

REF Review Checklist

Template Reference: DOC24/3137063 Revision 1 December 2024

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Project name:	Ulladulla High School Upgrade
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Purpose and limitations

This checklist is intended to assist project and consultant teams in checking that Reviews of Environmental Factors (REF) appropriately assess a proposed activity and address legislative requirements. It seeks to address common requirements, does not address every potential environmental matter that may be relevant to a site and includes matters that will not be relevant to all sites/proposals. The project consultant town planner is responsible for identifying potential environmental impacts and assessment requirements to consider and mitigate potential impacts.

Adequacy review

Complete the table below to check that the REF and supporting technical investigations have adequately assessed the proposed activity.

Re	quirement	Υ	N	N/A	Comments
Ge	neral requirements				
Re Do	gulatory requirements es the REF include:	\boxtimes			
•	an acknowledgement of County?				
•	details of:				
	the proposed activity?				
	o need for the activity?				
	 alternatives considered, including the do-nothing option? 				
	 relevant planning policies, including relevant indicative layout plans, masterplans, strategic plans or Voluntary Planning Agreements apply to the site? 				
	 how proposal relates to relevant legislation and policies? 				
	related approvals required?	\boxtimes			
	 relevant determining authority (i.e. the NSW Department of Education) 	\boxtimes			
•	a description of the site (including address and lot/DP) and surrounding environment using text and plans/photos including details the environmental features and planning constraints?				
•	a description of land / road reserves associated with any off-site works?	\boxtimes			
•	a summary of existing approvals and relevant conditions that apply to the site?	\boxtimes			
•	for existing schools, confirmation that the proposed activity does not contravene a relevant condition of consent?				
•	an assessment of potential impacts of the proposal?	\boxtimes			
•	a summary of consultation undertaken, responses received and how responses were considered?	\boxtimes			Pre notification version of REF
•	a statement certifying that the contents are true and correct?	\boxtimes			
•	a conclusion that the proposal is not likely to significantly affect the environment or threatened species, communities or habitats unless a Species Impact Statement (SIS) (for aquatic biodiversity) or (terrestrial) Biodiversity Development Assessment Report (BDAR)				

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Re	quirement	Υ	N	N/A	Comments
	has been prepared?				
•	a statement that the proposed activity qualifies as development without consent?	\boxtimes			
•	a detailed response to the design quality principles set out in the T&I SEPP?	\boxtimes			
•	a detailed response to the Design for Schools Guide?	\boxtimes			
•	where relevant, a detailed response to any School				
	Design Review Panel comments?				
•	a schedule of mitigation measures that are specific and deliverable?				
env for fac	s the REF addressed s171 of the EP&A Reg including the vironmental factors set out in the October 2024 Addendum Consideration of environmental factors for health services ilities and schools and s171A (if the site is located in a ulated water catchment)?				
Ha:	s the REF been prepared in accordance with the Part 5 idelines, including the October 2024 Addendum for nsideration of environmental factors for health services illities and schools??				
the	arly engagement has occurred, has the REF summarised issues raised been summarised and set out how they been considered?				
	ope	\boxtimes			
Do	es the REF incorporate the relevant scope, including sociated works such as additional infrastructure (i.e. ostation, pumping stations, roadworks, stormwater etc.)?				
If o	ndowner's detail and consent wned by 'education', does the REF note that the land is ned by the Minister for Education and Early Learning ner than the department?				
Han Ian Not pric	s landowner's consent been obtained or has the downer been notified of the REF? e: It is the preference Landowner's consent is to be obtained or to lodgement. However, where this is not possible and for any slic domain or road works on council land, the council must be fied of the proposed works prior to lodgement of the REF.	\boxtimes			
Tit	e details s a copy of the following been obtained to inform the REF: the certificates of title(s) for the site that is/are less than six months old?	\boxtimes			
•	the deposited plan?	\boxtimes			
•	any instruments or encumbrances registered over the land?	\boxtimes			
•	a detailed survey plan for the site that is less than 12 months old?	\boxtimes			
Eas	sements and encumbrances	\boxtimes			
	the survey plan, proposed site plan and civil plans: clearly detail existing easements and encumbrances?				
•	demonstrate that no buildings, works, structures, earthworks, trenches or other activities would contravene or impinge upon any easement or encumbrance over the site unless with written approval of the easement beneficiary?				
Pla	<u> </u>			П	
Do- figu	es the REF reasonably depict the proposed activity in ures, plans and/or photomontages including indicative ails of: overall layout? maximum height and footprint of buildings? elevational treatment of buildings? tree planting and general landscape treatment?				
Δtt	achments	\square			



