

## Attachment 5 – Authorised plan-making reporting template

### Reporting template for authorised LEP amendments

**Notes:**

- The planning proposal number will be provided by the Department of Planning and Environment following receipt of the planning proposal.
- The Department will fill in the details of Tables 1 and 3.
- The local plan-making authority is to fill in the details of Table 2.
- If the planning proposal is exhibited more than once, the local plan-making authority should add rows to **Table 2** to include this information.
- The local plan-making authority must notify the relevant contact officer in the regional office in writing of the dates as they occur to ensure the publicly accessible LEP Tracking System is kept up to date.
- The plan should be signed using the following format:  
 [Name]  
 [Title]  
 [Council name]  
 Delegate of [Council name], the local plan-making authority [date]
- A copy of this completed report must be provided to the Department with the local plan-making authority's request to have the LEP notified.

**Table 1: To be completed by the Department of Planning and Environment**

Stage	Date/Details
Planning proposal number	PP 2019_DREGI_001_00
Date sent to DPE under section 3.34(1)	18 February 2019
Gateway determination date	5 March 2019

**Table 2: To be completed by the local plan-making authority**

Stage	Date/Details	Notified regional office
Dates draft LEP exhibited	13-3-19 to 12-4-19	13-3-19
Date of public hearing (if held)	—	—
Date draft LEP requested from PCO	20-5-19	20-5-19
Date draft LEP received from PCO	22-5-19	27-5-19
Date PCO Opinion requested	22-5-19	27-5-19
Date PCO Opinion received	24-5-19	27-5-19
Date GIS data or maps provided/requested	20-5-19	20-5-19
Date ePlanning confirmed mapping is suitable and sent to PCO	20-5-19	N/A
Date LEP finalised	27-5-19	27-5-19
Date sent to DPE requesting notification	4-6-19	4-6-19



**Table 3: To be completed by the Department of Planning and Environment**

<b>Stage</b>	<b>Date/Details</b>
Notification date and details	

**Additional relevant information:**