

**APPLICATION FOR ASSESSMENT
OF A LOCAL INFRASTRUCTURE
CONTRIBUTIONS PLAN**

**ORCHARD HILLS NORTH – AREA A
CONTRIBUTIONS PLAN 2022**



Application Form

September 2023

Contents

1. Instructions	1
2. Preliminary information	2
3. Assessment criteria	6
4. Quality assurance	23
5. Application checklists	24
6. Resources to assist councils	28
7. Example works schedule	25



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](#) 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	Penrith City Council
Council contact details (Provide more than one - include names, positions, phone numbers, and email addresses of council officers and/or consultant contacts)	Natalie Stanowski Principal Planner [REDACTED] [REDACTED] Claudia Amendolia, Planner – Contributions, [REDACTED] [REDACTED]

Information about the plan

What is the name of the plan?	Orchard Hills North – Area A Development Contributions Plan 2022 Part 1: Administration & Part 2: Technical Document.
What is the name of the catchment (precinct or release area) covered by the plan? * please specify any sub-catchments if applicable	Orchard Hills North – Area A
What is the base period of the plan? (e.g. June 2018)	June 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)?	Clause 6

What is the current maximum contribution amount (per lot or dwelling) for this plan under the Ministerial Direction?	\$20,000
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?	\$129,702 per 3+ bedroom dwelling or lot \$86,470 per 2-bedroom dwelling \$64,853 per studio or 1-bedroom dwelling or secondary dwelling or seniors living dwelling
When was the plan publicly exhibited? And, how many submissions were received during exhibition?	25 July 2022 - 22 August 2022 62 submissions
Has the council adopted the plan? If so, when was it adopted and when did it come into force?	No
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, Legacy Property (proponent and majority landowner)
Over what period will development in the catchment area of the plan occur?	Approximately 10 years subject to development activity
What planning instruments (SEPPs, LEPs, or DCPs) apply to land in the catchment area of the plan?	Penrith Local Environmental Plan 2010 Draft Orchard Hills DCP – Part E17 was exhibited in December 2022 and is expected to come into force on 2 October 2023.
Has the Minister referred this contributions plan to IPART for review? If so, provide details.	No

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?

N/A

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?

N/A



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

N/A

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?

N/A

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.

N/A

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 items in the plan are consistent with the essential works list in the Practice Note.

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.

The plan does not include any land and works for community services.



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 land and works for traffic and transport infrastructure required to meet the demand generated by the development for these facilities are identified in the following studies:

SCT Consulting - Transport Management and Accessibility Plan (31 January 2023) (TMAP)

SCT Consulting – Apportionment Technical Memorandum (27 May 2021)

These studies were commissioned by the proponent as part of the planning proposal to rezone the subject land for urban development purposes.

Stormwater land and management works

The land and works for stormwater management infrastructure required to meet the demand generated by the development for these facilities are identified in the following study:

J. Wyndham Prince – Stormwater and Flood Management Strategy (February 2023)

These studies were commissioned by Legacy Properties (the proponent) as part of the planning proposal to rezone the subject land for urban development purposes.

Open space land and works (embellishments)

The land and works for open space and recreation facilities required to meet the demand generated by the development for these facilities are identified in the following study:

Place Design Group – Orchard Hills North Open Space Strategy (January 2023)

These studies were commissioned by the proponent as part of the planning proposal to rezone the subject land for urban development purposes.

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.

No

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

Under the plan it has been determined that non-residential development within Area A will only be required to make an apportioned contribution towards the provision of stormwater infrastructure.

Of the approximately 101 hectares of NDA within Area A only 2.2 hectares or 2 per cent will accommodate non-residential development.

Traffic modelling produced as part of the Transport Management and Accessibility Plan study found that within Area A, traffic demand for the Village centre is almost entirely driven by the requirements of the local residential area.

Accordingly, the apportionment of the traffic contribution is attributed entirely to the residential development area.

Non-residential development has also been determined not to generate demand for open space and recreation facilities.

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

▼ The existing population in the catchment area

Demand for infrastructure has been calculated based on the anticipated net additional population within Area A.

▼ Any existing or projected population outside the catchment area

Certain off-site traffic and transport infrastructure upgrades have been apportioned between the anticipated population within Area A and Area B and background growth outside of the catchment area.

