

# Late Item 8.1

## Ordinary Meeting

**Thursday, 30 January 2020**

**commencing at 9:00am**

**Council Chambers, 1 Omrah Avenue, Caloundra**



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**8 REPORTS DIRECT TO COUNCIL****8.1 IMMEDIATE FINANCIAL SUPPORT FOR BUSHFIRE AFFECTED COUNCILS**

<b>File No:</b>	<b>Council Meeting</b>	
<b>Author:</b>	<b>Coordinator Disaster Management Built Infrastructure Group</b>	
<b>Attachments:</b>	<b>Att 1 - Media Release from Prime Minister's office .....</b>	<b>13</b>
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**PURPOSE**

The purpose of this report is to advise Council of the plans, processes and consultation strategy which will take place in order to allocate and expend Federal Government bushfire assistance funds within a locally led recovery and resilience building context, which will be of most benefit to community and specific to our region.

The report also proposes a whole of Council model to assist and inform the Sunshine Coast community on broader bushfire disaster relief and resilience measures.

**EXECUTIVE SUMMARY**

On 9 January 2020, the Federal Government advised that there will be an initial and immediate base payment of \$1 million to 42 of the most severely bushfire impacted Councils in New South Wales, Victoria, South Australia and Queensland to help quickly rebuild vital infrastructure and strengthen community resilience. (Refer Attachment 1 – Media Release from Prime Minister's office).

Sunshine Coast Council has been advised that due to the bushfire disaster activations in 2019 responding to the bushfires in this region at that time, Council will be receiving an immediate payment of \$1 million. The Federal Government has directed the Queensland Reconstruction Authority to be the agency managing the allocation and governance of these funds.

This report considers how this financial assistance package will be applied, including the development of a Program of Works, a formal document required by the Queensland Reconstruction Authority.

Further to the advice from the Prime Minister's office, the Queensland Reconstruction Authority has provided advice, guidelines and timeframes to be applied in developing the Program of Works and acquittal reporting (Refer Attachment 2 – Cover letter and Disaster Recovery Funding Arrangements).

Recognising that recovery and resilience building is very much a multi-agency program, with a number of key stakeholders involved, their input is critical to future planning. At this time, local Queensland Fire and Emergency Services personnel are currently still in full operations with many of their staff out of the region assisting with the fires in New South Wales and Victoria. Queensland Parks and Wildlife Service officers (one of the principal land holders) are also currently assisting with operational activities and Council's Environmental Operations team is currently still conducting full time restoration works for the damage caused to our natural areas from the recent fires in our region. Their availability is considered essential to support the development of an appropriately informed and well-targeted Program of Works. Consultation with these parties will need to occur throughout the course of

February in order to ensure a proposed Program of Works can be considered by Council in March and then transmitted to the Queensland Reconstruction Authority by 27 March 2020.

Upon the cessation of the current fire response operations, there will be a requirement for each agency to conduct comprehensive debriefs, strategic reviews and documentation of specific learnings and recommendations from these events. It would be ideal for those findings to inform the development of Council's Program of Works as well as the findings from this region's bushfires.

Formal guidelines have been provided and detail the following criteria for consideration in developing the Program of Works:

- Rebuilding damaged or destroyed Council assets such as key local roads, bridges, and community facilities
- Employing additional local staff to take on specialist recovery or planning roles to help coordinate and plan the rebuilding effort
- Hosting new public activities and events to bring communities together and attract visitors back to affected regions
- Immediate maintenance and repairs to relief and evacuation centres
- Activities and measures to support local economic recovery.

Further details are provided in the body of the report.

At this time, the opportunity has also been taken to outline a model to assist and inform the Sunshine Coast community on broader bushfire disaster relief and resilience measures, recognising there are extensive conversations being conducted nationally and internationally on how best to assist recovery efforts and the contributing factors to extreme bushfire conditions. Subject to Council endorsement, the implementation of this model will commence immediately, with ongoing community engagement and communication activities on adaptation and resilience measures and associated matters at least through to September 2020 and potentially beyond.

