

Application for the Issue of a Transitional Environmental Program

2026/27 Financial Year

Environmental Protection Act 1994

This form is to be used when applying for the issue of a transitional environmental program.

Section 1: - Applicant details

Individual or Company applying:	
Trading name:	
Site details:	
Postal Address:	
Business phone number:	
Business email:	
Contact person:	
Contact person phone number:	
Company Address:	

PRIVACY COLLECTION NOTICE: Logan City Council is collecting your personal information in accordance with Section 331 of the Environmental Protection Act 1994 for the purpose of processing the application for issue of a transitional environmental program. If we do not collect this information we are unable to issue the transitional environmental program. Within Australia, Council usually provides the information collected to other government agencies if required by law. For more information about privacy, please visit Councils website: www.logan.qld.gov.au/privacy

ACN:	
Environmental Authority number (if relevant):	
Environmental Authority holder names (if relevant):	
Description of ERA activity:	
Development Approval number (if relevant):	
Date:	
Reason for TEP:	Use one or more of the following reasons: • Reduce environmental harm caused by the activity • Transitioning to an environmental standard • Comply with a condition of an environmental authority (EA)/Development condition) *Please provide more details in Transition details section.
Period of TEP:	Note: If more than three years, public notification provisions will apply.
Proposed start date:	
Proposed completion date:	

IMPORTANT: By providing your email you are agreeing to receive all correspondence electronically including licensing renewal information, letters, inspection reports, legal notices and other licensing related information.

Section 2: - Objectives

State the objectives to be achieved and maintained under the TEP for the activity. The objectives must be **specific** and **clear** and **relate to achieving compliance** with the Act, the Environmental Protection Regulation 2019, environmental protection policies, or if relevant, the conditions of approval.

Example:

- The objective of the TEP is to reduce the concentration of total suspended solids being released to waters at discharge point W1 (as described in Environmental Authority ES/PMSA/1234) from the activity and prevent environmental harm being caused to waters from the contamination of total suspended solids.
- The objectives will be achieved by complying with Conditions W1 to W5 in Environmental Authority ES/PMSCA/1234, by 1 December 2016, which includes not exceeding the daily maximum concentration limit for total suspended solids (mg/L), at location W1 and which includes a suitably qualified person to undertake all water quality sampling and monitoring in accordance with the Queensland Government Monitoring and Sampling Manual 2009.

Actions

List the actions to be taken to achieve each of the objectives. Actions must take into account:

1. Best practice environmental management for the activity (including how these measures stand against the measures currently used nationally and internationally for the activity and
2. The risks of environmental harm being caused by the activity (including the proposed actions, how the risks have been considered and how they will be treated or mitigated

List the actions to be taken below.

Note: Proposed commencement and completion dates for each action must be provided.

Example: Design and implement a stormwater management system to capture, treat and dispose of sediment onsite, and to prevent the release of sediments to waters.

**Proposed
commencement
date**

**Proposed
completion
date**



Section 3: - Transition details

Does the TEP relate to achieving compliance under the EP Act by (choose one or more of the following):

- ☐ reducing environmental harm?
- ☐ transitioning to an environmental standard?
- ☐ complying with a condition of an environmental authority (EA)?
- ☐ complying with a development condition?
- ☐ complying with a prescribed condition for a small-scale mining activity?
- ☐ complying with an agricultural ERA standard?

Please complete relevant section/s below.

Reducing Environmental Harm

*Insert details of how any environmental harm that may be caused by the activity will be prevented or minimised, including any interim measures that are to be implemented. Measures could include upgrade of equipment/infrastructure/process design, reduced throughput, change to operating hours, new control measures, training, and additional housekeeping/maintenance. Interim measures before the upgrade commence may include shutting down operations or reducing operation throughput.

Examples of environmental harm, include:

- the discharge, emission, deposition, disturbance or escape of a contaminant to air/land/water/acoustic environment
- management of waste storage and how the activity is currently causing environmental harm. Provide description/or disposal leading to an actual or potential contamination event
- disturbance to land including soils, subsoils, landforms and associated fauna and flora and their habitat
- unreasonable interference or disturbance to the acoustic environment from contaminants such as noise/odour/dust.

Contaminants can be gas, liquid or solid, odour, an organism (whether dead or alive, including a virus), energy (including heat, noise, radioactivity, and electromagnetic radiation) or any combination of these.

Details of Environmental Harm

How will environmental harm be prevented or minimised under the TEP (including any interim measures to be implemented)?

Environmental Standard

*Insert specific details about transitioning to an environmental standard. This must include details of the standard. Environmental standard is defined in Schedule 4 of the *Environmental Protection Act 1994*. There are currently environmental protection policies for air, noise, and water.

