

IMPORTANT – PLEASE READ

ENVIRONMENTAL COMPLIANCE INFORMATION SHEET

Prior to the Airport Building Controller (ABC) issuing the applicant with an approval, the applicant must demonstrate in accordance with *Section 2.05 (1d) and (2) of the Airports (Building Control) Regulations 1996* how the proposed activity/development is consistent with the *Airport Environment Strategy 2019 – 2024*.

In order to fulfil this requirement, the proponent will need to complete the following process:

1. In preparing the application, the applicant must review/consider the potential environmental impacts associated with the project. To assist in the assessment of the project's potential environmental impacts, please refer to the attached fact sheet titled *Fact Sheet for Environmental Impact Assessment of Development and Other Applications at Sydney Airport*. Contact Sydney Airport Project Environment Advisor, Philippa Scott, telephone (02) 9667 9385, who will also be able to provide further guidance.
2. The applicant should submit their application to Sydney Airport Planning, together with information on any environmental measures required to avoid and/or minimise any environmental impacts. Sydney Airport Environment Department will review the applicant's proposed activities, giving consideration to all relevant airport environmental aspects and strategies.
3. The applicant will be issued with a Sydney Airport Planning Approval which will contain environmental conditions considered relevant to that project. The number and type of conditions attached will be based upon the cost and level of environmental risks affiliated with the project.

**FACT SHEET FOR ENVIRONMENTAL IMPACT ASSESSMENT OF DEVELOPMENT AND
OTHER APPLICATIONS AT SYDNEY AIRPORT**

**For further information on your Development or
Sydney Airport Consent application requirements,
please contact:**

*Planning Approvals Coordinator
Sydney Airport Corporation Limited
Locked Bag 5000
Sydney International Airport 2020
Tel: (02) 9667 9080
Email: plan.approvals@syd.com.au*

*For further advice on environmental assessments,
Review of Environmental Factors (REF) requirements,
please contact:*

*Environment Department
Sydney Airport Corporation Limited
Locked Bag 5000
Sydney International Airport 2020
Tel: (02) 9667 9385
Email: environment@syd.com.au*

*For further advice on environmental regulatory matters,
please contact:*

*The Airport Environment Officer
GPO Box 594, Canberra ACT 2601
Tel: (02) 8344 3115*

SYDNEY AIRPORT DEVELOPMENT APPLICATION - ENVIRONMENTAL FACT SHEET

This fact sheet has been developed for Sydney Airport's clients and project managers to provide guidance on the environmental impact assessment process for any activities that require Sydney Airport Planning and/or Airport Building Controller approval or action. Please read the following to help determine what information you need to supply to Sydney Airport when submitting a Development Application. Note that this fact sheet is not a legal document and is intended only to provide assistance on current Sydney Airport procedures.

Why does Sydney Airport need information about environmental impacts?

The coordination of activities at Sydney Airport is a complex matter, which potentially affects not only airport users but also neighbouring communities and the local environment.

To enable Sydney Airport to properly manage and coordinate activities across the airport and to ensure activities are consistent with the *Airport Environment Strategy 2019 - 2024*, Sydney Airport must be informed about the environmental impacts of proposed actions before the submission of a Development/Building Application.

What environmental impact information does Sydney Airport require for development applications?

All works applications must be made via the Sydney Airport Planning Approvals online system (<https://www.sydneyairport.com.au/corporate/planning-and-projects/planning-approvals>).

Depending on the works, our Sydney Airport Environment team may request specific environmental documentation such as an Environmental Assessment (EA), Construction Environmental Management Plan (CEMP) etc. For alterations to existing buildings and minor works involving little to no ground disturbance (e.g. the erection of a small shed or minor pavement works), the information provided in the planning approvals tool is usually sufficient to enable Sydney Airport to form a view about the environmental impact of the proposal. If you are unsure about the extent of detail required, advice can be obtained from Sydney Airport Planning Approvals Coordinator.

NOTE: *To assist you in assessing the potential environmental impacts and the measures you will need to implement, please refer to the environmental checklist found in Attachment 1.*

For larger projects, or for any other works which Sydney Airport considers appropriate, you may be asked to prepare a Review of Environmental Factors (REF). The requirement to prepare a REF will be determined by Sydney Airport on a case-by-case basis. However, to minimise the time taken to process applications, Sydney Airport suggests that you discuss with Sydney Airport Environment Department the extent of environmental impact assessment required prior to lodging your application. If it is considered that a REF is required, you should submit the REF in advance of the development application.

