

# Application Guideline

Coordinated project declaration under the *State Development and Public Works Organisation Act 1971*

July 2023

**The Department of State Development, Infrastructure, Local Government and Planning connects industries, businesses, communities and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive and resilient communities.**

### Acknowledgement of Country

The department acknowledges the First Nations peoples in Queensland: Aboriginal and Torres Strait Islander peoples and their connections to the lands, winds and waters we now all share. We pay our respect to Elders, past, present and emerging. We also acknowledge the continuous living culture of First Nations Queenslanders – their diverse languages, customs and traditions, knowledges and systems. We acknowledge the deep relationship, connection and responsibility to land, sea, sky and Country as an integral element of First Nations identity and culture.

The Country is sacred. Everything on the land has meaning and all people are one with it. We acknowledge First Nations peoples' sacred connection as central to culture and being. We acknowledge the stories, traditions and living cultures of First Nations peoples and commit to shaping our state's future together. The department recognises the contribution of First Nations peoples and communities to the State of Queensland and how this continues to enrich our society more broadly.

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## Contents

Part A – Coordinated project declaration process .....	4
1. Introduction .....	4
2. Coordinated project process .....	4
3. Purpose of a coordinated project declaration .....	5
4. Types of declarations .....	6
5. Pre-lodgement .....	7
6. Preliminary stakeholder engagement .....	7
7. Application for declaration .....	8
8. Matters the Coordinator-General considers before making a declaration .....	8
Part B – Application requirements .....	9
1. Introduction .....	9
2. Initial advice statement .....	10
2.1 General content .....	10
2.2 Social impact assessment .....	11
2.3 Social impacts and community and stakeholder engagement .....	11
2.4 Supporting information .....	12
3. Pre-feasibility assessment .....	12
4. Capability to complete an EIS or IAR .....	13
5. Application fees .....	14
6. Referral to Australian Government .....	14
7. Next steps .....	15
Appendix 1. Suggested structure of an IAS .....	16
Appendix 2. Application checklist .....	23
Appendix 3. Preliminary stakeholder engagement activities .....	24
Glossary .....	25

## Figures

Figure 1: Overview of the Part 4 process under the SDPWO Act .....	5
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# Part A – Coordinated project declaration process

## 1. Introduction

This document explains the process and requirements for proponents of major projects to apply to the Queensland Coordinator-General for a coordinated project declaration under **Part 4** of the *State Development and Public Works Organisation Act 1971* (Qld) (SDPWO Act).

A coordinated project declaration does not imply government approval, support for, or commitment to a project. Rather, it is the beginning of an environmental impact assessment involving whole-of-government coordination.

Part A of this document describes the coordinated project declaration process, and Part B provides application requirements.

## 2. Coordinated project process

The Coordinator-General may declare a project a coordinated project based on one or more of the following criteria, as set out in **section 27(2)** of the SDPWO Act:

- complex approval requirements imposed by a local government, the State or the Commonwealth
- strategic significance to a locality, region or the State, including for the infrastructure, economic and social benefits, capital investment or employment opportunities it may provide
- significant environmental effects
- significant infrastructure requirements.

A coordinated project declaration triggers the requirement for a project proponent to prepare an environmental impact statement (EIS) or an impact assessment report (IAR) for the project.

The Coordinator-General manages the Part 4 process, which includes coordinating and working proactively with advisory agencies, local government and other organisations to inform a project's evaluation.

The following diagram provides an overview of the Part 4 process.

