



## Information Sheet No.3 Matters to be Considered in the Planning Assessment Process

When assessing a proposed action, the Trust will consider a range of matters to ensure that the proposal is consistent with the Trust's plans and policies, and relevant Commonwealth legislation.

Applicants will need to identify the matters that are important to their proposal and ensure that these are addressed in their application. To help applicants through this process, Trust planners are available to discuss the proposal before an application is formally lodged.

This Information Sheet outlines the range of matters that applicants will need to address when seeking approval for an action on Trust lands.

### What Matters will be considered?

The Trust will review each proposal having regard for:

- Commonwealth Statutory Requirements
- State Planning and Environmental Standards
- The Trust's Key Objectives
- The Outcomes identified in the Trust's plans
- Environmental Quality
- Ecologically Sustainable Development (ESD)
- Heritage Conservation
- Public Access
- Transport and Parking
- Appearance and Presentation
- Site and Neighbourhood Amenity
- Other Issues

### Commonwealth Statutory Requirements

All actions on a Trust site must comply with:

- *Sydney Harbour Federation Trust Act 2001* (the SHFT Act) – this identifies the key objectives that guide the Trust (see the Box).
- *Environmental Protection and Biodiversity Conservation Act 1999* (the EPBC Act) – this requires the Trust to determine whether a proposed action is likely to have a significant impact on the environment or a Heritage Place. See [www.deh.gov.au/epbc/](http://www.deh.gov.au/epbc/)
- Building Code of Australia – this is a set of performance guidelines for the design and construction of new buildings and building additions and alterations. See [www.abcb.gov.au](http://www.abcb.gov.au)
- The *Disability Discrimination Act 1992* (DDA) – this makes it unlawful to discriminate against a person on the basis of disability and includes access to premises. See [www.hreoc.gov.au/disability](http://www.hreoc.gov.au/disability)

### The Trust's Key Objectives

These objectives are set out in the *SHFT Act* and are reflected in the Trust's plans and policies. These objectives aim to:

- Protect, conserve and interpret the environmental and heritage values of Trust land;
- Maximise public access to Trust land; and
- Enhance the amenity of the Sydney Harbour region.

All proposed actions must be consistent with these objectives.



## State Planning and Environmental Standards

Actions on Trust sites are not bound by State planning or environmental laws. However, the Trust adopts relevant State Standards for matters such as noise emissions and proposals should comply with these standards.

## Outcomes

The Comprehensive Plan and relevant precinct Management Plan identify detailed outcomes relating to particular issues and specific sites. Applicants should become familiar with the relevant section/s of these plans to ensure that their proposal is consistent with the outcomes.

## Environmental Quality & ESD

Proposed uses must be consistent with the Trust's objective of protecting all aspects of the environment, both within and adjacent to the Trust's sites. This includes ecosystems, qualities and characteristics of a place, the heritage values of a place and the social, economic and cultural aspects of these things. When assessing a proposed action the Trust will have regard for any existing studies and guidelines such as:

- Environmental Management Plans
- Flora and Fauna Surveys
- Stormwater Management Plans
- Contamination / Hazardous Materials
- *Phytophthora Cinnamomi* Threat Abatement Plan

Where applicable, applicants will need to provide information describing how construction works and operational facilities will be managed to avoid (or minimise) adverse impacts on the environment.

## Heritage Conservation

All Sydney Harbour Federation Trust sites are unique and have World, National and / or Commonwealth heritage significance. This imposes an obligation on the Trust to conserve

their heritage values and to minimise any adverse impact on their Commonwealth heritage values. To achieve this, all works must be consistent with any applicable Conservation Management Plan (CMP).

For further information see **Information Sheet No. 4**.

## Public Access

Proposed uses must retain public access around the site, including to or through buildings that have been designated for public purposes. The Trust will assess how the proposed use of a building complements and enhances the public space that forms its setting. The Trust will also refer to any relevant Disabled Access Study to assess the level of access provided for people with a disability.

## Transport and Parking

All of the Trust's sites have limited parking and the Trust is aiming to minimise reliance on cars and encourage alternative means of transport.

Applicants will need to provide a Transport Management Plan addressing the following:

- The number of employees and visitors that may be generated by the proposed activity;
- How these people will access the site (i.e. the proportion relying on private car, public bus, charter bus, cycling, walking, boat, etc);
- When these people are seeking access (times of the day and days of the week);
- The likely range and variation in demand during operational periods.

Large organisations may be required to prepare a *Workplace Travel Plan (WTP)*. WTPs provide staff with information about public transport/ cycling/ car-pooling etc., and offering incentives such as free or discounted public transport fares.



## Appearance and Presentation

Most of the buildings on the Trust's lands form part of a cohesive group of buildings, and all are located in visually sensitive areas. To ensure that the individual uses of these buildings maintains these unified qualities, the Trust will carefully manage the selection of finishes, colours, signage and lighting.

- External finishes and colours to heritage buildings are to be in accordance with the Conservation Management Plan. While the finishes and colours of buildings of low heritage value should facilitate the melding of the buildings into the landscape.
- Outdoor fixtures and fittings (including furniture, shelters and awnings) are to be of high quality and their appearance is to be compatible with the character of the precinct and with the guidelines contained in the Trust's *Public Domain Elements Manual*.
- Signage will be designed to give visitors/deliveries a clear hierarchy of information to find their destination, while retaining the character of the precinct as a unified grouping. See Information Sheet No.7(a) and 7(b) for further details.
- Lighting may be used to highlight particular characteristics of a precinct and its buildings. However, in areas adjacent to bushland and within view of a residential neighbourhood, lighting will be designed to avoid nuisance spillage. Most of the lighting in public spaces will be the responsibility of the Trust. Tenant lighting must not compete with or diminish the lighting qualities the Trust is seeking to achieve.

## Site and Neighbourhood Amenity

The Trust aims to minimise the potential impacts that a proposed use may have on the amenity of a site and its local neighbourhood. The Trust will consider the way in which applicants intend to

manage their operations (including construction and other works) to ensure that there are no adverse impacts on amenity e.g. excessive noise, visual intrusion or behaviour that causes offence.

Noise emissions will need to comply with relevant standards and any Noise Impact Assessment prepared for the site.

## Other Issues

The Trust will also consider other matters including (but not limited to):

- Bushfire safety;
- The suitability of existing services (water, electricity, telecommunications etc) and infrastructure (boat cranes for e.g.) and whether upgrading is required.

More information about the EPBC Act and assessment procedures is available from the Department of Sustainability, Environment, Water, Population and Communities website at [www.environment.gov.au](http://www.environment.gov.au)

### Further information

Trust Plans, policies and the **Proposed Action Application Form** are available on our web-site:

[www.harbourtrust.gov.au](http://www.harbourtrust.gov.au), and relevant studies may be viewed at the Trust's Resource Centre in our office.

Please call the Trust planners on 8969 2100 if you have any further enquiries, or to arrange a meeting prior to lodging an application.