Planning Scheme Policy 2 Community Wellbeing Impact Assessment

1.1 Purpose

The purpose of this Planning Scheme Policy is to provide a guide to Council's requirements for information in a Community Wellbeing Impact Assessment Report and a Community Wellbeing Impact Assessment Management Plan.

1.2 Information Requirements

(a) Background

Impact assessment is an integral part of the planning application process. Previously known as Social Impact Assessment, Community Wellbeing Impact Assessment is the preferred term and practice that is currently applied.

The Community Wellbeing Impact Planning Scheme Policy is based on an understanding that community wellbeing is achieved through integrated, sustainable and environmentally responsible policies, programs and practices that foster economic, social, and cultural prosperity, and a satisfactory comfort level of residents, in their homes, family life, employment and neighbourhoods.

Community Wellbeing Impact Assessment is concerned about:

(i) The anticipated and unanticipated wellbeing consequences of development.

(ii) Avoiding negative impacts and enhancing beneficial ones.

(iii) Helping to achieve balanced development by identifying points of interaction and conflict with the various sectors of the community.

(iv) Ensuring that recognition is provided to all participants who may be involved in or affected by the outcome of a proposal.

Community Wellbeing Principles shall be evident in all development proposals and applications, whether new development or re-development. These Principles include:

- Social Justice Principles of Access, Participation, Equity and Equality

- Comprehensive consideration

- Economic vitality

- Celebration of place

- Access to information, services and facilities

- Equitable facilities

- Community harmony

- A healthy community

- Participation in community life for all ages and stages

- A safe community

- Cultural development

For all development applications it is recommended that community wellbeing impacts, both positive and negative be considered, and in particular, under Council's Planning Scheme, consideration must be given where there are *significant community impacts*. Therefore, as part of the general planning report, comprehensive information in the form of a Community Wellbeing Impact Assessment Report will be requested to assist in assessing proposals that have a potential for creating significant community impacts or any other circumstances where Council considers that a Community Wellbeing Impact Assessment is appropriate or likely to create significant community concern. Additionally, a Community Wellbeing Impact Assessment Management Plan, for lessening, enhancing, managing and monitoring a development project as an integral part of a Community Wellbeing Impact Assessment Report, is to be provided. (For information on what constitutes *significant community impacts* please refer to Table 1 - Development Requiring a Community Wellbeing Impact Assessment Report – Required).

A Community Wellbeing Impact Assessment Report will be reflective of both the Caboolture Shire's Planning Scheme Sustainability Framework and Council's Consultation Policy, in that sustainable development will respect the Shire's economic needs, natural assets and social values, while maximising the benefits for the community and maintaining the ecological assets of the Shire.

(b) Community Wellbeing Impact Assessment Report

<u>Purpose</u>

The purpose of the Community Wellbeing Impact Assessment Report, which addresses significant community impacts, is to:

- Assist in establishing full facts about the development to support a well-informed decision about the appropriateness of the development proposal.

- Minimise adverse impacts and maximise beneficial impacts of the development.

- Inform the community and facilitate participation by the community in the planning and development assessment process.

- Facilitate the consideration of alternative development proposals.

- Enhance existing data to inform the planning and development assessment process.

A Community Wellbeing Impact Assessment Report is intended to provide detailed information about the proposal, the potential community impacts, and the measures proposed to avoid or minimise adverse impacts.

<u>Report Format</u>

The Community Wellbeing Impact Assessment Report consists of three parts:

The main text of the document written in a clear and concise manner so that it is readily understood.

A Community Wellbeing Impact Assessment Management Plan.

The Appendices and Attachments with detailed technical and supporting information.

The report is to be written so that any conclusions reached can be independently assessed. The report is to answer the questions of relevance from the following guidelines and focus on the important features of a proposal and the community issues associated with it. Any feasible alternatives are to be discussed in sufficient detail so that the reasons for selection of the preferred option can be clearly seen.

The report is to include Appendices that will have references and list individuals and organisations consulted. Relevant maps, diagrams and figures are to be included where necessary and detailed technical information contained in the Appendices is to be clearly cross-referenced in the main text.

Note: The information requested by the assessment manager and/or referral agencies to be included in the report will vary for each individual development proposal. In determining the level of detail that is to be included in the Community Wellbeing Impact Assessment Report consideration is to be given to:

How important the issues appear to be for the affected community.

The likelihood of there being serious social consequences or potential future conflict if the matters are not addressed.

The examination of issues being practical and achievable.

How reasonable and appropriate the issues are to the development.

(c) Steps in applying impact assessment to development proposals and preparing reports.

