

## 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, Industry 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**

Stage	Date/Details
Planning proposal number	PP_2020_BEGAV_001_00
Date sent to DPIE under section 3.34(1)	25 March 2020
Gateway determination date	27 March 2020

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

Stage	Date/Details	Notified regional office
Dates draft LEP exhibited	NA	
Date of public hearing (if held)	NA	
Date draft LEP requested from PCO	24 April 2020	
Date draft LEP received from PCO	13 May 2020	
Date PCO Opinion requested	13 May 2020	
Date PCO Opinion received	19 May 2020	
Date GIS data or maps provided/requested	23 April 2020	
Date ePlanning confirmed mapping is suitable and sent to PCO	27 April 2020	
Date LEP finalised	20 May 2020	
Date sent to DPIE requesting notification	20 May 2020	

**Table 3: To be completed by the Department**

Stage	Date/Details
Notification date and details	

**Additional relevant information:**