

Environmental Effects  
Report Guidelines  
*Greenham Tasmania Pty Ltd*  
Back-up Oil Boiler, 4 Bacon  
Factory Road, Smithton

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ENVIRONMENT PROTECTION AUTHORITY

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## Instructions

### Purpose of the Guidelines

These Guidelines provide instructions for proponents on how to prepare an Environmental Effects Report (EER) for an activity being assessed in Tasmania by the Board of the Environment Protection Authority (the Board). An EER is a document that provides information about the environmental impacts of the proposed activity and the proposed mitigation measures. The Board uses the EER as a 'case for assessment', to assess the environmental impact of an activity, as required under the *Environmental Management and Pollution Control Act 1994* (EMPCA).

Guidelines will be adapted for each proposal, where Part B and Part C include project-specific information requirements. The EER must be prepared in accordance with the project-specific Guidelines, which are issued under section 74(4) of the EMPCA.

The EER will be advertised during the public consultation period and remain publicly available on the EPA website. After consultation, the proponent may be required to supply additional information in response to public and government agency submissions. This generally takes the form of a Supplement to the EER.

Further information is available on the [EPA Assessment Process](#)<sup>1</sup> website.

### Preparing an EER

The EER should contain five parts as follows:

- Part A – information about the proponent
- Part B – information about the proposal, site and area
- Part C – information about potential environmental impacts
- Part D – description of the proposed management measures
- Part E – description of any public consultation undertaken

Other relevant information, such as survey reports, should be attached to the EER as appendices.

The EER must be typed, A4 sized and submitted electronically (in a searchable format). All images must be of high quality, have a descriptive caption, and be capable of being easily copied and pasted into other documents such as a permit (i.e. all objects should be 'grouped'). All maps, plans, and aerial photographs must be oriented in the same direction as far as practicable and include a north arrow and scale.

The content of the EER should be prepared using a risk-based approach. The level of detail provided on each issue should be appropriate to the level of significance of that environmental issue to the proposal. Not all issues nominated in these Guidelines will have the same degree of relevance to the proposed activity. Depending on the nature of the proposed activity and its location, some of the issues may be more relevant than others, while others may not be applicable at all.

Where the proposal is for a production increase/intensification/modification of the activity, the EER must provide a case for assessment of the entire activity at the proposed production level/as modified.

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<sup>1</sup> Available at <https://epa.tas.gov.au/assessment/assessment-process>

## Planning Information

Where the proposal is subject to a permit under the *Land Use Planning and Approvals Act 1993* (LUPAA), information required solely for the purpose of assessment under the relevant Planning Scheme should be supplied to Council either:

- as a separate response to an additional information request from Council under section 54 of the LUPAA, where the planning application has commenced the environmental assessment process; or
- where it forms part of a combined planning and Environmental Effects Report, distinguished from information supplied for the purpose of the Board's assessment.

## Commonwealth legislation

The Commonwealth Government may also have a role in the environmental assessment and approval of the proposed activity. Approval under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) is required for an action which is on Commonwealth land or is likely to have a significant impact on a matter of national environmental significance.

Information on the EPBC Act can be obtained from the [Australian Government Department of Climate Change, Energy, the Environment and Water](http://www.environment.gov.au) website<sup>2</sup>, or by calling 1800 803 772.

**The EER must include a statement on whether Commonwealth approval is likely to be required.**

## Environment Protection Authority Contact

For information about the assessment process, contact the Environmental Assessment Branch:

GPO Box 1550

Hobart, Tasmania 7001

Telephone: 0427743988

Email: [assessments@epa.tas.gov.au](mailto:assessments@epa.tas.gov.au)

Website: [www.epa.tas.gov.au](http://www.epa.tas.gov.au)

At least one draft of the EER should be submitted for review prior to formal submission to the Board. This should be emailed or file shared to [assessments@epa.tas.gov.au](mailto:assessments@epa.tas.gov.au) and your nominated contact officer.