As a guide, the types of proposed developments generally requiring a REF include new facilities or a major change to an existing facility or process. These include:

- helicopter facilities
- new airside or landside works
- new hangars and buildings
- new terminals or additions to terminals
- significant extensions to existing facilities
- developments involving excavation of contaminated soil/groundwater.

Note that the above list is by no means exhaustive and on occasion even relatively minor works have the potential to result in significant environmental impact. This depends on the type of the proposed action/activity and its location.

However, please note that the final decision on whether a REF is required rests with Sydney Airport Environment Department, in consultation with the Airport Environment Officer (AEO).

What is a Review of Environmental Factors?

A REF is similar to the Statement of Environmental Effects (SEE), required when Development Applications are lodged with local councils. A suggested Table of Contents for a REF is included at Attachment 2. The extent to which the REF is required to address all issues identified in the Table of Contents depends upon the extent of environmental impact.

You may be required to consider cumulative impacts, that is, the incremental environmental impact of your development in relation to other airport activities; for example, while your development may not create significant water pollution during construction and/or operation, the combination of your construction and that of a neighbouring development may result in an unacceptable impact; therefore both operations may be required to implement measures to minimise water pollution.

Sydney Airport may require implementation of mitigation measures as part of the development consent conditions. These mitigation measures will need to be documented with the REF.

How do I conduct a REF?

A REF can either be prepared by your organisation or preferably by suitably qualified consultants. REFs follow a similar format - the amount of detail provided is generally determined by the extent of environmental impact (i.e. the greater the scale of the action and the impact, the greater the detail required). REFs are expected to include as a minimum the chapters listed at **Attachment 2**.

Where can I get information for my REF?

Sydney Airport holds a variety of information pertaining to environmental issues at the airport. For information on existing environmental conditions (e.g. air quality, water quality, visual characteristics, noise, flora and fauna, traffic and urban design), contact Sydney Airport Environment Department.

What happens after I have prepared my REF?

The REF must identify the environmental impacts of the proposed development and the proposed measures to avoid and/or mitigate these impacts (e.g. the development of an *Air Quality Management Plan*, etc.). Sydney Airport will assess these impacts, strategies and make a determination on the proposed action either as part of the development approval, or for proposals considered environmentally significant, by a separate assessment process.

Sydney Airport must consider the Commonwealth *Environment Protection and Biodiversity Conservation (EPBC) Act 1999*, the *Airports Act 1996*, the *Airports (Environment Protection) Regulations 1997*, and the *Airport Environment Strategy 2019 - 2024* before approving a development application.

Environment Protection & Biodiversity Conservation Act 1999

In accordance with the *Environment Protection and Biodiversity Conservation Act 1999* Significant Impact Guidelines 1.1 & 1.2 (2013, or as updated) if Sydney Airport considers that the action may have a significant environmental impact (i.e. it is a controlled action) or is likely to have a significant impact on a matter of national environmental significance (as identified in the *EPBC Act*), the proposal will be referred to the Department of the Environment to determine if further assessment is required. This further assessment may be in the form of an *Environmental Impact Statement (EIS)*, *Public Environment Report (PER)* or other form of assessment. Sydney Airport can also notify the Department of the Environment if it is considered desirable for other reasons. The Department of the Environment or the Minister for the Department of the Environment may impose recommendations on the proposal, even if an *EIS* or *PER* is not required, or may require the proposal to go through a public consultation process.

Airports Act 1996

Planning and building control at Sydney Airport is primarily subject to the *Airports Act 1996*, **not** the NSW *Environmental Planning and Assessment Act 1979*.

The *Airports Act 1996* requires a Major Development Plan (MDP) to be prepared if the proposal is, amongst other things, “of a kind that is likely to have significant environmental or ecological impact” or if it “affects an area identified as environmentally significant in the *Environment Strategy*”. A REF may be used to determine if an MDP is necessary.

How does Sydney Airport decide whether to refer an action to the Department of the Environment or the Minister for Department of Infrastructure, Transport, Cities and Regional Development (the Department)?

Sydney Airport will decide whether to submit a referral to the Department of the Environment by evaluating the proposal/action in accordance with the *Environment Protection and Biodiversity Conservation Act 1999*, Significant Impact Guidelines 1.1 & 1.2 (2013, or as updated).

