

Frequently Asked Questions for Victorian Government landowning agencies and departments

What is the Government Land Planning Service?

The Government Land Planning Service (GLPS) is an initiative to deliver changes to planning provisions or correct planning scheme anomalies for land owned, proposed to be owned in the future or to facilitate the delivery of priority projects by the Victorian Government.

Government landowning departments and agencies that require planning scheme changes for their land can apply for assistance through the GLPS. This can include rezoning surplus government land, making changes to overlay provisions for existing sites delivering a government service delivery outcome or determining planning provisions for land proposed to be owned by government in the future.

Can the GLPS assist non-Victorian Government landholding agencies and departments?

The GLPS cannot provide assistance to non-Victorian Government departments, agencies, local government, the Commonwealth Government or private land owners. This applies even if the land in question is zoned for public use.

How can I request assistance?

The first step is for the landowning department or agency to complete an Application form and a Surplus Land Declaration form for site(s) determined to be surplus to requirements. These forms can be found online at www.delwp.vic.gov.au.

The GLPS does not provide planning advice to departments or agencies and expects departments and agencies to seek independent advice to inform a request for assistance.

Do I need to consult with council?

The landowning department or agency should consult with the relevant council prior to applying for assistance. It is recommended that a letter of support from council be submitted with any application. However, you may continue with an application if council does not support your proposal.

Does land need to be subdivided prior to applying for assistance?

Yes, sites must have clear title prior to seeking GLPS assistance. Any issues relating to subdivision should be resolved prior to seeking assistance from GLPS. This is to ensure clarity around the site boundaries for proposed changes to a site's planning provisions.

What documentation should I submit with the application form?

As a minimum, the landowning department or agency must submit a letter or draft planning report that provides the strategic justification of a proposal. It is important to clearly articulate what is proposed and why it is justified. Consideration should be given to Minister Direction No 11 – Strategic Assessment of Amendments.

The more information provided, the better the GLPS can make a decision on the appropriate Planning Stream Pathway for a proposal.

What should be considered in a planning report?

The planning report should consider the following:

- State and Local Planning Policy Frameworks, *Ministerial Direction – The Form and Content of Planning Schemes*, and if relevant, *Ministerial Direction No. 1 Potentially Contaminated Land*, *Plan Melbourne 2017-2050* and any Regional Growth Plans.
- Who is the legal owner of the land?
- Is the land Crown land (reserved or unreserved) or freehold land? Please provide a copy of the title.
- Are there any encumbrances on title?
- What is the land's previous, current and future use?
- What legislation (and relevant restrictions) applies to the land?
- What local government area is the land within?
- What are the current planning scheme provisions that apply to the site?
- Is the land in a location of local, state or national strategic significance in planning framework?
- Are there any environmental issues associated with the land? (e.g. contamination, flooding, trees etc.)
- What is the cultural heritage of the land and the impact on future uses?
- What is the land's capability (buildings, transportation, infrastructure and natural resources)?

How will I be notified of which Planning Stream Pathway?

The GLPS will provide the landowning department or agency with a Recommendation Form outlining tentative timelines, estimated costs, additional information required and how the GLPS can assist.

The GLPS will aim to provide this information within 10 business days of submission.

What Planning Stream Pathways exist?

There are three planning stream pathways. Planning Stream A, Stream B and Stream C.

What is Planning Stream A?

Sites considered under Stream A require a planning scheme amendment approved under section 20(4) of the *Planning and Environment Act 1987*.

Outcome: the future zone of a site will be consistent with the use surrounding the site and where zones / overlays are likely to be the same as the surrounding planning provisions.

Timeframe: 4-6 months. These amendments are considered by the Minister for Planning 2-3 times per year.

Government Land Planning Service

What is Planning Stream B?

Sites considered under Stream B require a planning scheme amendment/permit to be considered by the Government Land Standing Advisory Committee (Advisory Committee).

Outcome: the site is likely to capture a strategic opportunity for enhanced development outcomes, and future planning provisions complement the surrounding area but are not necessarily the same as that surrounding the site.

Timeframe: 6-8 months.

What is Planning Stream C?

Sites considered under Stream C require a standard planning scheme amendment process with either local council or Minister for Planning as the planning authority. Planning provisions are as required / determined.

Timeframe: 12 months - on an as needs basis.

What is the composition of the Advisory Committee?

The Advisory Committee is made up of planning and development experts and have an important role in listening and considering the views of interested groups and individuals where changes to planning provisions for government land has been requested.

Member biographies, Terms of Reference, and further information can be found by visiting the Advisory Committee website at <https://www.planning.vic.gov.au/panels-and-committees/current-panels/government-land-standing-advisory-committee>.

The following applies for sites being facilitated through Stream B.

What level of consultation will be undertaken with communities?

The GLPS will notify nearby residents, council, servicing authorities and interested parties who may be affected by a planning provision change for a site and place a notice in local newspapers. The public will have six weeks to make a submission to the Advisory Committee.

Do I need to make a submission to the Advisory Committee or request to be heard at the Public Hearing?

Yes, departments and agencies are expected to make a submission and present at the public hearing.

Will I need to attend the public information session and public hearings?

Agencies and departments will be asked to attend both the public information session and public hearings to explain why a site is surplus (if applicable) and what the proposed planning provision changes are and why.

For more complex proposals, departments and agencies may choose to be represented by a planning consultant.

Will I need to provide my agency or department contact information to the public?

Agencies and departments must provide a contact officer and telephone number to allow the public to ask questions about your proposal.

What fees are payable for assistance with the GLPS?

Agencies or departments will cover costs associated with notification, including newspaper advertisements and postage, and the costs associated with the Advisory Committee which is administered by Planning Panels Victoria. However, it is difficult to estimate fees as this is assessed on a site by site basis.

For requesting the Minister for Planning to prepare an amendment to a planning scheme exempted from the requirements referred to in section 20(4) of the Act, a fee of \$3,839.40 will be payable. More details on the fees relevant to a proposal will be provided in the Recommendation Form.

How will I be notified of the final outcome?

The Minister for Planning will write to the landholding Minister and proponent advising of his decision.

How will the community be notified of the final outcome?

The GLPS will write to individuals who made a submission to the Advisory Committee.

Will the final outcomes be publically available?

The Minister for Planning's decision and the Advisory Committee report will be made available on the GLPS website.

How can I find out more information?

Website: www.planning.vic.gov.au
Email: glp.service@delwp.vic.gov.au
Telephone: (03) 8683 0901.

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