

Adequacy Assessment Checklist

Planning proposal – Clause 7.30 – Refining Permissible Land Use Conditions (PP-2025-292)

Adequacy Assessment conducted 22/04/2025

# **Administrative Adequacy**

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| **NOTES:**1. The purpose of this section is to determine whether the information submitted by the relevant council in its request for a Gateway determination to be issued includes adequate information required under the EP&A Act 1979.
2. If all required information is provided (as per the EP&A Act 1979 and Department issued guidelines) the proposal as submitted is deemed to be ‘adequate’ and formal consideration of the determination request can start.
3. If the required information is not provided in the initial submission from council (including council reports, supporting studies relied upon, mapping and other technical documents), the proposal is ‘not adequate’.
4. The assessing planner is to request that information from council before starting the formal assessment.

*Note: for requests to vary a Gateway proposal, only consider the relevant components and whether the proposed scope of changes are consistent with the current Gateway or instead require a new Planning Proposal to be developed.* |

# 1. Submitted Material

|  | **Yes** | **No** | **Comment / Reference** | **Adequate** |
| --- | --- | --- | --- | --- |
| **Has Council submitted the following:** |
| 1. Cover letter with details of the planning proposal (including date of consideration by Council)
 |[x] [ ]   |[x]
| 1. Council report considering the planning proposal?
 |[x] [ ]   |[x]
| 1. Council’s Local Planning Panel meeting agenda and recommendations?
 |[x] [ ]  Section 5.1 of the proposal quotes Campbelltown Local Planning Panel comments supporting the proposal. |[x]
| 1. Council’s resolution requesting that a Gateway determination be issued?
 |[x] [ ]  Resolution provided in item 8.4 of provided Minutes, covering letter. |[x]
| 1. Planning Panel recommendation if lodgement is a result of a Rezoning Review or if the Panel is appointed as an alternate PPA (if required)?
 |[ ] [ ]  N/A |[ ]
| 1. Independent Planning Commission recommendations / advice if the lodgement is a result of a Gateway Review (if required)?
 |[ ] [ ]  N/A |[ ]
| 1. Are all the supporting technical studies relied upon in consideration of the planning proposal?
 |[ ] [ ]  N/A |[ ]
| 1. Map/s (if required)
 |[x] [ ]   |[x]
| 1. A project timeline/plan clearly identifying the stages of the process and the anticipated finalisation date.
 |[x] [ ]   |[x]
| 1. A request to be the nominated Planning Proposal Authority?
 |[x] [ ]   |[x]
| 1. A request to be the nominated Plan Making Authority?
 |[ ] [x]   |[x]

1B. Request to vary a Planning Proposal

|  | **Yes** | **No** | **Comment / Reference** | **Adequate** |
| --- | --- | --- | --- | --- |
| ***EP&A Act 1979 S3.35(1)*****If this a request to vary a Planning proposal, does the request include:** |
| *EP&A Act 1979 S3.35(2)*1. A statement of the objective or intended outcome of the proposed instrument?
2. An explanation of the provisions that are to be included in the proposed instrument?
3. Justification for those objectives, outcomes and provisions and the process for their implementation (i.e. give effect to LSPS, and s9.1 Directions)?
4. If maps are required to give effect to the proposed instrument, are they provided?
5. Details of the community consultation that is to be undertaken?
6. If the Secretary has issued any requirements in relation to the preparation of this PP does the PP include information to address the requirements?
 |[x] [ ]   |[x]

# **Technical Adequacy**

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| --- |
| **NOTES:**1. The purpose of this section is to provide a framework to undertake an assessment of the technical and planning adequacy of the Planning proposal.
2. The technical assessment should be commenced once all relevant information is provided by council/proponent if additional information is requested as an outcome of the administrative assessment process.
3. Additional information may be requested from Council to address any technical or planning information deficiencies identified in this stage of the assessment.
4. The outcomes of the technical adequacy assessment may be used to inform the conditions of the Gateway determination notice.
 |