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<sup>2</sup> Available at [www.dcccew.gov.au/environment/epbc](http://www.dcccew.gov.au/environment/epbc)

## Content of EER

### Part A – Proponent information

Provide the following information regarding the proponent:

<b>Proponent entity name</b>	
<b>Proponent trading name</b>	
<b>Registered address of proponent</b>	
<b>Postal address of proponent</b>	
<b>ABN/ACN of proponent</b>	
<b>Contact person's details</b>	Name Telephone number Email address
<b>Consultant's details</b>	Name Telephone number Email address

## Part B – Proposal description

### General note

Where the proposal is to be subject to a permit application under the LUPA Act, the proposal description and specification of the site to be impacted must be consistent with the intended or current permit application. Any works or activity that are for the purpose of the proposal (e.g. access works) must be included.

The following details are to be included in the proposal description. Provide additional text, diagrams or flowcharts as required.

### 1 Description of proposed activity

- A general description of the proposed activity, including method of operation and the main items of equipment. Provide a diagram or flowchart if necessary to assist understanding.
- Classification of the proposal under the EMPC Act, including proposed quantities/limits where relevant.
- Any industry standards or guidelines that are applicable to the activity.
- The timeframe over which the activity is proposed to occur (construction and commissioning timetable and anticipated activity lifetime).
- Proposed operating days and hours.
- Proposed production capacity, production rates and any seasonal variations.

### 2 Map and site plan

- Definition of the Land on which the activity will take place, and its boundary, by means of land title information, map coordinates or other means. This must be consistent with any intended or current permit application under the LUPA Act.
- A general location map (1:25,000 or other suitable scale). This map must show the location of the nearest residences and any other sensitive uses nearby. The plan must also show the route(s) used by vehicles travelling to and from the activity.
- A site plan showing:
  - boundary of site;
  - position of existing and proposed buildings/structures;
  - positions of plant and machinery;
  - position of any material, product and waste stockpiles;
  - watercourses (rivers, creeks, lakes); and
  - location of significant earthworks and/or vegetation to be cleared.

### 3 Proposal location

- A general description of the site(s) supporting the proposed activity, including topography, watercourses, buildings.
- Current and historical use of the site.
- Land tenure of the site, including title details.
- Zoning of the site and surrounding land. If rezoning of the site will be required, provide details.
- Is the activity located within or adjacent to a site of high public interest (such as a recreation area, reserve, or natural scenic feature)? If so, provide details.

- Surrounding land use, including location of nearest residences and other sensitive uses (such as schools, hospitals, etc).
- The local climate (annual rainfall, average temperatures, and prevailing winds).

#### **4 Rationale and alternatives**

- The rationale for the proposal, including benefits and disadvantages of alternative options that have been considered.

#### **5 Planning information**

- If an application has not already been lodged under the LUPA Act, provide a copy of written advice received from Council as to whether the proposal will require a permit under that Act.
- If a permit is required for the proposal under the LUPA Act, also provide:
  - Use Class of the proposed activity under the applicable Planning Scheme.
  - Permissibility of the activity under the applicable Planning Scheme.
- Any sensitive uses<sup>3</sup> or residential zones within applicable attenuation distances of the proposal site.

#### **6 Existing activity**

- Provide details of any current regulatory approvals (permit, licence, environment protection notice, mining lease, etc) relating to the existing activity.
- If the proposed activity is associated with an existing activity, provide the following:
  - a summary of environmental monitoring results;
  - a summary of public complaints regarding the activity (received by the activity operator and by regulatory authorities);
  - details of breaches of conditions of current regulatory approvals (if any); and
  - details of contraventions of environmental law (if any).

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<sup>3</sup> Defined in the State Planning Provisions as 'a residential use or a use involving the presence of people for extended periods except in the course of their employment such as a caravan park, childcare centre, dwelling, hospital or school.'