## Overview of the EIA process under the SDPWO Act

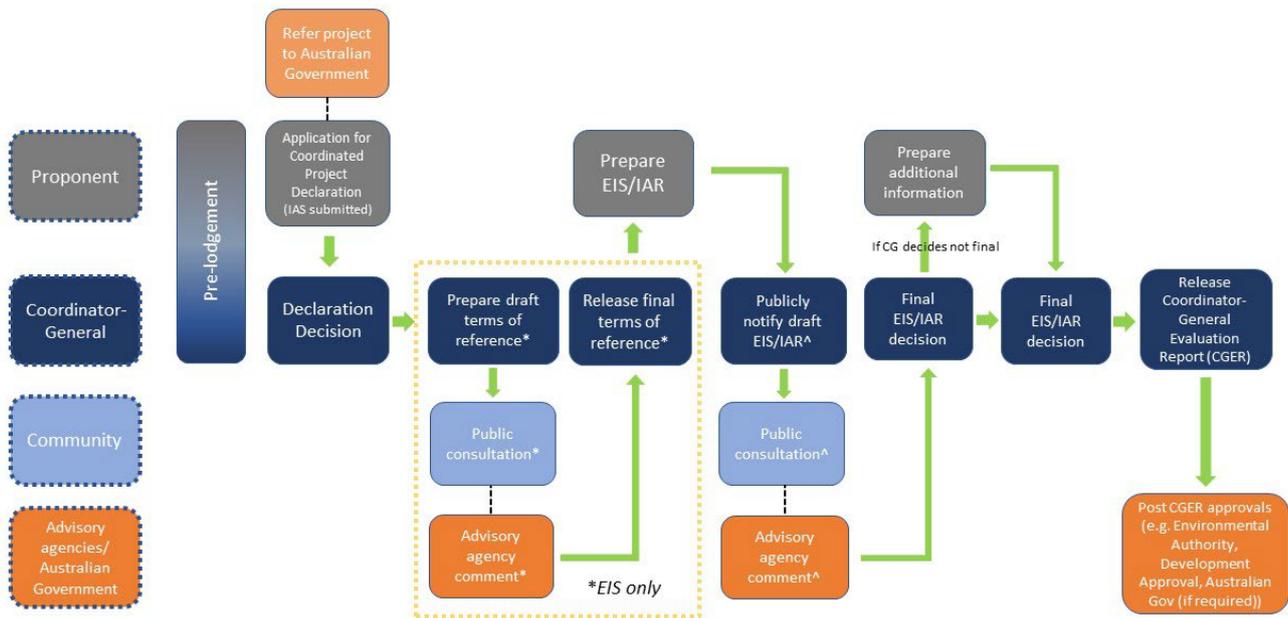


Figure 1: Overview of the Part 4 process under the SDPWO Act

### 3. Purpose of a coordinated project declaration

A coordinated project declaration provides a coordinated evaluation process across relevant Australian, State and local government agencies, including under the bilateral agreement with the Australian Government (***Environment Protection and Biodiversity Conservation Act 1999*** if applicable).

The SDPWO Act 1971, Part 4A section 54H identifies a coordinated project as being within the scope of the bilateral agreement if the project:

- is an action within the class of actions specified in the agreement that the declaration mentioned in subsection (1)(a)(ii) applies to and
- has had, will have or is likely to have an impact on an environmental matter protected by a specified provision.

A coordinated project declaration does not exempt a project proponent from the need to obtain necessary approvals for the project and comply with relevant planning and environment laws and planning instruments. The Coordinator-General's evaluation report (CGER) can streamline subsequent approval processes. For example, the Part 4 process replaces the referral and notification stages of a development application under the *Planning Act 2016* and the information and notification stages of an environmental authority application under the *Environmental Protection Act 1994*.

Benefits of obtaining coordinated project declaration for a project include:

- a coordinated evaluation process across relevant State, commonwealth and/or local government jurisdictional boundaries, enabling a proponent to address approval requirements set out in the terms of reference (TOR) and obtain approval conditions under various legislation, rather than pursuing approvals individually
- single EIA process under the bilateral agreement with the Australian Government (if applicable)
- ability to evaluate projects with new technologies and/or methods not covered by existing legislation. In these instances, the Coordinator-General will work with relevant government departments to identify and resolve these gaps
- resolution to complex issues in planning and environmental policies and legislation
- possible resolution of conflicting government priorities and state interests.

The CGER does not constitute approval in its own right. Stated conditions in the CGER only gain legal effect when they are attached to a statutory approval given under other specific legislation and may have the effect of ensuring long term compliance of the project (for example, a development approval under the *Planning Act 2016* or an environmental authority under the *Environmental Protection Act 1994*). Imposed conditions may also be included in the CGER.

The coordinated project declaration pathway may be suitable for assessment of projects proposing to utilise new technologies which may not be able to be regulated through existing assessment frameworks. In these instances, the Coordinator-General will work with relevant government departments to identify and resolve any gaps.

A full list of coordinated projects for which the EIS or IAR process has been completed is available on the Coordinator-General's website at: [www.statedevelopment.qld.gov.au/coordinator-general/assessments-and-approvals/coordinated-projects/completed-projects](http://www.statedevelopment.qld.gov.au/coordinator-general/assessments-and-approvals/coordinated-projects/completed-projects)

## 4. Types of declarations

There are two types of coordinated project declarations under [section 26](#) of the SDPWO Act:

- (a) projects that require an EIS exhibit the potential for high levels of risk to the environment and/or are major projects that may not be well defined or been developed before. Such projects will often have multiple components and complex approval requirements
- (b) projects that require an IAR are smaller in scale and extent and owing to the level of risk to the environment, do not require assessment through the EIS process. The Coordinator-General would only require an IAR if:
  - (i) the expected magnitude and scale of the project and impacts are less than those of a coordinated project requiring an EIS
  - (ii) the risk of environmental harm arising from potential impacts is significantly less than a coordinated project requiring an EIS.

The Coordinator-General decides whether a coordinated project requires an EIS or IAR.

For further information about the EIS and IAR process, a fact sheet is available at:

[www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources](http://www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources)

## 5. Pre-lodgement

Early engagement with the Office of the Coordinator-General (OCG) through pre-lodgement meetings is strongly recommended before applying for a coordinated project declaration. Pre-lodgement meetings can assist with project planning for both the proponent and relevant agencies, and unless otherwise agreed, matters raised or presented in pre-lodgement meetings are treated as commercial in confidence and not shared with third parties. However, such information is subject to the provisions of the *Right to Information Act 2009*.

