) lawful disposal or recycling locations for each type of waste; and	Section 22.3
(g) contingencies for the above, including managing unexpected waste volumes	Section 22.5
2. The Proponent must assess potential environmental impacts from the excavation, handling, storage on site, and transport and disposal of the waste particularly with relation to sediment/leachate control, noise and dust, and traffic and transport.	Section 21.6 Section 22.4 Section 24.3
<b>15. Sustainability</b>	
1. The Proponent must assess the sustainability of the project in accordance with the Infrastructure Sustainability Council of Australia (ISCA) <i>Infrastructure Sustainability Rating Tool</i> and recommend an appropriate target rating for the project.	Section 23.3
2. The Proponent must assess the project against the current guidelines including targets and strategies to improve Government efficiency in use of water, energy and transport.	Sections 23.2 Section 23.3
<b>16. Safety and Risk</b>	
1. The Proponent must assess the likely risks of the project to public safety, paying particular attention to pedestrian safety, subsidence risks, bushfire risks and the storage, handling and use of dangerous goods.	Section 24.3
2. The Proponent must assess the risk and vulnerability of the project to climate change in accordance with the current guidelines.	Section 24.3
3. The Proponent must assess the biosecurity risk of the project to minimise the inadvertent spread of disease and pathogens affecting horticultural activities, vegetation and threatened fauna.	Section 10.3 Section 13.3 Section 18.3



Appendix B

**EPBC Act  
assessment  
documentation  
requirements  
and checklist**

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

# Appendix B

## EPBC Act assessment documentation requirements and checklist

# EPBC Act assessment documentation requirements

## General requirements

Ref	Australian Government requirement	Where addressed
<b>General Requirements</b>		
4.	<b>Project Description</b> The title of the action, background to the development and current status.	<b>Chapter 5, Project description</b>
5.	The precise location and description of all works to be undertaken (including associated offsite works and infrastructure), structures to be built or elements of the action that may have impacts on MNES.	<b>Chapter 6, Construction</b> Section 10.3
6.	How the action relates to any other actions that have been, or are being taken, in the region affected by the action.	<b>Chapter 25, Cumulative impacts</b>
7.	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 on MNES.	Section 10.4 <b>Appendix H, Biodiversity assessment report</b>
8.	<b>Impacts</b> The EIS must include an assessment of the relevant impacts of the action on threatened species and communities; including <ul style="list-style-type: none"> <li>• A description and detailed assessment of the nature and extent of the likely direct, indirect and consequential impacts, including short term and long term relevant impacts</li> <li>• A statement whether any relevant impacts are likely to be known, unpredictable or irreversible; analysis of the significance of the relevant impacts</li> <li>• Any technical data and other information used or needed to make a detailed assessment of the relevant impacts</li> <li>• A comparative description of the impacts of alternatives, if any, on the threatened species and communities.</li> </ul>	Section 10.3 Section 10.4 <b>Appendix H, Biodiversity assessment report</b>
9.	<b>Avoidance, mitigation and offsetting</b> For each of the relevant matters protected that are likely to be significantly impacted by the development, the EIS must provide information on the proposed avoidance and mitigation measures to deal with the relevant impacts of the action, including: <ul style="list-style-type: none"> <li>• A description and an assessment of the expected or predicted effectiveness of the mitigation measures</li> <li>• Any statutory policy basis for the mitigation measures</li> <li>• The cost of the mitigation measures</li> <li>• A description of the outcomes that the avoidance and mitigation measures will achieve</li> <li>• 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</li> <li>• The name of any agency responsible for endorsing or approving a mitigation measure or monitoring program</li> <li>• A description of the offsets proposed to address the residual adverse significant impacts and how these offsets will be established.</li> </ul>	Section 10.3 <b>Appendix H, Biodiversity assessment report</b>  <b>Appendix I, Threatened species management plan</b>
10.	Where a significant residual adverse impact to a threatened species or community is considered likely, the EIS must provide information on the proposed offset strategy, including discussion of the conservation benefit associated with the proposed offset strategy. Paragraphs 13 and 14 provide further requirements in relation to offsets.	Section 10.6 <b>Appendix H, Biodiversity assessment report</b>
<b>Key issues – Biodiversity</b>		
11.	The EIS must address the following issues in relation to Biodiversity including separate: <ul style="list-style-type: none"> <li>• Identification of each EPBC Act listed threatened species and community likely to be impacted by the development. Provide evidence any other EPBC Act listed</li> </ul>	Section 10.2.8 <b>Appendix H, Biodiversity assessment report</b>