Please see SCT Consulting – Apportionment Technical Memorandum (27 May 2021)

Demand for all other local infrastructure included in the plan is expected to be generated by development anticipated within Area A.

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

Water Cycle Management

Typically, the only existing stormwater infrastructure in the precincts are rural standard culverts under existing roads. These do not have the capacity to manage the increased flows resulting from development and must be replaced to comply with current design standards. Therefore, there is no surplus capacity in the existing stormwater management infrastructure.

Traffic and transport

Existing roads are generally rural roads that do not comply with current road design standards and requirements. Therefore, the existing road network does not have any surplus capacity and the full cost of upgrades is included in the CP.

Open Space

There is no existing open space within the precinct that will meet the needs of the new population.

▼ Any existing or proposed infrastructure outside the catchment area.

Traffic and transport

As stated above, development within Area A will be required to make an apportioned contribution towards certain off-site traffic and transport infrastructure upgrades.

District open space

The anticipated development is expected to generate demand for district open space. As no district open space will be provided within the Area A future development will be required to make a monetary contribution to the provision of district open space works on land outside of Area A.



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

The TMAP identified the infrastructure required to support development of the Structure Plan area, including Area A. Concept designs were prepared for off-site infrastructure upgrades, which were used to develop cost estimates for these works included in the Traffic Concept Layout and Cost Estimates (October 2022) report prepared by J. Wyndham Prince.

TMAP Traffic modelling was used to identify the remaining traffic and transport works required to meet the demand of the anticipated development. Costs estimates for these remaining works are also included in the Traffic Concept Layout and Cost Estimates report prepared by J. Wyndham Prince.

Transport works also include the following allowances calculated as a percentage of total works costs under the plan:

- Professional fees: 12%
- Authority fees: 2%
- Contingency: 15%

Transport works are all indexed using the Producer Price Index 3101 Road and bridge construction index.

Stormwater management works

The Stormwater and Flood Management Strategy prepared by J. Wyndham Price identified the stormwater management works required to service the anticipated development within Area A. using the finding from this initial strategy, concept designs and cost estimates for this infrastructure were then prepared by J. Wyndham Prince as part of their Stormwater Quantity and Quality Cost Estimate and Concept Design Plans report (October 2022).

Stormwater management works also include the following allowances calculated as a percentage of total works costs under the plan:

- Professional fees: 12%
- Authority fees: 2%
- Contingency: 15%

Transport works are all indexed using the Producer Price Index 3101 Road and bridge construction index.

Open space works (embellishments)

The Orchard Hills North Open Space Strategy (January 2023) prepared by Place Design Group identified the local open space requirements of the anticipated development within Area A. the strategy identified the quantum of open space required to meet demand and included concept designs for each parcel of local open space proposed.

Cost estimates supporting this strategy were not prepared by the proponent. Instead IPART's open space embellishment benchmark rates were utilised to estimate embellishment costs for local open space under the plan.

Local open space embellishment works also include the following allowances calculated as a percentage of total works costs under the plan:

- Professional fees: 12%
- Authority fees: 2%
- Contingency: 15%

These costs are all indexed using the Producer Price Index 3020 Non-residential building construction index.

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

An administration cost of 1.5% of total local works costs has been included in the plan.

This plan also levies contributions towards a parcel of district open space (works) originally identified under Council's existing *District Open Space Facilities Development Contributions Plan*. An apportioned contribution toward these works is included in this plan's works schedule.

Total district open space costs under this plan attract an administration cost of 1%. This rate is in accordance with Council's existing *District Open Space Facilities Development Contributions 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.

N/A

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*.

Valuers Cushman and Wakefield were engaged by the proponent during October 2022 to complete a land valuation to inform the value of land to be acquired under the plan. The valuation examined recent comparable land sales evidence to determine a \$/m² rate for the following land categories:

- Developable Land - \$475/m²
- Environmental Land - \$90/m²
- Flood prone land - \$55/m²

A land acquisition contingency of 5% is also incorporated in the plan and is based on total land acquisition costs.

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?

N/A

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

During the preparation of the ILP, the preliminary cost of infrastructure and land acquisition was carefully considered and opportunities to reduce costs where possible were acted upon. For example:

- Locating open space to land near riparian corridors and basins, which have a lower land value, thereby serving to reduce land acquisition costs.
- Locating active and passive open space land in low-lying areas integrating dual use as rain gardens and detention basins to mitigate flash flooding, effectively reducing land acquisition costs.

