

Office:
 Date:/...../.....
 Time:
 Name:

Request: Pre – Social Impact Assessment (SIA) Meeting

Economic Development | Gladstone – 101 Goondoon Street Gladstone Qld 4680
 8.30 am to 5.00 pm Monday to Friday | Phone: (07) 4970 0700

Email: info@gladstone.qld.gov.au

A Pre-SIA meeting is a service offered by Council for an applicant to issue a formal Notice of Intent to commence a social impact assessment (SIA) in the Gladstone region. The SIA is for a project requiring social impact assessment in accordance with section 106(T) of the Planning Act, for uses prescribed in the Planning Regulation 2017.

SIA provides the foundation to inform the development and execution of a Community Benefit Agreement (CBA) with Council prior to submitting a development application with SARA.

Council officers will provide general advice to questions/matters raised in the Pre-SIA meeting but is not to be taken as consultation of the Council on SIA matters prescribed in the Social Impact Assessment Guideline (SIA Guideline) July 2025 or on Council's Renewable Energy – Community Benefits Sharing Policy.

The advice provided by Council officers is dependent on the level of detail provided by the applicant. Applicants should provide Council as much detail as possible in preparation for the Pre-SIA meeting.

Applicant Details (print or type)

Company Name

Primary Contact Name

Email Address (mandatory requirement)

By providing your email address, you consent to receiving all correspondence in relation to this application, electronically.

Postal Address

Suburb Postcode

Phone: (Business Hours)

Meeting Attendees

Name	Role	Company

Preferred Meeting Date and Time

(Please allow 30 business days prior to initiating the first SIA community consultation session to arrange a suitable time)

Site Details (Address)

Location Postcode

Property Description

Lot		Plan	
Lot		Plan	
Lot		Plan	
Land Tenure			
Land Area (ha)			
Current Land Use			
Existing Approvals		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Project Description Summary

This information can be provided as an attachment to the Notice of Intention Letter.

Project Name	
Technology	
No. of turbines or solar panels	
Capacity (MW/MWh)	
Capital Cost (AU\$ M)	
Status	
Project Website	
Est. total workforce requirements – Construction	
Est. total workforce requirements – Operational	
Workforce accommodation requirements	
Ant. construction start date	
Ant. construction duration	
Ant. operation commencement	
Est. operational life (years)	
Other local council's Involved	

Questions/matters requiring Council advice.

Questions should be specific to supporting the applicant to address the six phases described in the SIA Guideline and/or questions relating to Council's Renewable Energy – Community Benefits Sharing Policy.

Mandatory Information Checklist

Notice of Intention Letter Attached (Under Company Letterhead)	<input type="checkbox"/>
Development plans (site plan and elevations)	<input type="checkbox"/>
Supporting planning studies and technical reviews	<input type="checkbox"/>
Payment of application fee	<input type="checkbox"/>

Applicant Declaration

In lodging this request, the applicant(s) accepts that:

- A Pre-SIA meeting is a service offered by Council where discussions take place between applicant and Council officers about a proposed renewable energy project. The applicant does not rely on Council officers to identify all matters relevant for the applicant to undertake a SIA for the project.
- A Pre-SIA meeting does not constitute as consultation of the Council. Advice provided during the Pre-SIA meeting cannot prejudice any input relevant to public notification of the project or input from Council as a referral agency to SARA.
- The formal development assessment process carried out by SARA once a development application is lodged may raise additional issues to those discussed at the Pre-SIA meeting.
- On submitting to Council the Notice of Intention to commence SIA, the applicant consents to Council publishing general information about the project on Council's Renewable Energy Projects Mapping System for the public to review.
- **Privacy Statement:** The personal information collected on this form will be used by Council for the purposes of fulfilling your request and undertaking associated Council functions and services. Council is authorised to collect this information in accordance with the *Local Government Act 2009 and other Local Government Acts*. Your personal information will not be disclosed to any third party without your consent, unless this is required or permitted by law. This Council document is subject to the provisions of the *Right to Information Act 2009*.

Signature	
Date	

Office Use Only

Amount Paid	
Receipt Number	
Parcel Number	
Date	