2. Adequacy Assessment

|  | **Yes** | **No** | **Comment / Reference** | **Adequate** |
| --- | --- | --- | --- | --- |
| **(A) Statutory Assessment**Assessment against EP&A Act provisions |
| Is the objective or intended outcome of the proposed instrument clearly stated?*CONSIDERATIONS:** *Is the submitted material in plain English and suitable for exhibition purposes?*
* *Is the objective consistent with the Council’s LSPS?*
* *If the submitted material includes a draft of the proposed written instrument, is the draft instrument consistent with the objective of the proposal and suitable for exhibition purposes or should a plain English version be requested from Council?*
 |[x] [ ]   |[x]
| Is the explanation of the provisions that are to be included in the proposed instrument clear and consistent with objective/s and intended outcome of the proposal? *CONSIDERATIONS:** *Is the submitted material in plain English and suitable for exhibition purposes?*
* *Is the explanation consistent with the objective/s of the proposal?*
* *Has council addressed whether there will be any unintended consequences if the plan is made as per the objective/s and intended outcome?*
* *Is there an immediately identifiable inconsistency with any SEPP, S9.1 Direction that needs to be resolved prior to a Gateway determination notice (GWD) being issued (refer to Appendix 1 and Appendix 2)?*
 |[x] [ ]   |[x]
| Are the arguments and supporting information provided appropriate for justification?CONSIDERATIONS:* *Is the level of justification proportionate to the impact of the proposal?*
* *Is the level of justification sufficient to allow a Gateway Determination to be made with confidence?*
* *Are the appropriate strategies, District and Region Plans and reports considered as part of justification?*
 |[x] [ ]   |[x]
| If maps or models are required, do they accurately reflect the intent and objectives of the proposal?*CONSIDERATIONS:** *Are the maps or models included showing the correct site, location, or area the subject of the proposal?*
* *Are the maps correctly titled to reflect the intent of the proposal? Are the maps suitable for exhibition purposes or are amendments required prior to exhibition?*
 |[x] [ ]   |[x]
| Is the community consultation proposed by Council adequate for the proposal?*CONSIDERATIONS:** *Is the consultation consistent with the Act and Council’s Community Consultation Plan (CPP) if they have an adopted plan in effect?*
* *Are all relevant stakeholders that may be affected by or directly influenced by the outcome of the proposal identified for targeted consultation, e.g. disability support groups, business groups, local transport providers, etc.?*
* *If engagement with agencies is proposed, are the relevant agencies identified or should other agencies be included for the purposes of engagement and if so, what are the specific issues that this agency should be consulted on?*
* *If consultation is required under a relevant EPI (or other acts), does the proposal include reference to this engagement?*
 |[x] [ ]   |[x]
| EP&A Act 1979 S3.33(3)Has the Secretary issued any requirements in relation to the preparation of this PP and if so, has the relevant information been provided?  |[ ] [ ]  N/A |[ ]
| **(B) Strategic Planning Assessment**Note: If ‘no’ for any item, outline the next steps required (e.g. consult with stakeholders). |
| Does the proposal include an assessment against the provisions of all relevant SEPPs, including any relevant draft SEPPs or EIE’s currently on exhibition?*CONSIDERATIONS:** *A list of all current SEPPs is included in Appendix 1.*
* *The Department’s website should be accessed to identify any draft SEPPs or EIE’s on exhibition at the time of assessment.*
* *Does the proposal include reference to and an assessment against all relevant SEPPs?*
 |[x] [ ]   |[x]
| Does the proposal include reference to and assessment against all relevant Section 9.1 Directions?*CONSIDERATIONS:** *A list of all current Section 9.1 Directions is provided as Appendix 2.*
* *Are additional Section 9.1 Directions relevant to the proposal that have not been considered in the submitted material?*
* *Does the level of detail provided in the submitted material adequately demonstrate how the proposal is consistent with, or justifiably inconsistent with the direction?*
* *If Section 9.1 Direction is identified as N/A, is this position/conclusion supported*?

*NOTE – If Section 9.1 Direction 2.6 Remediation of Contaminated Land is a relevant consideration has Council included an assessment of the proposal prior to determining to proceed with the requesting a GWD?* |[x] [ ]   |[x]
| Does the proposal include an assessment against the provisions of the relevant Regional and District Plan or draft Plan actions and outcomes?*CONSIDERATIONS:** *A list of all current and draft Regional and District Plans and is included as Appendix 1.*
* *Is the proposal consistent with the Regional or District Plan?*
 |[x] [ ]   |[x]
| EP&A Act 1979 S3.33(2)(c)Does the proposal include an assessment against the provisions of the Council’s adopted Local Strategic Planning Statement (LSPS) or other local strategies and identify whether they are endorsed by the Department or not?*CONSIDERATIONS:** *Does the submitted material include an assessment against the relevant actions of the LSPS (or other)?*
* *Is the proposal consistent with the relevant District Plans and does it implement/address one of the planning priorities?*
* *If the proposal is not consistent, has an adequate assessment of the proposal been made to justify the inconsistency?*
* *If inconsistent, is the inconsistency of a minor nature or would progressing with the proposal create a precedent?*
 |[x] [ ]   |[x]
| Does the proposal consider other agency and/or state authority strategies and is the approach consistent with these plans and models?CONSIDERATIONS:* *Is there adequate information about transport matters and considerations of strategies such a Future Transport 2056 or an endorsed regional transport study?*
* *Have details of consultation with relevant agencies and authorities been included?*
 |[ ] [ ]  N/A |[ ]