## **OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled "Immediate Financial Support for Bushfire Affected Councils"**
- (b) endorse the proposed approach to developing a Plan of Works in accordance with Queensland Reconstruction Authority guidelines for consideration by Council in March 2020 and**
- (c) endorse the proposed model for Council to assist and inform the Sunshine Coast community on broader bushfire disaster relief actions, including the continuing implementation of the Environment and Liveability Strategy community engagement and communication campaign with an emphasis on adaptation and resilience measures and associated matters.**

## **FINANCE AND RESOURCING**

A working group will be formed inclusive of internal Council staff and in consultation with key stakeholders to manage development of the Program of Works. No direct costs are expected to be incurred through this process. It should be noted that the proposed Plan of Works may recommend actions (both new and enhanced) that may require additional funding contributions from Council. Any such proposals will need to be considered as part of Council's normal budget development process.

The costs to implement the model proposed for assisting and informing the community on broader bushfire relief and resilience measures (ie. Recommendation (c)) will be met from existing budgets for the relevant programs.

## CORPORATE PLAN

**Corporate Plan Goal:** *A strong community*  
**Outcome:** We serve our community by providing this great service  
**Operational Activity:** S3 - Disaster Management - providing regional disaster management coordination including prevention, preparation, response and recovery.

**Corporate Plan Goal:** *A healthy environment*  
**Outcome:** A resilient region shaped by clever planning and good design  
**Operational Activity:** 2.1.1 - Implement priority activities from the Environment and Liveability Strategy 2017.

## CONSULTATION

### Councillor Consultation

Mayor Mark Jamieson, as Chair of the Local Disaster Management Committee, has been briefed on this report.

### Internal Consultation

To date, consultation has occurred with the following Council representatives in relation to proposals in this report:

- Chief Executive Officer
- Executive Manager, Office of the CEO
- Chief Strategy Officer
- Chief of Staff
- Manager, Communication
- Acting Group Executive, Built Infrastructure
- Group Executive, Economic and Community Development
- Manager, Community Planning and Development
- Manager, Environment and Sustainability Policy

Formal guidelines for the management of the Commonwealth funds were received on 14 January 2020.

### External Consultation

There has not been any external consultation relating to this report.

### Community Engagement

There has not been any community consultation relating to this report.

## PROPOSAL

### Federal Government Bushfire Assistance Fund

On 9 January 2020, the Federal Government advised that there will be an initial and immediate base payment of \$1 million to 42 of the most severely bushfire impacted Councils in New South Wales, Victoria, South Australia and Queensland to help quickly rebuild vital infrastructure and strengthen community resilience. (Refer Attachment 1 – Media Release from Prime Minister’s office).

Sunshine Coast Council has been advised that due to the bushfire disaster activations in 2019 responding to the bushfires in this region at that time, Council will be receiving an immediate payment of \$1 million. The Federal Government has directed the Queensland Reconstruction Authority to be the agency managing the allocation and governance of these funds.

Funding has been directed to Sunshine Coast Council recognising that this region has been ‘activated’ for Category D Bushfire Disaster Recovery Relief under Disaster Recovery Funding Arrangements. Payments will not require matched funding.

This report outlines the proposed approach to developing recommendations on how this financial assistance package will be applied, including the development of a Program of Works, a formal document required by the Queensland Reconstruction Authority.

Further to the advice from the Prime Minister’s office, the Queensland Reconstruction Authority has provided advice, guidelines and timeframes to be applied in developing the Program of Works and acquittal reporting (Refer Attachment 2 – Cover letter and Disaster Recovery Funding Arrangements).

### Proposed approach to developing a recommended Program of Works

Recognising that recovery and resilience building is very much a multi-agency effort, with a number of key stakeholders involved, their input is critical to future planning.