Ref	Australian Government requirement	Where addressed
	threatened species and communities likely to be located in the project area or in the vicinity will not be impacted.	
12.	<p>For each of the relevant EPBC Act listed threatened species and communities likely to be impacted by the development, the EIS must provide a separate:</p> <ul style="list-style-type: none"> <li>• Description of the habitat and habits (including identification and mapping of suitable breeding habitat, suitable foraging habitat, important populations and habitat critical for survival), with consideration of, and reference to, any relevant Commonwealth guidelines and policy statements including listing advice, conservation advice and recovery plans, threat abatement plans and wildlife conservation plans</li> <li>• Details of the scope, timing and methodology for studies or surveys used and how they are consistent with (or justification for divergence from) published Australian Government guidelines and policy statements</li> <li>• Description of the impacts of the action having regard to the full national extent of the species and communities range.</li> </ul>	Section 10.3.3 <b>Appendix H, Biodiversity assessment report</b>
13.	<p>For each of the relevant EPBC Act listed threatened species and communities likely to be significantly impacted by the development the EIS must provide a separate:</p> <ul style="list-style-type: none"> <li>• Identification of significant residual adverse impacts likely to occur after the proposed activities to avoid and mitigation all impacts are taken into account</li> <li>• Details of how the current published NSW FBA has been applied in accordance with the objects of the EPBC Act to offset significant residual adverse impacts</li> <li>• Details of the offset package to compensate for significant residual impacts including details of the credit profiles required to offset the development in accordance with the FBA and / or mapping and descriptions of the extent and condition of the relevant habitat and / or threatened communities occurring on proposed offset sites.</li> </ul>	Section 10.3.3 Section 10.5 Section 10.6 <b>Appendix H, Biodiversity assessment report</b>
14.	Any significant residual impacts not addressed by the FBA may need to be addressed in accordance with the <i>Environment Protection and Biodiversity Conservation Act 1999</i> Environmental Offset Policy.	Section 10.5 <b>Appendix H, Biodiversity assessment report</b>
15.	For each threatened species and community likely to be significantly impacted by the development, the EIS must provide reference to, and consideration of, relevant approved conservation advice or recovery plan for the species or community.	Section 10.3.3
16.	Information in relation to the environmental record of a person proposing to take action must include details as prescribed in Schedule 4 Clause 6 of the EPBC Regulations 2000.	<b>Appendix E, Roads and Maritime environmental record</b>

Appendix C

# EP&A Regulation checklist

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

# Appendix C

## Environmental Planning and Assessment Regulation 2000 checklist

# Environmental Planning and Assessment Regulation 2000 checklist

## 6 Form of the environmental impact statement

Requirement	Where addressed in the EIS
An environmental impact statement must contain the following information:	
a the name, address and professional qualifications of the person by whom the statement is prepared,	Certification page
b the name and address of the responsible person,	
c the address of the land: <ul style="list-style-type: none"> <li>i. in respect of which the development application is made, or</li> <li>ii. on which the activity or infrastructure to which the statement relates is to be carried out,</li> </ul>	Certification page
d a description of the development, activity or infrastructure to which the statement relates,	Certification page
e an assessment by the person by whom the statement is prepared of the environmental impact of the development, activity or infrastructure to which the statement relates, dealing with the matters referred to in this Schedule, and	Certification page
f a declaration by the person by whom the statement is prepared to the effect that: <ul style="list-style-type: none"> <li>i. the statement has been prepared in accordance with this Schedule, and</li> <li>ii. the statement contains all available information that is relevant to the environmental assessment of the development, activity or infrastructure to which the statement relates, and</li> <li>iii. that the information contained in the statement is neither false nor misleading.</li> </ul>	Certification page