# **Appendices**

Appendix 1: Current SEPPs

| **State Environmental Planning Policy (SEPP)** | **Applicable (Y/N)** | **Addressed in PP (Y/N)** | **Comments/Justification** |
| --- | --- | --- | --- |
| State Environmental Planning Policy (Biodiversity and Conservation) 2021 | Y | Y | Proposal does not propose any physical alterations to the subject buildings and thus will have no impact on biodiversity |
| State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 | N | N |  |
| State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 | N | Y | Not relevant to the proposal. Any future use for a public place of worship could require development consent. |
| State Environmental Planning Policy (Housing) 2021 | Y | Y | Proposal is consistent with the SEPP |
| State Environmental Planning Policy (Industry and Employment) 2021 | Y | Y | Proposal is consistent with the SEPP |
| State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development | N | N |  |
| State Environmental Planning Policy (Planning Systems) 2021 | Y | Y | The proposal does not propose any state-significant infrastructure or development on Aboriginal land |
| State Environmental Planning Policy (Precincts—Central River City) 2021 | Y | N |  |
| State Environmental Planning Policy (Precincts—Eastern Harbour City) 2021 | Y | N |  |
| State Environmental Planning Policy (Precincts—Regional) 2021 | N | N |  |
| State Environmental Planning Policy (Precincts—Western Parkland City) 2021 | Y | Y | Proposal is consistent with the SEPP |
| State Environmental Planning Policy (Primary Production) 2021 | N | Y |  |
| State Environmental Planning Policy (Resilience and Hazards) 2021 |  |  | Any future planning proposal would need to address the requirements of the SEPP |
| State Environmental Planning Policy (Resources and Energy) 2021 | Y | Y | Proposal is consistent with the SEPP |
| State Environmental Planning Policy (Sustainable Buildings) 2022 | Y | Y | Proposal is consistent with the SEPP; any future planning proposal would need to address requirements of the SEPP |
| State Environmental Planning Policy (Transport and Infrastructure) 2021 | Y | Y | Proposal is consistent with the SEPP; any future planning proposal would need to address requirements of the SEPP |