At this time, local Queensland Fire and Emergency Services personnel are currently still in full operations, with many of their staff out of the region assisting with the fires in New South Wales and Victoria. Queensland Parks and Wildlife Service officers (one of the principal land holders) are also currently assisting with operational activities, and Council’s Environmental Operations team is currently still conducting full time restoration works for the damage caused to our natural areas from the recent fires in our region. Their availability is essential to support the development of an appropriately informed and well-targeted Program of Works.

Upon the cessation of the current fire response operations, each agency will be required to conduct comprehensive debriefs, strategic reviews and documentation of specific learnings and recommendations from these events. Ideally, those findings should inform the development of Council’s Program of Works as well as the findings from this region’s bushfires.

Formal guidelines have been provided and detail the following criteria for consideration in developing the Program of Works:

- Rebuilding damaged or destroyed Council assets such as key local roads, bridges, and community facilities
- Employing additional local staff to take on specialist recovery or planning roles to help coordinate and plan the rebuilding effort
- Hosting new public activities and events to bring communities together and attract visitors back to affected regions
- Immediate maintenance and repairs to relief and evacuation centres
- Activities and measures to support local economic recovery.



Council needs to develop and provide a Program of Works to the Queensland Reconstruction Authority by 27 March 2020. The allowable time for expenditure of the \$1 million is 30 June 2022 when a full acquittal report is required to be provided. Progress reporting is mandatory throughout program delivery on a monthly basis.

Currently there is no template for councils to follow in developing their proposed Program of Works.

The proposed approach to develop the Program of Works is therefore as follows:

- In recognising that an Advisory Group is essential in capturing whole of region input, the proposed membership will be identified, and a meeting convened without delay. This will include representation of the agencies nominated above.
- The Advisory Group will identify priorities consistent with the criteria nominated by the Queensland Reconstruction Authority that reflect local needs and requirements.
- As the Program of Works is required to be submitted to the Queensland Reconstruction Authority by 27 March 2020 and will need to have a form of Council endorsement, it is proposed to submit a recommended Program of Works to Council's Ordinary Meeting on 19 March 2020 for consideration and endorsement.

#### **Proposed model for Council to assist and inform the Sunshine Coast community on broader bushfire disaster relief and resilience measures**

Council has received numerous inquiries in relation to how community members and organisations can best assist the bushfire recovery efforts. Responses by government, industry and community to the current bushfires interstate have been swift with volunteer and career firefighters (from Australia and overseas) and Australian Defence Force personnel mobilised. Media coverage within Australia and internationally has seen fundraising efforts by individuals, charitable organisations and all levels of government generate tens of millions of dollars in a call to action to assist rebuild communities. The Local Government Association of Queensland announced on 8 January 2020, a donation of \$77,000 on behalf of each of the State's 77 councils to support Queensland and southern states' communities devastated by bushfires.

In addition, there have been widespread local, national and international conversations on the conditions that have contributed to the intensity and spread of the Australian bushfires and the exposure to these conditions as a result of a changing climate. The Sunshine Coast Environment and Liveability Strategy 2017 recognises the global climate is changing and that the forecast changes are expected to impact on both the natural environment and liveability of the Sunshine Coast. The ELS indicates that based on recent climate projections, we can expect our natural and built environments and communities to be exposed to a range of impacts including prolonged heat waves impacting public health and increased bushfire risk.

Taking into consideration the matters outlined above, a model to assist and inform the Sunshine Coast community on broader bushfire disaster relief and resilience measures has been developed, encompassing the following areas of focus:

- Communications - Provision of information and advice on:
  - reputable opportunities to donate and support the bushfire relief and recovery efforts and
  - local actions to improve community resilience in relation to the impacts of increased climate variability (such as bushfires), informed by the Environment and Liveability Strategy 2017 and the Sunshine Coast Council Disaster Resilience Plan 2019-2022.
- Partnerships - Provision of assistance to Sunshine Coast Council partners such as the Sunshine Coast Lightning, Visit Sunshine Coast and others through their activation efforts to contribute to bushfire recovery appeals.

- Direct Action - Continuing implementation and promotion of:
  - council led initiatives to respond to the impacts of a changing climate and
  - specific measures to raise bushfire appeal funds throughout 2020, such as encouraging voluntary donations with each ticket purchased for commercial events at Council venues.

