



Strategic Benefits Payment Scheme

Electricity networks Reporting Manual

July 2025

Energy >>

Acknowledgment of Country

IPART acknowledges the Traditional Owners of the lands where we live and work. Our office is located on Gadigal land and our work touches on Aboriginal lands and waterways across NSW.

We pay respect to their Elders both past and present, and recognise Aboriginal people's unique and continuing cultural connections, rights and relationships to land, water and Country.



Image taken on Worimi Country (Myall Lakes)

The Independent Pricing and Regulatory Tribunal

IPART's independence is underpinned by an Act of Parliament. Further information on IPART can be obtained from [IPART's website](#).

Energy Network Regulation Committee Members

The Committee members are:

Jonathan Coppel, Chair
Rosemary Sinclair AM
Peter Dunphy

Enquiries regarding this document should be directed to a staff member:

Tathia Shield Wells (02) 8226 0218
Peter Cole (02) 9019 1934

Amendment record

| Date issued | Amendments made |
|-------------|--|
| July 2025 | <ul style="list-style-type: none">Reporting Manual published |

Contents

| | | |
|----------|--|-----------|
| 1 | The purpose and status of this Reporting Manual | 4 |
| 2 | Reporting requirements | 5 |
| 3 | Project Easement Register | 6 |
| 3.1 | Amendments to the Project Easement Register | 6 |
| 4 | Annual SBP Project Report | 7 |
| 4.1 | Annual reporting of Project Easement Register | 7 |
| 4.2 | Annual reporting of SBPs | 8 |
| 4.3 | Annual reporting of Complaints and disputes | 9 |
| 5 | Notification of Energisation Dates | 10 |

1 The purpose and status of this Reporting Manual

This Reporting Manual applies to Transgrid and ACERZ (Licence Holders). Transgrid and ACERZ are subject to the Strategic Benefits Payment Scheme (SBPS) requirements through conditions in their licences (SBP Conditions).^a The purpose of this Reporting Manual is to monitor Licence Holder compliance with their obligations under the SBPS.

Under the SBPS, Licence Holders are required to make annual payments to private landowners in NSW for the hosting of infrastructure associated with specified major HV transmission projects.

The Strategic Benefit Payments Guidelines (*SBP Guidelines*) specify how these payments are to be calculated, the timeframe for payments, eligibility, and reporting requirements, among other things. This Reporting Manual and its associated reporting templates prescribe these reporting requirements in detail and specify the format in which reports must be provided.

The information reported in accordance with this Reporting Manual will allow IPART to determine whether Licence Holders are consistently and effectively meeting their obligations under their SBP Conditions and *SBP Guidelines*.

The reporting requirements specified in this manual and other IPART Reporting Manuals do not replace any requirements identified in licence conditions, legislation, statutory instruments, the *SBP Guidelines* or any codes that apply to Licence Holders. Compliance with Reporting Manuals is required in addition to compliance with other legislative and regulatory obligations.

In this Reporting Manual capitalised terms have the same meaning as those terms are given by the *SBP Guidelines*.

^a Condition 15 of the transmission operator's licences for Transgrid and ACERZ.

2 Reporting requirements

Under the *SBP Guidelines* Licence Holders are required to: establish, maintain and publish a Project Easement Register, prepare and submit an annual report relating to its Eligible Projects^b (Annual SBP Project Report) to IPART, and notify IPART of certain events. Additional reports may also be required at the direction or request of IPART. The reporting and notification requirements that Licence Holders are subject to in connection with the SBPS are summarised in Table 2.1.

