

# Environmental Authority Application Form



**Privacy Notice:** Council is collecting the personal information you supply on this form for the purpose of processing your application. Council is authorised to do this under section 125 of the *Environmental Protection Act 1994*. Council deals with your personal information in accordance with law including the *Information Privacy Act 2009*.

This form is to be used when applying for a site specific environmental authority.

P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Applicant Details			
Applicant name: <i>(if partnership or company)</i>		ABN:	
Applicant name: <i>(if individual)</i>			
First	Middle	Last	
Residential address: <i>(if individual)</i>			
Street number and name		City	State Postcode
Postal address <i>(if different)</i> :			
Preferred contact number:		Email:	
Preferred delivery method: <input type="checkbox"/> Email <input type="checkbox"/> Post <input type="checkbox"/> Collect – (Rockhampton, Gracemere, Mt Morgan) <i>Email is the standard form of delivery. If this is method is unsuitable please select an alternative.</i>			
Company Details			
Trading name:			
Registered office address: <i>(if corporation or incorporated association)</i>			
Street number and name		City	State Postcode
Postal address:			
Contact name:			
Preferred contact number:		Email:	
Suitable Operator			
<input type="checkbox"/> I am a registered suitable operator – registration number:			
<input type="checkbox"/> I have lodged an application with the Department of Environment and Science to be a registered suitable operator and am waiting for it to be decided on.			
<input type="checkbox"/> I am not an existing registered suitable operator and I have not yet lodged an application to become a registered suitable operator <i>(please submit a completed <a href="#">Application to be a Registered Suitable Operator</a> with this application).</i>			
Environmentally Related Activity Location			
Street address:			
Street number and name		City	State Postcode

OFFICE USE ONLY	Date:	CSO:	Information checked: Y / N
	Amount: \$	Receipt number:	Application number:

Lot number:		Plan number:		
If the activity is mobile or temporary, please provide details of the area of operation ( <i>local government areas</i> ):				
<b>Details of Prescribed Environmentally Related Activity/s</b>				
ERA Number	ERA Name/Description	Threshold		
<b>Take Effect Date</b>				
Do you want the environmental authority to take effect on a nominated date or event? ( <i>If selected no, the take effect date will be the date approved.</i> )				
<input type="checkbox"/> Yes ( <i>please complete below</i> ) <input type="checkbox"/> No				
Nominate date or event:				
<b>Development Permits</b>				
Are there any development permits in effect or have any development applications been made under a planning act to carry out the proposed application?				
<input type="checkbox"/> Yes ( <i>please complete below</i> ) <input type="checkbox"/> No				
Development Permit Number	Application Name	Assessment Manager	Date of Application / Approval	Expiry Date
<b>Environmental Impacts</b>				
An assessment of the likely impact of the proposed activity on the environmental values, including the following mandatory information must be attached:				
<ul style="list-style-type: none"> <li>▪ A description of the environmental values likely to be affected by the proposal;</li> <li>▪ Details of any emissions or releases likely to be generated by the proposal;</li> <li>▪ A description of the risk and likely magnitude of impacts on the environmental values;</li> <li>▪ Details of the management practices proposed to be implemented to prevent or minimise adverse impacts; and</li> <li>▪ Details of how the land, the subject of the application will be rehabilitated after each relevant activity ceases.</li> </ul>				
To provide a response to the mandatory information, specific supporting information must be provided to the administering authority, the type and detail of which will depend on your particular ERA project. Support material for technical information requirements, is located on the Queensland Government business and industry website <a href="http://www.business.qld.gov.au">www.business.qld.gov.au</a> .				
<b>Waste Management</b>				
A description of the proposed measures for minimising and managing waste generated by the ERA's must be attached.				

## Contaminated Land

Is there a site management plan in effect for contaminated land that related to the land that is the subject of this application? *(If selected yes, please attach details of the site management plan.)*  Yes  No

## Principle Applicant Appointment

We, being joint applicants for this environmental authority, hereby nominate the following principal applicant.

### Name of principal applicant:

Name/company: ABN:

Signatory name and position:

Signature: Date:

Name/company: ABN:

Signatory name and position:

Signature: Date:

Name/company: ABN:

Signatory name and position:

Signature: Date:

Name/company: ABN:

Signatory name and position:

Signature: Date:

## Declaration

Where agreed between all holders of the environmental authority that one holder can sign on behalf of the other joint holders, please tick the checkbox below.

I have authority to sign this form on behalf of all the joint holders of the environmental authority.

I declare that:

- I am the applicant or an authorised signatory for the applicant.
- The information provided is true and correct to the best of my knowledge. I understand that it is an offence under section 480 of the *Environmental Protection Act 1994* to give to the administering authority or an authorised person a document containing information that I know is false, misleading or incomplete in a material particular.
- I understand that failure to provide sufficient information may result in the application being refused.
- I understand that I am responsible for managing the environmental impacts of these activities and that approval of this application is not an endorsement by the administering authority of the effectiveness of management practices proposed or implemented.

Applicant name: Applicant signature: Date:

Signatory name: Signatory position:  
*(if partnership or company)* *(if partnership or company)*

## Supporting Documentation

Please remember to provide the following supporting documentation when submitting this form:

- [Application to be a Registered Suitable Operator](#) (if applicable).
- Additional details have been attached with a description of land where ERA will be carried out (if required).
- An assessment of the environmental impacts and provision of specific supporting information.
- Details of waste management.
- Details of contaminated land (if applicable).

## Fees and Charges

For a full list of fees and charges please refer to Council's [Fees and Charges Schedule](#).

If your application is approved you must pay a first annual fee within 20 business days of the environmental authority taking effect. An invoice will be issued for the first annual fee. Operation of the ERA cannot commence until the take effect date.

## Payment Information

**In person** | You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan; 1 Ranger Street, Gracemere.

**By phone** | Customer Service staff will contact you regarding payment via credit card or debit once this form is received.

**By post** | Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.