**Application form**

***Environmental Offsets Act 2014***

**Application to Register an Advanced Offset Form**

*This form is an approved form under section 92 of the* Environmental Offsets Act 2014*.*

Under section 14 of the *Environmental Offsets Regulation 2014* (EO Regulation), the owner of land may apply to have an area of land identified as an advanced offset.

For all advanced offset applications you must:

* complete this form; and
* provide any other requested supporting information relevant to your application as directed.

This form may be completed by someone on behalf of the owner of the land if the relevant consent (Attachment 1) is completed and provided with the form.

# Purpose of application

For the purposes of section 14(1) of the EO Regulation, the owner of land requests the decision-maker identify the land described in Part 2 as an advanced offset on the Advanced Offsets Register.

# Land description and spatial data requirements

1. Provide a list of all lot and plan numbers for the advanced offset site in the table below.

If the total number of lots is 10 or more, please provide the additional records in an attached spreadsheet and indicate the total number of lots here:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Lot | Plan | Street address | Name of registered owner/s | Contact details of registered owners |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |

1. For the proposed advanced offset area as a whole and for each matter area (i.e. area that contains a single prescribed environmental matter), provide the following mandatory spatial information as below:

Digital data in a format such as ESRI File Geodatabase (.gdb) (preferred), GeoPackage (.gpkp), or ShapeFile package; (note, all digital data must be submitted in GDA 2020), **and**

A map showing all of the following:

1. scale and north arrow;
2. boundary of the offset area on an image[[1]](#footnote-1) base;
3. location of the offset area in realtion to the property boundary, other secured offset areas, and areas of Catergory A Vegetation as per the Property Map of Assessible Vegetation;
4. all vertices of the area to be registered are identified and labelled;
5. if multiple polygons are to be registered, then in the legend the areas are detailed accordingly;
6. an estimate of the area(s) in hectares; and
7. be presented in GDA 2020**; and**

a table in csv or excel table (xlsx) format that stores:

1. details the co-ordinates (latitude and longitude) of each vertex to 5 decimal points;
2. for each point information on the matters and vertex identifiers related to those coordinates;
3. be presented in GDA 2020.
4. Are there any legal interests in the land other than the owner?

A legal interest can include, but is not limited to, a bank where there is a mortgage over the property, or a Resource tenure overlapping the property,

Yes → *provide details of interest in the table below,*

No → *continue to next Part.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type of interest | Name of interest holder | Details (where relevant) | Has the interest holder been contacted about the proposed offset? | Has the interest holder granted permission for the proposed offset? | Evidence attached |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |

# Advanced offset details

Attach the following data from your habitat quality assessment (refer to Appendices 1, 2 and 3 of the *Guide to determining terrestrial habitat quality (v1.3)* available for download on the Queensland Government [website](https://www.qld.gov.au/environment/management/environmental/offsets/resources)).

Advanced offset site:

Data sheet(s) from site assessment

Completed habitat quality scoring template

Evidence of any advice provided by the Department of Environment and Science and/or the relevant technical agency for the prescribed environmental matter(s) about habitat quality assessment methodology *(if applicable)*.

# Habitat quality assessment summary

In the table below, summarise the results of your habitat quality assessment for each matter area (i.e., area that contains a single prescribed environmental matter) relevant to the advanced offset.

**Advanced Offset Area Habitat Quality Assessment Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Prescribed environmental matter group | Prescribed environmental matter details *(e.g., regional ecosystem, species)* | Matter area (hectares) | Habitat quality score (out of 10) | Existing  Individual Counts Protected Plant Numbers OR Number of Non-juvenile Koala Habitat Trees |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
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| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |
| Choose an item. |  |  |  |  |

# Information disclosure preferences

If this advanced offset application is approved, the advanced offset must be listed on the public register kept under section 90 of the *Environmental Offsets Act 2014*. Details to appear on the register include the name of the advanced offset, registration date, lot and plan numbers, advanced offset area, and prescribed environmental matters registered. This data may also be visualised on a publicly available web-based map.

a) Please indicate your preferred means of communication should a proponent with an offset obligation express interest in your advanced offset:

I consent to my contact details being provided directly to a third party that expresses an interest in delivering an offset on my land.

I do not consent to my contact details being provided to a third party. I wish to be contacted initially by the Department of Environment and Science should a third party express an interest in delivering an offset on my land.

b) Do you consent to this advanced offset being displayed on the Queensland Government public website? Note that no personal information about the applicant or the landowner will be published.

