



## Strategic policy

### Caloundra South

### Community Development Infrastructure Fund

Corporate Plan reference	Healthy Environment Maintaining and enhancing the region's natural assets, liveability and environmental credentials
Endorsed by Chief Executive Officer	
Manager responsible for policy	Group Executive, Liveability and Natural Assets Group

## Background

The Caloundra South Community Development Infrastructure Fund (the Fund) has been established to enable Council to identify and fund or partially fund community infrastructure development which will provide community benefit to the communities surrounding the Caloundra South Priority Development Area (PDA).

It is envisaged that the development of the Caloundra South PDA and the arrival of approx. 50,000 new residents in the area will have impacts on existing community infrastructure in adjoining communities and subsequently create demand for new infrastructure within these communities.

The Fund has been established in recognition of these potential impacts and is intended to support the development of appropriate infrastructure in the 2011 Statistical Local Areas of Caloundra North, Caloundra South and Glass House Country, other than any part of those areas located within the Caloundra South PDA. The Caloundra South Community Development Infrastructure Fund provides funding to deliver infrastructure projects which would not otherwise be possible or enable a project to be completed earlier due to the funding.

The policy is to be read in conjunction with the Caloundra South PDA Local Government Infrastructure Agreement (LGIA) - Clause 31 - Community Development Infrastructure Fund, which provides the policy direction and requirements of the Fund (refer attachment A).

## Policy purpose

To establish a framework that guides the administration and expenditure of funds from the Caloundra South Community Development Infrastructure Fund in accordance with the LGIA.

The policy seeks to establish:

- A robust and transparent decision making process to optimise the expenditure of the Fund for community benefit
- Ensure an equitable and appropriate distribution of the Fund

D2017/1092589

1

- Ensure compliance with Clause 31 of the LGIA.

## Policy outcomes

The outcomes this policy seeks to achieve include:

- Support for Council's vision "Australia's most sustainable region – healthy, smart and creative"
- Support for Council infrastructure projects that align with Council's strategic intent and adopted network planning
- The development of community infrastructure which provides community benefits to the communities of the Caloundra North, Caloundra South and Glass House Country 2011 Statistical Local Areas (refer attachment B)
- Providing a range of community infrastructure which minimises the impact of the emerging community of Caloundra South PDA on the adjoining community infrastructure
- Increasing the capacity of community/social infrastructure located within Caloundra North, Caloundra South and Glass House Country 2011 Statistical Local Areas (other than any part of those areas located within the PDA) (refer attachment B).

## Policy scope

This policy applies to the funds received by Council through the Caloundra South Community Development Infrastructure Fund and guides the distribution and expenditure of the Cash Reserve established for the management of these funds.

Council infrastructure projects to be funded by the Fund (fully or partially) will be located in the geographical area known as the 2011 Statistical Local Areas of Caloundra North, Caloundra South and Glass House Country, other than any part of those areas located within the Caloundra South PDA (refer attachment B).

The Fund (Cash Reserve) receives payments prior to the lodgement of each Plan of Subdivision for each residential lot in the PDA up to a maximum of \$10 million (Indexed) in accordance with the LGIA – Clause 31.

Eligible infrastructure projects are required to enhance community access, community safety and the amenity associated with key destinations external to the PDA, including beaches/foreshores, major community and open space precincts and public transport hubs.

The Fund may be utilised to develop community/social infrastructure that can demonstrate a direct relationship with the demand from the residential development of Caloundra South PDA and increase the capacity of the infrastructure to cater for this demand.

The infrastructure is to be of a regional/major nature and is not to duplicate infrastructure to be delivered within the PDA.

A direct relationship between the demand from the Caloundra South PDA community and the proposed infrastructure project is to be clearly demonstrated.

Infrastructure may be related to:

- Community, cultural or sport/recreation and health facilities
- Street activation infrastructure and civic amenities
- Regional/major level community infrastructure

Examples of suitable projects are contained in the LGIA - Clause 31 (refer attachment A)

## Eligibility

Council will determine the eligible projects to be funded by the Caloundra South Community Development Infrastructure Fund based on a thorough assessment process designed to ensure a robust and transparent decision making process (refer attachment C).

The process will be supported by the Caloundra South Steering Committee (made up of representatives from Council, Stockland and Economic Development Queensland) and adopted by Council for implementation.