Sydney Airport will require preparation of a major development plan for the Minister for the Department's approval if Sydney Airport is satisfied that any of the factors in section 89 (1) of the *Airports Act 1996* are contained in your proposal.

Extensive consultation between the proponent and Sydney Airport will need to occur before the Department and/or the Department of the Environment are notified, or a major development plan is prepared. These procedures have therefore not been addressed further in this Fact Sheet, as they will be addressed on a case-by-case basis. Together with Sydney Airport, you should clearly understand the impacts of your proposal and whether the requirement to prepare a major development plan or submit a Department of the Environment referral is triggered by your proposal.

If Sydney Airport is provided with sufficient material on which it can form the view that the proposed action / activity will not be environmentally significant, will not impact an environmentally sensitive area or does not significantly affect matters of national environmental significance, then the normal consent process should be followed. If sufficient information is not provided, then the proposed action/activity will not be allowed to proceed. It is important that you provide relevant information to enable a decision to be made about whether the proposal will be environmentally significant.

If we provide the information that Sydney Airport requires, does that discharge our environmental obligations?

No. This Fact Sheet only deals with the processes involved in assessing the environmental impact of proposed activities. Measures to reduce potential environmental impacts may be required. These measures should be proposed as part of your application or will be incorporated into the conditions of approval. Depending upon the type of proposed activity/action, Sydney Airport or the Airport Environment Officer may also request preparation of an Environmental Management Plan (EMP) for construction and/or operation of the development.

Contact Sydney Airport Environment Department for further assistance with construction and/or operational EMPs.

Applicants need to obtain their own legal advice about the extent to which they and their proposed on-airport projects are subject to laws regulating environmental matters. The *Airports Act 1996* and *Airports (Environment Protection) Regulations 1997* impose a number of environmental requirements upon all airport users. The Act and Regulations cover pollution, establish environmental standards and management duties, and provides for regulatory enforcement officers and penalties for actions occurring at Sydney Airport, through the Airport Environment Officer.

ATTACHMENT 1 – Environmental Checklist

Please note: The following checklist is only a guide and is by no means exhaustive. If you answer yes to any of these questions than you may need to either develop an environmental management plan for the project or implement specific environmental controls.

If you need assistance and/or advice in relation to the assessment of the potential environmental impacts please contact Sydney Airport Environment Advisor, Philippa Scott, telephone (02) 9667 9385.

Potential Issues with Activities	Potential need for controls
<p>Location When checking the airport map, is the location of the proposed works in or adjacent possible environmentally sensitive or significant areas? Refer to relevant Environment Strategy for locations, natural waterways, public areas, etc.</p>	
<p>Heritage/Cultural Has the area or building been identified in the Heritage Management Plan? Is there possibility (due to excavation type activities) that heritage/cultural artefacts may be identified?</p>	
<p>Contamination Are activities likely to take place where contaminated soil and/or groundwater may be present due to past/current land use? Do the works involve activities in/near USTs/ASTs? Do works involve removal of USTs/ASTs?</p>	
<p>Site Incident Management Are you using fuel & chemicals? Is there potential for spills and/or leaks from the site or activity?</p>	
<p>Excavations Does your proposal entail excavations, soil exposure, stockpiles, runoff to stormwater, watering of site, erosion?</p> <p>Should a construction project require excavations, there is generally a requirement to have an environmental site assessment prepared to determine the concentration of potential contaminants of concern in the soil and/or groundwater, including per- and poly-fluorinated alkyl chemicals (PFAS) (also referred to as PFCs).</p> <p>All material must be assessed and managed in accordance with the National Environment Protection Measure and the PFAS National Environmental Management Plan (HEPA 2018). Off-site disposal must be in accordance with the NSW EPA Waste Classification Guidelines.</p>	
<p>Importation of Fill Material Will the works involve importing fill (sand/soil/rock) onto site from external location?</p>	
<p>Air Emissions (Dust & Others) Are construction/demolition works likely to generate dust/other emissions? Are operations of the facility likely to generate emissions?</p>	