Note: Council staff may be contacted for assistance with community consultation, information gathering and assessment processes. Applicants are advised to consider having an impact assessment consultant prepare the required report.

Summary of the steps in applying impact assessment to development proposals and preparing a report.

Note: If in doubt contact Council for information and assistance.

1. Undertake a Community Wellbeing Impact Assessment (Research Phase)

   (a) Predict community wellbeing issues and impacts

   (b) Investigate potential community impacts and responses

   (c) Document existing conditions

   (d) Assess the likely impacts

2. Prepare a Community Wellbeing Impact Assessment Report

   (a) Summarise the information collected and do the assessment

   (b) Organise the information under headings

> (c) Prepare a Community Wellbeing Impact Assessment Management Plan
>
> (d) Finalise the report adding Appendices and Attachments
>
> (e) Submit the Community Wellbeing Impact Assessment Report to Council

The comments below describe the sort of issues and degree of detail needed in a report. The matters to be addressed by the impact will generally be selected from the following generic comments and tailored to the individual application's type and complexity. However, it should not be misconstrued that all these details will be requested of every application requiring a Community Wellbeing Impact Assessment Report. In preparing the report, proof of community consultation will be requested. Recommendations and directions on the form of community consultation to be undertaken can be provided by Council.

1.3   Undertake a Community Wellbeing Impact Assessment (Research Phase)

(a)   Predict community wellbeing issues and Impacts:

From the start of an idea or concept it is important to consider and predict the likely impacts of the development proposal and alternatives to the proposal, including a 'no development' scenario. Jot down ideas and concerns for further investigation.   (Refer to Table 3 – Possible Impacts and Issues by Development Type)

This step is undertaken to identify:

- The changes the development would bring if it went ahead.

- Who is likely to be affected by the development and in what way(s).

- The changes and adverse effects that would occur if the development did not proceed.

- The community impacts likely to occur during the construction and operational phases of the development.

- How long the impacts are likely to last.

- Any positive or negative impacts.

- Any cumulative impacts.

(b)   Investigate potential community impacts and responses:

- Identify the scope or range of the assessment needed. This is achieved by consulting with key stakeholders in the community, including majority and minority stakeholders, in order to:

- Identify issues likely to be relevant to the proposal

- Identify the communities likely to be affected by the proposal, including existing communities, adjacent communities, communities of interest, service providers, new communities, employees and visitors

- Determine the degree of significance of the identified issues, including the perspective of the affected communities

Ensure that this process is accessible to the full range of interest groups likely to be affected and takes into account the needs of future generations who may be impacted by the development.

The extent of consultation required in scoping the assessment will be influenced by the significance of impacts anticipated if the development were to proceed.

(c)   Document existing conditions:

This includes historical trends, relevant to the issues identified earlier. This will provide baseline data against which subsequent social changes can be assessed.

Technical and consultative methods are to be used in establishing the required data. The range of information that could be relevant is outlined below. This is not an exhaustive list. Judgement is needed to ensure that only information relevant to the application is provided. (Refer to Table 2 - Baseline Information on Existing Community Conditions)

Historical trends affecting the community and the experience of impacts arising from similar developments elsewhere are to be taken into account as part of this step. Following is a guide to matters to be considered:

- Impacts on the population size and structure, e.g. where itinerant employees may be involved during the construction phase. This information is to be assessed during both construction and operational phases.

- Impacts on the social, cultural, economic and employment profile.

- Impacts on current community service provision, capacity and community demand for and access to these services, e.g. availability of support services for people with particular needs, such as older people or minority group people.

- Impacts on health and wellbeing and community lifestyle aspirations.

- Impacts on local landmarks, places of public activity, the character of the area (physical and social) and places of heritage significance.

- Impacts on sense of place and identity.

- The ability of local people to access and participate in employment opportunities and local business and economic development opportunities.

- Noise, waste, water, traffic and air emission impacts for construction and operational stages.

- Impacts of lighting on existing and future neighbouring uses.

- Impacts of lighting, landscaping, accessibility and other aspects of environmental design on perceptions of personal safety.

- Level of accessibility on the site, in the site and between the sites (where appropriate) including access by people with reduced mobility.

- Adequacy of access to, and impacts on demand for, public transport, bike and pedestrian facilities, as well as private vehicular access.

- Housing choice, size, mix and location appropriate to meet forecast housing need, including affordable housing and any specialised housing needs.

- Impacts on housing costs.

- Integration of the development with surrounding uses.

- Implication for local authority finances, both revenue and expenditure.

- Impacts on crime levels and perceptions of safety.

- Issues involving the integration of incoming residents/employees with the existing community and community activities.

