



Department of Environment Land, Water & Planning

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Circular No. 15 /2017

To All Chief Executive Officers
(as addressed)

Dear Sir / Madam

INFRASTRUCTURE AND DEVELOPMENT CONTRIBUTIONS REPORTING REQUIREMENTS 2016/17

As previously advised (Circular 43/2015) legislation was enacted in June 2015 to amend the *Planning and Environment Act 1987* to provide for a new system for levying and collecting contributions towards the provision of infrastructure.

In October 2016 the Minister for Planning issued directions and reporting requirements for both Infrastructure Contributions Plans (ICPs) and Development Contributions Plans (DCPs), both of which are available on the [Planning section](#) of the DELWP website.

Under the new reporting requirements, a collecting agency or development agency is required to prepare a report to the Minister for Planning each financial year. If the collecting agency or development agency is a council, then the report must be included in the Report of Operations contained in the council's Annual Report. The new reporting arrangements come into effect for the 2016-17 reporting year.

Local Government Victoria (LGV) has worked with Planning at DELWP to align the new reporting requirements with existing council reporting structures. The required disclosures have now been incorporated into the statutory information section of the 2016-17 Report of Operations Better Practice Guide for your assistance. This Guide is available on the [Know Your Council](#) website.

Should you have any queries in respect of the new reporting requirements, please feel free to contact Connie Whytcross, Principal Planner, Planning Systems at DELWP on connie.whytcross@delwp.vic.gov.au or (03) 8392 5441.

Yours sincerely,

Graeme Emonson
Executive Director
Local Government Victoria

1/5/2017