Eligible items include concept design, detailed design, construction costs, project management and labour costs directly attributed to the project.

Ineligible items include scoping, equipment and operational costs.

Funds may contribute wholly or partially to an infrastructure project with a minimum total spend of \$500,000 and maximum of \$3,000,000 per project. The maximum spend per project may be reconsidered in exceptional circumstances when supported by all parties.

The entire Fund cannot be spent on one single project.

Infrastructure projects are to be Council owned and managed assets on Council controlled land. Projects on land controlled by State Government that can demonstrate community benefit may also be eligible.

The Fund will be utilised to contribute or fund projects beyond what is considered core council business or assist in bringing projects forward for early delivery. The funds are not to replace, reduce or allow reallocation of current and future general revenue allocations to projects and should be complementary to Council's capital works program.

The Fund cannot go into a negative balance unless all parties to the LGIA agree.

## Policy statement

The Caloundra South Community Development Infrastructure Fund supports the development of sustainable community infrastructure to benefit the broader community in the identified geographical area and to lessen the impact of the demand for infrastructure from the Caloundra South PDA community.

Infrastructure projects must create new capacity to respond to population growth and the additional demand related to the Caloundra South PDA community.

## Assessment criteria

Eligible projects will need to demonstrate their merit in accordance with the following criteria:

- Infrastructure that contributes positively to the broader Sunshine Coast network and builds and strengthens the quality of life of all residents
- Alignment with Council's strategic intent, adopted policy and infrastructure network plans
- A benefit to the residents of the Caloundra South, Caloundra North and Glass House Country 2011 SLAs including the residents of the PDA (refer attachment B)
- An increase in capacity to respond to increasing demand based on population growth in the Caloundra South PDA
- A clear relationship/nexus with the demand from Caloundra South PDA community and infrastructure that does not duplicate infrastructure being delivered in the Caloundra South PDA

- Ongoing sustainability that does not create an operational burden on the Sunshine Coast community.

## Guiding principles

- Alignment with the strategic intent of the Sunshine Coast Council Corporate Plan
- Sustainable investment in the short and long term
- Accessible to the public
- Reflective of the local area and in keeping with style and character
- Positive contribution to community outcomes.

## Management of the Fund

The following management guidelines are to be followed for identification, assessment, approval and reporting of infrastructure projects.

A draft 10 year program of eligible projects to be prepared as follows:

1. A review of planned and unfunded strategic projects or network plans in consultation with relevant Divisional Councillors
2. An assessment of identified projects to determine a shortlist of projects utilising assessment criteria (refer Attachment D)
3. Determination of a draft 10 year program including preliminary scoping, timing and cost estimates and proportion of funding to be allocated from the Fund to each project
4. Recommended Draft 10 year program to be presented to the Caloundra South Steering Committee for support
5. Draft 10 year program supported by the Caloundra South Steering Committee to be presented to Council through the annual budget process and implementation through the 10 year Capital Works Program.

The 10 Year Program to be reviewed every 3-5 years to review funding arrangements and future projects. The process of preparing a 10 year program is illustrated in appendix C.

## Documentation

Project proposals must identify:

- Fulfilment of project eligibility as set out in this policy and further detailed in the LGIA
- Reference to the adopted network plan or strategic document for strategic compliance
- Total cost of project and proportion of cost sought funded from the Caloundra South Community Development Infrastructure Fund
- Complimentary funding opportunities (internal and external)
- Internal resources required to complete project – planning, design and project management
- Proposed project timeframes of project delivery
- Lifecycle and ongoing cost implications.

## Reporting process

On or before 30 July each year, Council is required to prepare and submit an audited statement to the Minister of Economic Development Queensland (MEDQ) and the Developer in accordance with the LGIA - Clause 31, which documents:

- Balance of the Fund as at 1 July the previous year
- Amount received 1 July to 30 June of the previous year
- Interest accrued
- Amount disbursed and evidence of the expenditure on approved projects
- Closing balance of the fund 30 June in year ending.

## Administration of the Fund

The Caloundra South Community Development Infrastructure Fund will be administered in accordance with the Caloundra South Priority Development Area Local Government Infrastructure Agreement - Clause 31 by the Sunshine Coast Council.