- The community likely to be affected and the nature of the effects.

- Infrastructure likely to be affected and the nature of the effects.

- Places or activities with social, cultural or other value that may be affected and in what way.

- How long the impacts are likely to last.

- The level of social change that would be likely to occur and the groups or individuals likely to be disadvantaged through change.

- Impacts promoting community cohesion or causing community severance.

- (Refer to Table 3 - Possible Impacts and Issues by Development Type)

(d) Assess the likely impacts:

Assess the level of importance of the predicted impacts and examine the responses that could help avoid or minimise the negative impacts and promote the positive impacts of the development, taking into account alternative proposals.

Consideration in determining the significance of community impacts include:

- The number of people likely to be affected.

- Principles of social justice: equity, access, fairness, participation.

- Intergenerational impacts.

- The extent to which the interests of the community as a whole are enhanced or sustained.

- The degree of change likely to arise as a result of the development relative to the existing circumstances.

- The duration of the impact.

- The importance of the objectives of the plan.

- The level of controversy anticipated.

- Whether the impacts would represent a good planning outcome

1.4   Preparing a Community Wellbeing Impact Assessment Report

(a)   Summarise the information collected and assessed in the research phase.

(b)   Organise the information under headings.

The information could be arranged under the following headings:

Site location – give a brief description of the site and surrounding areas, including the location of associated infrastructure development and figures/maps of all locations.

Project description – summarise the objectives of the project, proposals for the construction and operation of the project and associated infrastructure developments.

The existing social environment – summarise the features of the existing community relating to the proposed development and associated infrastructure.

Alternatives to proposed development – summarise the features of alternatives investigated and detail the reasons for choosing the preferred option.

The existing social infrastructure – summarise the features of the existing community relating to the proposed development and associated infrastructure.

The predicted community impacts – summarise the range and level of potential impacts of the project, including cumulative impacts, both beneficial and detrimental, and any alternatives, on the existing or future community.

The communities likely to be affected – outline the existing and future communities likely to be affected by the immediate and long-term impacts of the project in a local, regional and shire wide context.

The connection to other initiatives – show an awareness of programs and projects planned for or operating in the area, eg. Community Renewal and Urban Renewal.

The response proposed to deal with the predicted impacts – summarise the strategies and amendments to minimise any adverse impacts and maximise the community benefit of the proposal, and the ongoing safeguards and management procedures proposed to minimise ongoing or future impacts on the community.

The affected community's perspective of the proposed response – summarise the process of gaining the community's perspective on these responses and their feedback and how this feedback has been considered.

Documentation of the methods and rationale for the conclusion reached – summarise the process of determining the study recommendations.

The measures taken to advise affected communities of the community impact assessment results – summarise the consultation program utilised.

Key strategies – summarise the key strategies and amendments to the proposal to address any adverse community impacts.

Mitigating, Enhancing, Managing and Monitoring - provide documentation of and justification for the strategies proposed for mitigating, enhancing, managing and monitoring the predicted impacts.

(c)   Prepare a Community Wellbeing Impact Assessment Management Plan:

A Community Wellbeing Impact Management Plan will be required or requested at the discretion of the Assessment Manager to document measures to be implemented to manage the predicted impacts of a proposal (lessening, enhancing, managing and monitoring). These can apply for the life of the project, including construction and operational stages. The plan is to establish required levels of performance for the development, a monitoring regime for checking performance and strategies for rectifying any diversion from these levels.

Once Council has approved a Community Wellbeing Impact Management Plan, the development will be carried out in accordance with this approved plan.

The information requested by the assessment manager and/or referral agencies to be included in the plan will vary for each individual development proposal and may deal with the management of one of a number of impacts. The content of the plan will vary depending on the nature and scale of the development, the characteristics of the site and the surrounding community, and the impacts generated by each proposal.

This is necessary as an approach used to deal with an impact on one site may not necessarily be appropriate for other sites due to different community characteristics. The plan is to detail the management strategies to be implemented for identified impacts and may be requested to include all stages of development as well as monitoring, corrective actions and complaint response. The plan is to also include specific performance indicators.

The plan is to demonstrate the commitments made to community wellbeing impact management by specifying:

- All potential impact.

- Performance criteria establishing acceptable levels of impact.

- Mitigating strategies for minimising identified impacts.

- Monitoring and reporting processes to enable performance against the performance criteria to be measured.

- A contingency plan or corrective actions to be implemented if an undesirable or unforeseen level of impact occurs.

- Procedures for monitoring and reporting, and periodic review and updating of the plan.

