

Have your say on an application for project change

Change process

Queensland's Coordinator-General has the power to declare a project a 'coordinated project for which an environmental impact statement (EIS) is required' under Part 4, section 26(a) of the *State Development and Public Works Organisation Act 1971* (SDPWO Act).

The project proponent prepares the EIS, which is evaluated by the Coordinator-General before he writes an evaluation report approving or refusing the project.

Following the publication of the evaluation report, the proponent of an approved project may apply to the Coordinator-General to request changes to the project and/or conditions of approval.

The application for project change must contain:

- a description of the proposed change and its effect on the project
- the reasons for the proposed change
- adequate material to enable the Coordinator-General to evaluate the environmental impacts of the proposed change.

The project change process aims to ensure that the potential environmental, social and economic impacts of the proposed change are examined and addressed.

Why am I being consulted?

The public and government advisory agencies are invited to make a submission on a proponent's application for project change, including the potential environmental impacts of the proposed change. The Coordinator-General will consider all properly made submissions when assessing the project change (see the explanation on the next page).

Where are consultations advertised?

A list of open public consultations is available at www.statedevelopment.qld.gov.au/consultations/active-consultations.html

A public notice also appears in state and local newspapers at the start of the consultation process.

How do I make a submission?

Visit www.statedevelopment.qld.gov.au/consultations/active-consultations.html or read the public notice for details about how to make a submission and the consultation closing date. You can make a submission using one of the following methods:

- **Email, post or fax**—refer to the public notice or the above website for details.

If you are sending your submission by email, post or fax, you may either complete and send the attached submission form or prepare a written submission that meets the requirements set out below.

Submission checklist

When making a submission:

- clearly state the matter(s) of concern or interest
- confine your remarks to the change(s) described in the application
- reference the relevant section(s) of the project change application
- describe factual information relied upon and its source
- describe the measure you consider would be appropriate to improve the proposal
- provide sketches or diagrams if they assist to clarify your submission
- ensure your submission is legible.

Note: Under section 157O of the SDPWO Act, it is an offence to give the Coordinator-General a document that contains information known to be false or misleading.

‘Properly made’ submissions

Under the SDPWO Act, the Coordinator-General is not obliged to consider a submission that is not ‘properly made’. Also, to ensure you have appeal

rights under the *Sustainable Planning Act 2009*, your submission must be ‘properly made’.

For a submission to be ‘properly made’, it must:

- be made to the Coordinator-General in writing
- be received on or before the last day of the submission period
- be signed by each person who makes the submission (or submitted online)
- state the name and address of each person who makes the submission
- state the grounds of the submission and facts and circumstances relied on.

What happens next?

After the consultation closes, the Coordinator-General will evaluate the proponent’s application for project change and submissions on the application. The Coordinator-General will then write a report on the project change either approving or refusing the change.

Privacy

The Coordinator-General is authorised to collect personal information under sections 24 and 29 of the SDPWO Act. Your personal information will be collected for the purpose of considering your submission, assessing the project change application, completing the EIS process and the performance of functions under the SDPWO Act and other legislation relevant to the proposed project.

Your personal information will be disclosed to the project proponent and other government agencies that are involved in the proposed project, and is also subject to disclosure under the *Right to Information Act 2009*.

Your personal information will not otherwise be disclosed, unless disclosure is authorised or required by law, or is permitted under the *Information Privacy Act 2009*.

More information

If you have a question about a particular consultation, please contact the relevant EIS project manager (see the public notice or the consultation website for details).

General information about the Coordinator-General's EIS evaluation process is available at www.statedevelopment.qld.gov.au/cg

© State of Queensland, September 2015. Published by the Department of State Development, 63 George Street, Brisbane Qld 4000, Australia. While every care has been taken in preparing this publication, the State of Queensland accepts no responsibility for decisions or actions taken as a result of any data, information, statement or advice, expressed or implied, contained within.

Department of State Development

PO Box 15517, City East Qld 4002

tel 13 QGOV (13 74 68)

fax 61 7 3452 7486

Have your say on an application for project change
info@statedevelopment.qld.gov.au

Submission form: Application for project change

Please complete this form if you wish to provide a submission by email, post or fax.

Name of project

.....
Please write the project name exactly as it appears in the newspaper public notice or at <http://www.statedevelopment.qld.gov.au/consultations/active-consultations.html>

Your details (please print)

Full name	Organisation (if relevant)
Postal address Postcode	Phone number (.....)
	Email address
Signature	Date/...../20....

A submission by more than one person must be signed by *each* submitter

Your comments on the application for project change (please print)

Section—e.g. water quality	Describe the issue	Suggested solution

- If there is not enough space on this form, please attach additional pages. Please write your full name and the name of the project on any separate pages.
- Send the completed form to the email/postal address/fax number shown in the newspaper public notice. If you require assistance, please telephone +61 7 3224 5885.
- You **must** provide your comments by the closing date shown in the public notice and on the consultation website.