Appendix 2: Section 9.1 Directions

| **Section 9.1 Direction** | **Applicable (Y/N)** | **Addressed in PP (Y/N)** | **Comments/Justification**  |
| --- | --- | --- | --- |
| **Focus area 1: Planning Systems** |
| 1.1 Implementation of Regional Plans |  |  |  |
| 1.2 Development of Aboriginal Land Council land | N | Y |  |
| 1.3 Approval and Referral Requirements | N | Y | Proposal does not trigger the need for additional concurrence, consultation or referral to a Minister or Public Authority |
| 1.4 Site Specific Provisions |  |  | Proposal seeks to remove on existing development standard, applying to four sites, and is considered consistent with the direction |
| **Focus area 1: Planning Systems – Place-based** |
| 1.5 Parramatta Road Corridor Urban Transformations Strategy | N | Y | Noted as not relevant |
| 1.6 Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan | N | Y | Noted as not relevant |
| 1.7 Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan | N | Y | Noted as not relevant |
| 1.8 Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation Plan | N | Y | Noted as not relevant |
| 1.9 Implementation of Glenfield to Macarthur Urban Renewal Corridor | Y | Y | Subject sites are not located within the identified precinct plans |
| 1.10 Implementation of the Western Sydney Aerotropolis Plan | Y | Y | Proposal is consistent with the Plan |
| 1.11 Implementation of Bayside West Precincts 2036 Plan | N | Y |  |
| 1.12 Implementation of Planning Principles for the Cooks River Cove Precinct | N | Y |  |
| 1.13 Implementation of St Leonards and Crows Nest 2036 Plan | N | Y |  |
| 1.14 Implementation of Greater Macarthur 2040 | Y | Y | Proposal is consistent with the Plan |
| 1.15 Implementation of the Pyrmont Peninsula Place Strategy | N | Y |  |
| 1.16 North West Rail Link Corridor Strategy | N | Y |  |
| 1.17 Implementation of the Bays West Place Strategy | N | Y |  |
| 1.18 Implementation of the Macquarie Park Innovation Precinct | N | Y |  |
| 1.19 Implementation of the Westmead Place Strategy | N | Y |  |
| 1.20 Implementation of the Camellia – Rosehill Place Strategy | N | Y |  |
| **Focus area 2: Design and Place** |
| **Focus area 3: Biodiversity and Conservation** |
| 3.1 Conservation Zones | N | Y |  |
| 3.2 Heritage Conservation | Y | Y | Subject sites are not identified as having heritage significance |
| 3.3 Sydney Drinking Water Catchments | N | Y |  |
| 3.4 Application of C2 and C3 Zones and Environmental Overlays in Far North Coast LEPs | N | Y |  |
| 3.5 Recreation Vehicle Areas | N | Y |  |
| 3.6 Strategic Conservation Planning | N | Y |  |
| **Focus area 4: Resilience and Hazards** |
| 4.1 Flooding | Y | Y | Proposal is consistent with the Direction and does not propose any rezoning of land |
| 4.2 Coastal Management | N | Y |  |
| 4.3 Planning for Bushfire Protection | Y | Y | Proposal notes that one subject site (St Helens Community Park Hall) is located on bushfire prone land. Proposal states that consultation with NSW RFS Commissioner will occur post-Gateway and notes that a strategic bushfire assessment is not considered necessary for the site. |
| 4.4 Remediation of Contaminated Land | Y | Y | Proposal does not propose any rezoning of land or alteration to class of land use |
| 4.5 Acid Sulphate Soils | N | Y |  |
| 4.6 Mine Subsidence and Unstable Land | N | Y |  |
| **Focus area 5: Transport and Infrastructure** |
| 5.1 Integrating Land Use and Transport | N | Y |  |
| 5.2 Reserving Land for Public Purposes | N | Y |  |
| 5.3 Development Near Regulated Airports and Defence Airfields | N | Y |  |
| * 1. Shooting Ranges
 | N | Y |  |
| **Focus area 6: Housing** |
| 6.1 Residential Zones | N | Y |  |
| 6.2 Caravan Parks and Manufactured Home Estates | N | Y |  |
| **Focus area 7: Industry and Employment** |
| 7.1 Business and Industrial Zones | Y | Y | Proposal is consistent with this Direction as it seeks to remove a restriction to a use permissible with consent under the E1 zone |
| 7.2 Reduction in non-hosted short-term rental accommodation period | N | Y |  |
| 7.3 Commercial and Retail Development along the Pacific Highway, North Coast | N | Y |  |
| **Focus area 8: Resources and Energy** |
| 8.1 Mining, Petroleum Production and Extractive Industries | N | Y |  |
| **Focus area 9: Primary Production** |
| 9.1 Rural Zones | N | Y |  |
| 9.2 Rural Lands | N | Y |  |
| 9.3 Oyster Aquaculture | N | Y |  |
| 9.4 Farmland of State and Regional Significance on the NSW Far North Coast | N | Y |  |

Appendix 3: Types of Studies

| **Studies** | **Considered (Y/N)** | **Required (Y/N)** | **Comments** |
| --- | --- | --- | --- |
| 1. **Traffic and Transport Considerations**
 |  |
| Local traffic and transport | N | N |  |
| TMAP | N | N |  |
| Public Transport | N | N |  |
| Cycle and Pedestrian movement | N | N |  |
| Other studies: | N | N |  |
| 1. **Environmental Considerations**
 |  |
| Bushfire Hazard  | Y | N | Proposal has noted intention to consult with NSW RFS Commissioner post-gateway. A review of existing bushfire hazard assessments may be warranted to ensure they remain fit for purpose. |
| Acid Sulphate Soil | N | N |  |
| Noise Impact  | N | N |  |
| Flora and/or fauna | N | N |  |
| Soil stability, erosions, sediment, landslip assessment and subsidence | N | N |  |
| Water Quality  | N | N |  |
| Stormwater management | N | N |  |
| Flooding | N | N |  |
| Land/site contamination (S9.1 Direction 2.6) | N | N |  |
| Resources (including drinking water, minerals, oysters, agricultural lands, fisheries, mining) | N | N |  |
| Sea level rise | N | N |  |
| Other studies: | N | N |  |
| 1. **Urban design Considerations**
 |  |
| Existing design | N | N |  |
| Building mass/block diagram study (changes in building height and FSR) | N | N |  |
| Lighting impact  | N | N |  |
| Development yield analysis (potential yield of lots, houses, employment generation) | N | N |  |
| Other studies: | N | N |  |
| 1. **Economic Considerations**
 |  |
| Economic impact assessment | N | N | Proposal does not propose altering permissible land uses with consent and is not likely to have an impact on existing economic function of the subject sites. |
| Retail | N | N |  |
| Employment land | N | N |  |
| Other studies: | N | N |  |
| 1. **Social and Cultural Considerations**
 |  |
| Heritage impact  | N | N |  |
| Aboriginal Archaeology | N | N |  |
| Open space management | N | N |  |
| European archaeology  | N | N |  |
| Social and cultural impacts | N | N |  |
| Stakeholder engagements | N | N |  |
| Other studies: | N | N |  |
| 1. **Infrastructure Considerations**
 |  |
| Infrastructure servicing and potential funding arrangements | N | N |  |
| Miscellaneous / Additional Considerations | N | N |  |
| Other studies: | N | N |  |
|  **List any additional studies that should be undertaken post Gateway determination** |
| A review of any existing bushfire hazard assessments for the St Helens Park site, should be considered as a part of consultation with the NSW RFS Commissioner, post-gateway. |