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

Open space works costs are indexed using the Producer Price Index 3020 Non-residential building construction index.

Transport and stormwater works costs are indexed using the Producer Price Index 3101 Road and bridge construction index.

Land acquisition costs are indexed using the All-Groups Consumer Price Index (Sydney) index.



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.

The staging and delivery of infrastructure in Area A will generally occur in line with the delivery of new development and the indicative staging plan included in the plan.

It is acknowledged that Area A is majority owned by the proponent and includes a high proportion of residential development. Therefore, the primary determinant for the delivery of infrastructure will be housing market need and the development of land by the proponent to meet that need.

It is anticipated that development within the precinct will take approximately 10 years to complete.



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 plan has a single catchment for transport infrastructure located within Area A given the demand from anticipated new residential development for the new road network. As mentioned above, traffic modelling produced as part of the TMAP study found that within Area A, traffic demand for the non-residential portion of Area A is almost entirely driven by the requirements of the local residential area. Therefore, aggregate infrastructure costs are to be met by anticipated residential development within Area A.

With respect to off-site infrastructure upgrades, the plan attributes the demand for this infrastructure across catchments Area A, Area B and background growth. The cost of this infrastructure is apportioned across these catchments in accordance with the SCT Consulting – Apportionment Technical Memorandum in all cases except for items:

SP: O'Connell Lane / New East West Link; and

SQ: New East West Corridor / Neighbourhood Centre Access.

Apportionment for these items have been determined through agreement between Council and the proponent at the time the plan was prepared with the decision being based on the following factors:

- Both items are fully within the rezoning area and required for the East West road operation.
- JWP utilised tables C1-4 of the TMAP to determine the apportionment percentages across the catchments.
- To reduce the financial risk concerns raised by Council at its Ordinary Meeting of 12 December 2022 for the apportionment to Area B.

Stormwater management land and works

J Wyndham Prince (JWP) prepared an *Orchard Hills North Precinct – Stormwater and Flood Management Strategy 2021* including post-exhibition amendments dated February 2023. This strategy identified a network of trunk stormwater drainage facilities to manage flood events up to the 1 in 100-year event, and to ensure stormwater is discharged to the existing creek network at pre-development flows as well as being treated for pollutants.

Key components of the stormwater drainage network include:

- Inclusion of rainwater storage tanks in new dwellings to store rainwater for re-use and reduce discharge to the creek system.
- New detention basins to store, treat and control the rate of stormwater collected from the private domain and road network prior to being discharged into the existing creek system.
- New bio-retention areas (i.e., with Water Sensitive Urban Design (WSUD) facilities and GPTs) to treat stormwater prior to discharge into the creek system; and
- Use of the capacity of the existing creek system to manage flood events.

The plan apportions the cost of stormwater management infrastructure across both residential and non-residential development within the precinct. This combined approach is considered reasonable on the basis that the Water Cycle Management Strategy assumed the same level of impervious area for all types of development within the precinct. New residential development will be charged on a per dwelling/lot basis, whilst non-residential development will be charged on a per hectare of NDA basis.

Open space land and works (embellishments)

Open space costs are apportioned on a per person basis to residential development, across the whole precinct.

All open space land and embellishment costs in the Plan are apportioned 100% to Area A, consistent with Area A being essentially a residential precinct (98%) and that demand for the new infrastructure will arise from new residential development within the precinct.

Non-residential development in Area A is not apportioned any of these costs because any demand is considered only incidental to residential development demand.

Community services land

N/A

Plan preparation and administration

Contributions for plan preparation and administration are levied on a per dwelling/lot basis for all residential development and a per hectare of NDA basis across all non-residential development in the Plan.



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?

No. The draft plan was exhibited from 25 July 2022 to August 2022. It was exhibited together with the Planning Proposal, draft DCP and Planning Agreement offer from the proponent.

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

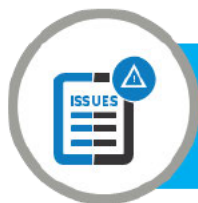
The key issues raised in submissions related to the draft plan and how Council has responded to these issues are outlined in the following table.