Re	quirement	Υ	N	N/A	Comments
Do	es the REF list documents (with revision numbers and	\boxtimes			
dat	es) that form part of the REF and are relied upon to				
	ess the proposed activity?				
	es the REF list include a list of all mitigation measures in	\boxtimes			
	pendix 1?				
	es the REF reference and list all figures and tables?	\boxtimes			
	minology	\boxtimes			
	es the REF use appropriate terminology for a REF:				
•	"activity" instead of "development"?				
•	"NSW Department of Education" shortened to "the	\boxtimes			
•	department" instead of "School Infrastructure NSW" or				
	"SINSW"?				
•	"Proponent" instead of "Applicant"?	\boxtimes			
•	"Mitigation measures" instead of "conditions"?	\boxtimes			
	<u> </u>				
	nsport and accessibility				
	es the REF include a Transport and Accessibility Impact	\boxtimes			
	sessment (TAIA)?				
	A / early consultation	\boxtimes			
	es the TAIA summarise the work undertaken as part of,				
	I the findings of, a Rapid Transport Assessment (RTA)?				
	es the REF summarise consultation undertaken through	\boxtimes			
	Transport Working Group (TWG) process, including				
	ues raised by transport agencies and proposed				
	ponses?				
	sting conditions	\boxtimes			
Do	es the TAIA describe the existing road network, including:				
•	the wider state network and local network?				
•	speed and parking restrictions?	\boxtimes			
•	public transport?	\boxtimes			
•	pedestrian infrastructure?	\boxtimes			
•	any known road safety issues?				
•	any significant infrastructure gaps identified?				
	nstruction traffic	\boxtimes			
Do	es the TAIA:				
•	set out proposed construction vehicle routes and site				
	access arrangements and estimated movements per				
	day?	-			
•	include a high level assessment of / conclusion that the	\boxtimes			
	local road network could accommodate the movements				
	subject to appropriate management?		_	_	
•	set out parking arrangements for construction workers	\boxtimes			
	and conclude that sufficient parking would be available				
	on site / proposed arrangements would avoid detrimental				
	impacts to local roads?				
•	set out whether works zones are required?	\boxtimes			
•	include a preliminary construction management plan that	\boxtimes			
	details management and mitigation measures to				
	minimise impacts and ensure safety of road users and				
	pedestrians?				
Op	erational traffic	\boxtimes			
	es the TAIA:				
•	estimate the expected trip generation as a result of the				
L	proposed development having regard to:				
	o proposed number of students and staff?	\boxtimes			
	assumed travel mode share for the school	\boxtimes			
	developed having regard to:	_	_		
	 existing mode share 				
	 proposed measures to reduce car-based travel 				
	 mode shares achieved for schools with similar 				
	use and transport characteristics?				



Re	quirement	Υ	N	N/A	Comments
	 data from other nearby schools / previous studies 	\boxtimes			
	and/or census data?				
	 expected distribution across the local road network? 	\boxtimes			
•	outline future surrounding roads/road infrastructure			\boxtimes	ILP not relevant
	shown on a relevant Indicative Layout Plan/Masterplan				
	and how the development responds to these?				
•	include a SIDRA analysis (or other modelling agreed			\boxtimes	SIDRA not undertaken
	through the TWG) of key nearby intersections before the				
	proposed development (i.e. existing) and after the				
	development at completion and 10 years after?				
•	include the detailed SIDRA modelling results?			\boxtimes	
•	include a conclusion that the SIDRA analysis (or			\boxtimes	
	alternative) demonstrates that the local road network can				
	accommodate the additional traffic generated by the				
	development?				
•	if there is a reduction in Level of Service (LoS) from pre			\boxtimes	
	to post development, does the TIA justify that this is				
	acceptable or set out measures to mitigate the impact /				
	accommodate the additional demand?				
•	identify how significant infrastructure gaps will be	\boxtimes			References improvements to
	addressed?				cycling infrastructure.
•	include an existing conditions road safety assessment if	\boxtimes			
	existing road safety issues were identified?				
• Cal	identify how any known safety issues will be addressed?				
	nool Transport Plan s a School Transport Plan been included in the TAIA	\boxtimes			
wh					
•	sets out measures to reduce car-based travel?				
•	sets achievable targets for mode shift with supporting	\boxtimes			
	explanation and evidence?				
•	include provisions for the monitoring and review of the	\boxtimes			
	plan?				
Op	erational Parking	\boxtimes			
Do	es the TAIA clearly set out:				
•	proposed car parking?				
•	proposed bicycle car parking?	\boxtimes			
•	proposed end-of trip facilities?			\boxtimes	No EOT proposed.
Do	es the TAIA include an assessment of likely demand for	\boxtimes			
par	king having regard to the expected/target mode share?				
	o, does the proposal meet the expected demand?	\boxtimes			
	doesn't match expected demand, does it include			\boxtimes	
	ormation to demonstrate why this is acceptable? i.e.				
	silability of on street parking in surrounding streets based				
	a parking demand survey to demonstrate spare capacity?				
	es the TAIA include a similar assessment of bicycle	\boxtimes			
	king?]		
	vate vehicle drop-off and pick-up es the TAIA:	\boxtimes			
•	describe the proposed private vehicle drop-off and pick-				
	up arrangements?				
•	identify the expected private vehicle drop-off / pick-up	\boxtimes			
	demand based on the expected/target mode share,				
	number of trips / drop-offs and likely dwell time?				
•	assess the capacity of the existing / proposed private	\boxtimes			
	vehicle drop-off / pick-up areas to accommodate the				
	above demand?				
Bu	s drop-off and pick-up	\boxtimes			
	es the TAIA:	_	•		
•	describe the proposed bus drop-off / pick-up				
	arrangements?				