## 7 Content of the environmental impact statement

Requirement	Where addressed in the EIS
1. An environmental impact statement must also include each of the following:	
a a summary of the environmental impact statement,	<b>Executive Summary Chapter 29, Project synthesis</b>
b a statement of the objectives of the development, activity or infrastructure,	<b>Chapter 3, Strategic justification and project need</b>
c an analysis of any feasible alternatives to the carrying out of the development activity or infrastructure, having regard to its objectives, including the consequences of not carrying out the development, activity or infrastructure,	<b>Chapter 4, Project development and alternatives</b>
d an analysis of the development, activity or infrastructure, including:	
i. a full description of the development, activity or infrastructure, and	<b>Chapter 5, Project description</b>



Requirement	Where addressed in the EIS
ii. a general description of the environment likely to be affected by the development, activity or infrastructure, together with a detailed description of those aspects of the environment that are likely to be significantly affected, and	<b>Chapters 8- 25</b>
iii. the likely impact on the environment of the development, activity or infrastructure, and	<b>Chapters 8 - 25</b>
iv. a full description of the measures proposed to mitigate any adverse effects of the development, activity or infrastructure on the environment, and	<b>Chapters 8 - 25 Appendices F to Q</b>
v. a list of any approvals that must be obtained under any other Act or law before the development, activity or infrastructure may lawfully be carried out,	<b>Chapter 2, Assessment process</b>
e a compilation (in a single section of the environmental impact statement) of the measures referred to in item (d)(iv),	<b>Chapter 26, Summary of environmental management measures</b>
f the reasons justifying the carrying out of the development, activity or infrastructure in the manner proposed, having regard to biophysical, economic and social considerations, including the principles of ecologically sustainable development set out in subclause (4) of Schedule 2 Part 3 Section 7.	<b>Chapter 28, Project justification and conclusion</b>
2. Subclause (1) is subject to the environmental assessment requirements that relate to the environmental impact statement.	SEARs are addressed throughout the document.
3. Not applicable	
4. Principles of ecologically sustainable development	<b>Chapter 28, Project justification and conclusion</b> Section 28.1.3

Appendix D

# Draft community consultation framework

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

# Coffs Harbour Bypass

## Environmental impact statement

Appendix D – Draft Community Consultation Framework

July 2019

Prepared by

Roads and Maritime Services

# Contents

<b>1. Introduction</b>	<b>2</b>
<b>2. Roles and responsibilities</b>	<b>3</b>
2.1 Community Relations Manager and Team	3
<b>3. Communication and engagement strategy and key tools</b>	<b>4</b>
3.1 Community liaison implementation plan	4
3.2 Community contact database	4
3.3 Community reference groups	4
3.4 Stakeholder liaison groups	4
3.5 Community display office	4
3.6 Project communication	5
3.7 Complaints management	5
<b>4. Stakeholder identification</b>	<b>6</b>
<b>5. Specific issues communication strategies</b>	<b>9</b>
5.1 Noise and vibration	9
5.2 Air quality	9
5.3 Soils and water	9
5.4 Traffic management	10
5.5 Urban design and landscaping	10
5.6 Biodiversity	10
5.7 Aboriginal heritage	11
5.8 Schools	11
5.9 Agriculture	11
<b>6. Next steps</b>	<b>12</b>

# 1. Introduction

The purpose of this Community Consultation Framework (CCF) is to provide an overview of how communication and engagement activities would be carried out with key stakeholders and the community during the construction of the Coffs Harbour Bypass.

This CCF would be the basis for developing a Community Liaison Implementation Plan (CLIP). The CLIP would be developed before the start of construction and would be a dynamic document which would be reviewed regularly and, if required, amended to ensure it continues to meet its objectives and goals.

The aim of this CCF is to:

- Identify roles and responsibilities for delivering communications and engagement
- Identify relevant community and stakeholders
- Outline communication strategy and tools
- Outline procedures for distributing communications and receiving / responding to feedback
- Outline procedures for resolving community complaints during construction
- Outline communication strategies for issues specific to the project.