## Part C – Potential environmental impacts

### General note:

Information from documentation relating to the existing activity (such as an Environmental Management Plan or survey reports) may be used or referenced in this EER, provided the information is current. The following details are to be included in the assessment of potential environmental impacts:

### 1 Air Quality

- Will the activity result in emission of pollutants to air (includes dust, odours, and emissions from chimneys)? If yes, provide details about potential impacts and how they will be managed. (NB Emissions from traffic resulting from the activity can be addressed under Section 9 below.)
- Identify, describe and mark the locations (on a site map) all possible sources of emissions to air (i.e. materials, equipment and activities including plant maintenance) from the proposed construction and operation of the boiler.
- For each identified emission source (i.e. point or fugitive) describe the likely composition (i.e. types of constituents), quantities and rates of emissions to the atmosphere.
- Undertake desktop screening atmospheric dispersion modelling (e.g. SCREEN View, Ausplume) to assess the impacts of air emissions from the proposed boiler relative to the requirements of the Environmental Protection Policy (Air Quality) 2004.
- Identify and discuss measures to mitigate any potential impacts on sensitive receptors that may result from the operation of the proposed boiler including a worst-case scenario for release of pollutants.

### 2 Water quality (Surface, Discharge and Groundwater)

- Will the proposal occur within 200 metres of a river, creek, wetland or estuary? If so, provide details.
- Will surface water from the site drain to a river, creek, wetland or estuary? If so, provide details about potential impacts and how they will be managed, such as sediment settling ponds.
- Will the activity result in discharge of liquids (including to sewer)? If yes, provide details of the nature of the discharge (estimated volume and characteristics). Provide details of any proposed effluent treatment.
- If discharge to the environment is proposed, describe the nature of the receiving environment (e.g. downstream waterways) and likely impact of the discharge.
- Where available, provide water quality data describing the downstream environment.
- If discharge to sewer is proposed, provide details of the associated trade waste agreement.
- Is drinking water or water for stock drawn from a waterbody which may be affected by the proposal? If so, provide details.
- Could the proposal have any impact on groundwater? If so, provide details.
- Is the proposal consistent with the *State Policy on Water Quality Management 1997* (as relevant)?
- Provide details of any proposed water monitoring activities.
- Consideration should be given to management of surface water runoff using water sensitive urban design principles where applicable. Further information is available from the Derwent Estuary Program<sup>4</sup>.

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<sup>4</sup> Available on the internet at: <http://www.derwentestuary.org.au/index.php?id=31>.



### 3 Noise emissions

- Will the activity include fixed or mobile equipment that emits noise? If yes, provide details of the noise sources including size, power ratings, noise attenuation and hours of operation. Show the expected locations of the noise sources on the site plan and the locations of nearby residences and other noise sensitive premises<sup>5</sup> on the area map (see Part B).
- Noise levels resulting from the proposal are to be measured at the source (boiler) and nearest noise sensitive premises by a suitably qualified person, capturing normal and worst-case scenarios, in accordance with the *Noise Measurement Procedures Manual*.<sup>6</sup> Describe any dominant or intrusive characteristics in the noise from the proposal.
- Investigate mitigation measures to minimise nuisance at noise sensitive receptors.
- Is the proposal consistent with the Tasmanian *Environment Protection Policy (Noise) 2009* (as relevant)?<sup>7</sup>

### 4 Waste and Environmentally Hazardous substances

- Will the activity produce or result in solid wastes? If yes, provide details of the nature of the waste types and proposed methods for reuse, recycling or disposal.
- Will the activity involve the use and/or storage of any substance or mixture of substances of a nature or held in quantities, which present a reasonably foreseeable risk of causing serious or material environmental harm if released to the environment? This includes fuels, oils, waste and chemicals. If so, provide details of the nature and quantity of the materials, their storage location and methods and proposed measures to prevent their release.
- Describe proposed measures for responding to accidental spillage or escape of hazardous substances.
- Identify all controlled wastes likely to be present on the site, with reference to standard classification<sup>8</sup>.
- Identify all dangerous goods likely to be present on the site<sup>9</sup>.
- Has the site on which the activity is to be located been used in the past for activities which may have caused soil or groundwater contamination? If so, provide details. Include details of any assessments of soil or groundwater contamination on the site.