## Roles and responsibilities

Task	Group/ Branch
Prepare 10 year program	Councillors Liveability and Natural Assets Group Economic and Community Development Group Built Infrastructure Group
Preliminary assessment of proposed project	Liveability and Natural Assets Group
Confirmation of the 10 year program	Caloundra South Steering Committee
Inclusion in the Capital Works program	Built Infrastructure Group
Reporting on expenditure	Business Performance Group
Review annually through the Capital Works Program	Liveability and Natural Assets Group in consultation with the Caloundra South Steering Committee

## Measurement of success

Consistent with Policy outcomes.

Demonstrated relationship to the Caloundra South PDA community.

Projects delivered on time and in budget.



## Definitions

- Caloundra South Priority Development Area (PDA)
- Caloundra South Priority Development Area Local Government Infrastructure Agreement (LGIA)
- Minister for Economic Development Queensland (MEDQ)
- The Developer of Caloundra South PDA (the Developer). Related policies and legislation
- Sunshine Coast Environment and Liveability Strategy 2017
- Caloundra South Master Plan 2012
- Caloundra South Local Government Infrastructure Agreement (LGIA) 2015
- Capital and Operational Reserves Organisational Policy 2009

## Attachments

Attachment A – Extract LGIA - Clause 31

Attachment B – Caloundra South Community Development Infrastructure Fund Area

Attachment C – Flow Chart, 10 year program

Attachment D – Assessment criteria matrix

Version	Reason/ Trigger	Change (Y/N)	Endorsed/ Reviewed by	Date
1.0	e.g. Create new			DD/MM/YYYY
	e.g. Review			

© Sunshine Coast Regional Council 2009-current. Sunshine Coast Council™ is a registered trademark of Sunshine Coast Regional Council.

- 30.6.2 provide a report detailing matters considered, respective parties' positions and recommendations made to the Steering Committee, at least 5 Business Days before the bi-annual meetings of the Steering Committee unless otherwise agreed by the Steering Committee.
- 30.7 The parties acknowledge that the Working Group is consultative and advisory only and that:
- 30.7.1 decisions of the Working Group; and
- 30.7.2 outcomes of any meetings (including any report), representations during any meetings or the minutes of any meetings of the Working Group,
- do not:
- 30.7.3 limit or otherwise affect the rights and obligations of the parties under this Agreement, including the Developer Obligations;
- 30.7.4 entitle the Developer to make any Claim against MEDQ or the Council; or
- 30.7.5 constitute a direction by MEDQ or the Council to do or not do anything.
- 30.8 The Working Group may only make decisions with the agreement of all members of the Working Group.

**31 COMMUNITY DEVELOPMENT INFRASTRUCTURE FUND**

---

- 31.1 The Developer must contribute to a Community Development Infrastructure Fund to be administered by the Council as trustee of the Fund.
- 31.2 The purpose and objects of the Community Development Infrastructure Fund are to enable the Council to identify and fund or partially fund infrastructure in the areas identified as Caloundra North, Caloundra South and Glass House Country statistical local areas in **Maps 16A, 16B and 16C** (other than any part of those areas located within the PDA), which the Council, as trustee of the Community Development Infrastructure Fund reasonably determines will provide a community benefit in those areas.
- 31.3 In addition to funding or partially funding infrastructure, the Community Development Infrastructure Fund can be used for the purpose of reimbursing the Council for the cost of the audited statement required under **clause 31.13**.
- 31.4 Prior to lodgement of each Plan of Subdivision for sealing, the Developer must transfer into the Community Development Infrastructure Fund an amount of \$550.00 (current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the three year rolling average of the Road and Bridge Construction Index) for each Residential Lot created by that Plan of Subdivision, up to a maximum of \$10 million (also current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the three year rolling average of the Road and Bridge Construction Index).
- 31.5 At the time of payment in accordance with **clause 31.4**, the Developer must provide to MEDQ a receipt from the Council as trustee confirming payment of the required amount to the Community Development Infrastructure Fund.
- 31.6 Upon completion of contributions to the Community Development Infrastructure Fund totalling \$10 million (as adjusted) no further contribution to the Community Development Infrastructure Fund is required from the Developer.
- 31.7 If, by 30 June 2049, the contributions to the Community Development Infrastructure Fund have not reached \$10 million (as adjusted), the Original Developer must, on that date, transfer into the Community Development Infrastructure Fund an amount so that the total contributions to the Community Development Infrastructure Fund equal \$10 million (as adjusted).