## 2. Roles and responsibilities

### 2.1 Community Relations Manager and Team

A Community Relations Manager and Community Relations Team would be engaged by the construction contractor throughout construction of the project. The responsibilities of the Community Relations Manager and team include:

- Manage project community information phone line and email
- Maintain and manage the community and stakeholder contact database
- Establish and engage community reference groups where appropriate
- Establish and engage stakeholder liaison groups where appropriate
- Develop and issue project communications (including but not limited to letters, flyers, fact sheets, frequently asked questions (FAQs), website updates, print advertising, notification signage, briefings, public displays, email and SMS notifications)
- Manage and resolve community and stakeholder enquiries and complaints.

## 3. Communication and engagement strategy and key tools

### 3.1 Community liaison implementation plan

This framework would be developed into a CLIP prior to the start of construction. The CLIP would provide specific information relating to community involvement during construction and the opening of the project. At a minimum the plan would include:

- A stakeholder contact list reviewed and updated regularly throughout the project
- The level of involvement and engagement for each stakeholder group
- Map of impacted properties
- A register of potential construction impacts and timings
- A risk assessment and mitigation plan to minimise impacts on stakeholders
- External and internal communication protocols
- Procedure for managing and responding to enquiries and complaints
- Procedures for notifying the community of upcoming work and impacts
- Procedures for communicating the details of design and construction
- A crisis communication plan
- Procedures for training employees and subcontractors.

### 3.2 Community contact database

A community contact database, including stakeholders and impacted landowners, would be established and maintained. The contact database would be continually monitored and updated by the Community Relations Team throughout project construction. Community members and stakeholders would be able to provide their contact details for the database to the Community Relations Team via the project website, community information phone line and public displays. The Community Relations Team would issue project updates using the information on the community contact database.

### 3.3 Community reference groups

A Community Consultative Committee (CCC) has been established for the project. The purpose of the CCC is to provide a forum for discussion between Roads and Maritime Services (Roads and Maritime) and representatives of the Coffs Harbour community, stakeholder groups and CHCC on issues directly relating to the project.

Where appropriate, other community reference groups may be established to enable the project team to engage with community groups with specific interests throughout construction. The need for community reference groups would be determined during subsequent phases of the project.

### 3.4 Stakeholder liaison groups

Where appropriate, stakeholder liaison groups would be established to address communication and coordination with affected authorities, emergency services, road user groups and other groups with specific interests in the project, eg local schools. Similar to the community reference groups, the need for stakeholder liaison groups would be determined during subsequent phases of the project.

### 3.5 Community display office

A staffed community display office was opened for the project during the EIS and concept design phase of the project and is located at 11a Park Avenue within the Coffs Harbour CBD. This office is open to members of the public with staff being available to answer questions about the project.



A new community display office would be opened on or near the project site before construction begins. This office would be specifically established for the construction phase and would remain open throughout construction of the project to provide key information to the community and stakeholders. The centre would:

- Display current plans, diagrams and photographs of the project
- Provide the opportunity for community members to speak with project representatives, including the Community Relations Manager and Community Relations Team
- Be open to the public during business hours Monday to Friday excluding public holidays.

## 3.6 Project communication

The community and stakeholders would be kept informed throughout the construction process through a variety of communication methods. The method of communication would be based on the level of information to be provided and the timeframe for delivering information. Wherever possible, information would be provided via methods preferred by community and stakeholders. Methods of communication would include:

- Flyers and letters distributed to properties
- Letters, emails, SMS and telephone calls
- Project update newsletters distributed at key milestones
- FAQs
- Website and social media updates (all communication materials would be available on the website in a document library)
- Advertising
- Face to face meetings and briefings
- Public displays
- Variable message signs (VMS).

The communication strategy would:

- Recommend the most up-to-date and relevant methods, particularly new digital technologies, for conveying information to the community and stakeholders
- Ensure project updates are provided in accessible formats, as per NSW Government requirements
- Offer language translation for languages other than English commonly used in the project area.

The community would be informed of the progress of the design and construction work, significant project milestones, design changes, changed traffic conditions, opportunities for input, construction operations and other matters.

