|  |
| --- |
| **Appointed reviewer statement template** *Approved form MGR5.2 under the Planning Act 2016* |

|  |
| --- |
| <First / Second> Compliance check of <insert Local government’s name> local government infrastructure plan |

Prepared by: <insert Appointed reviewer’s name>

| **Version** | **Date** | **Reviewer name and signature** |
| --- | --- | --- |
| Final |  |  |
|  |

**Introduction**

<Insert Reviewer’s name> has been engaged by <insert Local government’s name> to undertake a <first / second> compliance check of its proposed Local Government Infrastructure Plan (LGIP) or amendment to a current LGIP.

< Insert Reviewers name> is required to:

1. evaluate whether a proposed LGIP or amendment complies with the requirements outlined under the *Planning Act 2016* and the Minister’s Guidelines and Rules, including:
   1. the SOW model requirements in Schedule 7 of the Guideline and Rules;
   2. the LGIP template;
   3. the approved form MGR5.1 – LGIP Review Checklist; and
2. comply with the fundamental ethical principles of integrity, objectivity, professional competence, due care and professional behaviour when reviewing the LGIP; and
3. provide a written statement and the completed checklist to the local government detailing the findings of the compliance check.

**Scope exclusions**

The following items are outside the scope of this review:

* A verification of the accuracy of individual inputs used in the preparation of an LGIP.
* A review of the local government’s Long Term Financial Forecast (LTFF) or asset management plan (AMP) other than to determine the extent of their alignment with the LGIP.

**Compliance check process**

The process used for the compliance check is as follows:

|  |  |
| --- | --- |
| **Stage** | **Description** |
| **Engaged** | * Documents and other information requested from < name of local government> on <date> , * Documents and other information provided by <name of local government> on <date> |
| **Review** | * Review commenced on <date> * Additional information requested on <date> and received on <date> * Meeting held with local government on <date> |
| **Final report** | * Final report issued on <date> |

The following local government personnel were involved in the compliance check:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **Date of discussion (s)** | **Scope of discussion** |
|  | e.g. Director, Strategic Planning | <date(s)> | Insert a dot point list of issues discussed; e.g.   * LGIP growth projection * Financial inputs |

**Compliance check findings**

Insert any comments here that may be necessary to support the completed LGIP compliance check.

Insert comments about the outcomes of any local government consultation with:

(a) the relevant state agency responsible for transport matters, and

(b) a distributor-retailer responsible for providing water and wastewater services for the area (if applicable).

**Conclusions**

Use this section to discuss and substantiate the overall outcomes of the compliance check and to provide a basis for the recommendation to follow.

**Recommendations**

<insert name of reviewer> recommends to the <insert name of local government> that the LGIP should <select one of the below recommendations>:

* proceed unchanged; or
* proceed subject to conditions described below; or
* not proceed.

**Recommended conditions to be imposed**

<list recommended conditions that may be imposed to address any identified issues (if relevant)>