**Application form**

***Environmental Offsets Act 2014***

**Request for the Removal of or Amendment of an Advanced Offset Form**

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

This form must be completed by all landowners who are applying to remove land identified as an advanced offset from the advanced offset register in accordance with section 14(6) or who are seeking to amend the boundary of land identified as an advanced offset in accordance with section 15 of the Environmental Offset Regulation 2014 (EO Regulation).

This form should be submitted to the relevant agency (i.e., the State department or the local government authority) that approved the advanced offset.

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

# Purpose of application

This application is to request that the decision-maker (choose one of the following):

Amend a boundary of land identified as an advanced offset in Part 3 in the manner identified in Part 4 of this application → *complete Parts 1,2,3,4 & Part 6* (section 14(6) of the EO Regulation*)*; or

Remove all land identified as an advanced offset in Part 3 of this application → *complete Parts 1,2, 3 & Part 6.* (section 15(1) of the EO Regulation)

|  |
| --- |
| **Advanced Offset reference number** |

Explanatory Note: Where a request is being made to remove only part of an advanced offset from the register, this would be regarded as a request to amend a boundary of land identified as an advanced offset.

# Land description and spatial data requirements

1. Please provide details of the land currently registered as an advanced offset. Provide a list of all lot and plan numbers for the advanced 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 advanced offset area as a whole and for each matter area as per the **original advanced offset decision**, 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 amendment/removal? | Has the interest holder granted permission for the proposed amendment/removal? | Evidence attached |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |
|  |  |  | Yes  No | Yes  No |  |

# Boundary amendment details

Where proposing to amend the boundary of land identified in Part 3,

1. Provide a list of all lot and plan numbers for the advanced site that are to be **retained** 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 advanced offset area as a whole and for each matter area that is to be **retained**, 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[[2]](#footnote-2) 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.

# Information privacy statement

If this application is for the amendment of an advanced offset area, please note that the retained area of the advanced offset must be listed on the public register kept under section 90 of the *Environmental Offsets Act 2014* (the Act). 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.

If this application is for the removal of advanced offset area, following an approval to remove this site, then details relating to this advanced offset area will be removed from the public register kept under section 90 of the Act.

Notification regarding the outcome of this application will also be provided to the owner(s) of the property.

# 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 that is registered as an advanced offset)* I confirm that I have obtained the consent of the owner/s of the land that is 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).

**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 application on behalf for (*please tick one*):

the removal of all land on the advanced offset register; or

amendment of the boundary of land on the advanced offset register in accordance with the boundary amendment details set out in Part 4 of the application for amendment.

I/we understand and consent to the following:

* If the advanced offset area is amended, the retained area of the advanced offset must be listed on the public register kept under section 90 of the Act. 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; and
* If the advanced offset area is removed, details relating to this advanced offset area will be removed from the public register kept under section 90 of the Act*.*

**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 |

**Registered owner consent (continued)**

|  |  |
| --- | --- |
| Name | |
| Postal address | |
| Phone | Mobile phone |
| Email address | |
| Signature *(print and sign or insert as image)*  A picture containing white, design  Description automatically generated | Date |

|  |  |
| --- | --- |
| Name | |
| Postal address | |
| Phone | Mobile phone |
| Email address | |
| Signature *(print and sign or insert as image)*  A picture containing white, design  Description automatically generated | Date |

1. Image base means an image or mosaic of images including, for example, an aerial photograph or a satellite image. [↑](#footnote-ref-1)
2. Image base means an image or mosaic of images including, for example, an aerial photograph or a satellite image. [↑](#footnote-ref-2)