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Re	quirement	Υ	N	N/A	Comments
•	identify the expected bus drop-off / pick-up demand	\boxtimes			
	based on the expected/target mode share and likely				
	dwell time?				
•	assess the capacity of the existing / proposed bus drop-	\boxtimes			
•					
0 -	off / pick-up to accommodate the above demand?		_		
	vice and emergency vehicle access	\boxtimes			
Do	es the TAIA:				
•	set out the proposed access arrangements for service				
	vehicles (i.e. garbage and other deliveries) and				
	emergency vehicles?				
•	set out any required mitigation or management	\boxtimes			
	measures?				
•	assess the above arrangements and conclude that they				
	would not have significant impacts?				
	erall assessment	\boxtimes			
Do	es the TAIA:				
•	include a list of measures to mitigate the impacts of the				
	activity?				
•	conclude overall, that the activity would not be likely to	\boxtimes			
_	have significant environment impacts?				
NIa					
	ise and vibration				
	ise monitoring	\boxtimes			
Do	es the REF include a Noise and Vibration Impact				
Ass	sessment (NVIA)?				
Do	es the assessment include background noise monitoring		\boxtimes		
	ocations that appropriately represent the existing noise	_	_		
	els at nearby sensitive receivers (i.e. residences,				
	rches, health facilities, etc.)?				
	es the background noise monitoring undertaken meet the			\boxtimes	
	uirements of Noise Policy for Industry (2017) i.e. at least a				
we	ek with acceptable weather conditions:				
•	average wind speed <5 m/s?				
•	no rain or other extraneous noise?				
Co	nstruction noise	\boxtimes			
Do	es the assessment consider impacts from construction				
	se and vibration in accordance with the Interim				
	nstruction Noise Guideline?				
	es it:	\boxtimes			
200					
•	determine noise management levels for the				
	development?				
•	predict noise levels of the proposed construction	\boxtimes			
	activities (usually of expected standard activities and				
	equipment and associated noise levels given that full				
	construction methodology will not yet be known)?				
•	conclude whether the predicted levels would exceed the	\boxtimes			
	noise management levels?	_	_	_	
•	set out measures to minimise impacts to sensitive	\boxtimes			
	receivers, including existing school users, and ensure				
	best practice on site?				
•	conclude whether construction noise would be likely to	\boxtimes			
	result in significant impacts?				
•	adopt standard construction hours set out in the ICNG or	\boxtimes			
	include justification where non-standard hours are				
	proposed?				
Vib	ration	\boxtimes			
	es the assessment include an assessment of potential				
	pacts as a result of vibration during constriction which:				
•	relevant standards and assessment criteria for human				
	comfort, sensitive equipment and structural damage?				
•	details potential sources of vibration during construction	\boxtimes			
	having regard to typical activities and equipment				



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Re	quirement	Υ	N	N/A	Comments
	expected to undertake proposed construction works?				
•	consider potential impacts having regard to separation distances to nearby sensitive receivers?				
•	sets out measures to mitigate potential impacts, including existing school users?				
•	concludes that the proposed activity would not be likely	\boxtimes			
	to have significant environmental affects following mitigation?				
	perational noise	\boxtimes			
Do	es the assessment:				
•	consider noise impacts from all aspects of proposed				
	operations in accordance with the Noise Policy for				
	Industry (2017) or Association of Australasian Acoustical Consultants Guideline for Child Care Centre Acoustic				
	Assessment in the case of outdoor play?				
•	determine noise criteria that would be applicable?	\boxtimes			
•	consider all proposed activities, including:				
	 indoor learning activities? 	123			
	o outdoor play?			\boxtimes	
	use of public address system?	\boxtimes			
	 plant and equipment (i.e. air conditioning) 	\boxtimes			
	o use of the hall			\boxtimes	
	use of outdoor sports courts				
•	conclude that the proposal would meet the project noise				
	trigger levels?				
•	set out mitigation measures if the proposal does not	\boxtimes			
	meet the trigger levels, does the assessment				
	ernal noise tenability		\boxtimes		NVA notes rail and road noise or
	es the assessment:				vibration not required given site
•	consider external sources of noise in proximity to the site				context.
•	(i.e. main roads or rail corridors)? detail applicable internal noise comfort criteria having		\boxtimes	П	
	regard to the EFSG?				
•	predict internal noise levels?		\boxtimes		
•	conclude that internal noise levels would meet criteria?		\boxtimes		
•	set out any proposed mitigation measures required to		\boxtimes		
	meet the criteria?				
	rerall assessment				
	es the assessment:				
•	include a list of measures to mitigate the impacts of the activity?				
•	conclude overall, that the activity would not be likely to				
	result in significant environmental affects?				
Do	es the REF list any mitigation measures identified in the	\boxtimes			
ass	sessment and incorporate them into the design where				
	plicable (i.e. does the design include mechanical				
	ntilation where this is required to achieve internal comfort				
	els)?				
	odiversity				
Do	es the REF include either:				
•	a statement from a suitably qualified ecologist that the proposed activity will not be carried out in a declared				
	area of outstanding biodiversity value and is not likely to				
	significantly affect threatened species, populations or				
	ecological communities, or their habitats or impact				
	biodiversity values, meaning a Species Impact				
	Statement and/or Biodiversity Development Assessment				
	Report is not required having regard to \$\frac{\sigma 7.8}{1.8}\$ of the				
	Biodiversity Conservation Act 2016 (this might include a statement that accompanies a Biodiversity Development				
	Statement mat accompanies a biodiversity bevelopment				