Key discussion items at a pre-lodgement meeting may include:

- coordinated project declaration criteria under [section 27](#) of the SDPWO Act
- consideration of alternative approval pathways for a given proposal or its elements
- structure and content of the IAS
- appropriateness of EIS or IAR assessment processes
- likely project approvals required
- scope of preliminary stakeholder engagement
- land access, tenure, and ownership considerations
- aspects of the project which may be inconsistent with relevant legislation and policies
- potential high-risk, sensitive or contentious matters
- financial and technical capability statement requirements
- pre-feasibility assessment requirements
- project referral to the Australian Government and bilateral assessment under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act)
- timing considerations.

It is recommended a pre-lodgement meeting take place at least three months before a project proponent is planning to lodge a formal application. Pre-lodgement meetings are free, and proponents are not obliged to subsequently lodge an application. OCG welcome the opportunity to review draft IAR.

## 6. Preliminary stakeholder engagement

It is recommended that preliminary stakeholder engagement be undertaken by the proponent as a precursor to seeking a Coordinated Project declaration. The extent of engagement is flexible depending on the nature, locality, scale and intensity of the project. Preliminary stakeholder engagement includes consultation with the local government(s), elected representatives and the surrounding community.

Refer to Part B within these guidelines for further detail on Social Impact Assessment.

A list of possible engagement activities is included in [Appendix 3](#).

## 7. Application for declaration

Proponents must apply in writing to the Coordinator-General for a declaration of a coordinated project. Requirements relating to the application for declaration are outlined in Part B. Applications must include:

- initial advice statement (IAS) – a scoping document
- statement regarding the proponent's financial and technical capability to complete the EIS or IAR process
- pre-feasibility assessment of the technical and commercial feasibility of the project
- relevant **fee**.

All application material helps the Coordinator-General determine whether the project in question should be declared a coordinated project and the level of assessment required (i.e. EIS or IAR). The IAS is published on the Coordinator-General's website.

Further information on application requirements is presented in Part B.

## 8. Matters the Coordinator-General considers before making a declaration

The Coordinator-General will only consider an application for declaration if the proponent has met the application requirements identified in **section 26** of the SDPWO Act. The Coordinator-General need not consider an application for a declaration under section 26(1) unless the Coordinator-General is satisfied that section 27AB has been complied with for the project and the project has at least one of the criteria listed in **section 27(2)** of the SDPWO Act (as outlined in the IAS).

**Section 27** of the SDPWO Act identifies matters the Coordinator-General considers before making declaration:

In considering whether to declare a project to be a coordinated project, the Coordinator-General must have regard, and may give the weight the Coordinator-General considers appropriate, to the following—

- (a) detailed information about the project given by the proponent in an initial advice statement
- (b) relevant planning schemes or policy frameworks of a local government, the State or the Commonwealth
- (c) relevant State policies and Government priorities
- (d) a pre-feasibility assessment of the project, including how it satisfies an identified need or demand
- (e) the capacity of the proponent to undertake and complete the EIS or IAR for the project
- (f) any other matter the Coordinator-General considers relevant.

The Coordinator-General is not bound to declare a project a coordinated project merely because the project meets one or several of the criteria. The Coordinator-General has discretion in applying the criteria and may give weight to other matters considered relevant to the decision. Examples may include:

- (a) how well the proponent has defined and articulated the project
- (b) the proponent's financial and technical ability to deliver the project
- (c) whether a proponent has secured land or landowners consent for critical aspects of the project
- (d) whether a proponent has secured or is capable of securing for example, water, electricity, permanent access required for the project.

Advisory agency comments may usually be considered in deciding a coordinated project declaration. Should the Coordinator-General determine a project is not suitable for coordinated project declaration, the Office of the Coordinator-General may assist project proponent by liaising and facilitating the project with other state agencies to consider exploration of other approval and assessment pathways.

## Part B – Application requirements

### 1. Introduction

This section details the application requirements for a coordinated project declaration as set out in **section 27AB** of the SDPWO Act. These include the following:

- an IAS that includes detailed information about the project
- enough information about the project to allow the Coordinator-General to assess the application in line with the criteria set out in section **27(1)(b)–(f)** of the SDPWO Act
- a separate statement assessing the technical and commercial feasibility of the project
- a separate statement detailing the proponent's financial and technical capability to complete an EIS or IAR process for the project and to provide any additional information the Coordinator-General may request
- the relevant fee to be paid.

All documents should be provided in PDF format with a navigable table of contents and hyperlinked cross-references to assist with document navigation.

In addition to the above, relevant project GIS data should be provided. The GIS data is required to be in ESRI shapefile format (Datum: GDA2020) and is used to upload the project on the Coordinator-General's website and to view project details on the Queensland Globe database.

## 2. Initial advice statement

### 2.1 General content

The IAS is a key part of an application for a coordinated project declaration and forms a scoping document that should present a clear and concise narrative of the project and its objectives. Relevant information should be structured in a logical manner which allows readers to link the conclusions of the IAS with relevant supporting information. Maps, figures and graphics should be used to simplify the presentation of information where possible. The length of the IAS will vary according to the nature of the proposal and the surrounding environment. As a guide, a large and complex project can be effectively presented in 80-100 pages. **Appendix 1** of this document provides details of what to include in an IAS and a suggested document structure.