The Community Relations Team would maintain a 24 hour toll free project information telephone line throughout construction for the community and stakeholders to ask questions about the project, report incidents and register complaints.

## 3.7 Complaints management

The project would develop and implement a procedure for community contact and complaints handling and investigation during the construction period. All complaints would be recorded in a register which would include the details, response and outcome of each complaint. All complaints received would be investigated and responded to. The complaints management procedure would include a process for escalating complaints if the complainant is not satisfied with the response from the project team.

## 4. Stakeholder identification

Roads and Maritime Services (is committed to effective communication and engagement with stakeholders throughout the project.

The project team would continue to proactively engage with the community and stakeholders to build and maintain relationships. Tracking issues and incorporating feedback wherever possible into the design would result in better outcomes and informed stakeholders.

The following stakeholders have been identified as having an interest in the project. These stakeholders may either be impacted by the project or may influence or become advocates for the project. The project team would continue to consult with stakeholders in the pre-construction and construction phases of the project. The stakeholder list is shown in **Table D1** and would be regularly updated throughout the detailed design and construction of the project.

**Table D1** Key consultation stakeholders

Group	Stakeholder
<b>Owners and residents of adjacent or directly impacted properties</b>	Affected property owners
	Individual community members
<b>Aboriginal groups</b>	Coffs Harbour and District Local Aboriginal Land Council
	Garby Elders Aboriginal Corporation
	Jagun Aged Care Elders
	Gumbaynggir People
	Wanggaan Gumbaynggirr Corporation
	Kullila Site Consultants
	Norman Frank Archibald
	National Koori Site Management
<b>Agricultural representatives</b>	Directly affected farmers
	Australian Blueberry Growers' Association
	Banana Growers' Association of Coffs Harbour & District
	OzGroup Co-op Ltd
	NSW Farmers Federation
<b>Businesses and operators</b>	Directly affected businesses
	Businesses along the existing Pacific Highway
	Coffs Coast Resource Recovery Park
	Boambee Equestrian Centre
	Koala Villas and Caravan Park

<b>Group</b>	<b>Stakeholder</b>
	Paradise Palms Resort
	Nautilus Beachfront Villas and Spa
	Opal Cove Resort
	Banana Coast Caravan Park
	Korora Bay Village Resort
	Pacific Bay Resort
<b>Government agencies and departments and elected councillors and Members of Parliament</b>	Coffs Harbour City Council
	Australian Government Department of the Environment and Energy
	Department of Premier and Cabinet (Heritage)
	Department of Planning, Industry and Environment (Planning and Assessment)
	Department of Planning, Industry and Environment (Environment, Energy and Science)
	Department of Planning, Industry and Environment (Regions, Industry, Agriculture & Resources)
	NSW Environment Protection Authority
	SafeWork NSW
	Australian Rail Track Corporation
	Local Councillors and State and Federal Members of Parliament
<b>Emergency services</b>	NSW Police
	Fire and Rescue NSW
	NSW Ambulance Service
	Rural Fire Service
	Solitary Rural Fire Brigade
	State Emergency Service
<b>Educational facilities</b>	Kororo Public School
	Bishop Druitt College
	Coffs Harbour Montessori Pre-School
<b>Community and interest groups</b>	Coffs Harbour Bicycle User Group
	Coffs Harbour Triathlon Club

Group	Stakeholder
	Coffs Harbour Cycle Club
	Clarence Native Bees
	WIRES Mid North Coast
	National Indigenous Times
	Koori Mail
	Coffs Harbour Advocate
	Coffs Coast Outlook
	Coffs Bypass Action Group
<b>Community facilities and recreation</b>	Coffs Coast Sport and Leisure Park
<b>Transport</b>	Coffs Harbour Airport
	Lindsay Transport
	Forest Coachlines
	Busways
	Essential energy
	Telstra
	AARNet
	Next Gen
	Optus
	NBN

## 5. Specific issues communication strategies

Strategies and tools for community and stakeholder consultation during construction are described in **Section 3**. Some construction activities would require a specific issues communication strategy due to potential impacts or the requirements of a stakeholder or stakeholder group. Specific issues communication strategies may be required for the following activities or project issues.