Requirement	Υ	N	N/A	Comments
Assessment Report (BDAR) waiver issue ahead of a	•		1471	Comments
previously proposed SSD application); or				
a SIS; and/or				
a BDAR?				
A statement that the proposed activity is not likely to have a	\boxtimes			
significant impact on matters of national environmental				
significance, or on the environment of Commonwealth land,				
and therefore referral to the Minister under the EPBC Act is				
not required?				
Note: Contact the Statutory Planning team if impacts are likely. If the development is on biodiversity certified land, does the			\boxtimes	
REF include information to identify the site (using associated				
mapping) and demonstrate the proposed development is				
consistent with the relevant biodiversity measure conferred				
by the biodiversity certification?				
Does the REF list any mitigation measures identified in the	\boxtimes			
assessment and incorporate them into the design where				
applicable?				
Flooding				
Flood Hazard	\boxtimes			
Does the REF include either:				
 information that demonstrates that the site and key access routes are free of flood risk; or 				
a Flood Risk and Impact Assessment (FIRA)?				
If a FIRA has been prepared, does it:	\boxtimes			
 state that it has been prepared in accordance with the 				
updated Floodplain Management Manual and Toolkit,				
including Planning Circular PD24-001?				
detail consultation undertaken with the local council and	\boxtimes			
any relevant agencies (i.e. State Emergency Service) to				
identify existing, draft and proposed flood studies				
relevant to the site?]		
describe the flood potential of the site and key access regulated beginning regard to excelled a flood studies and				
routes having regard to available flood studies and information, the conditions of the site, and the types of				
flood:				
o mainstream flooding?				
o overland flows?	\boxtimes			
o flash flooding?	\boxtimes			
describe the key flood mechanisms?	\boxtimes			
include flood modelling showing flood extent, levels,	\boxtimes			
depths, velocities and hazard classifications for all				
relevant events, including:				
o 1% AEP / 1 in 100yr?	\boxtimes			
o 5% AEP / 1 in 20yr?	\boxtimes			
o 10% AEP / 1 in 10yr?	\boxtimes			
o 0.2% AEP / 1 in 500yr?	\boxtimes			
o 0.02% AEP / 1 in 5000yr?	\boxtimes			
o PMF?	\boxtimes			
consider the timeframe for flood waters to inundate the	\boxtimes			
site and timeframe for water to hit peak levels?				
consider the impacts of climate change on future flood	\boxtimes			
frequency and levels?	F-3]		
Risk / impact of flood on the activity If a FIRA has been prepared, does it:	\boxtimes			
 determine whether the proposal is in a high-risk 				
catchment?				
the location of the proposal in relation to flood behaviour	\boxtimes			
and constraints including floodway, flood storage area or				
flood fringe area?				
	_	_		



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Re	quirement	Υ	N	N/A	Comments
•	the hazard vulnerability classification of the land?	\boxtimes			
•	frequency of inundation?	\boxtimes			
•	whether the proposal provides for safe occupation and			П	
	efficient and effective evacuation in flood events and how				
	it is to be achieved?				
•	in high-risk catchments, whether the proposal is likely to	\boxtimes			
•					
	result in a significant increase to the risk to life in other				
	parts of the catchment in a PMF flood event?	5-3			
•	any known evacuation constraints such as the flood	\boxtimes			
	emergency response classification for the area and				
	available warning times (including rate of rise and when				
	the evacuation route is cut off by floodwater)?				
•	whether the proposal is for a sensitive or hazardous land	\boxtimes			
	use, or other higher risk uses and what mitigation				
	strategies (if any) are proposed to reduce any identified				
	risks?				
lm	pact of the activity on flood outside of the site	\boxtimes			
If a	FIRA has been prepared, does it address the matters to				
cor	sider set out in PS-24-001, including has it determined:				
•	potential impacts of cut and fill and other building works				
	on flood behaviour?				
•	whether there may be adverse flooding impacts on	\boxtimes			
	surrounding properties?				
•	ability of proposed development to withstand flood	\boxtimes			
	impacts?				
D	ilding and structure design				
		\boxtimes	Ш		
	FIRA has been prepared, does it:				
•	nominate a flood planning level (minimum floor level plus				
	freeboard) for proposed buildings?				
•	recommend any other mitigations such as flood resistant	\boxtimes			
	materials or structural requirements?				
FE		\boxtimes			
	ne site or key access routes are impacted by flood waters,				
	es the REF include a preliminary Flood Emergency				
	sponse Plan (FERP) that has been prepared in				
	sultation with NSW SES?				
Do	es the plan clearly and simply detail:	\boxtimes			
•	the flood potential of the site?				
•	detail roles and responsibilities across the department	\boxtimes			
	and relevant emergency response agencies?				
•	flood monitoring and warning systems consistent with	\boxtimes			
	advice received to date from NSW SES?				
•	flood warning times and notifications?	\boxtimes			
•	emergency management triggers, including rainfall and				
	water levels?				
•	the emergency response to a flood event or events	\boxtimes			
•	where different flood mechanisms impact a site?				
_	•	\boxtimes			
•	messaging and communication protocols?				
•	assembly points and flood free routes (where required)?	\boxtimes			
•	shelter in place locations (where required as last resort)	\boxtimes			
	that are able to withstand flood and debris forces of the				
	PMF?				
•	mechanisms and requirements for regular review?	\boxtimes			
•	awareness training for employees, contractors, visitors,	\boxtimes			
	students and caregivers and induction of new staff	كت			
	members?				
Co	nclusion	\boxtimes			
	es the FIRA:				
	conclude that the proposal would not be likely to result in				
	significant environmental effects?				