The IAS should provide information on the:

- nature, objectives, strategic context and justification for the project
- location, size and extent of the project and associated infrastructure
- land ownership and tenure for the location of key project elements, including agreements with landowners and other stakeholders to facilitate the development of the project
- likely timing and delivery of the project, including any project staging or sequencing
- proponent, and its experience in managing similar projects
- likely approvals required, and any potential alignment or inconsistencies with relevant legislation including the *Planning Act 2016*, the *Mineral Resources Act 1989*, the *Environmental Protection Act 1994*, the *Petroleum and Gas (Production and Safety) Act 2004*, the *Greenhouse Gas Storage Act 2009* and the *Geothermal Energy Act 2010*
- whether an EIS or IAR pathway is sought
- any new technologies or design options considered
- aspects of the project where options or flexibility of design are being considered
- description of the matters of state environmental significance and matters of national environmental significance environmental values and their sensitivity (including any sensitive receptors) in and around the project area, noting that this will be comprehensively presented in the draft EIS or IAR
- scale, extent, duration, likelihood and significance of the project's potential environmental and social impacts (including cumulative impacts), and how these impacts will be assessed in the EIS or IAR
- any early proposed measures to avoid, minimise, manage potential adverse impacts or enhance potential beneficial impacts, noting that this will be comprehensively presented in the draft EIS or IAR.

Information provided in the IAS allows the Coordinator-General to consider project details against the criteria in [section 27](#) of the SDPWO Act, and to determine:

- whether to declare a project a coordinated project
- whether an EIS or IAR process is more appropriate
- what to include in the draft TOR for the EIS for the IAR.

Should the project be declared a coordinated project, the IAS becomes a public document, and the key source of project information until the draft EIS or IAR is released for public comment. It should therefore not contain any confidential information and should be published in a professional standard.

Proponents are strongly encouraged to provide draft IAS to the OCG for review for adequacy purposes prior to formal lodgement of the application for coordinated project declaration. This should be discussed during pre-lodgement.

## 2.2 Social impact assessment

The *Strong and Sustainable Resource Communities Act 2017* (SSRC Act) requires a social impact assessment (SIA) to be prepared for resource projects to ensure that residents of nearby communities benefit from the construction and operation of that project. The definition of environment in the SDPWO Act includes social matters that affect people and communities, therefore consideration of social impacts through an SIA is required for EISs and IARs.

## 2.3 Social impacts and community and stakeholder engagement

The IAS should include matters which satisfy the scoping phase of the SIA process under the SSRC Act, and should define the SIA study area, identify stakeholders and potentially affected communities and include a preliminary review of potential social impacts and benefits. Community and stakeholder engagement should start early in the process, and the IAS should include the key findings of any community engagement taken to date, including:

- a description of the type and extent of community and stakeholder engagement that has already been carried out for the project
- an indication of community and stakeholder views on the project
- key concerns and matters raised during consultation
- matters that will be assessed further during the EIS or IAR process
- details of future community and stakeholder engagement to be undertaken during the EIS or IAR process.

These matters will assist in identifying project-specific SIA requirements to be included in the TOR and ensure that assessment and community engagement requirements are proportionate to the scale of the potential social impacts of the project.

Further guidelines on the SIA process are available at:

[www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources](http://www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources)

## 2.4 Supporting information

Supporting technical documentation over and above the minimum requirements detailed in section 2.1 and **Appendix 1** can be provided with the IAS. This could include the details of any historical or proposed environmental field surveys, draft planning reports or baseline monitoring results used to characterise the existing environment.

Where potential impacts are expected, the proponent should consider the following factors:

- scale of the impact: consideration of the geographical extent, duration and severity or intensity of the impact, relative to the existing environment
- nature of the impact: consideration of direct and indirect impacts, the potential for impacts to be cumulative with other impacts from the same project (intra-project) or impacts from other projects (inter-project), and whether there are different perceptions of the same impacts by different people or communities
- sensitivity of the environment: consideration of the degree of sensitivity expressed in existing legislation or guidelines (e.g. water plans), the environment's value to society in economic, social, or cultural terms, the environment's vulnerability to change and adaptive capacity.

Where potential impacts require further detailed assessment in the EIS or IAR, the proponent should consider the following factors:

- adequacy and reliability of data supporting the baseline characterisation of the receiving environment and its sensitivity to change, and how any data gaps will be filled
- what level of detail is required to fully understand the risk of environmental harm
- how the significance of potential impacts will be analysed and clearly communicated.

Going the extra mile early in the process can support more targeted engagement with agencies, clarify expectations and can save time once the project enters into an assessment process.

## 3. Pre-feasibility assessment

The application must include a separate statement about the technical and commercial feasibility of the project, and the proponent's (whether a company or a joint venture) financial and technical capability to deliver the project (a 'pre-feasibility assessment'). The statement should:

- demonstrate the technical feasibility of the project, including:
  - a description of the relevant technical particulars of the project, including information about any new or novel technologies
  - a summary of the risks assessed, and the major assumptions used in the technical studies (such as construction risks, geotechnical considerations, etc)
  - a summary of the proponent's experience in delivering projects with similar levels of size and complexity including, but not limited to:
    - the proponent's existing operational and environmental record
    - the existing executive's history of delivering projects
    - joint venture partners with the necessary expertise, or a clear pathway to acquiring the necessary expertise

- demonstrate the commercial feasibility of the project with a company board-endorsed business case prepared by a reputable party that includes:
  - a description of how the project satisfies an identified need or demand
  - key assumptions that underpin the commercial feasibility of the project
  - key commercial risks associated with the project and how they would be managed, set out in a risk register
  - key construction and/or operational project variables and relevant sensitivity analyses
  - whether the project requires any financial contribution by the State
  - the proponent’s operational and financial history (including group operational and financial history where relevant)
  - total project cost and a cost breakdown of key project components
  - sources of funds to deliver the project (debt and equity) – or proposed pathway to secure funds
  - any commercial agreements proposed or in place for the sale of project outputs
  - net present value
  - internal rate of return
  - any other information the Coordinator-General considers relevant. This will vary from project to project and will be discussed during pre-lodgement
- include a statement confirming that the information provided is true, complete and accurate, including an execution clause signed by an authorised officer such as a Chief Executive Officer or Chief Financial Officer. This statement is kept confidential and is not made publicly available.

## 4. Capability to complete an EIS or IAR

The application must include a separate statement about the proponent’s financial and technical capability to complete an EIS or IAR and provide supplementary information as requested by the Coordinator-General. The statement should:

- (1) demonstrate the proponent’s technical capacity to complete the EIS or IAR assessment process:
  - (a) outline the proponent’s relevant experience in undertaking the technical requirements to complete the EIS (and the experience of any specialists or consultants undertaking EIS work on behalf of the proponent)
  - (b) list the suppliers/consultants already commissioned, or proposed to be commissioned, to undertake work on the project proposal
  - (c) outline an assessment of the technical risks of the project
- (2) demonstrate the proponent’s financial capacity to complete the EIS process:
  - (a) provide an estimate of the total costs involved with undertaking the EIS or IAR process for this project, and include a cost estimate for the following items:
    - (i) consultant and contractor fees for each key component of the EIS or IAR
    - (ii) each component of field work
    - (iii) confirm the funding source for the estimated total costs for completing the EIS or IAR

- (3) provide the following information (required for standard due diligence searches):
  - (a) name and ABN/ARBN of proponent (proponent name should be identical to that listed on the Australian Securities and Investments Commission website at [www.asic.gov.au](http://www.asic.gov.au))
  - (b) where the proponent is a joint venture, but not a company, specify the interest as a percentage for each relevant entity (the total holding must equal 100 per cent)
- (4) provide the following information on authorised proponent representatives and company directors:
  - (a) full name
  - (b) current address
  - (c) date and location of birth
- (5) provide the following information on lobbyists involved with the project:
  - (a) lobbyist company name with ACN/ARBN
  - (b) full name of individual lobbyists
- (6) provide a statement confirming that the information provided is true, complete and accurate, including an execution clause signed by an authorised officer such as a Chief Executive Officer or Chief Financial Officer.

This statement will be kept confidential and is not made publicly available.

## 5. Application fees

For an application to be considered by the Coordinator-General, proponents must pay the application fee. For details of how to pay and all fees payable during the environmental impact assessment process, refer to *Overview of fees for coordinated projects*, available at:

[www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources](http://www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources)

## 6. Referral to Australian Government

Some projects require Australian Government approval due to the potential impact upon matters of national environmental significance (MNES), and therefore need to be referred for assessment under the EPBC Act. The EPBC Act is administered by the Australian Government Department of Climate Change, Energy, the Environment and Water (DCCEEW).

The proponent is responsible for deciding when to refer a project to DCCEEW. Following the referral, the Australian Minister for the Environment considers whether the project is a 'controlled action' and subject to assessment under the EPBC Act.

If assessment of a controlled action is required under the EPBC Act, the assessment may be conducted under the Queensland environmental assessment bilateral agreement with the Australian Government to avoid unnecessary duplication.

The timing of both the referral and an application for coordinated project declaration may affect the decision on the method of impact assessment. Ideally, referral by the proponent under the EPBC Act would approximately coincide with the application for declaration to the Coordinator-General. This allows for efficient consultation between the Australian and Queensland Government jurisdictions.

Where the EPBC decision outcome is a Controlled Action (CA) decision, this means that the proposed action has, or will have, a significant impact on protected matters. The MNES approval outcome must be included in the TOR.

The timing of any EPBC Act referral(s) should be discussed during pre-lodgement.

## 7. Next steps

For more information about the coordinated project process or to request a pre-lodgement meeting, please contact OCG on 07 3328 4811 or email [cpdinfo@coordinatorgeneral.qld.gov.au](mailto:cpdinfo@coordinatorgeneral.qld.gov.au)