Appendix C – PP Requirements

Planning Proposal Requirements

**Information requirement – guide**

**How to use**

This document outlines the information and technical studies that may be required to support a planning proposal. As each planning proposal is different, the information and technical reports outlined will vary depending on the nature, scale and complexity of the proposal and characteristics of the land to which the planning proposal relates.

The information and supporting technical studies that will be required to support the planning proposal will be confirmed at the pre-lodgement stage with input from authorities and government agencies (as relevant) and detailed in the planning proposal requirements issued by council or the Department.

A planning proposal is not a Development Application and therefore the technical information, and level of detail, outlined in the planning proposal should be proportionate to the category of the planning proposal (i.e. Basic, Standard, Complex). The technical information should lead to the conclusion that the planning proposal can be completed within a reasonable timeframe, identified impacts can be addressed and the site is suitable for the proposal.

The information required to support council initiated principal planning proposals such as a comprehensive and / or housekeeping LEP amendments may require different information, including more strategic studies such as housing, employment, recreation or open space. For these types of proposals, council should consult with the Department at the pre-lodgement stage, before referral of the planning proposal to the Department for a Gateway determination.

The below table indicates where a particular study or information ‘**may’ or ‘is likely to be required’** based on the category of the planning proposal (i.e. Basic, Standard and Complex) and the type of planning proposal. An explanation of the category of planning proposals is outlined below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Basic**Minor LEP amendment for administrative, housekeeping, and minor matters of local significance.  | **Standard**A site-specific LEP amendment seeking a change in planning controls that are consistent with the existing strategic planning framework. | **Complex**Complex LEP amendment which may not be wholly consistent with the existing strategic planning framework and/or are types of LEP amendments not defined as Basic or Standard types of proposals. | **Principal LEP** Comprehensive LEP amendment progressed by council and/or a proposal that includes multiple housekeeping amendments.  |

This document – ‘planning proposal requirements’ - is a guide only and planners will need to decide whether the particular study or assessment is required depending on the nature, scale and complexity of the proposal and characteristics of the land to which the planning proposal relates.

| Technical information  |  |  |  |
| --- | --- | --- | --- |
| 🗸 likely to be required 🌕 may be required | Basic | Standard | Complex |
| Urban Design |  |  |  |
| An urban design study may be required for both greenfield and urban renewal planning proposals whether it is in the region or in greater Sydney in order to ensure the proposals is considered in terms of broader locational and site context, and begin to justify strategic merit within the landscape.  |
| Greenfield * Urban design study with a concept plan that demonstrates the capability of the site to accommodate the vision, objectives or intended outcomes of the proposal. The concept plan may include:
	+ Vision statement
	+ Opportunities and constraints analysis
	+ Proposed urban structure / site layout
	+ Demonstrate connection to Country
	+ Proposed land uses and distribution
	+ Existing and proposed transport network – indicate road / streets hierarchy and linkages or streets where public transport/stations could be provided (indicative)
	+ Existing and proposed pedestrian and cycle network including linkages to surrounding site/facilities (indicative)
	+ Proposed open space planning and design principles, envisaged network and high-level landscape concept / strategy (indicative)
	+ Indicative yield (range) and staging (indicative)
	+ Distribution of building heights and / or floor space controls (if relevant)

Note: Detailed design of buildings / other works are not required as part of the planning proposal stage. |  | **🌕** | **P** |
| Urban setting /urban renewal sites/ infill site * Urban design study with a concept plan that demonstrates the capability of the site to accommodate the vision, objectives or intended outcomes of the proposal. The concept plan may include:
	+ Vision statement
	+ Opportunities and constraints analysis
	+ Proposed urban structure / site layout
	+ Demonstrate connection to Country
	+ Proposed land uses and distribution
	+ Existing and proposed transport network and connectivity – indicate road / streets hierarchy and linkages or streets where public transport/stations could be provided (indicative)
	+ proposed connectivity with the site and to adjoining points of interest/surrounding context
	+ Existing and proposed pedestrian and cycle network including linkages to surrounding site/facilities (indicative)
	+ Proposed open space planning and design principles, envisaged network and high-level landscape concept / strategy (indicative)
	+ Proposed development footprint (net developable area), indicative yield (range) and staging (indicative)
	+ Distribution of building heights and / or floor space controls (if relevant)
* Development / building envelopes including (as relevant):
	+ Envelope massing and envelope comparisons (current vs proposed controls)
	+ Shadow analysis (winter solstice)
	+ Primary views of building envelope from surrounding streets (to assess view impacts, height, bulk and scale) and can include up to five views
	+ Distribution of building heights and / or floor space controls (if relevant)