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Requirement	Y	N	N/A	Comments
 list any mitigation measures identified in the assessment? 				
Does the REF list any mitigation measures identified in the assessment and incorporate them into the design where applicable (i.e. flood resistant structures and materials)?				
Bushfire				
Does the REF include either:	\boxtimes			Not bushfire prone.
 information that demonstrates that the site is not mapped as bushfire prone and is not adjacent to a potential bushfire hazard; or a Bushfire Assessment (BA)? 				
If a BA has been prepared, does it:			\boxtimes	
 assess the immediately adjoining bushfire hazard in accordance with Planning for Bush Fire Protection (PBP)? 				
 consider bushfire in the wider landscape context and 			\boxtimes	
potential impacts to key access routes or surrounding				
communities that may impact the activity?			\boxtimes	
 identify bushfire protection measures required under PBP? 				
 confirm if the activity can comply with the required bushfire protection measures, including: 				
 provision of minimum asset protection zones (APZs) with all buildings outside of the APZs? 			\boxtimes	
 minimum construction requirements for buildings? 			\boxtimes	
 Note: Table 2, Appendix B of the Addendum November 2022 to PBP requires school buildings on bushfire prone land to be built to a minimum of BAL-19. The NSW RFS has advised that BAL-Low does not apply to school and similar developments under PBP. If the consultant considers that no construction standard applies, the report should state 'no requirements' in order to avoid further information requests from the NSW RFS. 				
o access roads?			\boxtimes	
 provision of a perimeter road between the buildings and the bush fire hazard? 			\boxtimes	
o water provision?			\boxtimes	
o design of utilities?			\boxtimes	
o emergency management arrangements?			\boxtimes	
o landscaping?			\boxtimes	
Conclusion Does the BA:			\boxtimes	
 conclude that the proposal would not be likely to result in significant environmental effects? 				
 list any mitigation measures identified in the assessment? 			\boxtimes	
Does the REF list any mitigation measures identified in the assessment and incorporate them into the design where applicable (i.e. APZs, BAL-19 construction?			\boxtimes	
Contamination				
Have either of the following been prepared to inform the REF:	\boxtimes			
 a Preliminary Site Investigation (PSI) and/or Detailed Site Investigation (DSI) that conclude that there is a low risk of contamination and that the site is suitable for the use of the site as a school; or 				
a PSI and/or DSI and a Remediation Action Plan (RAP)?				
Does the PSI, DSI and RAP address all the potential sources of contamination mentioned in the various report?				
If the DSI or RAP identifies that limited further testing is			\boxtimes	No further testing is



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Re	quirement	Υ	N	N/A	Comments
in t	he REF?				
ren	emediation is required, does the REF determine if the nediation is Category 1 or 2 having regarded to the				
Do	zards and Resilience SEPP? es the REF include an interim statement from a Site ditor confirming that the RAP is appropriate?			\boxtimes	
If n	o interim statement, does the RAP set out actions to				
	nediate all potential sources of contamination? es the REF summarise investigations undertaken and	\boxtimes			
	nclude that contamination risk has been appropriately dressed in accordance with the Hazards and Resilience				
SE	PP?				
	s the PSI, DSI and/or RAP concluded that the proposal uld not be likely to result in significant environmental				
effe	ects as a result of contamination and/or contamination				
	nagement? es the REF list any mitigation measures identified in the	\boxtimes			
	sessment and incorporate them into the design where blicable?				
	vironmental heritage				
	ritage items	\boxtimes			
lf:	J				
•	any portion of the site is a listed heritage item on the department's s170 register, in the Local Environmental				
	Plan (LEP) or on the State Heritage Register (SHR); or				
•	there is a place listed on any s170 register, LEP or SHR immediately near the site; or				
•	the school site in a heritage conservation area; or				
•	the site has been previously assessed as having				
	heritage significance even if no statutory listing has been provided;				
has	s a heritage impact statement (HIS) been prepared to				
sup	pport the REF?				
If a	HIS has been prepared, does the HIS:	\boxtimes			
•	provide a clear assessment of heritage significance				
	against the NSW guidelines for Assessing Heritage				
•	Significance? include an assessment of the degree of impact (physical	\boxtimes		П	
	and visual) to identified heritage items?				
•	assess the impacts of the proposal to be less then minimal?				
•	detail consultation with council if the impacts were assessed as more than minimal?			\boxtimes	
•	identify whether additional Heritage Act approvals (s60			\boxtimes	
	permits) are required if the item is on the SHR?				
•	include adequate project justification and analysis of design options to show that the heritage impacts were				
	not avoidable (if the impacts were assessed as more				
	than minimal)?				
•	set out appropriate mitigation measures?			\boxtimes	No mitigation recommended.
	chaeology		\boxtimes		
Do	es the REF and/or HIS:				
•	consider the potential for archaeological relics either in a				
	HIS or through existing regional planning documentation or similar?				
•	include an evidence-based archaeological assessment,		\boxtimes		
	including a clear grading of the potential for				
	archaeological remains to be identified, and what their				
	archaeological significance is?				
If a	n archaeological assessment was undertaken has:		\boxtimes		
•	the assessment been informed by historic archaeological				