### 5.1 Noise and vibration

The project will create local noise and vibration due to earthwork and general construction activity. Consultation about these and other issues would be carried out as part of wider project communications outlined in **Section 3**. However, specific communication and consultation would be carried out in advance of out of hours work.

Construction work would generally be carried out during the standard construction hours (7am to 6pm Monday to Friday and 8am to 1pm Saturdays). However, out of hours work would be required for technical and/or safety reasons. The NSW Interim Construction Noise Guideline (DECC 2009) recognises there are some situations where specific construction work may need to be carried out outside of the recommended standard construction hours.

The Construction Noise and Vibration Management Plan will incorporate a Blast Management Strategy which would include a communication protocol for affected landowners. Specific constraints for working hours for blasting activities are proposed (9am to 5pm Monday to Friday and 9am to 1pm Saturdays).

Any work required outside the standard construction hours would be guided by an Out of Hours Work Procedure (OOHW Procedure). Prior to out of hours work, community notifications would be issued a minimum of five days before work starts. There would be additional targeted communication with the affected community near the work based on the predicted level of impacts (such as noise, dust, vibration and lighting). Communication could include letter drops, door knocking, face-to-face meetings, phone calls, emails and SMS notifications. The OOHW Procedure would also include requirements for preparation of a six-month 'look ahead' program for likely out of hours work.

### 5.2 Air quality

The project may impact local air quality during construction, mainly due to dust generated from earthworks and materials handling. There will be particularly locations or land uses where this has the potential to have a higher impact, eg on agricultural land.

Communication and consultation with impacted stakeholders would be carried out before and during construction at each site. Consultation about construction air quality and management measures would be integrated with broader construction communication strategies for each site.

### 5.3 Soils and water

The project has the potential to result in impacts related to soil contamination, salinity, acid sulfate soils and erosion and sediment impacts.

If site contamination investigations indicate that contaminants are present on the site in concentrations above the intended land use criteria, then a Remedial Action Plan will be developed and remediation work will be carried out in consultation with the EPA and in accordance with the Roads and Maritime's Contaminated Land Management Guideline.

Construction stormwater runoff has the potential to impact on the surface water quality of the region through runoff of exposed soils on active construction sites and ancillary sites.

A water quality monitoring program will be prepared and implemented during construction to identify whether the project is resulting in adverse impacts on water quality and assess compliance with statutory

requirements and project targets. The monitoring program will be prepared in accordance with the Guideline for Construction Water Quality Monitoring (RTA n.d).

Communication and consultation with impacted stakeholders and relevant agencies would be carried out before and during construction. Consultation about potential impact related to contamination, erosion and sediment would be integrated with broader construction communication strategies for each site.

## 5.4 Traffic management

Temporary changes to traffic arrangements during construction would impact a range of stakeholders and community members who may not otherwise be part of project distribution areas. Wherever possible, the project would aim to minimise the impact of temporary changes to traffic arrangements.

Consultation with impacted stakeholders would be carried out before work starts and throughout the construction phase at each site. Consultation regarding property and pedestrian access during construction would be integrated with the project's broader construction communication strategies.

Information about traffic management and changed traffic conditions would be communicated through:

- Advertising in local print media and radio (for major traffic detours, disruptions and switches)
- Updates on Live Traffic NSW website and app
- Messages on permanent and temporary VMS
- Updates with the latest traffic conditions on the project website and social media
- Signage in advance of temporary changes to bus stops
- Signage in advance of changes to footpaths.

Stakeholders directly impacted by changed traffic arrangements (such as through temporary changes to property access) would be consulted before each phase of construction.

## 5.5 Urban design and landscaping

An Urban Design and Landscape Plan would be developed based on the project's detailed design. At a minimum, the plan would include:

- Design principles and standards
- Locations of existing vegetation
- Proposed landscaping (including use of indigenous and native species where possible)
- A description of disturbed areas and strategies to progressively rehabilitate, regenerate or revegetate them
- Design features, built elements, lighting and building materials
- Graphics such as sections, perspective views and sketches for key elements of the project, including built elements.