Table 2.1 Summary of requirements

| Reporting, notification or publication requirement | Due date | Resource | SBP Guidelines reference |
|--|--|---|--|
| Project Easement Register | Licence Holders are to establish, maintain and publish a Project Easement Register on their website in the form specified by IPART. Licence Holders must complete the initial Project Easement Register for each Project Section of an Eligible Project no later than 90 days before the Energisation Date for the Project Section. ^c | See section 3 of this Reporting Manual. The Project Easement Register template is available on our Electricity Networks Reporting page. | Clause 17 |
| Amendments to Project Easement Register | The Licence Holder must employ its best endeavours to amend the Project Easement Register if any information in it is incorrect or incomplete as soon as practicable after becoming aware of the need for an amendment. | See section 3.1 of this Reporting Manual. | Clause 17.4(b) |
| Annual SBP Project Report | Provide IPART with its Annual SBP Project Report no later than 31 August following the end of the financial year the report relates to. | See section 4 of this Reporting Manual. The Annual SBP Project Report template is available on our Electricity Networks Reporting page. | Clause 22, see also record maintenance requirements under clauses 18.1 and 18.2. |
| Revenue Adjustment Applications | Provide to IPART, by 31 August each year, any components of any Revenue Adjustment Applications submitted to the AER in the preceding financial year that are attributable to Scheme Costs. | See section 5 of this Reporting Manual. | Supplemental information to that required by clause 22.3(b)(i). |
| Notification of Energisation Date of each Project Section of its Eligible Projects | Notify IPART as soon as practicable and within 20 Business Days after the Energisation Date for the Project Section. Notify IPART of the planned Energisation Date for each Project Section at least 90 days before the Energisation Date. ^d | See section 6 of this Reporting Manual. | Clause 10 and 17.4 |

^b Eligible Projects are transmission infrastructure projects identified as an Eligible Project in the list in Appendix A to the *SBP Guidelines*.

^c The deadline for completing the Project Easement Register for initial Eligible Projects (being those listed in Appendix A of the *SBP Guidelines* published on the First Commencement Date) is 180 days after the First Commencement Date of the *SBP Guidelines*.

^d The requirement to notify IPART 90 days prior to Energisation Date of each Project Section is imposed by this Reporting Manual for the purposes of tracking rollout of Eligible Projects and making IPART aware of potentially significant upcoming changes to the Project Easement Register.

3 Project Easement Register

The Project Easement Register is a record of all Eligible Projects, Project Sections, and Affected Land Titles for which SBPs are payable. Licence Holders must employ their best endeavours to complete the Register for each Project Section of an Eligible Project at least 90 days before the Energisation Date for the Project Section.

The Project Easement Register is to be recorded and published in the format specified in the 'Project Easement Register template' spreadsheet. All sheets provided in this template are to be published by the Licence Holder, with the relevant fields completed with the most current information available. Please note that the Project Easement Register template relies on the 'Cover page' and 'Template backend' sheets for functionality so these sheets must be included along with the required reporting sheets.

3.1 Amendments to the Project Easement Register

Under the *SBP Guidelines* Licence Holders have an obligation to ensure that their Project Easement Register is maintained such that it remains accurate and up to date. In the event that the Licence Holder becomes aware that any information recorded in its Project Easement Register is inaccurate or incomplete, it is required to amend the Project Easement Register on its website as soon as practicable. At all times the most up to date version of the Project Easement Register must be published on the Licence Holder's website.^e

^e The *SBP Guidelines* provide for a Transitional Period of 180 days, where the Licence Holder is not required to demonstrate compliance with its obligations relating to the Project Easement Register. The deadline for completing and publishing the Project Easement Register for initial Eligible Projects (being those listed in Appendix A of the *SBP Guidelines* published on the First Commencement Date) is 180 days after the First Commencement Date of the *SBP Guidelines*.

4 Annual SBP Project Report

At the end of each financial year Licence Holders are required to provide to IPART^f an Annual SBP Project Report by 31 August following the end of the financial year being reported (the 'reporting year'). This report is provided using the:

- 'Project Easement Register' (current as at end of 30 June of reporting year)
- 'Annual SBP Project Report template' spreadsheet.

The Annual SBP Project Report template is to be submitted containing each of the following sheets, which are to have been completed in the manner specified in their relevant sections:

- 'SBP record'
- 'Complaints & disputes'.

Please note that the Annual SBP Project Report template relies upon the 'Cover page' and 'Template backend' sheets for functionality so these must be included along with the required reporting sheets.

4.1 Annual reporting of Project Easement Register

The *SBP Guidelines* specify that the Licence Holder must provide an overview of any amendments to the Project Easement Register that have occurred during the reporting year and the reasons for these changes. For simplicity of reporting, we require Licence Holders to provide the most up-to-date version of their complete Project Easement Register at time of submission, as all the details of any amendments made during the reporting year should be captured in this document.⁹

It is the responsibility of the Licence Holder to ensure that all amendments made during the reporting year are recorded on the Project Easement Register, and that the version provided in the annual report is current as of the end of the reporting period (i.e. 30 June each year). Do not include amendment information from prior reporting years as this will have already been captured in prior annual reports.

