Environmental Effects Report Guidelines Hazell Bros Concrete Batch Plant operation hours change, Leslie Vale

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ENVIRONMENT PROTECTION AUTHORITY

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Glossary and abbreviations

Term	Definition
Board	Board of the Environment Protection Authority
Case for assessment	Information required for environmental impact assessment, prepared according to the Board's requirements.
Director	Means the Director, Environment Protection Authority holding office under Section 18 of *Environmental Management and Pollution Control Act 1994*.
EER	Environmental Effects Report
EMPCA	*Environmental Management and Pollution Control Act 1994*
EPA	Environment Protection Authority. Tasmania's independent principal environmental regulator which administers EMPCA and consists of a Board and a Director.
EPBC Act	*Environment Protection and Biodiversity Conservation Act 1999* (Commonwealth)
Environmentally hazardous substance	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.
LUPAA	*Land Use Planning and Approvals Act 1993*
NCA	*Nature Conservation Act 2002*
Noise sensitive premises	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.
Planning Authority	Council for relevant local government area
Sensitive receptors	Off-site human or environmental elements that have the potential to be negatively affected by an emission from the proposal (other than noise emissions, see Noise-sensitive premises).
TSPA	*Threatened Species Protection Act 1995*
Weed	A plant species that has, or is likely to have, an adverse impact on the environment because of the introduction, spread or increase in population size of the species in an area; and includes a declared weed as defined in the *Biosecurity Act 2019* and subordinate regulations.

Introduction

Purpose of the Guidelines and EER

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 provides information about the environmental impacts of a proposed activity and associated mitigation measures. It is a statutory document required under section 74(4) of the *Environmental Management and Pollution Control Act 1994* (EMPCA) and is used by the Board as a 'case for assessment', to assess the environmental impact of an activity.

Once the EER has been accepted by the Board, it will be advertised with other documents relating to the proposal during the statutory public consultation period. The EER then remains available on the EPA website once the consultation period is complete.

After consultation, the proponent may be required to supply additional information in response to public and government agency submissions, or in response to new information. This information is submitted as a separate document known as a Supplement to the EER.

Further information is available on the EPA Assessment Process website.

Preparing and Submitting an EER

The EER should be set out in five parts:

- 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

The tables below for Parts A and B can be copied into the EER and populated with information relevant to the proposal. Add rows as required, but do not remove rows. If a row is not applicable, state why.

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

The EER must be in an electronically searchable format. Images must be of sufficient quality to show all relevant aspects clearly and appropriately captioned.

The level of detail provided for each environmental issue should be appropriate to its significance.

As the proposal is on the same land, but not ancillary to, an existing level 2 activity any interaction between the proposal and the level 2 activity should be described, including potential cumulative impacts.

Submitting an EER

Proponents are encouraged to submit the EER to the EPA for review before formally lodging it. Incomplete documents will not be accepted for review.

The EER should be emailed to assessments@epa.tas.gov.au and to the nominated EPA contact officer.

Environmental policies and guidelines

The Board is required to undertake its assessment against relevant policies and guidelines. If relevant, the EER should address how the proposal will meet the following:

Tasmanian Environment Protection Policy (Air Quality) 2004

Air Pollutant Design Criteria - EPA Board Statement

State Policy on Water Quality Management 1997

Environment Protection Policy (Noise) 2009

Planning Information

Where the proposal requires a permit under the *Land Use Planning and Approvals Act 1993* (LUPAA), information required solely for 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 LUPAA, where the planning application has commenced the environmental assessment process; or
- where it forms part of a combined planning and Environmental Effects Report, in a form that clearly distinguishes it from information supplied for the purpose of the Board's assessment.

Environment Protection Authority Contact

For information about the assessment process, contact the Assessments Branch:

GPO Box 1550
Hobart, Tasmania 7001
Telephone: 03 6165 4599
Email: assessments@epa.tas.gov.au
Website: www.epa.tas.gov.au

Other agency contacts

If assessments or approvals outside the Board's remit are required, the proponent should engage with the relevant agency. Go to Guidance Documents | EPA Tasmania for other agency contacts.

Content of EER

Part A – Proponent Information

Provide the following information:

Proponent entity name	*(Consistent with any intended or current permit application for the activity under LUPAA)*
Proponent trading name	
Registered address of proponent	
Postal address of proponent	
ABN/ACN of proponent	
Contact person's details	*Name* *Telephone number* *Email address*
Consultant's details	*Name* *Telephone number* *Email address*

If a different entity will construct and/or operate the activity after approval, provide details for that entity.

