

Notice of Intent to Commence Social Impact Assessment (SIA) Form



Privacy Notice: Council is collecting the personal information you supply on this Notice of Intent to Commence SIA form ("Notice of Intent") for the purpose of processing your application. Council is authorised to do this under the *Planning Act 2016* and *Planning Regulation 2017*. Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This Notice of Intent form is to be completed prior to commencing scoping and engagement of a Social Impact Assessment for renewable energy development, requiring a Social Impact Assessment under the *Planning Regulation 2017*. This form is also taken as an invitation for Council to participate.

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Proponent Details				
Company / Business name:				
ABN Number:				
Postal address:				
Contact name:				
Preferred contact number:		Email:		
Property Owner Details <i>(Consent to be attached as Supporting Documentation)</i>				
Owner's name:				
Postal address:				
Preferred contact number:		Email:		
Location of Project				
Street number and name:				
Suburb:		Lot number:	Plan number:	
Land Tenure: <i>(for example, freehold, Crown land, lease arrangement)</i>				
Project Details				
<input type="checkbox"/> Solar farm <input type="checkbox"/> Wind farm <input type="checkbox"/> Battery storage facility				
Project Name:				
Project Stage:				
Project Stakeholders: <i>(relevant stakeholders who are likely to be affected by, have an interest in, or have influence on matters relating to the project)</i>				
Indicative timeline for Social Impact Assessment (SIA):				
Details of Project <i>(Brief description, including capacity (e.g. 250MW), key infrastructure such as stormwater management, lighting, fencing, and security, proposed workforce numbers (construction and operational), operational hours, site access arrangements, and whether the intent is to construct and operate or construct and sell)</i>				
OFFICE USE ONLY	Receipt date:	Receipt number:	CSO:	Amount:
	Application number:	Date approved:	Approving officer name:	

Supporting Documentation

Please provide the relevant supporting documentation when submitting this form:

- Project map;
- A brief description of the project proposal (if details not completed above);
- A map showing the proposed local and regional study area;
- Property Owner's written consent.

Declaration

By submitting this Notice of Intent to Commence Social Impact Assessment form ("Notice of Intent"), the Proponent hereby certifies that they understand and agree that:

- (1) the Proponent hereby provides formal notice of their intent to commence:
 - (i) the Social Impact Assessment; and
 - (ii) stakeholder and community engagement activities to inform the Social Impact Assessment,in accordance with the *Planning Act 2016*, *Planning Regulation 2017*, and the *Queensland Social Impact Assessment Guideline (July 2025)*;
- (2) the Proponent hereby provides formal invitation for Council to participate in the scoping of the Social Impact Assessment study;
- (3) all information on this form and included with this form, is true and correct;
- (4) Council will only consider this Notice of Intent valid under the *Planning Act 2016*, *Planning Regulation 2017*, and the *Queensland Social Impact Assessment Guideline (July 2025)* when:
 - (i) a completed Notice of Intent is submitted with all required information and accompanied by all required supporting documentation; and
 - (ii) Council has received full payment of all relevant fees.
- (5) Council is not liable for any loss, expense, costs or claims, suffered by the Proponent or any third party, as a result of the Project, the Social Impact Assessment, or any associated or ancillary assessments, permits, consents, licenses or approvals being delayed, prevented or refused by Council; and
- (6) submission of this Notice of Intent, any acceptance by Council of the invitation to participate in the scoping of the Social Impact Assessment study, and any participation by Council in the scoping of the Social Impact Assessment or stakeholder and community engagement, is not a representation by Council as to the prospects of success of any application or approval in relation to the Project.

Signed by the Proponent (Authorised Person where Proponent is a company):

Name: _____ Position: _____

Signature: _____ Date: _____

Fees and Charges

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

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 or debit card 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.