

# Have your say on draft terms of reference for an environmental impact statement

## Environmental impact statement process

The Queensland Coordinator-General has the power to declare a project a 'coordinated project for which an environmental impact statement (EIS) is required' under section 26(1)(a) of the *State Development and Public Works Organisation Act 1971* (SDPWO Act).

The declaration triggers the requirement for a project proponent to prepare an EIS and submit it to the Coordinator-General. The purpose of an EIS is to examine and address the project's potential direct and indirect environmental, social and economic impacts.

## What are draft terms of reference?

The Coordinator-General prepares draft terms of reference (TOR) for the EIS for each coordinated project. The TOR sets out the matters the proponent must address when preparing the EIS.

## Why am I being consulted?

The public and government advisory agencies are invited to comment on whether the draft TOR adequately covers all the matters the project proponent must address when preparing the EIS.

## Where are consultations advertised?

A list of open public consultations is available at <https://haveyoursay.dsdmip.qld.gov.au>

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

## How do I comment?

Follow the instructions on the website above or in the public notice for details about how to comment on the draft TOR and the consultation closing date. Send your comments online (preferred) or by email, post or fax.

If you are sending your comments by email, post or fax, it is preferred that you complete and send the attached comment form. However, you may provide your written comments in any format.

## Comment checklist

When commenting:

- clearly state your matter(s) of concern or interest and list points to help with clarity
- reference the relevant section(s) and/or page number(s) of the draft TOR
- explain why you believe any new or revised text should be included in the TOR
- avoid comment on the merits of the project or its impacts
- ensure your comments are 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.

## What happens next?

The Coordinator-General will consider all comments made on the draft TOR before finalising the document, issuing it to the proponent and making it available on the department's website at

[www.dsdmip.qld.gov.au/cg](http://www.dsdmip.qld.gov.au/cg)

The proponent is then to prepare a draft EIS in accordance with the final TOR. Once the Coordinator-General has considered that the draft EIS is acceptable for public notification, the draft EIS will be made available for public comment, usually for a six week period.

The proponent has up to 18 months to prepare the draft EIS based on the finalised TOR and have the Coordinator-General decide if it is acceptable as the final EIS.

## Privacy

The Coordinator-General is authorised to collect personal information under Part 4 of the DPWO Act. Your personal information will be used for the purpose of evaluating the adequacy of the draft TOR to instruct the preparation of the EIS, and the performance of functions under the SDPWO Act and other legislation relevant to the proposed project.

Your personal information will not be disclosed to the project proponent and other government agencies involved in the proposed project, unless disclosure is required by law, or is permitted under the *Information Privacy Act 2009*.

Documents in the possession or under the control of the Coordinator-General are also subject to the Right to Information Act 2009.

## More information

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

General information about the Coordinator-General's EIS evaluation process is available at

[www.dsdmip.qld.gov.au/cg](http://www.dsdmip.qld.gov.au/cg)

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Queensland  
Government

# Comment form: Draft terms of reference (TOR)

Please complete this form only if you wish to provide comments by email, post or fax. To submit your comments online, visit <https://haveyoursay.dsdmip.qld.gov.au>

**Name of project**

.....  
Please write the project name exactly as it appears in the newspaper public notice or at <https://haveyoursay.dsdmip.qld.gov.au>

## Your details (please print)

**Full name**

.....

**Organisation (if relevant)**

.....

**Postal address**

.....

.....

..... **Postcode** .....

**Phone number** (.....) .....

**Email address**

.....

**Signature** .....

**Date** ...../...../20.....

**Your comments on the draft TOR (please print)**

<b>Section or paragraph no.</b>	<b>Topic—e.g. water quality</b>	<b>Suggested change(s) to draft TOR, including reasons for the change(s)</b>

- 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 13 QGOV (13 74 68).
- You must provide your comments by the closing date shown in the public notice and on the consultation website.