Note: Information relating to the detailed design of buildings / other works including materials and finishes and architectural drawings including sections and detailed elevations are not required at the planning proposal stage. |  | 🌕 | P |
| Ecologically Sustainable Development (ESD) | Basic | Standard | Complex |
| An ESD strategy may be required for large proposed developments, whether residential, mixed use, commercial or industrial, to ensure that the proposal achieves sustainability principles and can work to achieve government’s sustainability targets and direction. |
| * A sustainability strategy that address the following (as relevant):

how the proposal incorporates ESD principles in the design or concept plan including the potential for water sensitive urban design strategies/measures, approach to water re-use, energy efficiency principles and strategy, principles of net zero emission, energy minimisation / generation, approach to social inclusion, principles and approach to circular economy and the like. |  | 🌕 | 🌕 |
| Flooding \*\* SCOPE BEING CHECKED BY DPIE PRINCIPAL FLOOD SPECIALIST\*\* and flood management | Basic | Standard | Complex |
| A flood study may be required when the planning proposal site is affected by flooding, affects the flow of water, identified in flood prone land or flood liable land., or as defined in legislation. |  |  |  |
| Where a proposal site is identified on flood prone land the following studies and/or investigations may be required to accompany the planning proposal:* Assessment of any flood risk for the site in accordance with the NSW Government’s Flood Prone Land Policy as set out in the Floodplain Development Manual 2005.
* Flood Study Report for existing conditions is to be prepared to include hydrologic and hydraulic models, calibration against existing local flood records, downstream and upstream conditions, and floodplain characteristics.
* Flood Risk Management Assessment Report for the development including estimation of Flood Planning Levels and Flood Planning Area, extent of flood prone and mapping, flood behaviour, flood risks up to the PMF, evacuation strategy, and impacts of climate change.
 |  | 🌕 | P |
| Water Cycle and Flood Management \*\* SCOPE BEING CHECKED BY DPIE PRINCIPAL FLOOD SPECIALIST AND NRAR\*\* | Basic | Standard | Complex |
| A water management strategy is more likely required for greenfield or large planning proposal sites, or sites located alongside riparian corridors. The planning proposal needs to demonstrate the quantity and quality of water can be managed with the proposed development.  |
| * Water Cycle Strategy that considers water quantity and water quality issues:
	+ water cycle management options on the site,
	+ proposed water cycle management strategy, including stormwater and water sensitive urban design (WSUD)
	+ Riparian assessment to define the top of bank and associated riparian zones (if site includes waterfront land)
	+ Water quality analysis
	+ Concept designs
	+ Preliminary cost estimates (riparian corridors, drainage basins)
 |  | 🌕 | P |
| Bushfire Risk Assessment | Basic | Standard | Complex |
| A bushfire assessment report is required when a planning proposal site is impacted or likely to be impacted by bushfire, or as defined in legislation. |
| * Bushfire constraints assessment, including:
	+ Identification of Bush fire prone land on the site (including overlay of bushfire prone land map on the site and / or concept plan)
	+ Extent of any Asset Protections Zone affection on the site or that proposed for the proposal (including an overlay on concept plan)
	+ Requirements of Part 4 of NSW Rural Fire Service, *Planning for Bushfire Protection* (November 2019) including consideration of the following:
	+ Access and egress for fire-fighting operations and emergency evacuation
	+ Water supply for fire-fighting operations

*Note. The proposed scope and methodology for a bushfire assessment should be confirmed at the pre-lodgement stage, in consultation with council and Rural Fire Service NSW.* |  | 🌕 | P |
| Traffic and transport strategy | Basic | Standard | Complex |
| A traffic, mobility and transport strategy may be required whether a greenfield site or infill site in regional areas or greater Sydney when the proposal result in a net increase in travel demand, where there is an impact on traffic movement, and to ensure good movement, connection and links to the surrounding context.  |
| * Transport and movement assessment, that addresses the following:
	+ Approach, methodology and assumptions
	+ Anticipated traffic and transport implications of the proposal (existing conditions and future planned development)
	+ Details of transport infrastructure improvements (not engineering designs) required to accommodate the proposal, proposed funding and delivery arrangements (if relevant)
	+ Consideration of the following (if relevant):
* Suitability of the site access arrangements in terms of location and layout
* Staging of the development
* Hierarchy of streets
* Public transport access requirements
* Traffic generating aspects of the proposal
* Trip containment
* The likely future developments in the surrounding area that would impact the transport assessment
* Active transport – walking and cycling network
* The likely future transport infrastructure that would be generated by the development and link to the surrounding area
* Traffic, transport and access impacts of the planning proposal on the surrounding transport network
* Approach to parking