## Appendix 1. Suggested structure of an IAS

No.	Section	Suggested content
–	<b>Executive summary</b>	No more than two pages, this section should provide a summary of the key findings of the IAS. Topics should include: purpose and scope of the IAS; reasons for seeking coordinated project declaration (with respect to section 27 of the SDPWO Act); identity of the proponent; nature, scope and location of the proposal; key potential environmental issues and key approvals.
<b>1</b>	<b>Introduction</b>	
1.1	Background	Summarise the context and need for the project and the key reasons for seeking coordinated project declaration. Indicate if the proponent considers and EIS or IAR declaration more appropriate.
1.2	Purpose and scope of the IAS	<ul style="list-style-type: none"> <li>• Support an application to the Coordinator-General to declare a coordinated project for which an EIS or IAR is required.</li> <li>• Provide information that may assist the Coordinator-General to determine whether an EIS or IAR process is appropriate.</li> <li>• Inform preparation of the TOR for an EIS, where the project may be declared under section 26(a).</li> <li>• Inform stakeholders and the general public.</li> </ul>
<b>2</b>	<b>The proponent</b>	<ul style="list-style-type: none"> <li>• Describe: relevant history, partnerships, corporate/joint-venture arrangements, relevant project experience, principal consultants, contact details, environmental record of the proponent and capability to complete an EIS or IAR.</li> <li>• This section should also confirm if the proponent intends to own and operate the project or on-sell to a third party.</li> </ul>
<b>3</b>	<b>Nature of the proposal</b>	
3.1	Scope of the project	Describe and quantify (where appropriate) the nature, scope and scale of the proposal (e.g. coal mine, manufacturing facility, pipeline), including any supporting infrastructure (e.g. rail line, port expansion, water supply pipeline).
3.2	Land use	Summarise existing and proposed land use of the project area, including any issues or agreements relating to land ownership and tenure that must be resolved before the project can commence.
3.3	Project need, justification and alternatives considered	<ul style="list-style-type: none"> <li>• Describe the project objectives and justification within the strategic context.</li> <li>• Provide relevant details of the pre-feasibility assessment which support the project need (bearing in mind this is a public document – confidential information should be provided in the separate pre-feasibility assessment).</li> <li>• Detail any supporting government policies, plans, programs or strategies in relation to the proposal.</li> <li>• Detail consideration provided to any project alternatives such as alternative sites, activities, and the ‘do nothing’ option.</li> <li>• Summarise key strategic benefits, e.g., employment, regional/state investment, industry development, export potential etc.</li> </ul>
3.4	Components, developments, activities and infrastructure that constitute the project to be declared coordinated	Describe key activities, components and supporting infrastructure that constitute the project, and how these components will interact with other existing and proposed infrastructure.

3.5	External infrastructure requirements	Key project components/infrastructure that are external to or facilitated by the declared project, developments, infrastructure, activities on/off site, e.g. power, gas, fuel supply; rail, road and port services (air and sea) etc. If project-related elements are not included within the project as described within the IAS, explain why not, and how they will be assessed separately (e.g. water pipeline being developed under a separate approval by a separate entity). If key infrastructure or services will be provided externally, describe how the project will operate if these services cannot be provided.
3.6	Timeframes for the project	Staging of the commencement and completion of each project phase, including the design, procurement, early works, construction, commissioning, operation, closure and rehabilitation.
3.7	Construction and operational processes	<ul style="list-style-type: none"> <li>• Key construction and operational requirements (e.g. access to water supply and disposal, gas, rail, port (air/sea), road network, materials (quarry), waste management, stormwater etc.).</li> <li>• Describe rehabilitation intentions and proposed post-closure land uses.</li> </ul>
3.8	Workforce requirements during construction and operation	<ul style="list-style-type: none"> <li>• Describe direct construction and operational employment numbers and worker accommodation and transport proposals.</li> <li>• Summarise any clearly identifiable indirect employment opportunities that may arise from the project.</li> <li>• Describe where the construction and operational workforce will reside.</li> </ul>
3.9	Economic indicators	Capital cost, revenue, exports, contribution to local/state/national economies, indirect employment generation, synergies with other businesses and/or industries.
3.10	Financing requirements and implications	<ul style="list-style-type: none"> <li>• Estimate the value (Australian dollars) that would be invested in the development and operation of the project, including details of key project stages or components where these will be funded separately.</li> <li>• Indicate in broad terms the capacity of the proponent to fund the project or other project funding proposals. The proponent's history of financing similar scale developments is relevant.</li> </ul>
<b>4</b>	<b>Approvals required for the project</b>	<ul style="list-style-type: none"> <li>• Identify all local, state, and commonwealth government agency approvals for each key project component.</li> <li>• Tabulate the principal required statutory approvals by classifying: <ul style="list-style-type: none"> <li>○ Legislation</li> <li>○ administering authority</li> <li>○ approval trigger</li> <li>○ approval</li> <li>○ relevance to the project.</li> </ul> </li> <li>• Specify which approvals will be coordinated during the EIS/IAR process and which will be dealt with outside of the Part 4 process of the SDPWO Act.</li> </ul>