In developing this model, Council officers have taken the following into consideration:

- The Australian Government has announced a \$2 billion bushfire recovery fund in addition to the Commonwealth Stage Natural Disaster Recover Arrangements.
- In the absence of a coordinated approach to fundraising, private citizens and charitable agencies have established campaigns for donations and the most successful of these, an online fundraising campaign, which has surpassed the \$50 million mark.
- Authorities have identified and communicated that donations of money as opposed to goods and services are preferred.
- The Sunshine Coast's "disaster" season has not ended; the region is drought-declared and fire events are still a threat.
- Increased bushfire risk is identified in the Environment and Liveability Strategy 2017 as one of the likely impacts of climate variability to which the Sunshine Coast community will be exposed.

### **Legal**

Any legal matters or advice required shall be sought through Council's legal team should it be required.

### **Policy**

The recommendations in this report support the implementation of Council's award-winning Environment and Liveability Strategy 2017 and Disaster Resilience Plan 2019-2022.

### **Risk**

There are no known risks with the project.

### **Previous Council Resolution**

There are no previous Council resolutions in relation to this report.

### **Related Documentation**

Disaster Recovery Funding Arrangements (attached to this report).  
Sunshine Coast Environment and Liveability Strategy 2017  
Sunshine Coast Council Disaster Resilience Plan 2019-2022

### **Critical Dates**

Council is to develop a Program of Works which is required to be submitted to the Queensland Reconstruction Authority by 27 March 2020.

### **Implementation**

Should the recommendations in this report be accepted by Council, the proposed strategies as described above will be implemented expeditiously, with ongoing and substantial community engagement and communication activities on adaptation and resilience measures and associated matters commencing immediately, given the current "disaster season" has not concluded. These activities will be maintained at least through to September 2020, marking the commencement of the region's next "disaster season".

The community engagement and communication activities will be designed and deployed continuously to effectively inform and engage the community on resilience and adaptation measures in response to a changing climate; disaster awareness and planning; and related priorities consistent with the Environment and Liveability Strategy 2017 and the Disaster Resilience Plan 2019-2022. This will include the release of a new interactive website for the Environment and Liveability Strategy.

The development of the Program of Works for the allocation of the Bushfire Assistance Funding will be prioritised by relevant areas within Council to ensure there is a robust proposal presented for Council's consideration at the Ordinary Meeting in March 2020



## IMMEDIATE FINANCIAL SUPPORT FOR BUSHFIRE AFFECTED COMMUNITIES

### *MEDIA RELEASE*

*09 Jan 2020*

*Prime Minister, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, Minister for Water Resources,  
Minister for Water Resources Drought Rural Finance Natural Disaster and Emergency Management*

The Morrison Government will provide an initial and immediate base payment of \$1 million to 42 of the most severely bushfire impacted councils in New South Wales, Victoria, South Australia and Queensland to help quickly rebuild vital infrastructure and strengthen community resilience.

A further \$18 million will be set aside to provide additional support to larger council areas which have experienced the most significant damage, with the National Bushfire Recovery Coordinator Andrew Colvin working with state governments and impacted local councils on determining this additional allocation.

Prime Minister Scott Morrison said his Government was committed to working hand in hand with regional communities to rebuild towns and villages.

"These payments will provide immediate assistance directly into the hands of local councils to rebuild roads and infrastructure, employ staff to help in recovery activities and hold events which bring the community together and bring tourists back to town," the Prime Minister said.

"We are moving immediately to support local councils and our funding will be in state government bank accounts by tomorrow.

"Importantly this is a base payment and just the start of our support for local communities, in what we know will be a long recovery."

Funding will be directed to councils which have been 'activated' by their respective state government for Category C bushfire disaster recovery relief under the Disaster Recovery Funding Arrangements (DRFA). Payments will not require matched funding from state governments.