<p>Storage of Fuels and Chemicals Will the works (both construction & operation) result in the storage and use of fuels and/or chemicals?</p>
<p>Stormwater Will there be discharges to the stormwater system? Is there potential for pollutants to enter the stormwater system?</p>
<p>Asbestos Check Sydney Airport's Asbestos Register by contacting Jessica Simpson (02) 9667 6237 to determine if a building is affected by asbestos.</p>
<p>Acid Sulphate Soils Are activities likely to take place in an area where acid sulphate soils exist?</p>
<p>Solid and Liquid Wastes Will the works result in solid, liquid or hazardous waste being generated? Will the works require waste to be disposed off site? Will operation of the facility result in generation of hazardous and/or liquid wastes? Will discharges to sewer (aside from normal sewerage) require a Sydney Water Trade Waste Agreement?</p>
<p>Noise Emissions Is significant noise/vibration expected? Are proposed hours of work within normal work hours? Have sensitive receptors been identified and will they potentially be impacted?</p>
<p>Construction Environmental Management Plan (CEMP) Do the works have potential environmental impacts that need to be mitigated? Review documentation (i.e. work method statement, REFs, contractor requirements etc) provided to determine if appropriate environmental management measures are outlined. A CEMP may be required prior to works commencing.</p>
<p>Operational Environmental Management Plan (OEMP) Will the works result in a new facility and/or modified activities/operations at current facility? Is the tenant considered a Tier 1 or Tier 2 tenant in the Environment Strategy? If so an OEMP may be required.</p> <p>Consider:</p> <ul style="list-style-type: none"> • Air and water quality • Noise emissions • Soil contamination • Waste management including recycling • Storage of goods including USTs and ASTs • Spill response • Wastewater discharges • Energy and water use • Airport Environment Strategy 2019 - 2024 requirements

ATTACHMENT 2 – EXAMPLE TABLE OF CONTENTS FOR REF

1. SUMMARY

- 1.1 Introduction
- 1.2 Proposal Description
- 1.3 Summary of Impacts and Mitigative Measures
- 1.4 Summary Statement of Overall Impact

2. INTRODUCTION

- 2.1 Background
- 2.2 Approvals Framework [including the Approved Master Plan]
- 2.3 Scope of Assessment

3. DESCRIPTION OF THE PROPOSAL

- 3.1 Proposed Development
- 3.2 Program of Development
- 3.3 Construction Method
- 3.4 Hours of Construction and Operation
- 3.5 Prudent and Feasible Alternatives [including the consequences of no development]
- 3.6 Objectives and Need for the Proposal

4. EXISTING ENVIRONMENT AND ENVIRONMENTAL IMPACTS

- 4.1 Land Use and Disturbance
- 4.2 Flora and Fauna
- 4.3 Air Quality
- 4.4 Soil and Water Quality [if a new lease site is involved, a contaminated soil assessment is required]
 - 4.4.1 Surface Water Quality
 - 4.4.2 Stormwater Quantity and Drainage
 - 4.4.3 Groundwater
- 4.5 Noise [particularly airspace noise associated with the proposal, if applicable, and compliance with *Australian Standard AS2021-2000 Acoustics – Aircraft Noise Intrusion – Building Siting and Construction*]
- 4.6 Waste and Hazardous Products
- 4.7 Access and Traffic Flow
- 4.8 Visual Impact
- 4.10 Amenity of the Airport
- 4.11 Demonstration of Compliance with Sydney Airport Environment Strategy
- 4.12 Stakeholder Input

5. CONSTRUCTION IMPACTS

- 5.1 Air Quality
- 5.2 Water Quality
 - 5.2.1 Erosion
 - 5.2.2 Stormwater Management
- 5.3 Noise During Construction
- 5.4 Construction Traffic
 - 5.4.1 Access and Traffic Flow
- 5.5 Waste and Hazardous Products
- 5.6 Amenity of the Airport

6. SUMMARY OF SAFEGUARD AND MANAGEMENT MEASURES AND APPROVALS REQUIRED

7. CONCLUSIONS

- 7.1 Impact on matters of national environmental significance:
- World Heritage properties
 - Ramsar listed wetlands
 - nationally threatened species and communities
 - migratory species protected under international agreements
 - protection of the environment from nuclear actions
 - the Commonwealth Marine Environment
- 7.2 On-site and off-site impacts
- 7.3 Direct and indirect impacts
- 7.4 Frequency and duration of the action
- 7.5 Total impact over the geographic area affected and over time
- 7.6 The sensitivity of the receiving environment
- 7.7 The degree of confidence with which the impacts are known and understood.
- 7.8 Sign-off by *REF* preparer (on significance against national significance matters and the Administrative Guidelines)