14410217/7

- 31.8 Any interest accrued on money in the Community Development Infrastructure Fund is to form part of the Community Development Infrastructure Fund.
- 31.9 Contributions by the Developer to the Community Development Infrastructure Fund are to be offset against the Implementation Charge, to a maximum offset amount of \$7.5 million (current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the three year rolling average of the Road and Bridge Construction Index).
- 31.10 Infrastructure to which the Community Development Infrastructure Fund may be applied by the Council includes, by way of example:
- 31.10.1 expansion or establishment of a regional art gallery or museum;
  - 31.10.2 contribution to regional facilities – art development, sports stadium, performing arts;
  - 31.10.3 improvement/enhancement/increased capacity works at coastal precincts (e.g. playgrounds, car parking, amenities, landscaping and embellishments, public access);
  - 31.10.4 improvement/enhancement/increased capacity works at hinterland precincts (e.g. playgrounds, car parking, amenities, landscaping and embellishments, public access);
  - 31.10.5 improvement/enhancement/increased capacity works at public transport hubs (e.g. playgrounds, car parking, amenities, landscaping and embellishments, public access);
  - 31.10.6 bathing reserves and lifeguard facilities;
  - 31.10.7 mountain bike, walking and running trails;
  - 31.10.8 adventure based recreation activities – climbing, abseiling, hang gliding;
  - 31.10.9 equestrian and hard to locate sports facilities (e.g. pony club facilities, junior moto-cross, BMX);
  - 31.10.10 cultural heritage walks, interpretation and information;
  - 31.10.11 development of a cemetery to service the Caloundra South community; and
  - 31.10.12 provision of non-powered water sports facilities – launch site, storage shed, amenities building – sailing, kayaking and outrigger activities.
- 31.11 The Council must not apply the Community Development Infrastructure Fund to the provision of a single item of infrastructure.
- 31.12 Prior to making a determination under **clause 31.2** in relation to application of any part of the Community Development Infrastructure Fund the Council must consult with MEDQ and the Original Developer in relation to any such proposed determination. Consultation may take the form of meetings or written correspondence but must allow both MEDQ and the Original Developer reasonable time to consider any proposed determination and to respond to the proposed determination.
- 31.13 The Council must, on or before 30 July each year, provide a report to MEDQ and the Original Developer which contains an audited statement, prepared by a Registered Company Auditor in accordance with the requirements for a "Limited scope audit" under the Australian Auditing Standards being an audit against the requirements and obligations of the Community Development Infrastructure Fund, that identifies:
- 31.13.1 the balance of the Community Development Infrastructure Fund at 1 July of the previous year;
  - 31.13.2 the amount received during the year from 1 July of the previous year to 30 June of the current year;