*Note. The proposed scope and methodology for the transport and movement assessment and proposed assumptions (i.e. traffic generation rates, public transport mode shifts, trip containment, directional split etc) should be confirmed at the pre-lodgement stage, in consultation with council and Transport for NSW.* |  | 🌕 | P |
| Heritage | Basic | Standard | Complex |
| A European heritage assessment and impact study may be needed when a planning proposal may impact on a local or state item, or impact a heritage conservation area, or as defined in heritage legislation.An Aboriginal heritage archaeological and landscape assessment may be required in greenfield or urban infill where there is, or a potential, to be impacts on areas, objects, places or landscapes of heritage significance to Aboriginal culture and landscape. |
| European Heritage* Preliminary Heritage impact statement, which:
	+ identifies all local and / or State heritage items and / or conservation areas on or within the vicinity of the site (including ground truthing items)
	+ provides a high-level assessment of the potential impacts of the concept plan, building envelope or use in respect of a heritage item or conservation area on or within the vicinity of the site
	+ provides a justification if new items are proposed to be listed

*Note: A Preliminary Heritage impact statement generally would not be required for a basic proposal unless it impacts a local heritage item. A heritage interpretation strategy is not required at the planning proposal stage.* | 🌕 | 🌕 | P |
| Aboriginal Heritage* Aboriginal Heritage Archaeological Assessment including:
	+ Identification of potential areas, objects, places or landscapes of heritage significance to Aboriginal culture and people that may potentially constrain future land-use planning
	+ Background research and an archaeological field survey
	+ preliminary consultation with the relevant Local Aboriginal Land Council.
	+ assessment of the archaeological potential of the study area
	+ impact assessment (based on indicative concept plan)

The assessment should be undertaken in accordance with the following:* + Due Diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales (OEH 2010)
	+ Aboriginal Cultural Heritage Consultation Requirements for Proponents 2010 (DECCW 2010)

Code of Practice for Archaeological Investigation of Aboriginal Objects in NSW (DECCW 2010) |  | 🌕 | P |
| Biodiversity | Basic | Standard | Complex |
| A biodiversity assessment report is more likely required in greenfield or urban /rural edge planning proposals, and may impact biodiversity and biodiversity values. |
| * Biodiversity assessment, that addresses the following (as relevant):
	+ maps and describe the ecological features and biodiversity value of the site (including ground truthing if relying on existing mapping) including threatened ecological communities, threatened species and their habitat including linkages to corridors beyond the site
	+ discuss the implications of occurrences of native flora and fauna for future development of the site
	+ makes recommendations mitigation of the ecological impacts of rezoning (if relevant)
	+ make recommendations for biological offsets to address any loss of native vegetation (if relevant)
	+ proposed ownership and management arrangements for environmental offset lands (if relevant), open space and riparian corridors

Note:* *A vegetation management plan or conservation management plan is not required at planning proposal stage.*
* *The proposed scope and methodology for the biodiversity assessment should be confirmed at the pre-lodgement stage, in consultation with council and NSW Environment, Energy and Science.*
 |  | 🌕 | P |
| Contamination and Acid Sulphate Soils | Basic | Standard | Complex |
| A contamination and acid sulphate soil assessment may be required to provide sufficient information that the site is suitable in its current state, or if contaminated that it can be appropriately remediated and made suitable for the proposed land use. This report may be required particularly when the site has been used, or contains, contaminants, like on industrial or highly contaminated agricultural lands.  |
| * Preliminary site investigation and report that:
	+ assesses the potential for widespread contamination and / or acid sulphate soils on the site based on current and historical site activities
	+ considers the suitability of the site for the purpose and / or land use for which the planning proposal envisages will be carry out in the future, based on the potential contamination of the site and extent of acid sulphate soils.
	+ considers if the land is contaminated, whether the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out).