<https://www.pm.gov.au/media/immediate-financial-support-bushfire-affected-commu...> 14/01/2020

Currently there are 40 councils across Australia in receipt of Category C assistance, including 33 in New South Wales, five in Queensland and two in South Australia ([list attached](#)).

Funding will also be provided to the Local Government Areas of East Gippsland and Towong in Victoria in recognition of an imminent request from the Victorian Government for Category C assistance for these severely impacted regions.

Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development Michael McCormack said the Government was backing regional communities to rebuild and recover.

"We have always known regional communities are Australia's most resilient and in the devastation of these fires we have seen again the remarkable community spirit existing in our regions, said the Deputy Prime Minister.

"The immediate payments to councils will boost affected economies by supporting local small businesses, farmers and trades as they rebuild, restock, replant and recover."

Minister for Natural Disaster and Emergency Management David Littleproud said the focus would be on supporting local communities.

"I've made it clear this won't be a Canberra led recovery, it'll be a locally led recovery and this is our first instalment in that process. We're empowering local governments to be part of that process today. We're committed to rebuilding communities but also the lives of those impacted by these devastating fires," Minister Littleproud said.

All funds will be drawn from the \$2 billion allocated to the National Bushfire Recovery Agency and this is in addition to funding that is automatically available to councils through other disaster recovery arrangements.

The lump sum payments will be delivered by the Commonwealth by the close of business tomorrow to State Governments who administer payments to councils.

The only condition placed on councils is that they develop a Program of Works within three months and report back to the Commonwealth in 12 months' time.

Councils will be able to spend their \$1 million payments on projects and activities that they deem essential for the recovery and renewal of their communities, including:

Immediate financial support for bushfire affected communities | Prime Minister of Au... Page 3 of 5

- Rebuilding damaged or destroyed council assets such as key local roads, bridges, and community facilities;
- Employing additional local staff to take on specialist recovery or planning roles to help coordinate and plan the rebuilding effort;
- Hosting new public activities and events to bring communities together and attract visitors back to affected regions; and
- Immediate maintenance and repairs to relief and evacuation centres.

## Councils to receive assistance

### NSW

- Armidale
- Ballina
- Bega Valley
- Bellingen
- Blue Mountains
- Byron
- Central Coast
- Cessnock
- Clarence Valley
- Coffs Harbour
- Eurobodalla
- Glenn Innes Severn
- Hawkesbury

<https://www.pm.gov.au/media/immediate-financial-support-bushfire-affected-commu...> 14/01/2020

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- Inverell
- Kempsey
- Kyogle
- Lismore
- Lithgow
- Mid-Coast
- Mid-Western
- Nambucca
- Port Macquarie-Hastings
- Queanbeyan-Palerang
- Richmond Valley
- Shoalhaven
- Singleton
- Snowy Monaro
- Snowy Valleys
- Tenterfield
- Tweed
- Walcha
- Wingecarribee
- Wollondilly

## **QLD**

- Livingstone

<https://www.pm.gov.au/media/immediate-financial-support-bushfire-affected-commu...> 14/01/2020



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- Noosa
- Scenic Rim
- Southern Downs
- Sunshine Coast

## **SA**

- Adelaide Hills
- Kangaroo Island

## **VIC**

- East Gippsland
- Towong

PRIME MINISTER OF AUSTRALIA  
The Hon Scott Morrison MP

<https://www.pm.gov.au/media/immediate-financial-support-bushfire-affected-commu...> 14/01/2020



## Queensland Reconstruction Authority

For reply please quote: QRA/Prog Del/CB – QRATF/20/69

14 JAN 2020

Mr Michael Whittaker  
Chief Executive Officer  
Sunshine Coast Regional Council  
Locked Bag 72  
SUNSHINE COAST MC QLD 4560

  
Dear ~~Mr~~ Whittaker

I refer to the recently announced Commonwealth funding of \$1 million for councils severely impacted by the Southern Queensland Bushfires, 6-12 September 2019 event.