14410217/7



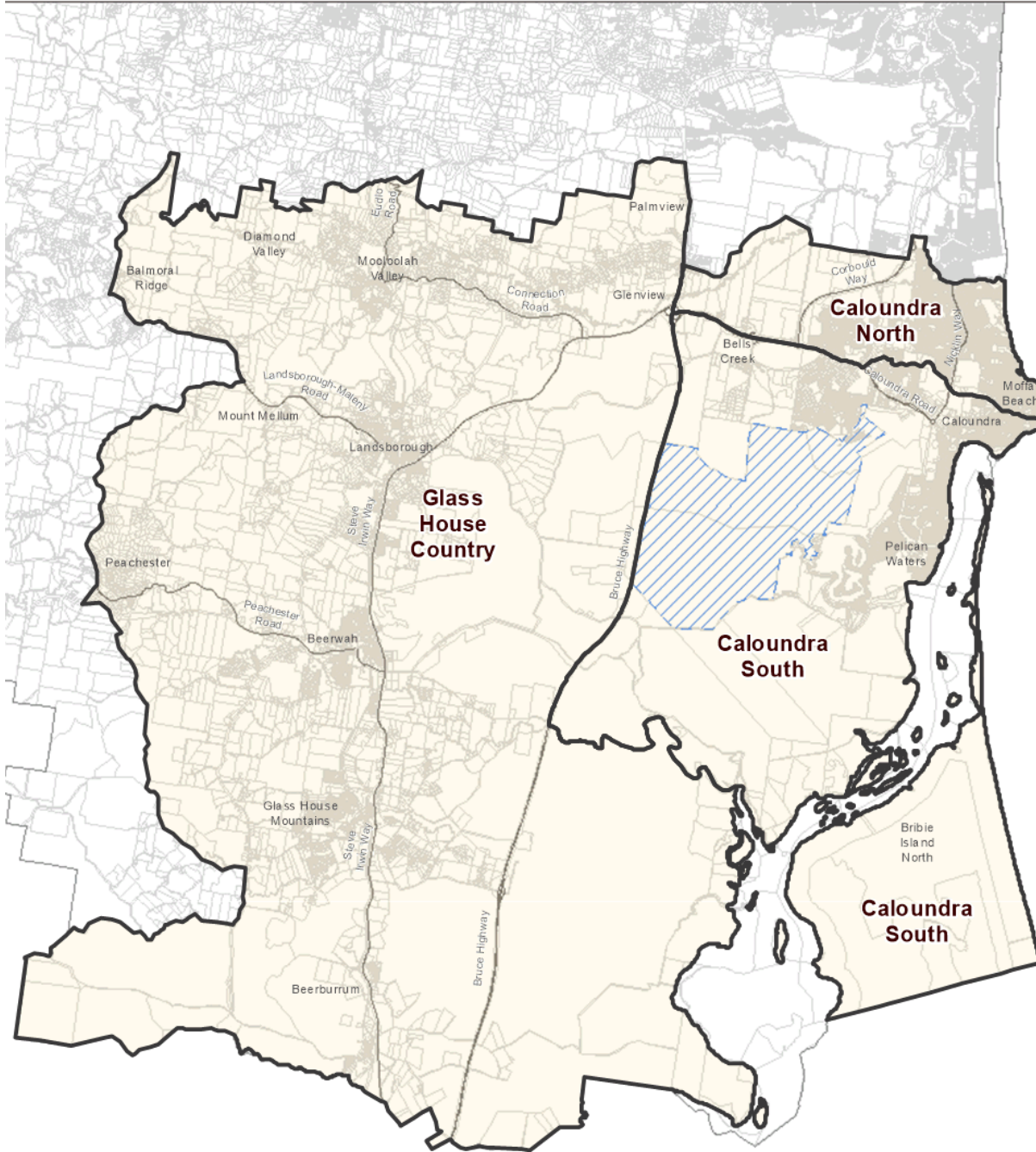
- 31.13.3 interest accrued on money in the Community Development Infrastructure Fund during the year from 1 July of the previous year to 30 June of the current year;
  - 31.13.4 any amount disbursed from the Community Development Infrastructure Fund during the year from 1 July of the previous year to 30 June of the current year and the details of the purpose for which it was disbursed (including the amount disbursed for each purpose, the type of infrastructure or programs and the location of the infrastructure or programs); and
  - 31.13.5 the current balance of the Community Development Infrastructure Fund as at 30 June of the current year.
- 31.14 The Council must retain, and make available to the auditor upon request, the following records relating to the Community Development Infrastructure Fund:
- 31.14.1 tax invoices (or, for works carried out by Council, equivalent documentary records) for disbursements made from the Community Development Infrastructure Fund;
  - 31.14.2 details of the type and location of any infrastructure or programs funded by the Community Development Infrastructure Fund; and
  - 31.14.3 details of how the disbursements made are compliant with the purpose, objects and criteria of the Community Development Infrastructure Fund.