(d) Finalising the report adding Appendices and Attachments:

Review the contents of the report to ensure that the appropriate level of information has been provided, that typing corrections have been made and, that all Appendices and Attachments have been supplied or a timeframe for providing them.

(e) Submit the Community Wellbeing Impact Assessment Report to Council:

The Community Wellbeing Impact Assessment Report is to be submitted to Council as part of the development application procedure.

Glossary of Terms

Assessment Manager:

An assessment manager is responsible for assessing and deciding an application for development approval. In most cases, Councils will be the assessment manager, however, State agencies protect their interest by acting as referral agencies under IDAS (IPA 1997 S3.1.7.)

Core Matters:

Matters that are required by the Act to be addressed in the preparation of planning schemes [Schedule 1, S4.(1)]. They include land use and development (its effects and inter-relationships), infrastructure (a range of infrastructure supporting economic and environmental needs) and valuable features (including ecological, social and economic features.

Environment:

Includes:

(i) ecosystems and their constituent parts including people and communities;

(ii) all natural and physical resources;

(iii) those qualities and characteristics of locations, places and areas, however large or small, that contribute to their biological diversity and integrity, intrinsic or attributed scientific value or interest, amenity, harmony, and sense of community; and

(iv) the social, economic, aesthetic and cultural conditions affecting the matters in paragraphs (a), (b) and (c) or affected by those matters. (Source: A Guideline for Integrating Community Wellbeing in Planning Schemes, The Local Government Association of Queensland, Inc. 2001.)

Planning Matters:

Matters that must be addressed and co-ordinated in planning schemes (including core matters) [s2.1.3.(1)(a)] are noted in the Act. Planning matters may have local, regional or State dimensions.

References

Information below is also available from Caboolture Shire Council or the Local Government Association of Queensland.

ABS 2001 Census Data

A Guideline for Integrating Community Wellbeing in Planning Schemes, The Local Government Association of Queensland, Inc. 2001.

Social Planning Guidelines for Queensland Local Government, Colin Menzies, 1996.

Social Impact Assessment for Queensland Local Government, Wendy Bell and Andrew Jones, 1996.

COMMUNITY WELLBEING IMPACT ASSESSMENT PLANNING SCHEME POLICY

Table 1 - Development Requiring a Community Wellbeing Impact

Assessment Report

Type of development	In what location or circumstances
Development that is not anticipated in a residential area, e.g.: • Commercial proposals outside of identified centres • Non-residential uses such as community facilities, child care facilities, licensed premises, gaming premises and places for youth activities in residential area	In any Area
Development that is likely to significantly alter the need for community facilities e.g. specialised housing including aged persons homes, emergency housing and hostels, major housing estates or renewal sites.	In any Area
Development that is likely to result in a significant change to the existing character and identity of a community, e.g.: • Establishment of new and significant alteration to existing major institutions and public venues, including educational, health, defence, correctional, sporting and multi-purpose venues • New airport infrastructure • Infrastructure for the staging of major events • Amusement and theme parks	In any Area
Development that is likely to result in a significant change in population characteristics of the area, e.g. major housing estates or renewal sites, tourism resort, retirement village	In any Area
Development that is likely to impact on the health or safety of an area, e.g. industrial developments that may generate off-site impacts	In any Area, except industrial development in industrial areas.
Development that will result in reduced accessibility	In any Area
Development that may impact on particular target groups, e.g. Indigenous peoples, children, youth, aged, minority groups	In any Area
Development in proximity to community facilities/services that may be incompatible with the functioning of the use due to operational, social or other incompatibilities e.g. licensed premises near a child care centre or a nursing home adjacent to a youth centre	In any Area
Any other circumstances where Council considers that a community wellbeing impact assessment is appropriate before development can be adequately considered or where there is likely to be significant community concern	In any Area