Requirement	Υ	N	N/A	Comments
test excavation (where necessary)?				
 the assessment identified impacts to archaeological relics? 		\boxtimes		
 archaeological monitoring or test excavation been proposed under a self-approved s139(4) Exception, and if so, has an Exception Record of Use Form been submitted and signed? 		\boxtimes		
 is a permit under the Heritage Act (s140 / s60), approved by Heritage NSW, required to authorise impacts to relics? 				
 set out appropriate mitigation measures required to give effect to any mitigations from the archaeological assessment? 		\boxtimes		
Aboriginal cultural heritage				
Does the REF either include:	\boxtimes			
 confirmation that the activity does not include ground disturbing works or removal of mature vegetation; or an Aboriginal Cultural Heritage Due Diligence (DD), a Preliminary Indigenous Heritage Assessment Impact (PIHAI) and/or an Archaeological Survey Report (ASR) which identifies no harm to Aboriginal objects or places would occur; or an Aboriginal Cultural Heritage Assessment Report (ACHAR)? Note: where a DD / PIHAI / ASR has been prepared and it identifies that Aboriginal objects or places are likely to be impacted, an 				
ACHAR must be prepared.				
Where an ASR has been prepared, has it assessed the archaeological nature and significance of Aboriginal sites within the study area (through survey / test excavation)?				
Where an ACHAR has been prepared, has it been undertaken in accordance with the OEH consultation guidelines?			\boxtimes	
 Where an ACHAR has been prepared, has it completed the mandatory steps, including: agencies contacted to identify relevant parties; an advert placed in local paper to invite registrations of interest; invitations to register issued to potential stakeholder groups; methodology issued to RAPs and invited to comment; and draft ACHAR sent to RAPs and invited to comment? 				
Where an ACHAR has been prepared:			\boxtimes	
 have all comments provided by RAPs been addressed and actioned (where possible) in the ACHAR? 				
 did the ASR or ACHAR assess the archaeological nature and significance of Aboriginal sites within the study area (through survey / test excavation)? 				
 assess impacts of the proposed works? 			\boxtimes	
 indicate that an Aboriginal Heritage Impact Permit (AHIP) is required? 			\boxtimes	
Has the REF and/or supporting documents:included a list of measures to mitigate the impacts of the activity?	\boxtimes			
 concluded that the proposal would not be likely to result in significant environmental effects? 				
Built form and urban design				
If the project has a value over \$50M, has it been presented at School Design Review Panel (SDRP)?			\boxtimes	
If presented to SDRP, have comments from the Panel been:			\boxtimes	



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Re	quirement	Υ	N	N/A	Comments
•	summarised in the REF / Design Report?				
•	appropriately considered, incorporated into the design (where appropriate) and responded to in the REF / Architectural Design Report?				
Do	es the Design Report:	\boxtimes			
•	explain how the proposed layout, building and facade design appropriately considers and respond to the existing / likely future / preferred character of the streetscape?				
•	address the design quality principles in the T&I SEPP and the design principles set out in the Design Guide for Schools?	×			
•	explain how the height of the proposed development is appropriate in consideration of the site context and form of surrounding development?				
En	vironmental amenity				
	ershadowing es the REF:	\boxtimes			
•	include shadow diagrams?	\boxtimes			
•	discuss impacts from overshadowing impacts?	\boxtimes			
•	conclude that the proposal would have no significant impacts?	\boxtimes			
•	if the proposal results in overshadowing of windows or private open space of residential properties, does the REF demonstrate maintenance of at least two hours of daylight as required by the Apartment Design Guide or otherwise in accordance with the applicable Planning principles?				
Do pro to r	vacy es the REF consider potential privacy impacts of the posed works and conclude that these would not be likely esult in significant effects with or without mitigation asures?				
Vis Do	es the REF assess potential visual impacts of the posed works and conclude that impacts would not be nificant with or without mitigation measures?	×			
Vis If the view	rual impacts (view sharing) – private views the activity has the potential to obstruct existing significant the strong private property, does the REF include an the sessment of the proposal in accordance with the Tenacity including as assessment of the: type of views affected; parts of the property the views are obtained; extent of the impact; and reasonableness of the proposal causing the impact?				
wo	es the assessment conclude overall, that the proposal uld not be likely to result in significant environmental ects?			\boxtimes	
If the view in a print Ros	rual impacts (view sharing) – public views the activity has the potential to obstruct existing significant the strom public land, does the REF include an assessment the accordance with the established planning principles (i.e. the inciples established by the Land and Environment Court in the Bay Marina Pty Limited v Woollahra Municipal Council the anor [2013] NSWLEC 1046 (principles of view sharing: the impact on the public domain), including: an assessment of: nature and scope of the existing views from public domain; locations in the public domain from which potentially				



