

Attachment 5 – Authorised plan-making reporting template

Reporting template for authorised LEP amendments

Notes:

- Planning proposal number will be provided by the Department of Planning and Environment following receipt of the planning proposal.
- The Department of Planning and Environment will fill in the details of Tables 1 and 3.
- Planning proposal authority (PPA) is to fill in details for Table 2.
- If the planning proposal is exhibited more than once, the PPA should add rows to **Table 2** to include this information.
- The PPA 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.
- A copy of this completed report must be provided to the Department of Planning and Environment with the PPA'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_2018_MCOAS_002_00
Date sent to DPE under section 3.34(1)	12 March 2018
Date considered at planning panel (if applicable)	N/A
Gateway determination date	3 April 2018

Table 2: To be completed by the PPA

Stage	Date/Details	Notified reg off
Dates draft LEP exhibited		
Date of public hearing (if held)		
Date sent to PCO seeking Opinion		
Date Opinion received		
Date Council resolved to adopt LEP		
Have changes been made to the draft LEP after obtaining final PC opinion?	YES NO	
Date LEP made under delegation		
Date sent to DPE requesting notification		

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

Stage	Date/Details
Notification date and details	

Additional relevant information: