

APPLICATION FOR ASSESSMENT OF A LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN

CONTRIBUTIONS PLAN NO.15 – BOX HILL PRECINCT



Application Form

April 2023

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Instructions

Section 7.11 of the Environmental Planning and Assessment Act 1979 allows councils to levy contributions towards the cost of providing local infrastructure. Contributions plans set out the local infrastructure required to meet the demand from new development, and the contributions a council can levy on developers to fund the essential land and works.

IPART assesses contributions plans that propose contributions above \$30,000 per lot or dwelling in identified greenfield areas and \$20,000 per dwelling in other areas.



Who should fill out this application form?

This form is for NSW councils that are submitting a local infrastructure contributions plan to IPART for assessment. A separate application must be submitted for each contributions plan.

Councils are encouraged to discuss information requirements or other queries relating to the contributions plan assessment process with IPART prior to submitting an application.

Call IPART on **02 9290 8400** to speak to the Local Government Contributions Plan Team.



How should a council submit an application?

Councils should complete this Application Form and submit it to IPART, along with the contributions plan and all relevant supporting documentation (see Checklist in section 5). We prefer all information is submitted electronically to:
localgovernment@ipart.nsw.gov.au.

We can provide applicant councils with access to our cloud-based file management system to submit large files. When submitting information please clearly label any information that is commercial-in-confidence and not suitable for publishing.

How to complete this application?



IPART assesses whether the contributions plan meets the criteria set out in the Department of Planning, Industry and Environment's (DPIE) Local Infrastructure Contributions Practice Note, January 2019 (the Practice Note).

This application form is structured around the criteria we assess and prompts councils for information to support their application.

Please provide answers to all relevant questions. Your responses to the questions in this application form will help us understand how the plan, including the proposed cost of land and works, has been prepared. Comprehensive applications save councils time in the long run as they reduce the number of requests for information we need to send during our assessment. Please contact us before submitting an application and we can provide examples of strong applications.

When preparing your application, please note:

- ▼ Where your response to a question relies on information that is clearly outlined in a supporting document.
- ▼ That any referenced reports and documents must be submitted with an application.



What other information is available?

Please refer to IPART's website [Local Infrastructure Contributions Plans](https://www.ipart.nsw.gov.au/local-infrastructure-contributions-plans) for further information on our assessment process, including current and completed assessments. The website also has resources that may assist in contributions planning and includes the current Practice Note and IPART Fact Sheet and Information Papers, and current and completed assessments. There is an index of these resources in the Resources to assist councils section of this application.

2. Preliminary information

Council information

Council name	The Hills Shire Council
Council contact details (Provide more than one - include names, positions, phone numbers, and email addresses of council officers and/or consultant contacts)	Brent Woodhams Principal Coordinator – Forward Planning [REDACTED] [REDACTED] Alicia Jenkins Strategic Planning Coordinator (02) 9843 0396 [REDACTED]

Information about the plan

What is the name of the plan?	Contributions Plan No.15 – Box Hill Precinct ('CP15')
What is the name of the catchment (precinct or release area) covered by the plan? * please specify any sub-catchments if applicable	'The Hills Growth Centre Precincts' under State Environmental Planning Policy (Precincts – Central River City) 2021 – also known as the 'Box Hill Precinct'
What is the base period of the plan? (e.g. June 2018)	FY2022/2023
Which clause of the section 94E Ministerial Direction for Local Infrastructure Contributions (Ministerial Direction) applies to this plan (ie, clause 6, 6A, 6B or 6C)?	6 Maximum Amount of Monetary Contributions under Section 7.11

What is the current maximum contribution amount (per lot or dwelling) for this plan under the Ministerial Direction?	\$30,000		
In the absence of any cap imposed by the Ministerial Direction, what are the indicative contribution amounts (per lot or dwelling) for each type of residential development in the catchment area?	Land Use	KCP Sub-Precinct	SCP Sub-Precinct
	Dwellings	\$95,139.09	\$85,828.85
	Integrated Housing	\$75,551.63	\$68,158.20
	Multi Unit – 1 Bed	\$47,569.54	\$42,914.42
	Multi Unit – 2 Bed	\$50,367.75	\$45,438.80
	Multi Unit – 3 Bed	\$69,955.21	\$63,109.45
	Multi Unit – 4+ Bed	\$86,744.46	\$78,255.71
	Seniors Housing	\$41,973.13	\$37,865.67
When was the plan publicly exhibited? And, how many submissions were received during exhibition?	<p>10 December 2022 to 1 February 2023</p> <p>The draft Plan and supporting materials were placed on public exhibition from 13 December 2022 to 1 February 2023. Council received 18 submissions in response to the exhibition comprising 2 submissions from public authorities (Transport for NSW and Schools Infrastructure NSW), 1 submission from the Box Hill and Nelson Progress Association, 3 submissions by (or on behalf of) developers within the Precinct and 12 submissions from members of the community. It is noted that 4 of the community submissions were received from 2 households.</p>		
Has the council adopted the plan? If so, when was it adopted and when did it come into force?	<p>The plan first came into force on 5 August 2014. The current draft plan has not yet been adopted by Council. If adopted, the draft amendments would constitute Amendment No.6 to CP15.</p>		

Who are the key stakeholders (e.g. Council, Department of Planning, Industry & Environment (DPIE), or developers) involved in planning for the area covered by the plan?	Council Transport for NSW Schools Infrastructure NSW Department of Planning and Environment Developers Existing and future residents and Workers
Over what period will development in the catchment area of the plan occur?	The Plan first came into force in 2014. The Plan will conclude in 2037.
What planning instruments (SEPPs, LEPs, or DCPs) apply to land in the catchment area of the plan?	SEPP (Precincts – Central River City) 2021. Box Hill Growth Centres Precincts Development Control Plan 2016.
Has the Minister referred this contributions plan to IPART for review? If so, provide details.	Since adoption, CP15 has been amended five times and has been subject to three separate IPART and Ministerial reviews.

For existing contributions plans where development has progressed

Councils only need to complete these questions for plans that have already been adopted and where development in the catchment area covered by the plan has progressed.

Information about existing plans

1. What proportion of the total projected development in the catchment area of the plan has been approved and/or constructed?

The status of development as at the base year of the plan (2022/23) is as follows:

	Approved	Remaining
Residential Population	30,691 people (63%)	18,265 people (37%)

Residential Dwellings	10,118 dwellings (63%)	6,021 dwellings (37%)
Non-Residential Jobs	1,378 jobs (5%)	26,627 (95%)
Non-Residential GFA	110,200 m ² (10%)	991,225 m ² (90%)

2. Briefly explain if, and how the plan has been revised in response to any changes in the catchment area covered by the plan.

i.e. Has the council considered the impact of revised population estimates or dwelling yields, and how?

The draft amendments are the result of a comprehensive review of the plan which Council is required to undertake to ensure that the plan is accurate, up to date and collects adequate contributions to facilitate delivery of the required local infrastructure for Box Hill. Council was also required to undertake the review as directed by the Minister for Planning following the previous review of the plan in 2020. Under the previous Ministerial advice, Council is required to review underlying assumptions within the plan by 2025 including scope, cost and apportionment to reflect the progress of development in the Precinct.

The key amendments to CP15 can generally be summarised as follows:

- Population update and review development status and projections;
- Reflect actual land acquisition and capital costs, where completed by Council;
- Review and update outstanding capital costs (based on designs and cost estimates);
- Review and update outstanding land acquisition costs (based on valuation advice and revised acquisition extents);
- Review of apportionment for certain infrastructure items on the edge of the precinct;
- Inclusion of new items in response to increased development yield and community needs;
- Update the status and impact of State Government funding decisions – including the Local Infrastructure Growth Scheme (LIGS) funding deficit and the Accelerated Infrastructure Funding (AIF) program; and
- Administrative and housekeeping amendments.

Each proposed change is outlined in detail in the supporting Council Reports.

Based on a review of development approvals and remaining development potential, the revised plan assumes a population increase from 42,483 persons to 48,956 additional persons (+6,473 persons) and a Non-Residential Gross Floor Area increase from 991,225m² to 1,147,120m² (+155,895m²) within the business and industrial zones. Supporting evidence of these calculations is provided in the “Yield Analysis” folder.

**Additional requirements**

Please include the contributions register for the plan as an attachment to your application.

If costs in the plan are based on Works in Kind Agreements (WIKs) or Voluntary Planning Agreements (VPAs), please provide details in the works schedule of:

- ▼ The works items covered by the agreements
- ▼ The total cost (land and works), including any indexation up to the base period of the plan
- ▼ The name, date and applicable page numbers in the agreements

3. Explain any other revisions to the plan such as updated costings, revised apportionment of costs, or amended delivery timeframes.

In addition to explaining any revisions below, please clearly identify any updated costings in the plan's works schedule

The capital cost of a number existing items within the Plan has changed since the last review of the plan. This is primarily the result of updated designs and costings which are more reflective of the required scope and current construction costs / values which have escalated substantially. The supporting evidence for the proposed cost increases is provided in the "Cost Estimate Support" folder.

As part of the current review, updated designs and costings have been obtained for most of the outstanding traffic and open space items. Whilst design work is currently underway or planned for a substantial number of CP15 drainage items, this work is generally not scheduled for completion until 2023-2024.

Where costs have not been amended in response to updated designs and costings, the current costs have been indexed to the revised base year 2022/23 for outstanding items.

Council commissioned an updated land valuation report to support updated land rates within the draft plan.

Where capital works or land acquisitions have been completed these have been amended to actual costs.

For contributions plans previously reviewed by IPART

Councils only need to complete these questions for plans that IPART has previously reviewed.

Information about revisions to the plan

4. Why is the council submitting the revised plan for IPART's review?

Council's review of the plan has resulted in a number of substantial changes to underlying assumptions and a significant change to the contribution rates. IPART's review of the plan is required for the plan to be considered an "IPART reviewed plan", to enable Council to levy the full contribution rates.

5. Briefly explain how the plan has been revised in response to:

- ▼ Recommendations made in IPART's assessment report on the previous version/s of the plan
- ▼ Any directions from the Minister for Planning or Minister's Nominee in relation to IPART's assessment.

Please note any instances where a recommendation from the Minister for Planning has not been implemented/addressed.

A copy of previous Ministerial Advice in response to this contributions plan has been provided in the "Ministerial Advice" folder. As mentioned previously, the current review is a requirement of the most recent Ministerial Advice issued in November 2020.

3. Assessment criteria



Criterion 1 Essential works list

We assess whether the land and works in the plan is consistent with the essential works list (EWL) in the Practice Note. Please refer to the latest version of the Practice Note for the latest EWL.

6. If the plan includes costs for land and/or works not on the EWL:

- ▼ List these items below
- ▼ Indicate how their costs will be met.

All land and works within the draft plan are in accordance with the Essential Works List.

7. List the community services that will be provided on the land that is to be acquired for community services (eg, youth centre, library) and indicate the floor space area allocated to each.

Only land for community services is on the essential works list, works are not. However, we require details of the community services that are intended to be provided, so we can determine the proportion of the land costs that can be recovered through development contributions.

N/A



Criterion 2

Nexus

We assess whether there is nexus between the proposed land and works and the increased demand generated by development identified through the contributions plan. In assessing nexus we consider supporting evidence such as technical studies, modelling or internal council analysis and reports that establish the need for the proposed land and works.



Providing comprehensive answers
will minimise the likelihood of further questions from IPART

8. Explain the process used to determine the need for all land and works in the plan.

- ▼ List any supporting studies relied on and explain any deviations from recommendations in those studies. Please also identify who commissioned the study (i.e. DPIE or council).
- ▼ Show the link between the supporting studies and the land and works in the plan. This can be shown against each item in a separate table or in the plan's works schedule (see example works schedule).

Transport land and works

The need for existing items within the plan has been established and approved as part of previous IPART reviewed versions of this plan.

Some new items are proposed to cater for the increased population and some existing items have been amended in scope. These are further discussed below:

a) Pedestrian Bridges

An investigation has been undertaken into the need for additional active transport linkages across the Killarney Chain of Ponds (KCP), in the western portion of the precinct (Hills of Carmel Estate). No additional connections were identified in this area as part of the original contributions plan. However, a number of recent community enquiries and concerns have prompted a review of accessibility in this area, in particular connectivity between residences to the west of Mt Carmel Drive (near Longerenong Avenue) and the

future Copenhagen St Reserve and the Carmel Village Shopping Centre on Windsor Road, which is currently under construction.

The review has identified the need for two additional pedestrian bridges ("BHPBR1" and "BHPBR2") which will greatly enhance east-west accessibility and connect key locations for the benefit of the Box Hill community. The southern bridge will connect Longerenong Avenue (near Felling Street) to Mt Carmel Drive (near Copenhagen Street Reserve) and the northern bridge will connect Mt Carmel Drive (near Stockhorse Avenue) to Sunnyhill Parkway Sports Complex, west of Terry Road.

b) Road Upgrades

The cost of upgrading Boundary Road is currently included within CP15, however the current cost estimate does not include the section from Menin Road to Old Pitt Town Road as this portion was not included in Hawkesbury Council's cost estimate which the Minister required Council to use when CP15 was last reviewed (in the absence of a more up-to-date alternative costing at the time). It is proposed that this portion of the road be included as a new item within CP15 ("BOUNDARYRD2").

c) Intersection Treatments

Council has been updating the traffic modelling for various areas across the Box Hill Precinct and additional intersection treatments (primarily signals) are now proposed at various locations. Additional treatments are now warranted at each of these locations to cater for larger traffic volumes (resulting from higher-than-expected population) than what was anticipated when the original precinct planning was undertaken.

These intersections include:

- Boundary Road/Commercial Road/Brocklebank Street (signals);
- Terry Road/ Alan Street/ Crossiron Street (signals);
- Terry Road/ McCall Parkway/ Rubidea Street (signals);
- Mason Road (north)/ Mason Road/ Centaurus Way (east of the Box Hill Town Centre) (signals).

Additionally, the following roundabouts are now proposed:

- Terry Road/Hynds Road;
- Boundary Road/Brahman Road;
- Box Road/Nelson Road;
- Nelson Road/ Driftwood Street;
- Terry Road/George Street.

All of the above roundabouts (with the exception of Nelson Road/ Driftwood Street) were previously identified as signalised intersections however we are now proposing for them to be roundabouts given they are unlikely to meet the warrants for signals.

Stormwater land and management works

Water management infrastructure will predominantly remain as per the current in force plan.

However, a review has been undertaken of the drainage network in the south of the precinct in response to the updated design for the upgrade of Annangrove Road. Currently the vertical alignment of the Annangrove Road has four low/sag points and these will be retained as part of the updated design. These sag points will require fourth culvert (BPC4) located 0.5km east of Withers Road (in addition to the three currently planned culverts, raingardens and GPTs along Annangrove Road, as identified through the original precinct planning and water cycle management strategy). This will ensure that the road and drainage network operates efficiently in this area.

Open space land and works (embellishments)

The draft plan proposes to retain open space infrastructure as per the current in force plan.

No new open space items are proposed as part of the current review. This is considered to be necessary given that the high cost to acquire additional land would be cost prohibitive and unreasonably increase the contribution rates. It is also noted that as more than 63% of the residential yield within the precinct has already been approved, there are minimal land areas remaining that could be identified for new open space.

Community services land

N/A

9. Were any supporting studies prepared for the catchment area but not relied on? If yes, explain why they were not used.

N/A

10. How has non-residential development been considered in determining the need for infrastructure in the plan?

The demand for certain transport infrastructure and water management infrastructure will be generated by both the residential and non-residential development within the precinct. Accordingly, non-residential development will contribute towards the cost of this infrastructure as identified within the draft plan.

11. In determining the need for infrastructure in the plan, what consideration was given to:

▼ The existing population in the catchment area

This is outlined in detail in Part C of the Plan. An existing population figure of 669 dwellings has been used based on Council's current records.

▼ Any existing or projected population outside the catchment area

Certain population outside of the CP15 area will contribute some of the demand for infrastructure identified within the plan. These surrounding areas include North Kellyville, Gables and Annangrove Road in The Hills and Vineyard Precinct in Hawkesbury LGA. Relevant infrastructure items (traffic and transport items) have been apportioned accordingly, as detailed within Part C of the Plan.

▼ The capacity of existing infrastructure in the catchment area, and/or

The demand analysis for each type of infrastructure has considered the capacity of existing infrastructure within the precinct as detailed within Part C of the Plan.

▼ Any existing or proposed infrastructure outside the catchment area.

Generally infrastructure outside of the catchment area will not address demand created by the future population within the Box Hill Precinct. Further detail is included in Part C of the Plan.



Criterion 3

Reasonable costs

IPART must advise whether the proposed development contributions are based on a reasonable estimate of the cost of the proposed public amenities and public services. This includes how the base costs of land and each item of infrastructure are derived and the method used to calculate the contribution rates and escalate them over time.



Providing comprehensive answers
will minimise the likelihood of further questions from IPART

12. Explain the process used to estimate costs for works for each infrastructure category.

Refer to matters such as:

- ▼ Use of consultant or QS estimates
- ▼ Use of council costs
- ▼ Use of benchmark costs
- ▼ Any allowances included, such as professional fees and contingencies
- ▼ Details of any indexation of cost estimates to the base period of the plan, including the index used

Show the link between the supporting cost sources and the land and works in the plan. This can be shown against each item in a separate table or in the plan's works schedule (see example works schedule).

Transport works

As part of the current review, updated designs and costings have been obtained for most of the outstanding traffic items. Where costs have not been amended in response to updated designs and costings, the current costs have been indexed to the revised base year 2022/23 for outstanding items.

The source of each cost and supporting evidence is identified in the "Cost Estimate Support" folder.

Stormwater management works

Whilst design work is currently underway or planned for a substantial number of CP15 drainage items, this work is generally not scheduled for completion until 2023-2024.

Where costs have not been amended in response to updated designs and costings, the current costs have been indexed to the revised base year 2022/23 for outstanding items.

The source of each cost and supporting evidence is identified in the “Cost Estimate Support” folder.

Open space works (embellishments)

As part of the current review, updated designs and costings have been obtained for most of the outstanding traffic open space items. Completed open space projects have been amended to reflect actual delivery costs.

Where costs have not been amended in response to updated designs and costings, the current costs have been indexed to the revised base year 2022/23 for outstanding items.

13. Explain the process used to estimate the cost of plan preparation and administration.

IPART’s benchmark of 1.5% has been used to estimate administration costs for this plan review. This is apportioned between the residential and non-residential development as outlined in the plan.

14. What, if any, land has the council already acquired to provide local infrastructure for development in the catchment area? How has the cost of this land been included in the plan?

- ▼ For land that the council has acquired in the plan, the works schedule should show:
 - Date of acquisition
 - Agreed market value
 - Any other acquisition costs
 - Indexation of the total acquisition cost to the base year of the plan.
- ▼ For land that the council has agreed to acquire or have dedicated through a VPA, the works schedule should show:
 - Date of agreement
 - Agreed value
 - Indexation of the value to the base year of the plan.
- ▼ For council-owned operational land, the works schedule should show:
 - Market value at the time the land was rezoned for public infrastructure
 - Indexation to the base year of the plan.

Completed acquisitions have been reflected in the work schedule and amended to reflect actual costs / details.

15. Explain the process used to estimate the cost of land yet to be acquired by the council.

- ▼ Include details of any inclusions for other costs associated with a council's land acquisitions, such as conveyancing, legal, survey and other costs payable to landowners under the *Land Acquisition (Just Terms Compensation) Act 1991*.

Council commissioned an updated Land Valuation Report for the purpose of this draft plan. This is provided in the "Cost Estimate Support" folder.

16. If contribution rates in the plan are calculated using an NPV model,

- ▼ Does the model use real or nominal values?
- ▼ If the model uses nominal values, what indexation assumptions are applied to costs and revenue?
- ▼ What discount rate does the model use, and why?

The model uses nominal values. Indexation assumptions are presented in the NPV models. Assumptions are detailed in Section 2.20 of the plan.

17. What measures have been taken to minimise costs in the contributions plan (eg, adjustment to design or alternative engineering solutions)?

Some values have been secured by the Hills of Carmel VPA to minimise the risk of cost escalation.

18. Explain the method/s used to index the contribution rates for both land and works.

These are detailed in Section 2.20 of the plan.

The land acquisition indexation assumption is based upon an average of the annual percentage change in the Australian Bureau of Statistics Established House Price index for Sydney from December 2006 to December 2021.

The capital expenditure indexation assumption is based upon an average of the annual percentage change in the Australian Bureau of Statistics Producer Price Index for New South Wales from June 2007 to June 2022.

Open space expenditure is indexed based on the Producer Price Index (Non-Residential Building Construction). Water management and transport and traffic expenditure is indexed based on the Producer Price Index (Road and Bridge Construction).

It is noted that the draft Plan has a base year ending 30 June 2023 and indexation of the work schedule values start from the following year ending 30 June 2024. Given that the base year has not yet ended at the time of the preparation of the draft Plan, it is requested that any indices applied in the work schedule and net present value model be updated to 30 June 2023 as the data become available during the IPART review process. This will ensure that values in plan are indexed to the end of the base year, as consistent with our practice with the current plan and other contribution plans.



Criterion 4

Reasonable timeframe

We assess whether the proposed public amenities and public services can be provided within a reasonable timeframe.

19. How has the council determined the timing of infrastructure provision?

Provide details of the program for delivery of infrastructure in the contributions plan and explain its underlying rationale.

Infrastructure scheduling has been developed to occur in line with the rate, location and distribution of development (refer projection spreadsheet). It is also based on the recent review of the status of each project, status of land acquisition, approved Accelerated Infrastructure Funding (AIF) and in response to community feedback. Reasonable assumptions regarding planning, approval and construction timeframes for infrastructure items have been made.



Criterion 5

Reasonable apportionment

We assess whether the proposed development contribution is based on a reasonable apportionment of costs between existing and new demand. We also assess whether the apportionment of costs reflects the demand generated by different types and stages of development.

Apportionment is about ensuring the allocation of costs equitably between all those who will benefit from the infrastructure or create the need for it. While nexus is about establishing a relationship between the development and demand for infrastructure, apportionment is about quantifying the extent of the relationship.

20. How does the plan apportion costs?

Provide details of supporting calculations and explain how the apportionment takes into consideration demand arising from (as relevant):

- ▼ New and existing development in the catchment area
- ▼ Different stages of development
- ▼ Different sub-catchments
- ▼ Residential and non-residential development
- ▼ Different residential development densities
- ▼ New and/or existing development outside the catchment area

Please provide additional information in this section if any development is exempt from paying contributions.

Transport land and works

The cost of providing transport facilities has been apportioned based on the projected demand for each individual traffic infrastructure item generated by each form of development (i.e. residential development or non-residential development), where relevant. Refer to work schedule and cost estimate support for apportionments.

Stormwater management land and works

The apportionment of water management costs has been established as part of previous versions of this plan, based on the proportion of land within each catchment area that is zoned for residential or non-residential purposes.

Within the Killarney Chain of Ponds Catchment, 88% of developable land is zoned for residential purposes, with the remaining 12% of developable land zoned for non-residential

purposes. As a result, 88% of the cost of Water Management Facilities within the Killarney Chain of Ponds Catchment is apportioned to residential development within the catchment area, with the remaining 12% apportioned to non-residential development.

Within the Second Ponds Creek Catchment, 42% of developable land is zoned for residential purposes, with the remaining 58% of developable land zoned for non-residential purposes. As a result, 42% of the cost of Water Management Facilities within the Second Ponds Creek Catchment is apportioned to residential development within the catchment area, with the remaining 58% apportioned to non-residential development.

Open space land and works (embellishments)

The need to provide the open space identified in this part of the plan is generated by the residential development of the Box Hill Precinct. It is therefore appropriate that residential development within the Box Hill Precinct be subject to the full cost of providing these open space facilities.

Community services land

N/A

Plan preparation and administration

All development will fund plan preparation and ongoing administration costs over the life of the plan, based on the proportion of the total works apportioned to residential development (82%) and non-residential development (18%).



Criterion 6

Appropriate community liaison

We require evidence that the plan has been exhibited and publicised in accordance with the statutory requirements and that the council has considered submissions received during the exhibition period. The post-exhibition version of the plan should not differ so significantly from the exhibited version that it requires re-exhibition.

It is not necessary to include information about consultation in the contributions plan.

21. In developing the contributions plan, was any publicity and community liaison undertaken outside the mandatory exhibition period?

The draft Contributions Plan was exhibited from 13 December 2022 to 1 February 2023 which satisfies the minimum statutory requirement of 28 days, with additional time provided as required, for the Christmas Period and the Australia Day public holiday.

This project is time sensitive given it is still required to be subject to IPART review and Ministerial assessment processes, with a revised Plan required to be in place by 2025. Furthermore, delays to the update in the Plan result in a great number of approvals (at the current contribution rate), which in turn will place upward pressure on the contribution rate for all remaining development in the Precinct.

Given the above, any significant extensions of time were not able to be provided. However, members of the community that contacted Council to request an extension were advised that submissions would be accepted up until the finalisation of the post exhibition report and all submissions (including late submissions) would be made available to Councillors as part of their consideration and decision on the matter. Of the 18 submissions received, 11 were received following the conclusion of the exhibition period and all of these submissions have been accepted and treated equally in consideration of this matter consistent with the assurances provided by Council officers during the exhibition period.

22. How has the council taken into account submissions received on the draft plan placed on exhibition?

All of the submissions have been summarised and responded to in the Post Exhibition Council Report (provided with the supporting information). A copy of all submissions, in full, were provided to Councillors under separate cover.

23. Does the council intend to undertake any further publicity or community liaison?

Not intended at this time.



Criterion 7

The plan complies with other matters
IPART considers relevant

IPART may take into consideration other matters relevant to our overall assessment of the contributions plan.

These matters may include compliance with the statutory requirements for making local infrastructure contribution plans and with the Practice Note, whether the plan uses up-to-date information, as well as issues of transparency and accountability in the council's proposed arrangements for the levying and collection of contributions under the plan.

24. Is there any other information relating to the contributions plan which may assist us to assess it against this criterion?

A list of related matters is provided below. Information can be provided on these as needed:

- Accelerated Infrastructure Fund (AIF)
- Hills of Carmel VPA

25. Is the council aware of possible changes to any underlying assumptions used in preparing the plan which may be relevant to our assessment?

Such matters could include:

- ▼ Revised population projections
- ▼ Potential rezoning or changes to dwelling yields
- ▼ Other changes to the applicable LEP, SEPP or DCP
- ▼ Changes to NSW government policy for infrastructure delivery

Population / Approvals

Remaining population figures used are current as at 30 June 2022 (being the base year of the draft Plan). However, development approvals will likely continue to be issued over the duration of the Plan review process and where this occurs, contributions must be at the rates under the Plan in force at the time of consent. The remaining population that can be levied at the new rate established by the draft Plan is therefore likely to further reduce as a result of any approvals issued during the period of the plan review taking place.

Contribution rates are sensitive to the amount of remaining development that can be levied at the rates established by the draft Plan. As more development is approved at the lower contribution rate under the existing Plan during the period of the Plan review, this would have the impact of placing further upward pressure on the final contribution rate.

The timeframe for the review is partly out of Council's control as the plan needs to be reviewed by IPART and endorsed by the Minister before it can be adopted.

To foreshadow the above issue, the financial modelling within the draft Plan assumes that a certain proportion of the remaining residential development (approximately 1,307 dwellings equating to around 3,950 people) will be approved at the current contribution rate (\$51,698 per dwelling) during the period of the Plan review (between July 2022 and December 2023). This was undertaken to protect against any future shortfall within the plan however the accuracy of this assumption will need to be monitored having regard to the rate of approvals that occur over this period.

Boundary Road Working Group

Upgrades to Boundary Road (between Windsor Road and Old Pitt Town Road) are partially funded through Council's Contributions Plan for Box Hill (CP15) as well as the adjoining Vineyard Precinct Contributions Plan (within Hawkesbury LGA).

Given the location and expected traffic volumes along Boundary Road, Council has been lobbying State Government for its reclassification to a sub-arterial road. However, as part of IPART's last review of CP15 in 2020 funding was only approved to upgrade the road to an urban collector standard. IPART also recommended that Hawkesbury and Hills Councils continue to work with Stage Agencies (Department of Planning and Transport for NSW) to investigate the re-classification of Boundary Road, if appropriate, and update the design and cost estimate for the road as part of contributions plan reviews.

A Working Group has since been established to investigate the classification and design of the Boundary Road Upgrade. The outcomes of the Working Group will inform design work (currently underway) and funding arrangements will be agreed between the two councils and State Agencies.

26. Please provide any other information which you consider would assist or expedite our assessment.

Relevant information (Council Reports, Cost Support, Yield Analysis and Submissions) have been provided as part of the supporting information package.

