Planning and Environment Act 1987

Sections 46M(1) and 46QD

MINISTERIAL DIRECTION ON THE PREPARATION AND CONTENT OF DEVELOPMENT CONTRIBUTIONS PLANS

and

MINISTERIAL REPORTING REQUIREMENTS FOR DEVELOPMENT CONTRIBUTIONS PLANS

Part A contains the Ministerial Direction on the Preparation and Content of Development Contributions Plans issued by the Minister for Planning under section 46M of the *Planning and Environment Act 1987*.

Part B contains the Ministerial Reporting Requirements for Development Contributions Plans issued by the Minister for Planning under section 46QD of the *Planning and Environment Act 1987*.

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PART A: MINISTERIAL DIRECTION

Purpose

1. The purpose of this Direction is to direct planning authorities in relation to the preparation and content of a development contributions plan.

Definitions

2. In this Direction:

   a) ***development setting*** means any development setting described in the *Ministerial Direction on the Preparation and Content of Infrastructure Contributions Plans*;

   b) ***non-government school*** has the same meaning as in section 1.1.3 of the *Education and Training Reform Act 2006*;

   c) ***public open space*** means land set aside in a plan or land in a plan zoned or reserved under a planning scheme—

      - for public recreation or public resort; or
      - as parklands; or
      - for similar purposes;

   d) other terms relating to the use of land have the same meaning as in the Victoria Planning Provisions.

Limits on where a development contributions plan may apply

3. Where an initial development contributions plan is applied to the same land as an existing infrastructure contributions plan, the development contributions plan must not fund the provision of infrastructure that services the same need as an item funded by the infrastructure contributions plan. This does not apply where the existing infrastructure contributions plan specifies priority categories of works, services or facilities and relevant land acquisitions to be funded through a standard levy and determined at a future date.

   Note: Nothing in this clause prevents a DCP funding the augmentation of an item funded by an ICP in order to respond to additional need not funded by the ICP. For example, a DCP may include funding for an additional room for a maternal health centre otherwise funded by an ICP, provided the additional room is responding to an additional need.

Exemption for non-government schools and certain housing

4. A development contributions plan must not impose a development infrastructure levy or a community infrastructure levy in respect of the development of land for:

   a) a non-government school; or

   b) housing provided by or on behalf of the Chief Executive Officer of Homes Victoria; or

   c) a small second dwelling.

What may be funded from a development infrastructure levy

5. The following works, services or facilities may be funded from a development infrastructure levy:

   a) Acquisition of land for:

- roads
- public transport corridors
- drainage
- public open space, and
- community facilities, including, but not limited to, those listed under clause 6(f).

b) Construction of roads, including the construction of bicycle and foot paths, and traffic management and control devices.

c) Construction of public transport infrastructure, including fixed rail infrastructure, railway stations, bus stops and tram stops.

d) Basic improvements to public open space, including earthworks, landscaping, fencing, seating and playground equipment.

e) Drainage works.

f) Buildings and works for or associated with the construction of:
- a maternal and child health care centre
- a child care centre
- a kindergarten, or
- any centre which provides these facilities in combination.

Collecting agency transfer of plan preparation costs to the planning authority if they are separate entities

6. If a development contributions plan contains plan preparation costs, the development contributions plan must specify that the collecting agency must transfer the plan preparation costs to the planning authority within five years of the first payment being made to the collecting agency.
7. Unpaid plan preparation costs are to be indexed on 1 July of each subsequent financial year following gazettal in accordance with the formula set out in **Attachment 2** of the ICP Ministerial Direction Annexure 1, using the Australian Bureau of Statistics Producer Price Index for Architectural, engineering and technical services (Catalogue 6427.0, Table 24, Output of the Professional, scientific and technical services industries, subdivision and class index numbers, Series ID A3343916F).

Exemption

8. The Minister may grant an exemption from the need to comply with this Direction in relation to a particular development contributions plan. An exemption may be granted subject to conditions.

Commencement Details	
Originally Gazetted	7 August 2026

PART B: MINISTERIAL REPORTING REQUIREMENTS

Purpose

1. The purpose of this document is to set out the requirements of the Minister in relation to reports prepared by collecting agencies and development agencies in respect of development contributions plans.

Application

2. These requirements apply to the preparation of a report by a collecting agency or development agency under section 46QD of the *Planning and Environment Act 1987* (the Act).

Requirements

3. A report must be prepared and given to the Minister for Planning. using the Victorian Government's digital platform prior to 31 October each year.
4. If the collecting agency or development agency is a municipal council, the report must be included in the report of operations contained in the council's annual report prepared under the *Local Government Act 1989*.

Reporting via Victorian Government's digital platform

5. Any collecting agency is required to lodge and maintain collection data using the Victorian Government's digital platform by 15 July for the preceding 1 January – 30 June reporting period and 15 January for the preceding 1 July – 31 December reporting period. Tables 1, 2 and 3 in the Annexure provide an indicative outline of the data required to be submitted within the platform – detailed requirements are subject to change and specified in the digital platform.

6. Any development agency is required to lodge and maintain expenditure data using the Victorian Government's digital platform by 30 September for the preceding 1 January – 30 June reporting period and 31 March for the preceding 1 July – 31 December reporting period. Tables 1, 2 and 3 in the Annexure provide an indicative outline of the data required to be submitted within the platform – detailed requirements are subject to change and specified in the digital platform.

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Annexure
MINISTERIAL REPORTING REQUIREMENTS

Table 1 – Contributions plans

Mandatory	**Mandatory & must be unique**	**Mandatory**	**Mandatory**			**Mandatory**	**Mandatory**	**Mandatory**	**Mandatory**	**Mandatory**
	e.g. DCPO4, ICO2	*DCP or ICP*		*e.g. C238wyndm, C211brim*	*Format: YYYY-MM-DD*	*Format: YYYY-MM-DD*	*Format: YYYY-MM-DD*	*e.g. Wyndham, Casey*	*e.g. Wyndham, Casey*	*Format: positive $*
Council name	**Contributions Plan identifier**	**Contributions Plan Type**	**Contributions Plan name**	**Most recent planning scheme amendment identifier**	**Planning scheme amendment date**	**Contributions Plan start date**	**Contributions Plan end date**	**Collecting agency**	**Development agency**	**Estimated total plan contributions**

Table 2 – Contributions projects

Mandatory	**Mandatory & must be unique**	**Mandatory**	**Mandatory**	**Mandatory if Project type = "Land"**		**Mandatory for "Construction" or "Land" projects. You must enter the project's Suburb & Postcode, or Geocode. Please also enter Street address if known. If project location is not yet known, use your council's main office location and update later**				**Mandatory for "Construction" or "Land" projects**		
e.g. DCPO4, ICO2	*e.g. Bakery Hill Park, AFO5 or another identifier format*		*Holding (account), Construction or Land*	*Format: 31.14, 0.68*		*Address*			*Format: e.g. 37.12345678,144.12345678 with no space after the comma*	*Format: YYYY-MM-DD*	*Format: YYYY-MM-DD*	*Format: positive $*
Contributions Plan identifier	**Contributions Project identifier**	**Contributions Project name**	**Project type**	**Number of hectares**	**Project description**	**Street address**	**Locality (suburb)**	**Postcode**	**Geocode**	**Project start date**	**Project end date**	**Estimated total project contributions**

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Table 3 – Contributions payments/transactions

Mandatory	Mandatory & must be unique	Mandatory & must be unique. You can use transaction IDs or anu unique identifier	Mandatory			
e.g. DCPO4, ICO2	*e.g. Bakery Hill Park, AFO5 or another identifier format*		*“Holding” projects must not have “expenditure” payments/transactions*	*“Multi-lot” or individual planning permit IDs*	*Format: YYYY-MM-DD*	*Format: positive $*
Contributions Plan identifier	**Contributions Project identifier**	**Council’s payment/transaction identifier**	**Payment/Transaction type**	**Application ID**	**Payment/Transaction date**	**Amount**

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