<b>5</b>	<b>Location of key project elements</b>	
5.1	Location and existing environment	<ul style="list-style-type: none"> <li>• Provide scaled maps showing the extent of the project area/project boundaries, including for any supporting infrastructure.</li> <li>• Address, lot/plan, project area(s), major and secondary urban centres, access, topography and any key natural features in the vicinity of the project.</li> <li>• Describe the existing local/regional natural environment of relevance to the project.</li> <li>• <i>Note: The GIS data requirement is the ESRI shapefile format (Datum: GDA2020) for the project (to allow the location and area of the project to be shown on a map of Coordinator-General's projects).</i></li> </ul>
<b>6</b>	<b>Environmental considerations</b>	
6.1	Land use and built environment (intended and proposed)	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Confirm if landowners' consent has been obtained for all or part of the project or if land has been obtained by the proponent. If not, what are the proposed steps or processes to obtain tenure.</li> <li>• Summarise existing and intended tenures for key land parcels directly impacted by the project area including for example any mining or conservation tenures or forestry reserves.</li> <li>• Describe the topography, existing land uses and relevant information on soil, geology and visual amenity.</li> <li>• Describe zoning under local government planning scheme and regional plan designations.</li> <li>• Identify the values which may be impacted by the project.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• For land use and built environment – highlight the aspects of the project that are inconsistent with local planning schemes, regional plans and or state planning policies.</li> <li>• Outline key potential impacts during construction, commissioning, operation, closure, decommissioning and final rehabilitation where applicable.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts.</li> </ul>

6.2	Terrestrial and aquatic ecology	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Provide findings of any regional ecosystem mapping and/or ecosystem ground-truthing across the project site.</li> <li>• List any known matters of state or national environmental significance within the study area including but not limited to protected areas, protected communities, listed ecological communities or environmentally sensitive areas.</li> <li>• Describe any terrestrial, aquatic, wetland, and marine ecosystems or coastal processes within the project area.</li> <li>• List all migratory and protected species, pest plants and animals known or suspected to occur the project area including the quality of habitat.</li> <li>• Provide results of Protected Matters Search Tool (recommended radius of 50 km from the project boundaries).</li> <li>• Describe any proposed surveys to be undertaken as part of the EIS or IAR.</li> <li>• Identify the values which may be impacted by the project.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Outline key potential impacts during construction, commissioning, operation, closure, decommissioning and final rehabilitation where applicable.</li> <li>• Highlight the aspects of the project which will or are likely to impact existing values, quantifying impacts where known. Estimated project disturbance footprints for the project and supporting infrastructure should be provided.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures including strategies to avoid, mitigate, reduce and offset potential project impacts.</li> <li>• Reference applicable plans, policies and programs where necessary.</li> </ul>
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6.3	Water	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• List key water features near the project site. Discussion should include consideration of surface water, groundwater, and marine waters, and any potential dependent ecosystems.</li> <li>• Describe applicable water catchment areas, water availability and quality.</li> <li>• Identify any water allocation and outline compliance with relevant water plans.</li> <li>• Identify the values which may be impacted by the project.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Detail the quantity and type of water required for each stage of the project (including construction and rehabilitation) and where water will be sourced from.</li> <li>• Outline key potential impacts during construction, commissioning, operation, closure, decommissioning and final rehabilitation where applicable.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts, and any approvals or permits required to secure access to water.</li> </ul>
6.4	Air and noise	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Describe the typical air and noise environment near the project.</li> <li>• Describe potential sensitive receptors who may be impacted by the project.</li> <li>• Identify the values which may be impacted by the project.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Outline key potential impacts during construction, commissioning, operation, closure, decommissioning and final rehabilitation where applicable.</li> <li>• Detail the predicted greenhouse gas, dust and noise emissions.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts, including reference to the applicable environmental protection policies where relevant.</li> </ul>

**Application Guideline**

6.5	Traffic and transport	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Describe the key transport networks of relevance to the project.</li> <li>• Detail the capacity of relevant road networks.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Describe any potential impacts to local and state-controlled roads including the proposed site access route during construction and operation.</li> <li>• Detail the need for any road or intersection upgrades or safety considerations.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts and ensure the ongoing performance and safety of the local and state-controlled road networks.</li> </ul>
6.6	Social	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• In line with the <i>Social impact assessment guideline</i> available at: <a href="http://www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources">www.statedevelopment.qld.gov.au/coordinator-general/coordinator-general-resources</a>, describe the existing social environment, including the immediate and surrounding communities, the community values, key stakeholders and any stakeholder and community engagement undertaken to date.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Describe the likely construction and operational workforce requirements and likely sources of labour for the project i.e. fly-in, fly-out and opportunities for local workers (based on preliminary analysis).</li> <li>• Describe the capacity of existing accommodation to house the project's construction and operational workforces.</li> <li>• Describe any foreseeable impacts on amenity and local service provision.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts and enhance potential benefits for surrounding communities.</li> </ul>

