

Attachment 5 – Plan making reporting template when council is authorised to make the local environmental plan

Reporting Template for LEP Amendments where council is authorised to make the plan

Notes:

- Planning proposal number will be provided by the Department following receipt of the planning proposal
- The Department will fill in the details of **Tables 1** and **3**
- PPA is to fill in details for **Table 2**
- If the planning proposal is exhibited more than once, the PPA should add additional 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 Department’s publicly accessible LEP Tracking System is kept up to date
- A copy of this completed report must be provided to the Department with the PPA’s request to have the LEP notified

Table 1 – To be completed by the Department

| Stage | Date / Details |
|---|----------------|
| Planning Proposal Number | |
| Date Sent to Department under s 3.34 | |
| Date considered at LEP Review Panel (if relevant) | |
| Gateway determination date | |

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 | | |
| Date LEP made by GM (or other) under delegation | | |
| Date sent to Department requesting notification | | |

Table 3 – To be completed by the Department

| Stage | Date / Details |
|---|----------------|
| Notification Date and details | |
| Additional Relevant Information: | |