Details of Environmental Standard.	How will the activity transition to the standard under the TEP?

Condition of EA

*Insert specific details about the condition(s) that you are seeking to transition to, and how the activity currently does not comply with it. This may include the results of monitoring demonstrating that the condition has been contravened, the findings of a report or investigation, or evidence obtained in the field.

This may also include a description of the particular mitigation measure and ongoing monitoring that will take place to ensure the mitigation measure is successful.

Details of EA condition and how activity does not comply with it.	How will compliance with the condition be achieved under the TEP?
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Development condition

*Insert specific details about the condition(s) that you are seeking to transition to, and how the activity currently does not comply with it. This may include the results of monitoring demonstrating that the condition has been contravened, the findings of a report or investigation, or evidence obtained in the field.

This may also include a description of the particular mitigation measure and ongoing monitoring that will take place to ensure the mitigation measure is successful.

Details of development condition and how activity does not comply with it.	How will compliance with the condition be achieved under the TEP?



Section 4: - Performance indicators

*Detail how and when each action will be measured to indicate that the action was completed successfully and that the objective of the TEP is being achieved.

Performance indicators must not be measured more than six months apart and must be quantitative (that is, able to be measured, assessed, and audited in a consistent, objective, and repeatable manner).

List the performance indicators below. Note: Commencement date and completion date for each action must be provided. Example: The design of the stormwater management system is undertaken by a Registered Professional Engineer of Queensland.	Commencement date	Completion date

Section 5: - Monitoring

*Provide details of the monitoring activities required to ensure compliance with the proposed TEP actions and dates.

This includes details of who will conduct the activities, how monitoring needs to occur and the environmental and scientific testing that may be required.

Performance indicators Example: All monitoring must be undertaken by a suitably qualified person and water quality samples analysed at a NATA accredited laboratory.	Commencement date	Completion date

Section 6: - Reporting

*Regular progress reports are to be provided to DES on specified dates including monitoring results, a description of activities and issues from the previous month and any proposed activities for the next month.

A final report describing how the objective(s) of the TEP was achieved must be provided within one month of the final action being completed and prior to the end date of the TEP.

Failure to carry out prescribed actions must be reported.

List the reporting activities details below.

Note: Commencement date and completion date for each action must be provided.

Example: A monthly progress report must be prepared detailing the actions taken, milestones achieved and the forecasted actions to be undertaken for the following month and will be provided to Council by the end of each month.

**Commencement
date**

**Completion
date**

Section 7: – Declaration

As the applicant, I apply for the issue of a transitional environmental program.

I am aware that it is an offence to knowingly provide false and misleading information and declare:

Certification		Applicant
I am authorised to sign on behalf of the person (meaning a corporation or individual/s) and commit this person (meaning a corporation or individual/s) in all respects.		☐ YES ☐ NO
The information supplied is correct to the best of my knowledge or that I could reasonably obtain.		☐ YES ☐ NO
I understand that it is an offence under section 480 of the <i>Environmental Protection Act 1994</i> to give to the administering authority or an authorised person a document containing information that I know is false, misleading or incomplete.		☐ YES ☐ NO
I will take all reasonable and practical measures to comply with the relevant environmental requirements, including the conditions that apply to the activity I will be carrying out and the general environmental duty.		☐ YES ☐ NO
I am aware that I must not operate without a valid Development Permit for the environmentally relevant activity or (where applicable) I must comply with the relevant code of environmental compliance.		☐ YES ☐ NO

Authority Holder 1	Authority Holder 2
Name in full:	Name in full:
Applicant signature:	Applicant signature:
Date:	Date:
Position:	Position:

Section 8 – Fees (not subject to GST)

Application type	Fee
Transitional environmental program	\$957.00

PAYMENT OPTIONS

	Paying by mail	Make your cheque or money order payable to Logan City Council. Complete the application form and return it to Council.
	Paying by phone	Call Logan City Council on 07 3412 3412 to pay with Mastercard or Visa. Ensure you also return the signed application form to Council.
	Pay online	We will send through a notice of account once the application is lodged for you to pay. Please note that your application will not be processed until full payment has been received.
	Paying in person	Cash, cheque, money order, EFTPOS, Mastercard or Visa. Ensure you also return the signed application form to Council.
	Customer service centre locations	Council Administration Centre 150 Wembley Road, Logan Central Beenleigh - 105 George Street, Beenleigh Jimboomba - 18-22 Honora Street, Jimboomba

Email: council@logan.qld.gov.au