

# ePlan mandate Factsheet

## Phase 1: commencing 29 July 2024

**Digital submission of plans and surveys in the ePlan format is the next step on the path towards a fully digital land registry in Victoria.**

**This factsheet provides guidance on compliance with the first phase of the digital submission mandate from 29 July 2024.**

### Why mandate ePlan?

ePlan is a digital data file created using the [Single CAD Format File \(SCFF\)](#) methodology that represents cadastral and administrative information related to a plan.

ePlan improves data quality, minimises duplication, and paves the way for end-to-end digital data workflows throughout the lifecycle of a plan within [SPEAR](#) (Surveying and Planning through Electronic Applications and Referrals). For more information please refer to the [ePlan Factsheet](#) on the SPEAR website.

ePlan has been developed over the last 10 years to improve the efficiency of registration of dealings supported by plan and survey information. This will lead to greater innovation in registry search services and facilitate automated maintenance of Victoria's digital cadastre. Over time, it will deliver significantly improved services to the surveying profession and the Victorian community.

ePlan is an important foundational milestone in the 10-year strategy for Victoria's cadastral system.

### What type of plans will be mandated for submission in the ePlan format?

The ePlan mandate will be phased in gradually to help manage the transition for industry.

The first phase of the mandate includes plans of consolidation lodged under Section 22 of the Subdivision Act 1988.

The mandate will progress to all plans that don't require a cross section under the Subdivision Act, over the next three years.

### When does the mandate commence?

The first phase of the ePlan mandate commences on 29 July 2024.

This phase is limited to eligible plans of consolidation that are first (initially) signed by the Licensed Surveyor on or after 29 July 2024. The first signed date is when the plan is authenticated in SPEAR. Eligible plans of consolidation signed after this date must be lodged as an ePlan.

Details of the second phase of the mandate will be released in 2025.

### What types of plans of consolidation are not subject to the phase one mandate?

ePlan supports both survey and non-survey based plans of consolidation.

However, there are some features NOT currently supported in ePlan. Plans with these features are not included in the first phase of the mandate.

Plans of consolidation that include the following features must be submitted as a PDF:

- curved overlapping easements
- cross sections (either parent or created parcel)
- building boundaries with type 'Other'
- non-survey plans when the parent folio of the Register (title) diagram location bearing datum is not 'Approx. True North'.

As ePlan develops into the future, almost all plans of consolidation will be supported in ePlan.

### How are both survey and non-survey plans supported? Is a PDF Abstract of Field Records still required?

A PDF of the Abstract of Field Records is still required for survey-based plans.

If the plan of consolidation meets non-survey requirements outlined on [the Land.Vic website](#), an Abstract of Field Records will not be required, and the ePlan can be based on the 'Local' coordinate system rather than the Map Grid of Australia (MGA). The ePlan portal supports the creation, validation and visualisation of both Local and MGA ePlans.

As ePlan develops, more survey information will be able to be included in the ePlan itself, reducing the need for this information to be contained in a separate document.



## What if a parcel has a misclose?

A misclose in a parcel does not prevent an ePlan from progressing. Any misclose(s) should be justified through the validation process, in addition to the Licensed Surveyors report. For more information about parcels containing miscloses, see the [SCFF Guidance Notes](#) on the SPEAR website.

Land Use Victoria is working towards downgrading the existing 'error' message to a 'warning' for non-survey plans.

## What about connection to, or a change in, datum?

Currently, a change in datum cannot be introduced to a plan without a survey to justify the rotation. However, this does not prevent a plan being prepared as an ePlan. ePlans do not need to be connected to MGA2020 and can be prepared on the parent parcel(s) datum.

Note: Non-survey (Local) ePlans will autogenerate the north point to reflect Approx. True North. Land Use Victoria is working towards giving the user the ability to specify the bearing datum for non-survey ePlans.

## Are there any changes to lodgment?

There is no change to lodgment requirements for lodging parties when lodging a plan that is an ePlan.

Lodging parties should be aware that if a plan of consolidation is signed by the Licensed Surveyor on or after 29 July 2024, and is not in the ePlan format, the lodgment may be refused.

Current plan and survey requirements for plans of consolidations remain unaffected by the mandate. See [Understanding plans of subdivision and consolidation](#) on the Land.Vic website for further details.

## Where can I get training and support?

SCFF and ePlan training resources are available online. See [SCFF Plan Preparation & Instructions](#) on the SPEAR website for further details.

If you require further assistance or training, please contact the SPEAR Service Desk:

T: (03) 9194 0612

E: [spear.info@delwp.vic.gov.au](mailto:spear.info@delwp.vic.gov.au)

## Further information online

Find more information and useful links for the ePlan mandate at [land.vic.gov.au/surveying](https://land.vic.gov.au/surveying)