^f Via email to energy@ipart.nsw.gov.au

⁹ Specifically, the amendment information would be recorded in the fields 'Amended? (y/n)', 'Amendment details', and 'Amendment date' of the Project Easement Register.

4.2 Annual reporting of SBPs

SBPs must be recorded for the reporting year(s) they are payable, and (in the case of Late Payments) the year in which they are paid.^h This report is to be provided in the 'SBP record' sheet of the Annual SBP Project Report template. The template specifies how the following information is to be reported for each Eligible Project:

- details of all SBPs made during the financial year
- details of all SBPs payable for the financial year that could not be paid, including reasons why the payments could not be made and actions taken to resolve, and
- the number and value of Late Payments paid during the financial year.

When recording multiple Late Payments for the same Holding over multiple financial years, record each instalment as a separate Late Payment.

4.2.1 Reporting of back payments for Native Title Determinations and New Aboriginal Land Rights Land Titles

The *SBP Guidelines* require that back payments be made whenever a Native Title Determination is made, or New Aboriginal Land Rights Land Title is granted, for an area of land through which an already energised Project Section passes through.

These back payments must be reported to IPART in addition to the regular SBP for the Current Assessment Date, on the sheet 'SBP record' of the Annual SBP Project Report template. Back payments only need to be reported for the financial year(s) in which they became payable and the financial year in which they are paid.ⁱ

4.2.2 SBP checksum

We have provided an SBP checksum in the Annual SBP Project Report template which calculates the amount payable to an Eligible Interest based on the following inputs:

- its Relevant Line Length
- the Strategic Benefit Payment Rate for the financial year the payment is for
- the Energisation Date of the Project Section, and
- whether the payment is the 1st or 21st payment for that Eligible Interest.^j

^h These reporting requirements are imposed by this Reporting Manual in accordance with clauses 18.1 and 18.2 of the *SBP Guidelines*.

ⁱ If these payments have been made in compliance with the *SBP Guidelines* (notwithstanding circumstances beyond the Licence Holder's reasonable control) the year in which Native Title back payments first become payable and the year in which they are paid will typically be the same year.

^j There are adjustment factors that apply to the 1st and 21st payments.

Licence Holders must calculate payments in accordance with the *SBP Guidelines* and independent of the SBP checksum sheet. It is the responsibility of the Licence Holder to ensure that these amounts are calculated correctly, this includes using correct inputs, applying the formulas prescribed in the *SBP Guidelines* appropriately to each payment, and validation of outputs.

In addition to the SBP checksum, we have also provided a checksum for the express purpose of backdating payments in the event of a Native Title Determination or New Aboriginal Land Rights Land Title grant. The back payment checksum determines the amount payable for the SBP Payment Date on which the back payments become payable. To avoid any ambiguity, this checksum calculates the combined total of both the current payment for the reporting period that this SBP Payment Date is in, and of all the back payments that are owed.

4.2.3 Amount included for SBP obligations in AER Revenue Determination

Licence Holders must provide information detailing the amount of money attributable to SBP Scheme Costs that has been included in the Licence Holder's AER Revenue Determination^k for the previous financial year^l. This amount must be broken down by Eligible Project to reflect the contribution of each Eligible Project to the AER Revenue Determination. This information is to be reported in the sheet 'SBP record' of the Annual SBP Project Report template in the table titled 'Eligible Project Summaries'.

4.3 Annual reporting of complaints and disputes

Licence Holders are to report the number and nature of all complaints and disputes pertaining to its administration of the SBPS. This information is to be provided in the Annual SBP Project Report template, in the sheet 'Complaints & disputes'.

Complaints are matters able to be resolved via the Licence Holder's Complaints Handling Policy.^m

Disputes require mediation by a neutral third party. This may be the result of a legal requirement, such as if the matter is brought before the Energy and Water Ombudsman (EWON), or if the matter is taken to court. Alternatively, this may be the case because a solution could not be mutually agreed upon without external arbitration. A dispute may be an escalation of a prior complaint.