A Directional Signage Plan will be developed in accordance with Roads and Maritime signage guidelines to ensure effective and appropriate signposting for key locations along the project. The Plan will identify the range of services that Coffs Harbour provides and will be prepared in consultation with CHCC, Coffs Harbour Chamber of Commerce and the NSW Government's Tourist Attraction Signposting Assessment Committee (TASAC).

## 5.6 Biodiversity

Native vegetation condition across the study area was highly variable. Conditions ranged from sites supporting heavy weed infestation and little native species richness or diversity to more intact areas with high native species richness and structural diversity. Two types of threatened ecological community and

two threatened flora species were confirmed in the study area. Fourteen threatened terrestrial fauna species were confirmed for the study area including the koala. Koala habitat within remnant vegetation surrounding Coffs Harbour may provide important connective corridors, particularly within gullies containing feed tree species which provide preferred habitat within the Coffs Harbour region.

A Threatened Species Management Plan has been prepared to establish the framework for threatened species and habitat management during the design, construction and operational phases of the project. This plan establishes the roles and responsibilities, mitigation measures, monitoring requirements and indicative timing for all threatened species management. Construction phase mitigation measures will be developed as part of the Flora and Fauna Management Plan (FFMP) in the Construction Environmental Management Plan (CEMP) to be developed by the construction contractor.

It is anticipated that there would be a community information element to the monitoring completed before, during and after the construction of the project with regular updates, project worker educational programs and information packages such as a koala rescue procedure developed and implemented.

## 5.7 Aboriginal heritage

The project would impact on Aboriginal archaeological sites as well as sites of intangible cultural significance, including storylines and pathways. Registered Aboriginal Parties for the project would continue to be engaged through regular meetings of the Aboriginal Focus Group. Where required, parties would be involved in archaeological salvage excavation of sites. There would also be opportunity for parties to provide site inductions on Aboriginal heritage. Parties would be consulted on management measures including revegetation of the construction footprint to include local Indigenous plant species, preparation of an educational cultural booklet and interpretive signage for cultural sites.

## 5.8 Schools

The project would impact the operation of Kororo Public School and Bishop Druitt College during construction through issues related to air quality, traffic management, noise, vibration and access.

The Kororo Public School car park and the adjacent bus interchange will all be provided via a new facility accessed from James Small Drive. Additional car parking will also be provided adjacent to the school. A new footbridge is proposed to replace Luke Bowen footbridge and will be located around 250 metres north of the existing footbridge. The footbridge will retain the same name.

Consultation about these and other issues would be undertaken as part of wider project communications outlined in **Section 3**. Each school would be consulted before work starts and throughout each phase of construction to mitigate potential impacts to each school.

## 5.9 Agriculture

The project would directly impact agricultural properties, including banana and blueberry farms. Some agricultural businesses will cease entirely as a result of the project, while others will need to make adjustments as a result of impacts on water sources, structures, crops or access. Temporary indirect impacts experienced during the construction phase of the project include dust, temporary access changes, temporary impacts on irrigation water sources and potential spread of Panama disease.

A specialist agricultural consultant will be made available to property owners seriously or critically impacted by the project to advise on farm management options. Impacted water resources, structures or property accesses will be replaced or relocated in consultation with owners. A Panama Disease Control Management Plan will be implemented during construction in consultation with DPIE (Regions, Industry, Agriculture & Resources) and representatives of the Banana Growers Association of Coffs Harbour & District. Dust monitoring will be undertaken at representative locations to ensure that dust impacts are managed.

## 6. Next steps

Subject to planning approval, this framework would be developed into a CLIP by the construction contractor. The CLIP would further detail community and stakeholder involvement during design, construction and project opening phase. This would include the consultation tools, activities and timing for each project element and specific issue.