### 5 Natural values

- Describe any known natural values on or near the site, including aquatic values (e.g. records from the Natural Values Atlas and TASVEG 4.0<sup>10</sup> of any listed threatened flora/fauna species or threatened vegetation communities on or near the site).
- Describe any ways in which the proposal has the potential to affect natural values (e.g. clearing or disturbance of native vegetation or potential habitat for native fauna, roadkill, noise).
- If the proposal has the potential to impact on natural values, provide details of any proposed management measures.

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<sup>5</sup> 'noise sensitive premise' is defined as: residences and residential zones (whether occupied or not), schools, hospitals, caravan parks and similar land uses involving the presence of individual people for extended periods, except in the course of their employment or for recreation.

<sup>6</sup> Available at [https://epa.tas.gov.au/Documents/Noise\\_Measurement\\_Procedures\\_Manual\\_2008.pdf](https://epa.tas.gov.au/Documents/Noise_Measurement_Procedures_Manual_2008.pdf)

<sup>7</sup> Available on the EPA website at [https://epa.tas.gov.au/policy/statutory-policies/state-policies-and-environment-protection-policies/environment-protection-policy-\(noise\)-2009](https://epa.tas.gov.au/policy/statutory-policies/state-policies-and-environment-protection-policies/environment-protection-policy-(noise)-2009)

<sup>8</sup> Information on controlled waste identification and classification is available on the internet at: <https://epa.tas.gov.au/regulation/waste-management/controlled-waste>.

<sup>9</sup> As defined in the Australian Code for the Transport of Dangerous Goods by Road and Rail.

<sup>10</sup> Both can be accessed on the internet at: <https://www.naturalvaluesatlas.tas.gov.au/>

## 6 Weeds, Pests and Pathogens

- Describe any weeds<sup>11</sup>, pests or pathogens known to be or likely to be present on or near the site.
- Does the proposal have the potential to introduce or spread weeds, pests or diseases? If yes, provide details of any proposed management measures.

## 7 Greenhouse Gas Emissions and Climate Change Management

- Describe how the proposal will implement best practice environmental management in energy consumption and in transport of materials to and from the proposed activity, to minimise greenhouse gas emissions.
- Discuss the impacts of the proposed activity in relation to Tasmania's climate change strategy<sup>12</sup>.
- Describe the potential impacts of climate change upon the proposal. For example it may be appropriate to plan in advance for more intense storm events, more severe fire weather, long term sea level rise, etc.

## 8 Other off-site impacts

- Does the activity have the potential to generate any other off-site impacts that may affect the amenity of residences or other sensitive uses (such as schools and hospitals)? If yes, provide details. The location of all nearby residences or other sensitive uses must be clearly shown on the area map (see Part B).

## 9 Monitoring

- Describe any proposed environmental monitoring and reporting for the activity.
- Show all proposed monitoring points on the site plan (see Part B).

## 10 Decommissioning and Rehabilitation

- Describe any proposed decommissioning and rehabilitation measures in the event of cessation of the activity.

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<sup>11</sup> Plant species declared as a weed under the *Weed Management Act 1999*.

<sup>12</sup> Available on the internet at: <http://www.dpac.tas.gov.au/divisions/climatechange> .

## Part D – Summary of proposed management measures

Specific, unambiguous written proposed measures for avoiding, minimising, and managing the potential environmental impacts of the proposal (as identified in Part C) should be documented in Part D (see example below).

### Management measures

No.	Proposed Measure	Timeframe
1	Design and install a sediment settling pond capable of containing runoff from a 1-in-20 year storm event as described in Part C, paragraph 2.6 [of the EER].	At least 30 days prior to commencement of operations.
2	Develop a solid waste management plan as described in Part C, paragraph 8.4 [of the EER].	Within three months of approval and prior to treatment or removal of any waste.
3	Erect a noise attenuation barrier as described in Part C, paragraph 9.2 [of the EER].	At least 30 days prior to commencement of operations.