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Requirement	Υ	N	N/A	Comments
interrupted view is enjoyed				
 extent of the obstruction at each relevant location; 				
 intensity of public use of those locations where that 				
enjoyment will be obscured, in whole or in part, by				
the proposed activity;				
 whether there is any document that identifies the 				
importance of the view to be assessed; and				
 a quantitative and qualitative evaluation of the impacts? 				
Does the REF list any mitigation measures identified in the			\boxtimes	
above assessments and incorporate them into the design				
where applicable?				
Air quality				
If the site is adjacent to a significant potential source of air	П	П	\boxtimes	
pollution (i.e. motorway, airport or hazardous industry), has	_	_		
the REF been informed by either of the following by a				
suitably qualified person:				
a statement that air quality at the site is suitable for the				
proposed use based on expert advice and/or existing				
data;				
an air quality assessment?				
Note: Reference may need to be given to <u>Development Near Rail Corridors</u>				
and Busy Roads – Interim Guideline in the above				
If an air quality assessment is prepared, does it:			\boxtimes	
conclude that air quality is suitable for the proposed use				
with or without migration?				
indicate impacts generated by the proposed activity and			\boxtimes	
suitable mitigation measures?				
Does the REF summarise the assessment and list any			\boxtimes	
mitigation measures identified in the above assessments and				
incorporate them into the design where applicable?				
Trees and landscaping				
Has an Aboricultural Impact Assessment (AIA) been	\boxtimes			
prepared to support the REF which assesses existing trees				
within the proposed works area, including street trees, and				
recommends tree protection measures for trees to be				
retained?				
Does the REF discuss the number, species, pot sizes and	\boxtimes			
height of trees to be removed and trees to be planted?				
Have any tree protection measures set out in the AIA been	\boxtimes			
incorporated in:				
the design;				
REF mitigation measures; and				
the preliminary construction methodology?				
Social Impact				
Does the REF include an assessment of the social impacts of	\boxtimes			
the proposed activity comprising either:				
Sites identified for a school in a Voluntary Planning				
Agreement (VPA), Concept Approval, Precinct Plan,				
Indicative Layout Plan, adopted Masterplan, or other				
adopted strategic planning document, together with				
upgrades to existing schools - Social impact addressed				
in REF by the consultant town planner (i.e. no				
standalone SIA report).				
New schools where land has not been identified as a				
school in a strategic planning document or VPA etc -				
Social impact addressed in the REF by consultant town				
planner (or suitably experienced), or as necessary, in a				
stand-alone report.				
Schools subject to closures or mergers, or where there is				
loss of, or substantial change to, community				
infrastructure: Comprehensive SIA as a separate report				



Requirement	Y	N	N/A	Comments
prepared by suitably experienced consultant.				
Ecologically sustainable development				
Does the ESD Report set sustainability targets for the activity in line with the department's commitments, including: Green Star Buildings certification for projects with				
>1000m2 new building and >\$10m EDC of 5 Star for Sydney, Wollongong and Newcastle metro or 4 Star for rest of NSW				
 Operational energy and potable water intensity targets for the activity? 				
If Green Star Buildings certification is required, does the ESD Report include:	\boxtimes			
 the Green Star registration number for the project, and a Green Star Building pathway showing how activity will achieve the required number of credit points to certify? 				
If applicable under the Sustainable Buildings SEPP, has an NABERS embodied emissions material form been included in the ESD Report?				Embodied emissions form has been prepared.
Does the ESD report include a Climate Change Risk Assessment and Adaptation Plan?	\boxtimes			
For sites identified as any high or extreme risks in the Climate Change Risk Assessment and Adaptation Plan, have design responses been identified to been incorporated into the project to mitigate the risks?			\boxtimes	
Does the ESD Report adequately address how the activity will:	\boxtimes			
 minimise waste from associated demolition and construction; 				
minimise peak electricity demand;minimise overall energy use through passive design;				
generate and store renewable energy;minimise consumption of potable water; and				
 meter and monitor energy and water consumption and energy generation? 				
Does the ESD Report include a Net Zero Action Plan / Net Zero in operations plan (exact name TBA) that adequately				
addresses how the activity has been designed to eliminate use of fossil fuels during operations, or how the use of fossil				
fuels will be minimised and will be eliminated by 2035?				
Staging				
If the project is to be staged, does the REF include preliminary details on how construction and operations will be managed during each stage of the development, including the following for each stage:				
 operational areas and areas still under construction? 				
student/staff numbers?			\boxtimes	
 operational and construction access and parking arrangements? 				
open space provision?			\boxtimes	
 measures to ensure acceptable amenity for students and staff in areas adjacent to ongoing construction? 			\boxtimes	
 measures to ensure the safety and security of students and staff? 			\boxtimes	
Has each relevant technical report (transport and acoustic reports at a minimum) assessed the proposed staging and concluded that it would not be likely to result in significant environmental affects, including cumulative affects?				
Does the REF list any mitigation measures identified as a result of the proposed staging?			\boxtimes	
Utilities				



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Requirement	Υ	N	N/A	Comments
Does the REF broadly set out how the proposal will be serviced by necessary services and utilities?	\boxtimes			
Does the REF assess any works required to provide necessary services and utilities and conclude that these would not have significant environmental affects?				
If on site water treatment is required, does the REF include			\boxtimes	
an on-side waste water management plan / land capability assessment that concludes that the site would be capable of				
accommodating wastewater without significant affects on the environment?				
If temporary arrangements are required (i.e. generator), does the REF assess any potential temporary environmental effects as a result of the arrangements and conclude that				
significant effects would not be likely?				
Stormwater drainage				
Has a stormwater management plan been prepared that:	\boxtimes			
 considers and complies with council's applicable engineering specifications, including requirement for on- site detention and water quality treatment? 				
demonstrates that the proposed stormwater management system would not increase runoff from the	\boxtimes			
site (i.e. that post-development flows do not exceed pre- development flows)?				
 demonstrates that the stormwater management system would discharge to a legal point of discharge? 				
 conclude that stormwater would be managed so that the proposal would not be likely to have significant environmental affects? 				
Does the REF summarise the proposed stormwater management strategy and conclude that the activity would not be likely to have significant environmental impacts as a result of stormwater management with or without mitigation measures?				
Soil and water				
If the site is mapped as, or has otherwise been identified, as			\boxtimes	
having salinity potential, does the geotechnical report consider impacts from salinity and set out measures to mitigate impacts (i.e. Salinity Management Plan) so that they would not be significant?			_	
If the site is mapped as, or has otherwise been identified as having acid sulfate soils (ASS) potential, does the geotechnical report consider impacts from ASS and set out measures to mitigate impacts (i.e. ASS Management Plan)				
so that they would not be significant? If the site is mapped as being in an area of groundwater			\boxtimes	
vulnerability, does the REF include an Integrated Water Management Plan that assess the potential of the activity to impact groundwater and does it conclude that the activity would not be likely to have significant environmental impacts with or without mitigation measures?				
If the site is mapped as being in an area of landslide risk,			\boxtimes	
does the REF assess the potential of the activity and does it				
conclude that the activity would not be likely to have significant environmental impacts with or without mitigation				
measures?				
Has an Erosion and Sediment Control plan been prepared to		\boxtimes		
inform the REF that includes:				
 a plan(s) detailing: property boundaries, existing levels of the land in 				
relation to the building, roads and where stormwater				



