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| **COORDINATION PLAN – JOINT PROCESSING OF EPA WORKS APPROVAL AND PLANNING PERMIT APPLICATIONS** | | | | | | | | | | | | |
| * This coordination plan is for use by proponents, inter-agency and local government staff to record the agreed arrangements and roles and responsibilities of agencies during the parallel processing of works approval and planning permit applications * The **‘*Process for joint processing of standard works approval and planning permit applications’*** explains how each activity is to be undertaken. *Activities are numbered in the table below to enable efficient reference to the standard administrative process document.* Combined use of these documents ensures a consistent, coordinated and effective approach to approvals * ***EPA/Council should notify the other agency where a proposal requiring both a planning permit and EPA works approval is received*** | | | | | | | | | | | | |
| |  |  | | --- | --- | | Company Name and Premises Address: |  | | Description of proposed works: |  | | Local council & agencies involved: |  | | | | | | | | | | | | | |
| **Agreed Arrangements and Roles** | | **EPA** | **COUNCIL** | | **Proponent** | | **DoH** | | **DSDBI** | | **[Other agency]** | |
| **No.** | **Proposal Meeting** |  | | | | | | | | | | |
| PM1 | Coordinate administration for proposal meeting and assist proponent |  |  | |  | |  | |  | |  | |
| PM4 | Attend proposal meeting *(prior to meeting, conduct a preliminary review of proposal & likely issues)* |  |  | |  | |  | |  | |  | |
| PM10 | Provide post meeting summary to proponent |  |  | |  | |  | |  | |  | |
| **Public Notification of Application(s)** | |  | | | | | | | | | | |
| JA1 | **Newspaper:** Coordination of joint advert *(to be decided prior to proposal meeting)*  Administration of advertisement costs  Newspapers that advert will appear in:  National: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Local: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Advertisement Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  | |  | |  | |  | |  | |
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| JA1 | On Site:Coordination of on-site notice |  |  | |  | |  | |  | |  | |
| JA1 | Inform affected / interested stakeholders e.g. letter box drop |  |  | |  | |  | |  | |  | |
| **Coordinated Community Engagement Events** | |  | | | | | | | | | | |
| EA1  EA2 | **Information Session**  Coordinate session and ensure relevant stakeholders are notified:  Attend, present and answer questions:  *Event Details:*  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Purpose of the Information Session: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | | | | | | | | | | |
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| EA3  EA4 | **20B Conference**  EPA will hold the 20B Conference and ensure relevant stakeholders are informed  Attend, present and answer questions as required:  *Event Details:*  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \ | | | | | | | | | | |
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| EA5 | **Planning Panel Hearing *(refer to ‘DTPLI/EPA Memo of Understanding’ joint process)***  Attend and present at panel hearing |  | | | | | | | | | | |
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