Efficient review of this draft plan is considered critical for the reasons outlined throughout this application. In particular, due to the extent of development which may have to be approved at the lower contribution rate under the existing Plan during the period of the Plan review.

4. Quality assurance

We also request that council undertake a quality assurance (QA) check of the contributions plan before it is submitted to IPART for review.

The purpose of the council's QA check is to identify and address any errors or inconsistencies within the work schedules and also between the contributions plan and relevant supporting information to ensure that the plan, as submitted, is accurate. This will reduce the risk of delay in our assessment and the need for recommendations for the council to correct errors.

Checklist for quality assurance of contributions plan and works schedule

Has the contributions plan been checked for	Yes	No
Typographical errors	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Calculation errors (including checking infrastructure and land cost calculations)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Use of the most up-to-date data and information	<input checked="" type="checkbox"/>	<input type="checkbox"/>

27. Explain the quality assurance process undertaken for the contributions plan prior to submitting it to IPART for review.

Normal Council Quality Assurance process involving the review of work by senior staff members.

5. Application checklists

Please complete Checklist A to confirm the contributions plan contains all information requirements of the *Environmental Planning and Assessment Regulation 2000*.

Please complete Checklist B to ensure that all information necessary for IPART's assessment is submitted.

Councils should also complete and provide IPART with spreadsheets that:

- ▼ Detail all infrastructure items included in the plan, with references to the studies (including the specific sections or page numbers), that support their inclusion in the plan as relevant
- ▼ Detail the cost of each infrastructure item (including source and date of costings, and any indexation of cost estimates)
- ▼ List the cost and area for all parcels of land required for infrastructure in the plan
- ▼ Detail the cost of any land that has already been acquired and land that the council is yet to acquire
- ▼ Show how the total cost of land and works for each infrastructure category (or subcategory) have been apportioned
- ▼ Show how the contributions rates in the plan have been calculated (including net present value modelling if this approach is used)
- ▼ Show indicative contribution amounts for each type of residential dwelling.

IPART provides a works schedule template that councils can use to show information and calculate contribution rates (see Resources to assist councils). The template is available on our website or can be viewed at the end of this document.

Checklist A – for the contributions plan

Does the contributions plan:	Yes	No	Contributions plan page reference(s)
Outline the purpose of the plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.4 – Page 13 of Post Exhibition Draft
Incorporate a map showing:			Figure 1 – Page 12 of Post Exhibition Draft
▼ Geographical catchment area of the contributions plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
▼ Specific infrastructure to be provided under the plan (may include multiple maps)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Figure 3 – Location Map Sheets – Pages 69 to 111 of Post Exhibition Draft
Include details about how the need for land and works to support new development was determined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part C – Pages 22 to 43 of Post Exhibition Draft
Include information about:			
▼ Existing population in the catchment area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 3.1 & 3.2 – Page 22 to 23 of Post Exhibition Draft
▼ Projected residential population and/or workforce	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 3.1 & 3.2 – Page 22 to 23 of Post Exhibition Draft
Include a schedule of the contributions rates (eg, \$/ha, \$/person, \$/dwelling)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part A – Pages 5 to 10 of Post Exhibition Draft
Include assumptions made in the modelling of costs and revenue (if using a Net Present Value (NPV) approach).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.20 – Pages 17 to 19 of Post Exhibition Draft
Include details of the anticipated rate of development in the catchment area and how this was determined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part A – Page 7 of Post Exhibition Draft
Include a program for infrastructure delivery and explain how it relates to the anticipated timing of development	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-
Include a statement regarding potential revision of the scheduled timing for infrastructure delivery	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-
Include the formulas used for determining the section 7.11 contributions for each infrastructure category	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.20 – Pages 17 to 19 of Post Exhibition Draft

Does the contributions plan:	Yes	No	Contributions plan page reference(s)
Explain how the proposed cost of works was derived (eg, quantity surveyor or other consultant advice, standard costs used by the council)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part C – Pages 22 to 43 of Post Exhibition Draft Part D – Page 112 of Post Exhibition Draft
Explain how the proposed cost of land was derived	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 3.9 – Page 43
Include a works schedule that shows an estimate of the cost and the expected timing of infrastructure delivery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Table 10 – Page 44
Include details of apportionment calculations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part C – Pages 22 to 43 of Post Exhibition Draft Table 10 – Page 44
Explain how the contribution rates will be adjusted for inflation/ changes in costs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.20 – Pages 17 to 19
Outline the base period for costs in the plan (eg, June 2018)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Table 11 – Pages 51 to 57
Address the council's position on the following policy matters:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
▼ Provide details of accounting arrangements for contribution funds (eg, is pooling of funds permitted, will internal borrowings be used to deliver infrastructure projects)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.18 – Page 17
▼ Show how it will satisfy each condition requiring the payment of monetary contribution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sections 2.8 to 2.20 – Pages 14 to 19
▼ Consider the conditions that may be imposed under section 4.17(6)(b) of the Act or section 97(1)(b) of the Local Government Act 1993.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Section 2.5 – Page 13

Checklist B – for the council's application

Please complete the checklist below to ensure that all information necessary for IPART's assessment is submitted.