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Requirement	Y	N	N/A	Comments
o the location of stabilised construction access points?		\boxtimes		
o the location of perimeter sediment/erosion controls?		\boxtimes		
o any 'no-go' areas that are not to be disturbed?		\boxtimes	П	
o location of stockpile areas?		\boxtimes		
o location of proposed temporary and permanent site				
drainage? • specific measures to be implemented to prevent pollution		\boxtimes		
of stormwater off the site?				To be a second as a NANA
Does the REF summarise the proposed controls and incorporate any mitigation measures identified in the above		\boxtimes		To be prepared as a MM.
documents?				
Waste management				
Has a preliminary Construction Waste Management Plan been prepared that informs the REF that considers: • the likely type and volume of waste generated by the				
activity?				
 opportunities to reuse and recycle waste in order to reduce waste sent to landfill? 				
set out measures to handle and dispose of the waste?	\boxtimes			
conclude that appropriate arrangements can be put in place such that there would not be likely to have significant environmental affects?				
Has a preliminary Operational Waste Management Plan been prepared to inform the REF that considers:				
activity?				
opportunities to reuse and recycle waste in order to reduce waste sent to landfill?				
 set out measures to handle and dispose of the waste including the number of bins, siting and size of the waste storage area, and truck access arrangements (including swept path diagrams to demonstrate access can be achieved in a forward direction)? 				
Council's waste management policies, if applicable?	\boxtimes			
conclude that appropriate arrangements can be put in place such that there would not be likely to have significant environmental affects?				
Does the REF summarise outcomes of the above and incorporate any mitigation measures identified in the above documents?				
Aviation				
If the proposal is located within the Obstacle Limitation				
Surface (OLS) or is in close proximity to an aviation facility, including helicopter landing sites, has a statement from a suitably qualified person assessing the proposed activity been prepared to inform the REF?				
Does the statement: • describe the nearby aviation facility?			\boxtimes	
any relevant policies, procedures or controls that apply to development works on the site?				
assess any potential impacts from the activity, including proposed buildings, on aviation operations?			\boxtimes	
assess any potential impacts of the proposed construction activities, including use of cranes, on aviation operations?				
describe any consultant with the relevant airport, CASA or other relevant aviation authority?			\boxtimes	
advise if any approvals are required under aviation legislation?			\boxtimes	
conclude that the proposal is appropriate and would not			\boxtimes	



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Requirement	Υ	N	N/A	Comments
have detrimental impacts on aviation safety or				
operations?				
Does the REF summarise outcomes of the above and			\boxtimes	
incorporate any mitigation measures identified in the above				
documents?				
Signs				
Does the REF include:			\boxtimes	
an assessment of the proposed signs against the				
Chapter 3 Advertising and Signage, under SEPP				
(Industry and Employment) 2021a site plan and				
elevations of any proposed signs that clearly depict the				
location, type, content and appearance of any proposed				
signs that form part of the REF activity?				
Other				
If the site is located in a coastal management or sensitivity	\boxtimes			Addressed within REF.
area, does the REF include a Coastal Management				
Assessment that assesses the likely impacts of the activity				
on coastal values and concludes that these would not be				
likely to be significant with or without mitigation?				
If the site is in proximity to a gas or oil pipeline, petrol station,			\boxtimes	
LPG storage, landfill or other hazardous use, does the REF				
include a Preliminary Hazard Assessment that assesses the				
risk to the proposed activity and concludes that the risk is				
acceptable according to any relevant assessment framework?				
If the site is in a Mine Subsidence District or Mine	П	П	\boxtimes	
Subsidence Risk Area, does it include a Mine Subsidence				
Statement and Advisory Board Approval or Mine Subsidence				
Risk Report (as appropriate?				
If the site is in proximity to high voltage power lines or			\boxtimes	
telecommunication towers, does the REF include an				
Electromagnetic Field Report that assesses the risk to the				
proposed activity and concludes that the risk is acceptable				
according to any relevant assessment framework?				
If the site is located in an area of risk of unexploded			\boxtimes	
ordinance, does the REF include an Unexploded Ordinance				
Risk Assessment that assesses the risk to the proposed				
activity and concludes that the risk is acceptable according to				
any relevant assessment framework?				
If the proposed activity includes a proposed government			\boxtimes	
preschool, does the REF include a report that details how the				
proposed activity complies with Part 4 of the Child Care				
Planning Guideline September 2021?				

Completion

	Name and position	Signature	Date
Prepared:	Rosie Sutcliffe Project Town Planning Consultant	Rhebfle.	25/03/2025
Reviewed:	Alex Jellie Project Manager	A Jellie	25/03/2025