COMMUNITY WELLBEING IMPACT ASSESSMENT PLANNING SCHEME POLICY

Table 2 - Baseline Information on Existing Community Conditions

Community wellbeing impact type	Relevant baseline information on existing community conditions
Accessibility	• Existing patterns of access and mobility • Vehicular, bike and pedestrian movement • Public transport provision • Private vehicle ownership
Demographic change	• Age distribution • Ethnicity • Nature of households and families • Income and employment • Growth forecasts
Community Issues	• Perceptions of amenity • Cohesiveness of the community • Crime and safety levels/perceptions of safety • Places of local significance/local landmarks • Type and location of relevant community organisations • Existing cultural/social customs and activities • Health statistics • Levels of pollution e.g. air, noise, water
Cultural Issues	• Important places • Cultural characteristics, events and practices • Cultural & heritage values • Indigenous Culture and Heritage • Diverse Cultures
Development Trends	• Nature of development • Location • Effects of similar types of development in the area • Past development activity and trends
Economic Trends	• Employment/unemployment (current status and trends) • Nature and location of employment • Nature of skills/level of education • Income • Local business development (current status and trends)
Housing	• Housing supply • Housing type • Tenure of housing (ownership/rental, private/public) • Cost of housing (purchase and rental) • Housing to meet particular community, e.g. boarding houses, emergency housing, housing for older people)
Services and/or Facility	• Availability/capacity of community infrastructure requirements including but not limited to community facilities, park, sport and recreation facilities, education, child and youth services, health services. • Ability of the community to fund the development or expansion of new infrastructure • Opportunities for co-locating services or facilities, land availability • Known intentions of service/facility providers e.g. State Government
Groups with particular needs	• Availability/capacity of services required to support the needs of people with particular needs, e.g. older people, people with disabilities, Non-English Speaking Background (NESB)/Culturally and Linguistically Diverse (CALD) peoples, minority groups (e.g. mental health, Gay Lesbian Bi-sexual, Transgender (GLBT), and workers, residents and visitors

COMMUNITY WELLBEING IMPACT ASSESSMENT PLANNING SCHEME POLICY

Table 3 - Possible Impacts and Issues by Development Type

Development type	Possible impacts/issues
Areas undergoing transition	• Demographic change • Community issues: character and amenity, sense of place and identity, community safety, health affects • Economic issues: employment access and opportunities, local economic development • Housing: housing choice and mix, housing supply, housing for special needs groups • Service and/or facility requirements: need for community services and/or facilities and recreation and sport services and/or facilities • Groups with particular needs: availability of support services • Other: cumulative effects
Community facilities, including community centres, churches, cultural centres, youth centres	• Accessibility • Community issues: character and amenity, community safety, health effects • Cultural and heritage issues: cultural activities and places, needs of Aboriginal people, needs of Non-English Speaking Background (NESB) Culturally and Linguistically Diverse (CALD) peoples • Economic issues: employment access and opportunities, local economic development • Groups with particular needs: children and youth, older people, people with • Housing issues: appropriateness of housing • Other: appropriateness of design and location • Service and/or facility requirements: integration of services/facilities, appropriateness of design and location, integration and compatibility with recreation and sport, co-location potential
Major institutions and public venues	• Accessibility • Community issues: character and amenity, sense of place and identity, community safety, health effects • Groups with particular needs: women, shift workers, students, people with disabilities, minority groups • Service and/or facility requirements: relationship to centres, need for support services/facilities
Housing development that significantly changes population	• Cultural and heritage issues: cultural activities and places • Economic issues • Housing issues: housing choice and mix, housing appropriate to meet know needs, housing for special needs groups, housing supply, appropriateness of housing, availability of support services if special needs groups are involved • Service and/or facility requirements: need for and integration of community, recreation and sport services and facilities • Other: appropriateness of design and location
Housing for special needs	• Accessibility • Housing issues: availability of support services/facilities • Other: appropriateness of design and location
Industrial premises – new or expansion of existing	• Accessibility • Community issues: character and amenity, community severance, community safety, health effects • Economic issues: employment access and opportunities, local economic development • Service and/or facility requirements: need for appropriate services/facilities • Other: cumulative effects
Institutional premises	• Accessibility • Community issues: character and amenity, sense of place and identity, community safety, health effects, integration with existing community • Service and/or facility requirements: relationship to centres • Other: appropriateness of location and design (e.g. human

Development type	Possible impacts/issues
	scale)
Sporting facilities	• Accessibility • Community issues: character and amenity, sense of place and identity, community severance, community safety • Service and/or facility requirements: co-location potential • Cultural and heritage issues: cultural activities places • Economic issues: employment access and opportunities, local economic development • Groups with particular needs • Other: compatibility with adjacent users, appropriateness of design and location
Tourism and entertainment developments, including motels, pleasure facilities	• Accessibility • Community issues: character and amenity, sense of place and identity, community severance, community safety • Cultural and heritage issues: cultural activities and places • Economic issues: employment access and opportunities, local economic development • Service and/or facility requirements; • Groups with particular needs • Other: compatibility with adjacent uses, appropriateness of design and location
Transport infrastructure, including roads, bus facilities	• Accessibility • Community Issues: character and amenity, community severance, community safety, health effects • Groups with particular needs: children, people with disabilities • Economic issues: employment access and opportunities, local economic development • Service and/or facility requirements • Groups with particular needs • Other: compatibility with adjacent uses, appropriateness of design and location