	Yes	No	N/A
Works schedules and calculation of contribution rates			
Spreadsheets must include a clear link between	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
▼ The listed infrastructure and the evidence which supports nexus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
▼ The cost of land/infrastructure and the cost source	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Contributions plan			
Version of contributions plan incorporating any post exhibition changes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Version of contributions plan publicly exhibited	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Version of contributions plan previously submitted to IPART for review	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public consultation			
Copy of all submissions to publicly exhibited contributions plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Summary of submissions and council's response	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Technical studies and consultant documents			
Land valuation report/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supporting studies for stormwater management infrastructure (eg, Flooding and Water Cycle Management report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supporting studies for transport infrastructure (eg, Traffic and Transport Assessment report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supporting studies for open space infrastructure (eg, Demographic and Social Infrastructure report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supporting studies for community services (eg, Demographic and Social Infrastructure report)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maps and shape/spatial files			
Plan catchment map/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Final Indicative Layout Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Zoning map/s	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Land acquisition map/s	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Constrained land map/s (flooding and transmission lines)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other documents			
VPAs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Details of other funding agreements for state or local infrastructure in the area covered by the plan (including draft agreements)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Council business papers or meeting minutes related to the preparation of the contributions plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other documents that you think could be useful in IPART's assessment of the contributions plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Resources to assist councils

The following documents and resources are available to assist councils preparing a contributions plan.

Please refer to IPART's website [Local Infrastructure Contributions Plans](#) for further information on our assessment process.

Policy Documents	Description
Section 94E Ministerial Direction for Local Infrastructure Contributions 2012, as amended (Ministerial Direction)	The Ministerial Direction sets out the role of IPART in reviewing local government contributions plans
Local Infrastructure Contributions Practice Note, January 2019 (the Practice Note)	Provides guidance to IPART and to assist councils to understand the role of IPART in the review of contributions plans.
Terms of Reference – Reviewable Contributions Plans – Environmental Planning and Assessment Act 1979, dated 14 November 2018	IPART's Terms of Reference for the review of local government contributions plans

Fact Sheets and Information Papers	Description
Fact Sheet – Contributions plans assessment	Explains why and how we assess contributions plans
Fact Sheet – Local Government discount rate	Every six months IPART publishes the local government discount rate
Fact Sheet – Inclusion of roads in contributions plans	Provides advice and guidance on the inclusion of roads in contributions plans
Information Paper – Contributions plan assessment: land costs	Sets out IPART's approach to assessing land costs in contributions plans
Information Paper – Guidance for contributions plans: Local Infrastructure Benchmark Costs	Sets out IPART's position on using our 2014 benchmark cost report
Information Paper – Indexation of contribution rates	Provides advice and guidance on the indexation of contribution rates
Technical Paper – Modelling local infrastructure contributions	A technical paper that outlines our recommended approach to calculating the discount rate and other aspects of modelling local infrastructure contributions using a net present value approach

Other documents	Description
IPART Works Schedule Template	An example works schedule that councils can use when developing a contributions plan

7. Example works schedule

Plan 1 - Works Schedule

Reference	Item description	Land area (m2)	Cost of land	Works (unit)	Quantity required	Cost of works	Total cost land and works	Total cost (indexed to base period of plan)	Cost apportioned to plan	Total cost apportioned to plan	What establishes nexus?	Cost source (land)	Cost source (works)	Indicative timing
X01	collector road 1	5,500	\$ 2,000,000	linear metres	1,200	\$ 4,200,000	\$ 6,200,000	\$ 7,130,000	85%	\$ 6,060,500	Arup, Precinct Transport Study, July 2015, page 35	KD Wood Land Valuation Report, 2017	WTP, road costs report, December 2015	2022-2023
B05	bus shelters	1,500	\$ 545,455	item	7	\$ 140,000	\$ 685,455	\$ 788,273	100%	\$ 788,273	Arup, Precinct Transport Study, July 2015 & see note (a), page 38	KD Wood Land Valuation Report 2017	IPART benchmark cost	2020-2025
S01	sub-arterial road 1	14,000	\$ 4,500,000	linear metres	2,300	\$ 12,000,000	\$ 16,500,000	\$ 18,975,000	100%	\$ 18,975,000	Arup, Precinct Transport Study, July 2015, page 36	VPA 001, p25-31. Ownership has not yet been transferred.	Specific cost based on tender rates, see note (b)	2022-2023
Total in plan		21,000	\$ 7,045,455		3,507	\$ 16,340,000	\$ 23,385,455	\$ 26,893,273		\$ 25,823,773				

Note: a council investigation and analysis has identified the need for 2 additional bus stops, above what is identified in the technical study.

b see attached evidence in Document A1

An example works schedule can be found on the IPART website.