## Part E – Public and stakeholder consultation

- Has consultation taken place (such as with other government agencies, community groups or neighbours), or is it intended that consultation will take place? If so, provide details.
- A Guide to Community Engagement is available on the EPA's website at <https://epa.tas.gov.au/assessment/assessment-process/guidance-documents>

## Appendix A: Other issues and agency contacts

In addition to a permit under the LUPA Act and the EMPC Act, there may be other legal requirements to allow your proposal to proceed. These may include other permits, licences or landowner consent. You may also need to contact other Government agencies to obtain information for the purpose of assessment under the LUPA Act or the EMPC Act. The following list identifies some of the key agencies you may need to contact.

Note: your proposal may be referred to other agencies in the process of preparing guidelines. Should assessments or approval outside of the Board's responsibilities be required, the respective agency will engage with you to progress them.

### Conservation Assessments

Department of Natural Resources and Environment Tasmania

Telephone: (03) 6165 4396

Email: [conservationassessments@nre.tas.gov.au](mailto:conservationassessments@nre.tas.gov.au)

Website: [www.nre.tas.gov.au/conservation](http://www.nre.tas.gov.au/conservation)

Purpose: Natural values including flora, fauna, and geoconservation values, or permits to deal with threatened species.

### Heritage Tasmania

Department of Natural Resources and Environment Tasmania

Telephone: (03) 6165 3700

Email: [enquiries@heritage.tas.gov.au](mailto:enquiries@heritage.tas.gov.au)

Website: [www.heritage.tas.gov.au](http://www.heritage.tas.gov.au)

Purpose: Historic cultural heritage, including State-level site listings, impacts and permits as required under the *Historic Cultural Heritage Act 1995*. Where works are proposed in or in close proximity to a heritage place entered on the Tasmanian Heritage Register or likely to be of heritage significance to the whole of Tasmania, and a permit is required under the *Land Use Planning and Approvals Act 1993*, the proposal will be referred to Heritage Tasmania by the planning authority. There may also be additional sites listed under local planning schemes, impacts on which are assessed by the relevant planning authority.

### Aboriginal Heritage Tasmania

Department of Premier and Cabinet

Telephone: 1300 487 045

Email: [aboriginal@dpac.tas.gov.au](mailto:aboriginal@dpac.tas.gov.au)

Website: [www.aboriginalheritage.tas.gov.au](http://www.aboriginalheritage.tas.gov.au)

Purpose: Aboriginal heritage, including desktop assessment, artefact survey requirements, permits and advice.

### Parks and Wildlife – Property Services

Department of Natural Resources and Environment Tasmania

Telephone: (03) 6169 9015

Email: [PropertyServices@parks.tas.gov.au](mailto:PropertyServices@parks.tas.gov.au)

Website: [www.parks.tas.gov.au](http://www.parks.tas.gov.au)

Purpose: Impacts on parks and reserves managed by Parks and Wildlife, or Crown land.

### **Agriculture and Water**

Department of Natural Resources and Environment Tasmania

Telephone: 1300 368 550

Email: [Water.Enquiries@nre.tas.gov.au](mailto:Water.Enquiries@nre.tas.gov.au)

Website: [www.nre.tas.gov.au/water](http://www.nre.tas.gov.au/water)

Purpose: Water licences and works impacting natural waterway flow (e.g., dams or fords).

### **Transport Services**

Department of State Growth

Telephone: (03) 6166 3369

Email: [permits@stategrowth.tas.gov.au](mailto:permits@stategrowth.tas.gov.au)

Website: [www.transport.tas.gov.au](http://www.transport.tas.gov.au)

Purpose: State roads, including where any proposal requires works on or access from a State-managed road.

### **Mineral Resources Tasmania**

Department of State Growth

Telephone: (03) 6165 4800

Email: [info@mrt.tas.gov.au](mailto:info@mrt.tas.gov.au)

Website: [www.mrt.tas.gov.au](http://www.mrt.tas.gov.au)

Purpose: Mining Leases



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