6.7	Cultural heritage (Indigenous and non-indigenous)	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Describe any known places or sites of Indigenous or non-Indigenous cultural heritage.</li> <li>• Identify the values which may be impacted by the project.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Describe any potential impacts on known cultural heritage sites and places,</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Summarise proposed management and mitigation measures to minimise potential project impacts on Indigenous and non-Indigenous cultural heritage.</li> <li>• Provide details or intention to prepare cultural heritage management plans to address Indigenous and non-Indigenous cultural heritage.</li> </ul>
6.8	Hazard and risk and health and safety	<p><b>Description of existing environment</b></p> <ul style="list-style-type: none"> <li>• Describe the extend and potential for natural hazards near the project site including but not limited to flooding, storm surge, bushfires and drought.</li> </ul> <p><b>Potential project impacts</b></p> <ul style="list-style-type: none"> <li>• Describe the potential of the project to exacerbate the effect of duration of the natural disaster for example flooding on neighbouring properties.</li> <li>• Describe any health and safety risks posed by the project.</li> </ul> <p><b>Management and mitigation measures</b></p> <ul style="list-style-type: none"> <li>• Detail proposed strategies to reduce potential impacts identified.</li> <li>• Summarise health, safety and environmental management systems to be prepared for the project. Reference applicable standards where necessary and other construction and operational environmental management plans.</li> </ul>
7	<b>Community and stakeholder engagement</b>	<ul style="list-style-type: none"> <li>• Identify relevant key stakeholder groups.</li> <li>• Describe the community and stakeholder engagement undertaken to date.</li> <li>• Identify key concerns raised during consultation and how those concerns will be addressed through the EIS or IAR process.</li> <li>• Describe ongoing and proposed community and stakeholder engagement during the EIS or IAR process.</li> </ul>
8	<b>References and data sources</b>	
9	<b>Glossary, acronyms and abbreviations</b>	

## Appendix 2. Application checklist

Before submitting an application for project declaration, check you have:

- included a signed and dated covering letter, including proposed timing of a referral to the Commonwealth Minister for the Environment and Energy (if required)
- included a final IAS that meets all the requirements of Part B, Section 2
- included a separate statement of capacity to complete an EIS or IAR for the project
- provided a separate pre-feasibility assessment
- provided relevant GIS data in the appropriate format
- requested OCG to raise an invoice for the payment of the application fee
- paid the invoice by direct bank deposit (cheques are not accepted). Refer to the *Overview of coordinated project fees* to confirm the amount payable, available at:  
[www.statedevelopment.qld.gov.au/coordinator-general/assessments-and-approvals/coordinated-projects/the-coordinated-project-process/fees](http://www.statedevelopment.qld.gov.au/coordinator-general/assessments-and-approvals/coordinated-projects/the-coordinated-project-process/fees)

## Appendix 3. Preliminary stakeholder engagement activities

Preliminary stakeholder engagement activities could include some or all of the following depending on the scope of the project:

- (a) seeking preliminary feedback from the relevant local government(s) letter to Native Title party or traditional owners of the area
- (b) letter to the landowner(s) (where not the proponent)
- (c) letter to easement holders (where not the local government)
- (d) letters to local, state and federal elected members
- (e) letter box drop to the adjoining properties
- (f) community meetings and/or information sessions
- (g) information about the proposal on the proponent's website
- (h) using social media or digital platforms.

## Glossary

Term	Definition
bilateral agreement	The agreement between the Australian and Queensland governments that accredits the State of Queensland's EIS process. It allows the Commonwealth Minister for the Environment to rely on specified environmental impact assessment processes of the state of Queensland in assessing actions under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth).
controlled action	A proposed action that is likely to have a significant impact on a matter of national environmental significance; the environment of Commonwealth land (even if taken outside Commonwealth land); or the environment anywhere in the world (if the action is undertaken by the Commonwealth). Controlled actions must be approved under the controlling provisions of the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth).
controlling provision	The matters of national environmental significance, under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth), that the proposed action may have a significant impact on.
coordinated project	A project declared as a 'coordinated project' under section 26 of the SDPWO Act.
Coordinator-General	The corporation sole constituted under section 8A of the <i>State Development and Public Works Organisation Act 1938</i> and preserved, continued in existence and constituted under section 8 of the SDPWO Act.
environment	As defined in Schedule 2 of the SDPWO Act, includes: <ul style="list-style-type: none"><li>(a) ecosystems and their constituent parts, including people and communities</li><li>(b) all natural and physical resources</li><li>(c) the 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</li><li>(d) the social, economic, aesthetic and cultural conditions that affect, or are affected by, things mentioned in paragraphs (a) to (c).</li></ul>
imposed condition	A condition imposed by the Queensland Coordinator-General under section 54B of the SDPWO Act. The Coordinator-General may nominate an entity that is to have jurisdiction for the condition.

matters of national environmental significance

The matters of national environmental significance protected under the *Environment Protection and Biodiversity Conservation Act 1999*. The eight matters are:

- world heritage properties
- national heritage places
- wetlands of international importance (listed under the Ramsar Convention)
- listed threatened species and ecological communities
- migratory species protected under international agreements
- Commonwealth marine areas
- the Great Barrier Reef Marine Park
- nuclear actions (including uranium mines).

proponent

The entity or person who proposes a coordinated project. It includes a person who, under an agreement or other arrangement with the person who is the existing proponent of the project, later proposes the project.

stated condition

Conditions stated the Coordinator-General under sections 39, 45, 47C, 49B, 49E or 49G of the SDPWO Act. The Coordinator-General may state conditions that must be attached to a:

development approval under the *Planning Act 2016*

proposed mining lease under the *Mineral Resources Act 1989*

draft environmental authority (mining lease) under Chapter 5 of the *Environmental Protection Act 1994* (EPA)

proposed petroleum lease, pipeline licence or petroleum facility licence under the *Petroleum and Gas (Production and Safety) Act 2004*

non-code compliant environmental authority (petroleum activities) under Chapter 4A of the EPA.

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