

Melbourne Strategic Assessment

Application to vary conditions of a Staged Payment Approval

Contact details:

Staged payment approval holder: (approval holder, employee, rep., surveyor or consultant)	
Email:	
Mailing address:	
Phone:	
Contact name (if applicable):	
Company name (if applicable):	
Company address (if applicable):	
Company email (if applicable):	
Company phone (if applicable):	

Approval details

Staged Payment Approval case ID:	
Staged Payment Approval date:	

Land details

Land address:	
Municipality:	
Standard Parcel Identifier (SPI):	
Estate name / Project name:	

Condition of current approval, to be varied

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Proposed new condition

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If space is insufficient, please attach a separate document.

For conditions relating to the due dates of subdivision stages

Payment due dates can be **fixed dates** (e.g. “23 September 2021”) or **dates that relate to a future event** (e.g. “3 months after the issue of SOC for this stage”) - Additional clauses can be added to address different scenarios - see below example:

“Payment is due 3 months after the issue of the statement of compliance for that stage - or, if an invoice is requested prior to the issue of the statement of compliance for that stage, payment is due 3 months after the request for the invoice is made.

If the payment due date for a stage will fall in a subsequent financial year, and the applicable levy rates for that financial year have not been published in the Government Gazette under section 23, the due date for the payment for that stage will instead be set at 30 June of the financial year in which the request for the invoice is made.”

The advantage of setting dates which relate to future events is that project delays or unpredictable timings do not result in schedules requiring adjustments, or (more seriously) due dates being missed.

The example above provides approval holders with the flexibility to request a levy assessment notice (invoice) before or after the issue of the statement of compliance. The months of the condition can be set as you wish.

The example is a suggestion only, you are free to propose any alternative date you wish.

Please note - irrespective of the due date set in the conditions, a plan of subdivision cannot be lodged with the Registrar of Titles without the relevant certificate issued under the Act indicating that no levy amount is outstanding for that plan.

Declaration

To be completed by the staged payment approval holder, or an authorised representative of the staged payment approval holder.

The information contained in this application is true and accurate. This application may be approved or refused by the Secretary to the Department Energy, Environment, and Climate Action, or a delegate of the Secretary. If this application is approved, information provided in this application will form the basis of conditions of approval.

I understand that, if I do not comply with a condition of approval – including failure to make a payment for any stage by the due date for that stage – pursuant to s.27(3)(f) and s.34 of the Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020, the whole of the levy for which I am liable will become payable on the day after the day that failure occurs.

Name:	
Role and Organisation:	
Signature:	
Date:	