^k The Revenue Determination made by the Australian Energy Regulator (AER) under Chapter 6A of the *National Electricity Rules* or Part 5 of the *Electricity Infrastructure Investment Act 2020*.

^l To avoid any ambiguity this is the same financial year in which the payments reported in the SBP record were paid. E.g. an SBP record sheet containing payment information for SBPs paid in the 2025-26 financial year, will report its AER Revenue Determination for that same 2025-26 financial year in its 'Eligible Project Summaries' table.

^m As prescribed in clause 22.3(c) of the *SBP Guidelines*.

5 Revenue Adjustment Applications

The Licence Holder must report to IPART by 31 August each year any Revenue Adjustment Application(s)ⁿ submitted to the Australian Energy Regulator (AER) in the previous financial year, that are wholly or partially attributable to adjustments for Scheme Costs. Revenue Adjustment Applications which do not contain any adjustment for Scheme Costs are exempt from this requirement.

The Licence Holder is only required to provide to IPART a breakdown of any component(s) of a Revenue Adjustment Application that are attributable (in part or in full) to Scheme Costs. If a component is only partially attributable to Scheme Costs, the Licence Holder must specify the amount that is attributable^o to Scheme Costs.

The net amount^p of the component(s) of the Revenue Adjustment Application which are attributable to Scheme Costs must be provided:

- aggregated as a total across all of the Licence Holder's Eligible Projects, and
- broken down into subtotals by individual Eligible Projects.

ⁿ Revenue Adjustment Application as defined in the *SBP Guidelines*.

^o In cases where a component is only partially attributable to Scheme Costs the amount should be broken down into two categories corresponding to 'Scheme Costs' and 'other costs'.

^p For the avoidance of doubt, this reporting requirement applies to all Revenue Adjustment Applications, regardless of whether the application is for a positive or negative revenue adjustment, or whether the Scheme Costs component is positive or negative.

6 Notification of Energisation Dates

Licence Holders are required to notify IPART within 20 business days whenever a Project Section's Energisation Date occurs. This notice is to be provided via an email to energy@ipart.nsw.gov.au and must include the Energisation Date⁹ and the Project Section(s).

Additionally, for each Project Section Licence Holders must complete the initial amendment to the Project Easement Register and notify IPART at least 90 days prior to the Energisation Date of that Project Section. The amendment must include the Licence Holder's best estimate for when the Energisation Date is planned to occur.

We understand that planned Energisation Dates may be delayed or brought forward from time to time, due to a range of factors. A change to the planned Energisation Date requires re-notification to IPART in the case that:

- the new Energisation Date is to occur within 90 days of the Licence Holder initially providing the notification to IPART of the upcoming Energisation Date for that Project Section, or
- the new Energisation Date is more than 30 days after the previous Energisation Date reported to IPART for that Project Section, or
- the Energisation Date has already occurred, and the Licence Holder has failed to provide any prior notice to IPART beforehand.

The Licence Holder must provide this re-notification within 20 business days of circumstances changing and provide an accompanying explanation as to why the 90-day notice period was not met.

⁹ Energisation Date as defined in the *SBP Guidelines*.

© Independent Pricing and Regulatory Tribunal (2025).

With the exception of any:

- a. coat of arms, logo, trade mark or other branding;
- b. photographs, icons or other images;
- c. third party intellectual property; and
- d. personal information such as photos of people.

this publication is licensed under the Creative Commons Attribution-NonCommercial-NoDerivs 3.0 Australia Licence.



The licence terms are available at the [Creative Commons website](#)

IPART requires that it be attributed as creator of the licensed material in the following manner: © Independent Pricing and Regulatory Tribunal (2025).

The use of any material from this publication in a way not permitted by the above licence or otherwise allowed under the Copyright Act 1968 (Cth) may be an infringement of copyright. Where you wish to use the material in a way that is not permitted, you must lodge a request for further authorisation with IPART.

Disclaimer

This reporting manual is published for the purpose of IPART specifying the reporting obligations of the regulated entity in the context of the relevant statutory framework. Use of this reporting manual for any other purpose is at the user's own risk, and is not endorsed by IPART.

This reporting manual does not displace any reporting obligation under any relevant licence or legislation.

ISBN 978-1-76049-775-0