Appendix E

# Roads and Maritime Services environmental record

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

# Appendix E

## Environmental Record

**Proposed development / title of the action – Pacific Highway Upgrade - Coffs Harbour Bypass**

**EPBC Referral Number - EPBC 2017/8005**

**EP&A Act Assessment Number - SSI 7666**

**Designated proponent - Roads and Maritime Services**

**ACN / ABN - 76 236 371 088**

**Postal address - PO Box 973, Parramatta, 2124**

Roads and Maritime is a major infrastructure agency with responsibility for the delivery of a substantial road and bridge development and maintenance program. Within this context Roads and Maritime has a good environmental record, with few infringements over the last decade. This is due largely to the commitment of Roads and Maritime and its staff to environmental outcomes and the systems it has put in place.

There have, however, been occasions where successful proceedings have been brought against Roads and Maritime and where penalty infringement notices have been issued. In such instances, Roads and Maritime has instituted measures to ensure that appropriate lessons are communicated to its staff and/or contractors and that any necessary changes are made to management systems and operating procedures. Further detail is provided below.

**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 February 1998	The NSW Land and Environment Court found that RTA grit blasting operations on the Wallaby Rock Bridge over the Turon River near Bathurst resulted in material containing paint, limestone and copper slag grit entering the river.
3 June 1998	Penalty Notice (P8669550) for inadequate sediment controls at an RTA site on the corner of Stoney Creek Road and King Georges, Beverly Hills.
21 February 2000	Penalty Notice (Z0578326) for the inappropriate cleaning of a bitumen sprayer at a roadside stockpile site near Bowenfels. The infringement was for cleaning the sprayer at a location which created the potential to pollute an onsite drain and possibly other waters.
18 January 2002	Penalty Notice (N7899706) for contravention of a condition of environment protection licence number 10008 for the Pacific Highway Upgrade at Mullumbimby. Sub-contractor employed an incorrect sediment basin pump out procedure.
28 October 2002	Penalty Notice (B5102543) issued to the Mona Vale Road upgrade project for pollution of waters. Sediment laden water escaped the site into stormwater drains during the works.
7 August 2006	Penalty Notices (7616962760 & 7616962751) for failing to supply Dangerous Goods Shipping documents to two drivers of asphalt trucks near Nyngan, western NSW.
8 November 2007	Penalty Notice (7616957069) for unauthorised discharge of water from a construction site to an adjacent water course at Pambula.
11 December 2008	Penalty Notice (7616963164) for clearing of native vegetation (Myall Woodland) adjacent to Mitchell Highway west of Trangie.
29 April 2008	Penalty Notice (7633250250) for pollution of waters as a result of inadequate sediment control measures, Great Western Highway, Marangaroo.

**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**

28 September 2010	Penalty Notice (7601508934) for a breach of environment protection licence 13204 for failure to maintain pollution control equipment leading to the discharge of material from the Oxley Highway Upgrade construction works at Port Macquarie.
22 October 2010	Penalty Notice (7601508961) for pollution of waters arising from discharges from the Central Coast Highway Upgrade project.
31 March 2011	3 Penalty Notices (3013382406, 3013382415 & 3013382424) for breaches of Dangerous Goods transport legislation for RFS vehicle on New England Highway.
17 November 2011	Penalty Notice (3068038537) for pollution of waters of Byarong and America Creeks, Wollongong for failure to fully implement the sediment and erosion control measures outlined in the REF for the project.
15 June 2012	Penalty Notice (3085764202) for a breach of environment protection licence 13135 for failure to operate pollution control equipment to prevent the discharge of material from the Central Coast Highway upgrade construction works at Erina Heights.
17 January 2017	Penalty Notice for breaches of Dangerous Goods transport legislation for a Roads and Maritime vehicle on Cormorant Road at Kooragang.

***If the person proposing to take the action is a corporation, details of the corporation's environmental policy and planning framework***

Roads and Maritime has set the environmental direction for the organisation in its Corporate Framework which seeks to minimise impacts on the natural, cultural and built environment from road use and Roads and Maritime activities.

Roads and Maritime's commitment to meeting this priority is demonstrated in its environmental policy and the environmental considerations incorporated into its activities. Roads and Maritime has detailed procedures and guidelines for carrying out environmental assessment of its activities, including specific requirements for biodiversity assessment, mapping biodiversity impacts during construction and offsetting unavoidable impacts.