Yes

No

# Lodgement Declaration

By signing this declaration: *(tick all boxes)*

I do solemnly and sincerely declare that the information I have provided is true and correct to the best of my knowledge.

I understand that all information supplied in or with this application will not otherwise be used or disclosed unless authorised or required by law.

I have read and understood the [Advanced Offset Privacy Statement](https://www.qld.gov.au/environment/management/environmental/offsets/tools/tools-advanced) found on the department’s website.

(*If the form is not being completed by all owners of the land to be registered as an advanced offset*) I confirm that I have obtained the consent of the owner/s of the land be registered as an advanced offset. Evidence of that consent is attached (Attachment 1).

|  |  |  |
| --- | --- | --- |
| **Lodger type (select one):**  The sole owner of the land → Do not complete *Attachment 1*  An owner of the land who has obtained written consent from all other owners of the land in *Attachment 1* of this form  to act on behalf of the owners to make this application → Complete all other landholders’ details in *Attachment 1*  A person who is not an owner of the land and has obtained written consent from the owner(s) of the land in *Attachment 1* of this form to act on behalf of the owner(s) to make this application→ Complete all landholders’ details in *Attachment 1* | | |
| **Name (sole owner or principal contact if applicant is an organisation)** | | **Position (if applicant is an organisation)** |
| **Organisation name (if applicant is an organisation)** | | **ACN/ABN (if an organisation)** |
| **Postal address** | | |
| **Phone** | | **Mobile phone** |
| **Email address** | | |
| **Lodger’s Signature *(print and sign or insert as image)***  Shape  Description automatically generated with low confidence | **Date** | |

**Further information**

For further information about environmental offsets, please email [offsets@des.qld.gov.au](mailto:offsets@des.qld.gov.au).

**Obligations**

If you enter an agreement with another party and your land is utilised to deliver an environmental offset or another environmental project that excludes future use as an environmental offset, please send details of this agreement to the Department of Environment and Science by contacting [offsets@des.qld.gov.au](mailto:offsets@des.qld.gov.au) to facilitate the amendment of the advanced offset registration.

**Attachment 1—Owner details and consent to lodgement of application**

*This section* ***must*** *be completed if this application is signed and lodged anyone other than* ***all*** *owners of the land that is the subject of the advanced offset application.*

I/we confirm that I/we are the registered owner/s of:

|  |  |
| --- | --- |
| **Lot/Plan description** |  |
| **Street address** |  |

I/we give my/our consent for:

|  |  |
| --- | --- |
| **Name of person authorised to lodge advanced offset form** |  |
| **Street address** |  |
| **Phone number** |  |
| **Email** |  |

to make an advanced offset application in relation to the above land; and

to engage with and deal with the decision-maker in relation to any future applications for amendment or withdrawal of the advanced offset. *(optional)*

I/we:

understand that if the advanced offset application is approved, the advanced offset must be listed on the public register kept under section 90 of the *Environmental Offsets Act 2014*. Details to appear on the register include the name of the advanced offset, registration date, lot and plan numbers, advanced offset area, and prescribed environmental matters registered.

This data may also be visualised on a publicly available web-based map.

I/we:

consent to this advanced offset being displayed on the Queensland Government public website. Note that no personal information about the applicant or the landowner will be published; or

do not consent to the advanced offset being displayed on the Queensland Government public website.

I/we:

consent to my contact details being provided directly to a third party that expresses an interest in delivering an offset on my land; or

do not consent to my contact details being provided to a third party. I/we wish to be contacted initially by the Department of Environment and Science should a third party express an interest in delivering an offset on my land.

**Registered owner consent**

|  |  |
| --- | --- |
| Name | |
| Postal address | |
| Phone | Mobile phone |
| Email address | |
| Signature *(print and sign or insert as image)*  Shape  Description automatically generated with low confidence | Date |

|  |  |
| --- | --- |
| Name | |
| Postal address | |
| Phone | Mobile phone |
| Email address | |
| Signature *(print and sign or insert as image)* | Date |

|  |  |
| --- | --- |
| Name | |
| Postal address | |
| Phone | Mobile phone |
| Email address | |
| Signature *(print and sign or insert as image)* | Date |

1. Image base means an image or mosaic of images including, for example, an aerial photograph or a satellite image. [↑](#footnote-ref-1)