Part B – Proposal Description

If the proposal is subject to a permit application under LUPAA, the proposal description must be consistent with the permit application. Any works or activities for the purpose of the proposal (e.g. access works) must be included.

1 Description of proposed activity

Complete the following tables and provide additional text, diagrams or flowcharts as required.

Proposed activity

Activity	Provide a general description of the proposed activity.
New or existing	Provide details of any regulatory approvals (e.g. permit, environment protection notice, mining lease, etc.) relating to the existing activity. Include approval type, issuer, purpose and expiry dates, if applicable.
Product / purpose	Describe the products/purpose and forecast life of the activity.
Maximum quantity/limit	State the intended activity production capacity or limit/s.
Inputs	State the volume of input materials, including water, and their source.
Method/s	State the method(s) of operation and the main items of equipment involved. Provide a diagram or flowchart below if necessary.
Industry standards	Detail any industry standards or guidelines applicable to the activity.
Transport	Describe the proposed transport route (refer to relevant maps), vehicle types, number of vehicle movements (per day), and time of day of vehicle movements.
Stockpiling	State any materials that will be stockpiled on site, and maximum estimated size of stockpiles.
Major equipment	List all plant/machinery and other temporary or permanent equipment (distinguish between existing and proposed).
Infrastructure	List the buildings, structures, access roads, internal haul roads, etc (distinguish between existing and proposed).
Proposal timeline	State the key proposal timeline(s) and forecast life of the activity.
Operating hours	State the current and proposed operating hours and days (including any public holidays).

Location and planning context

Location	State the address of the site and land title information (as applicable) with a Certificate of Title or PID reference. If a permit is required, this information must match the information in the permit application.
Planning Permit	Confirm whether a planning permit is required under LUPAA. If a planning application has not already been lodged, provide written advice from Council confirming this requirement, as an appendix.
Land zoning and tenure	Describe the land zoning and tenure of the site and surrounds.
Use Class and Permissibility	If a permit is required under LUPAA, state the Use Class and Permissibility of the activity under the relevant Planning Scheme.

Description of site and surrounds

Land use	Describe the land use of the site and surrounds, distance to the nearest residences.
Topography	Describe the topography of the site and surrounds.
Climate	State the annual rainfall, average temperatures and predominant wind direction (provide wind roses if possible).
Hydrology	Describe the waterbodies and aquatic values on site and in the surrounding area. State the distance from the activity to the nearest waterbody.
Natural values	Describe the vegetation types on and near the site. List any threatened fauna, flora and vegetation communities known to occur on or near the site (use the Natural Values Atlas or results of a relevant survey if available).

2 Maps and site plan/s

High quality spatial information should be presented with all text and relevant features clearly visible. Maps and plans should include a north arrow, scale and legend. When spatial data (including maps, plans, coordinates and heights) are provided or referred to, the horizontal and vertical datum must be specified. As a minimum, provide the following:

- **General Location Map(s)** (of a suitable scale), showing:
    - the location of the proposal site;
    - relevant cadastral boundaries with title details, e.g. Volume/Folio 136529/1;
    - road access to and from the site;
    - distance(s) from the proposed activity to any sensitive receptors, including residences, with potential to be impacted by dust, noise or other emissions from the activity;
    - the applicable attenuation distance as per the Tasmanian Planning Scheme;
    - topographical features, aspect, waterways and direction of drainage;
    - electricity transmission lines;
    - surrounding land tenure;
    - surrounding land use (including areas of conservation or recreational significance); and
    - surrounding land zoning as per the Tasmanian Planning Scheme.

- **Map of the proposed activity area** clearly showing the physical extent and location of key components of the proposal, including (as relevant):
    - topography, surface water flow, drainage;
    - vegetation types, clearly marking areas to be cleared or disturbed, and records of any threatened species and native vegetation communities;
    - existing and proposed buildings, structures, plant, machinery, storage areas;
    - product, waste or other kinds of stockpiles;
    - access, loading areas, laydown areas and parking;
    - site water management (drains, settling ponds, interceptors etc);
    - proposed locations for monitoring environmental impacts.

    The map should include sufficient coordinates at corner points to accurately define the maximum activity area boundary. The activity area boundary must also be provided in a geospatial vector format (shapefile or DXF).

3 Project rationale and alternatives

- Explain the rationale for the proposal.
- Evaluate the benefits and disadvantages of any alternative options that have been considered.

4 Existing activity

- As the proposal is associated with an existing concrete batch plant and is also on the same land as, but not ancillary to, an existing level 2 activity (i.e. a quarry), provide the following:
    - a summary of any public complaints regarding the existing concrete batch plant and the existing level 2 activity received by the operator or by regulatory authorities.
    - details of any breaches of conditions of current regulatory approvals; and
    - details of any contraventions of environmental law, if any, by the operator of the existing concrete batch plant and existing level 2 activity.