Relevant infrastructure / headline issue	Specific matter raised	Council response
Traffic management infrastructure	Traffic planning, including requests for clarification around the proposed supporting road network infrastructure, such as the suitability of the road widths proposed, consideration of alternative alignments, timely delivery of infrastructure, whether the proposed road improvements will be suitable to support increased population, impact on the Uniting Church site and Orchard Hills Public School site from the east-west road.	Council officers are supportive of the proposed road improvements as they meet site-specific requirements of the subject site and would support future growth. A Heritage Impact Study considered the impact from the east-west road on the Mt Hope Uniting Church and concludes that the proposed road development would have no impact on the significance of the subject site as a local heritage item. It is

		<p>also noted that, in respect to the impact of the east-west road on the existing Orchard Hills Public School, this is considered acceptable given that SINSW submission did not raise objection to the east-west road impacting the existing school site. The east-west road is critical infrastructure required to support the development, with its location determined based on several key factors with a view to minimise impacts as much as possible.</p>
<p>Stormwater management infrastructure</p>	<p>Stormwater management, including the suitability of proposed locations of stormwater infrastructure and its impact on properties, and the suitability of the proposed new school site, notably in respect to stormwater and flood affectation.</p>	<p>Stormwater infrastructure is considered critical infrastructure and is located in areas best suited to detain water during storm and flood events. A Stormwater Strategy has been prepared to service the rezoning area. No changes are proposed to the proposed locations of any basins. The post-development scenario of the proposed school site will result in the land being free from flood affectation, which is presented in the exhibited Stormwater Strategy.</p>

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

At this stage, no further exhibition of the plan is planned unless material changes are to be made to it and exhibition is a requirement of the legislation and/or Ministerial Direction.



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?

No.

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

No.

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

N/A

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.

The plan has been comprehensively reviewed to ensure Area A is supported by a robust plan that minimises financial risk to Council and ensures the efficient use of contribution funds to deliver local infrastructure.

The precinct planning process was undertaken by Council with input studies commissioned by the proponent. These studies were peer reviewed by Council officers and subject to sign-off by the respective responsible officers.

In preparing the draft plan, Council's consultant, GLN Planning and Council officers (from its planning and finance teams) reviewed the works schedule, cost estimates and the plan and technical appendix.

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"/>	Page 12 Main Document
Incorporate a map showing:			Page 5 Main Document
▼ 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"/>	Works maps included in Infrastructure Schedules
Include details about how the need for land and works to support new development was determined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 4-6 Technical Appendix
Include information about:			
▼ Existing population in the catchment area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 5 Technical Appendix
▼ Projected residential population and/or workforce	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 5 Technical Appendix
Include a schedule of the contributions rates (eg, \$/ha, \$/person, \$/dwelling)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 7 Main Document
Include assumptions made in the modelling of costs and revenue (if using a Net Present Value (NPV) approach).	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Include details of the anticipated rate of development in the catchment area and how this was determined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 23-24 Technical Appendix
Include a program for infrastructure delivery and explain how it relates to the anticipated timing of development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	23-24 Technical Appendix
Include a statement regarding potential revision of the scheduled timing for infrastructure delivery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 23 Technical Appendix
Include the formulas used for determining the section 7.11 contributions for each infrastructure category	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 12, 15, 21 Technical Appendix
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"/>	Page 25 Technical Appendix

Does the contributions plan:	Yes	No	Contributions plan page reference(s)
Explain how the proposed cost of land was derived	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 25 Technical Appendix
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"/>	Infrastructure Schedules
Include details of apportionment calculations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Infrastructure Schedules
Explain how the contribution rates will be adjusted for inflation/ changes in costs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 17-18 Main Document
Outline the base period for costs in the plan (eg, June 2018)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Page 8 Main Document
Address the council's position on the following policy matters:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
<ul style="list-style-type: none"> ▼ 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"/>	Page 23 Main Document
<ul style="list-style-type: none"> ▼ Show how it will satisfy each condition requiring the payment of monetary contribution 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	15-21 Main Document
<ul style="list-style-type: none"> ▼ 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 type="checkbox"/>	<input type="checkbox"/>	N/A

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public consultation			
Copy of all submissions to publicly exhibited contributions plan (Council report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Summary of submissions and council's response (Council report)	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zoning map/s	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Details of other funding agreements for state or local infrastructure in the area covered by the plan (including draft agreements)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council business papers or meeting minutes related to the preparation of the contributions plan (Council report)	<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.