*Note: A council may require the proponent to carry out, and provide a report on, a detailed investigation (as referred to in the contaminated land planning guidelines) if it considers that the findings of the preliminary investigation warrant such an investigation.* |  | 🌕 | P |
| Social and Community | Basic | Standard | Complex |
| A social and community assessment report may be required in any greenfield or infill planning proposals which will result in a significant increase in residents or employees who need to be connected to social and community facilities, programs, and open space. A planning proposal related to residential development should consider housing diversity and affordability in order to meet current and future needs of the community. |
| * Social and community needs assessment, which addresses the following:
	+ Demographic context
	+ Existing social infrastructure (i.e. local facilities including shopping and neighbourhood services, schools, childcare, community facilities, open space and recreation facilities), district and regional facilities need for the proposal (if proposal is responding to a particular need including additional housing, employment, education etc)
	+ housing and population projections (to support the assessment particular if housing is proposed)
	+ demand for social and community facilities
	+ funding approach and delivery arrangements for local, district and regional facilities
	+ requirements for open space and recreation facilities (if relevant) including likely needs, quantum of open space, dual-use of open space, delivery and funding arrangements
	+ housing diversity and affordability (if residential is proposed)

*Note: An open space study may be required for proposals that seek to classify or reclassify public land and / or also proposes to rezone land which have open space or biodiversity impacts* |  | 🌕 | P |
| Utilities and Infrastructure | Basic | Standard | Complex |
| Infrastructure servicing strategy are critical to link in with any planning proposal in order to demonstrate that the planning proposal can provide adequate infrastructure and utilities in a feasible manner. |
| * Utility and infrastructure servicing strategy that addresses the current capacity and future needs of the proposal and strategy, timing and broad feasibility for delivery of the following (as relevant):
	+ potable water
	+ sewerage
	+ stormwater
	+ gas
	+ electricity
	+ telephone and internet / NBN services

*Note: high level costing of infrastructure will be required to inform a contributions plan/schedule* |  | P | P |
| Economic and retail analysis | Basic | Standard | Complex |
| An economic and retail analysis may be required when assessing employment land demand, conversion of employment lands, creation of jobs, and town centres. |
| * Economic and retail analysis that:
	+ examines existing population and employment trends/needs for the area
	+ considers future population, employment and / or other growth potential for the site
	+ assesses employment land demand (lot sizes, FSRs, take up rates and employment densities)
	+ examines the proposal’s future role and function, trade areas, size and floor space mix, location and scope for additional supporting land uses
	+ identifies and quantifies economic impacts including jobs by sector, multiplier effects associated with the proposal for local, metropolitan, state and national economies (as relevant)
 |  | 🌕 | P |
| Noise | Basic | Standard | Complex |
| Acoustic reports may only be required in exceptional circumstances, where a proposal envisages residential or other sensitive uses such as schools, seniors housing and the land to which the planning proposal relates is exposed to significant noise sources. |
| * High level acoustic report that:
	+ identifies the existing noise sources, particularly if the proposed use is to be a more sensitive
	+ considers at a high-level the suitability of the site for the purpose and / or land use from an acoustic perspective
 |  | 🌕 | 🌕 |
| Agricultural land assessment | Basic | Standard | Complex |
| An agricultural assessment is likely only to be required where a proposal seeks to rezone rural land mapped as important farmland to an urban zone |
| * Agricultural assessment capability report that:
	+ addresses the impact of the development on primary production values and practices of adjoining rural areas and whether any impacts on regional significant areas of food production may result.
	+ Addresses the agricultural suitability of the site
 |  | 🌕 | 🌕 |
| Geotechnical and Mining Resource and Subsidence | Basic | Standard | Complex |
| Geotechnical report may be required for planning proposals in infill sites to demonstrate developability of the site, or in greenfield areas where soils are unstable or in mining and subsidence areas. The preliminary report should show geotechnical the proposal is or can be made suitable for the land/site |
| * Preliminary geotechnical assessment report, particularly where soils are unstable or where depth of soils / rock may impact on trenched utility infrastructure or planting regimes.
* Geotechnical investigation and / or desktop assessment only required to support planning proposals which will deliver large infrastructure projects or proposals in active mining areas.
* Geotechnical studies and subsidence levels in areas of mining, mine leases or areas of subsidence
 |  | 🌕 | 🌕 |
| Developer Contributions / Planning Agreements | Basic | Standard | Complex |
| A new or amended contributions plan/planning agreement may be required when a planning proposal will result in the increased demand for public amenities and public services. Infrastructure contributions should consider local, regional and state infrastructure.  |
| * Provide details on the principles, scope of infrastructure, nexus and cost to cater for development to support an amendment to an existing contribution plan or new contribution plan
* In cases where works are to be proposed, public benefits provided or proposed planning agreement is agreed by all parties, a letter of offer can be provided.

*Note:**A Draft Contributions Plan is to be prepared in sufficient time to enable the plan to be exhibited at the same time as the planning proposal, or as soon as possible after the planning proposal is placed on exhibition, if the Minister determines that the planning proposal should proceed.*  |  | P | P |