Part C – Environmental Impacts and Management

The EER should evaluate all potential impacts of the proposal. The level of detail provided on each issue should reflect its level of significance.

For each issue:

- describe how the impact assessment has been undertaken (for example, surveys or desktop studies);
- describe the existing environment in relation to the impact, including the vulnerability of the potentially affected environment;
- clearly articulate the potential impacts, identifying plausible worst case scenarios;
- describe the management or contingency measures proposed to avoid, mitigate or offset potential adverse impacts;
- detail any specialist recommendations that have or will be implemented, with justification where implementation of any recommendations is not proposed;
- analyse how and to what degree the impacts will have been avoided, minimised or offset, and describe any residual impacts after all the above has been considered.

Information from documentation relating to the existing concrete batch plant or existing level 2 activity (such as an Environmental Management Plan or survey reports) may be used or referenced in this EER, provided the information is current. The EER must be self-explanatory and must not rely solely on reference to other documents.

1 Key Issue: Noise emissions

It is noted that a Noise Emissions Report has already been prepared for the proposal and was included as Appendix C to the Planning Report submitted to Kingborough Council with Planning Application No. DA-2025-348. Although this report presents a summary of the findings of a noise impact assessment, insufficient detail has been provided to adequately assess the noise impacts of this proposal.

The following information must be included in a new or revised Noise Impact Assessment Report prepared by a suitably qualified person:

- Using maps, identify and describe the location of all site activities and all major sources of noise, and of any NSPs that could be affected by noise from the activity.
- Describe all fixed and mobile noise sources to allow for differentiation of noise sources from the proposed activity and the surround level 2 activity. For each key piece of equipment or noise source, provide:
    - the size, height of the sound source mapped location, and sound power level;
    - associated noise attenuation features; and
    - hours of operation.

  For traffic noise sources, describe traffic volumes and movement patterns (e.g. times of day, days of week, days per year, routes used etc.).
- Noise modelling of the proposed activity must be provided by a suitably qualified person and include at a minimum:
    - Local ambient and background noise measurement results (i.e. the median value of all 10 percentile $L_{A90,10min}$, $L_{Aeq,10\ [minimum]}$) based on minimum 7-days of continuous noise monitoring for daytime, evening and night-time periods, clearly showing locations representative of NSPs and background locations.
    - Predicted cumulative L_{Aeq} noise emissions levels at NSPs generated by the existing level 2 activity and the proposed concrete batch plant activity and an assessment of the potential cumulative impact
    - An assessment of the potential for causing sleep disturbance during night-time periods with considerations given to:

        - Duration and frequency of noise exposures generated by heavy vehicle moments during the night periods.
        - Existing noise environment for the periods between 6pm to 10pm, 10pm to 5 am and 5am to 6am (early hour).
        - L_{Amax} noise emissions to assess for sleep disturbances during the night-time period.
        - Any cumulative noise impacts with the existing level 2 activity on any surrounding NSPs.
    - A description of the impacts from noise and vibration at NSPs considering the predicted levels and changes in noise characteristics such as tonal components, increases in noise level and the time varying nature of emissions (e.g., modulation, impulsive or intermittent noise);
    - Presentation and discussion of all prediction methodologies and assumptions used.
- All methods of measurement should be in accordance with the Tasmanian Noise Measurement Procedure Manual.
- Evaluate the potential for the activity to create a noise nuisance, considering the:
    - distance to nearest residences and other NSPs;
    - outcomes of the noise report and modelling
    - any cumulative noise impacts on any NSPs.
    - existing background noise environment;
    - proposed hours of operation;
    - operational noise-generating activities;
    - local topography;
    - atmospheric conditions; and
    - proposed site layout (refer to the relevant map or figure).
- Describe proposed attenuation or management measures that will be implemented to avoid or mitigate impacts of noise emitted by the proposal to ensure appropriate noise criteria are maintained and avoid environmental nuisance or harm.
- Demonstrate that the proposal is consistent with environmental performance requirements, including any identified in the *Environment Protection Policy (Noise) 2009*.[20]

2 Air quality

The air quality assessment should detail the potential impact of the proposal on local air quality and specify proposed management measures to avoid environmental nuisance or harm operation.