## **32 COMMUNITY BENEFIT FUND**

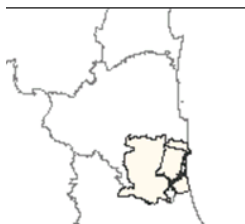
- 32.1 The Original Developer must establish a trust account for the Community Benefit Fund to be administered by the Original Developer as trustee of the fund.
- 32.2 The Community Benefit Fund is to be administered by the Original Developer in accordance with this **clause 32**.
- 32.3 Subject to **clause 32.5**, prior to the lodgement of each Plan of Subdivision for sealing, the Developer must transfer into the Community Benefit Fund an amount of \$275 (current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the 3 year rolling average of the Road and Bridge Construction Index) for each Residential Lot created by that Plan of Subdivision.
- 32.4 At the time of payment in accordance with **clause 32.3**, the Developer must provide to MEDQ a receipt from the Original Developer as trustee confirming payment of the required amount to the Community Benefit Fund.
- 32.5 The Developer is to contribute \$5 million (current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the 3 year rolling average of the Road and Bridge Construction Index) to the Community Benefit Fund. Upon contribution of \$5 million (as adjusted), no further contribution is required from the Developer.
- 32.6 If, by 30 June 2049, the contributions to the Community Benefit Fund have not reached \$5 million (as adjusted), the Original Developer must, on that date, transfer into the Community Benefit Fund an amount so that the total contributions to the Community Benefit Fund equal \$5 million (as adjusted).
- 32.7 Contributions by the Developer to the Community Benefit Fund are to be offset against the Implementation Charge, to a maximum offset amount of \$5 million (current as at the Commencement Date and adjusted annually on and from 1 July 2016 in accordance with the 3 year rolling average of the Road and Bridge Construction Index).
- 32.8 At least once every 2 years, the Steering Committee must invite community groups to submit applications for funding to be drawn from the Community Benefit Fund, in accordance with procedures as determined from time to time by the Steering Committee.

14410217/7





Caloundra South Community Development Infrastructure Fund Area 



**Overview**



**Legend**

-  Statistical Local Areas
-  Caloundra South Priority Development Area
-  Major Roads
-  Cadastre