- Using maps, identify all potential point and fugitive sources of atmospheric emissions and the composition of the atmospheric emissions that may arise from the proposal as well as from loading, unloading, and transport of materials.
- Discuss and assess the potential impacts of dust from the proposal on the environment, and potential for the activity to cause environmental nuisance or harm at or beyond the site boundary. Consider the existing environment (local terrain and meteorological conditions including annual rainfall, the direction and strength of prevailing winds) and nearby land uses, particularly the proximity of sensitive receptors.
- Describe proposed measures to avoid and mitigate dust emissions from the site, particularly during unfavourable meteorological conditions. Discuss the likely effectiveness of these measures.
- Provide information about existing or proposed monitoring of dust emissions from the activity.

3 Water quality (surface and discharge)

The water quality assessment should detail the potential impacts of the proposal on surface water and groundwater, including consideration of sediment and waterway disturbance, environmental values and

downstream water uses, and specify proposed management measures to avoid environmental nuisance or harm.

- Using maps, describe the topography and preferential surface water flow, existing surface water and stormwater drainage on the activity area.
- Identify and characterise any liquid emissions other than stormwater which could arise, including estimated volume and characteristics.
- Describe the potential impacts on the receiving environment (surface water, groundwater, drinking water, stock water, and irrigation, as relevant).
- Provide details of any proposed effluent or stormwater treatment and management infrastructure and processes.
- If discharge to sewer is proposed, provide details of the associated trade waste agreement.
- Describe any other management measures proposed to minimise impact on waterways and aquatic values, such as bunding, grease traps or interceptors.

4 Natural values

- Provide records from the Natural Values Atlas of any listed threatened flora/fauna species or threatened native vegetation communities on or near the site.
- Describe the potential impacts of the proposal to threatened fauna, flora and native vegetation communities, taking into account:
    - vehicle movement, noise, or lights during sensitive avifauna (bird) breeding seasons;
    - roadkill from vehicles. An increase in night-time (between one hour before sunset and one hour after sunrise as defined by the Bureau of Meteorology) traffic on internal and nearby roads of more than 10%, combined with a high abundance of Tasmanian devils and/or Tasmanian devil roadkill records in the Natural Values Atlas is considered potentially significant in terms of impacts on the Tasmanian Devil. See the Survey Guidelines and Management Advice for Development Proposals that may impact on the Tasmanian Devil (*Sarcophilus harrisii*) for more information.
- Describe the management measures that will be implemented to mitigate or avoid impacts to threatened fauna, flora and vegetation communities or other natural values.

5 Weeds, pests and pathogens

- List the weeds, pests and pathogens occurring on or near the site.
- Evaluate the potential for the proposal to introduce or spread weeds and diseases to, from and within the site.

6 Waste

- Describe the solid and liquid waste that will be produced by the activity (e.g. Potentially Acid Forming material, metal and machinery service wastes, used oils, general refuse).
- Describe how each type of waste will be managed. In order of preference, waste should be avoided, reused or recycled if possible, and treated (stabilised) if necessary.

7 Environmentally hazardous substances

- Detail the nature and quantity of any environmentally hazardous substances that will be stored (permanently or temporarily) and/or handled on site. This includes fuels, oils, waste and chemicals.

- Describe how and where these substances will be stored. Discuss what measures will be in place to prevent release and respond to accidental spills (e.g. bunding, availability of spill kits).
- Identify any dangerous goods (as per the Australian Code for the Transport of Dangerous Goods by Road and Rail) and controlled wastes (see the EPA website for more information) that will be present on the site, with reference to standard classification. Detail how they will be managed.

8 Decommissioning and rehabilitation

- Describe the proposed decommissioning and rehabilitation measures in the event of cessation of the activity, with consideration of potential future use of the site.

Part D – Summary of Proposed Management Measures

This section should contain a table of the proposed measures for avoiding, minimising and managing the potential environmental impacts of the proposal (as identified in Part C). These should be written as unambiguous statements.

Table 1. Proposed management measures (example)

No.	Proposed Management Measure	Timeframe
1	*e.g. 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].*	*e.g. At least 30 days prior to commencement of operations.*
2	*e.g. Develop a solid waste management plan as described in Part C, paragraph 8.4 [of the EER].*	*e.g. Within three months of approval and prior to treatment or removal of any waste.*
3	*e.g. Erect a noise attenuation barrier as described in Part C, paragraph 9.2 [of the EER]*	*e.g. At least 30 days prior to commencement of operations.*

Part E – Public and Stakeholder Consultation

- Describe any public or stakeholder consultation that has taken place or is intended (such as with other government agencies, community groups or neighbours).
- Provide details of the outcome or main findings of any community consultation.
- *Guidance on Community Engagement* is available on the EPA website.

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