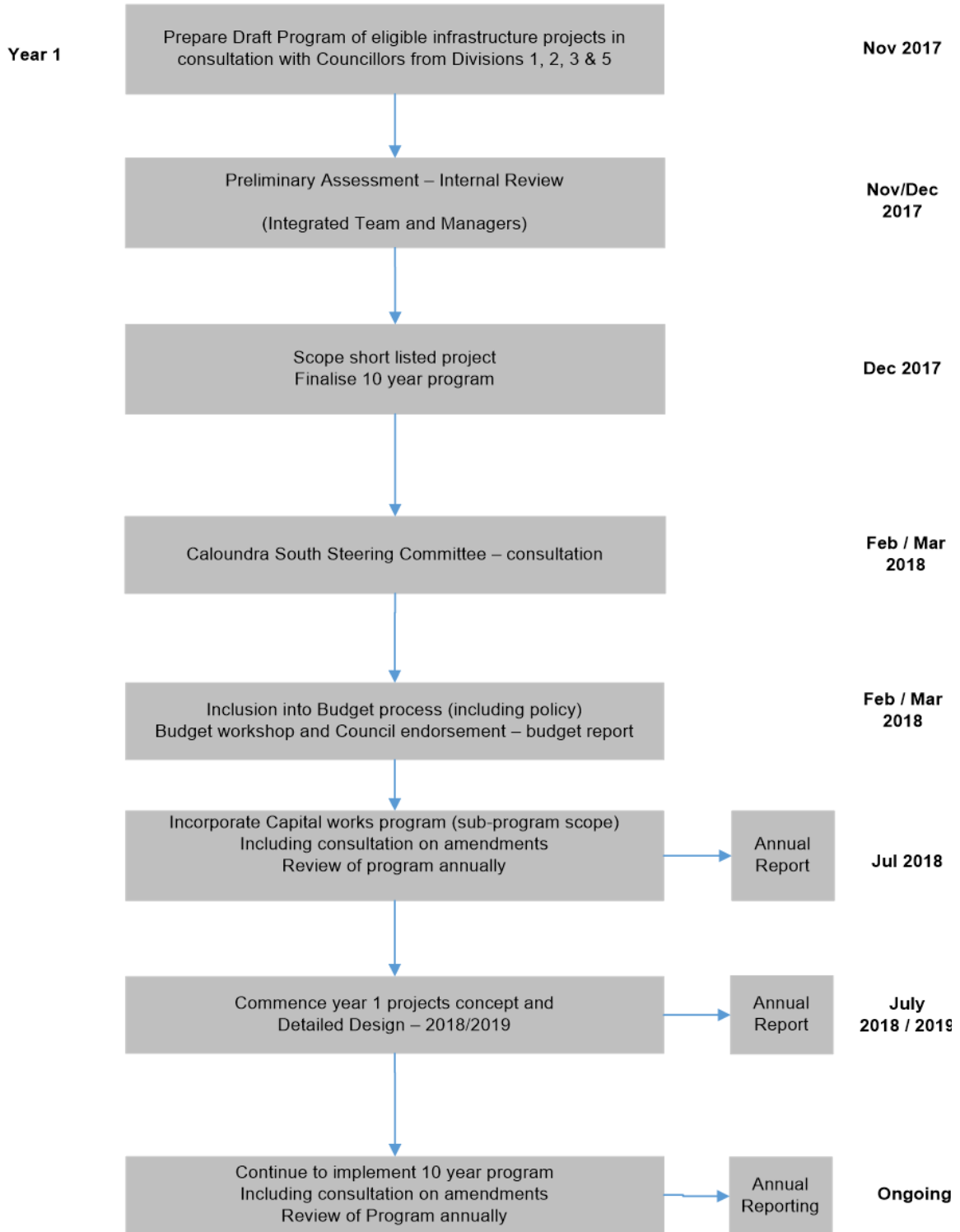
0 1 2 3 4 5 Km 1:150,000

While every care is taken to ensure the accuracy of this product, neither the Sunshine Coast Council nor the State of Queensland makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs that may occur as a result of the product being inaccurate or incomplete in any way or for any reason.

Crown & Council Copyright Reserved.

Attachment C

**Caloundra South Community Development Infrastructure Fund  
 10 Year Program**



D2017/1092587

Assessment Criteria Matrix, Caloundra South Community Development Infrastructure Fund

Criteria	Poor - 1	Fair - 2	Good - 3	Excellent - 4	Score
<b>Infrastructure contributes positively to the broader Sunshine Coast network and builds and strengthens the quality of life of all residents</b>	Local level infrastructure	District level infrastructure providing enhanced access to existing functions	Council wide/ regional or district level infrastructure complementing the existing network and providing enhanced opportunities or amenity	Council-wide/ regional level infrastructure, complementing the broader Sunshine Coast network and delivers new functions/ experiences for the broader community	
<b>Alignment with Council's strategic intent, adopted policy and infrastructure network plans</b>	Conflicts with Council's strategic intent	Generally in accordance with Council strategic direction	Project identified specifically in adopted strategy or plan	Specifically mentioned in a resolution or Council directive	
<b>A benefit to the residents of Caloundra South, Caloundra North and Glass House Country 2011 SLAs, including the residents of the Caloundra South PDA</b>	Is located outside the identified area	Not easily accessed by road or public transport by target communities and therefore benefits will be less	Good access by road and public transport for target communities	The project is centrally located to serve its function, of Council-wide/ regional nature and will benefit the broader community	
<b>An increase in capacity to respond to increasing demand based on population growth in Caloundra South PDA.</b>	Does not expand activity or functional space and is of a renewal/rehab nature	Creates additional activity /functional space/ public amenity	New infrastructure not currently available and complements existing facilities	New infrastructure not currently available and complements existing facilities. Anticipated adverse impacts on the surrounding community if the infrastructure is not built	

Criteria	Poor - 1	Fair - 2	Good - 3	Excellent - 4	Score
<b>A clear relationship/nexus with the demand from Caloundra South PDA community and Infrastructure that does not duplicate infrastructure being delivered in the Caloundra South PDA</b>	Infrastructure is being delivered in the PDA as outlined in the IA	Specific purpose infrastructure complementing infrastructure to be delivered in the PDA, anticipated limited audience	Multipurpose infrastructure complementing infrastructure to be delivered in the PDA, anticipated broad audience	Multipurpose infrastructure complementing infrastructure to be delivered in Caloundra South, non-delivery is likely to lead to adverse impacts on the target communities, including the PDA	
<b>Ongoing sustainability that does not create an operational burden on the Sunshine Coast community</b>	Will require significant Council resources for delivery and ongoing operations	Will require moderate Council resources for delivery and ongoing operations	Co-funding is available to reduce capital and ongoing costs. Council resources required are limited	infrastructure is anticipated to significantly support economic development	