The Commonwealth Government has confirmed that this funding is to be administered under Category D of the Disaster Recovery Funding Arrangements (DRFA), and is for use on priorities deemed most urgent by councils, which may include: rebuilding essential assets; immediate maintenance and repairs to relief and evacuation centres; employment of specialist recovery or planning personnel; and, activities to bring communities together and attract visitors back to the region.

Please note that close out documentation providing details of these activities will be required following completion to acquit the funding.

Further information on the conditions of the funding is detailed in the enclosed Guidelines. To accept this funding please sign and return the Project Funding Schedule via email to [submissions@qra.qld.gov.au](mailto:submissions@qra.qld.gov.au). Upon signing of the Project Funding Schedule, a Project Funding Agreement will be formed in accordance with clause 2.3 of the Head Agreement.

QRA has authorised a payment of \$1,000,000.00 (excluding GST) as a Recipient Created Tax Invoice (RCTI). Until the Project Funding Schedule is signed, this payment will be considered an advance in accordance with clause 4.1 of the Head Agreement.

If you require further information please contact Tina Girvan, Director – Assessments, Program Delivery on (07) 3035 6946.

Yours sincerely



Brendan Moon  
Chief Executive Officer  
Encl

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PO Box 15428 City East  
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[www.qra.qld.gov.au](http://www.qra.qld.gov.au)

Project Funding Schedule			
<b>1. QRA Program</b>	Disaster Recovery Funding Arrangements (DRFA), Category D Funding		
<b>2. Project/Event Identifier</b>	Southern Queensland Bushfires, 6-12 September 2019		
<b>3. Recipient Name</b>	Sunshine Coast Regional Council		
<b>4. Project Description</b>	Commonwealth funding for projects and activities identified by the Recipient as essential for the recovery and renewal of the region.		
<b>5. Project Funding (ex GST)</b>	\$1,000,000.00		
<b>6. Recipient's Contribution (ex GST)</b>	N/A		
<b>7. Type of Project Funding</b>	Capped Funding		
<b>8. Program Guidelines</b>	Disaster Recovery Funding Arrangements (DRFA) 2018 Queensland Disaster Relief and Recovery Arrangements (QDRRA) Guidelines November 2018 2019/20 Category D Bushfire Recovery Exceptional Assistance Immediate Support Package Guidelines		
<b>9. Approved Project Plan</b>	N/A		
<b>10. QRA Contact</b>	Chief Executive Officer		
<b>11. Recipient Contact</b>	Chief Executive Officer		
<b>12. Key Dates</b>	Project Funding Agreement Commencement Date	The date the last party signs this Project Funding Schedule	
	Project Completion Date	30 June 2022	
	Project Funding Agreement End Date	30 June 2023	
<b>13. Milestone Schedule</b>	<b>No.</b>	<b>Milestone Date</b>	<b>Milestone Requirements</b>
	1	The Project Funding Agreement Commencement Date	(a) Provision of this Project Funding Schedule to the Recipient
<b>14. Payment Claim Requirements</b>	N/A.		
<b>15. Eligible Project Costs</b>	Eligible Project Costs are any projects or activities that the Recipient deems essential for the recovery and renewal of its communities.  The Commonwealth has advised that Council may use this funding on priorities deemed most urgent by councils, which may include: rebuilding essential assets; immediate maintenance and repairs to relief and evacuation centres; employment of specialist recovery or planning personnel; and, activities to bring communities together and attract visitors back to the region.		
<b>16. Ineligible Project Costs</b>	Ineligible Project Costs are any costs that are not related to activities associated with the event.		
<b>17. Reporting</b>	<b>Report Type</b>	<b>Report Contents and Form</b>	<b>Lodgement Timing</b>
	Program of Works	Details of projects and activities to be undertaken.	27 March 2020
	Progress Report	A Progress Report comprising the information identified in the funding Guidelines.	Monthly
	Final Report and Acquittal Report	A Progress Report and Acquittal Report comprising the information identified in the funding Guidelines.	Within 3 months of Project Completion Date and by no later than 30 September 2022.

<b>18. Project Specific Bank Account Details (if applicable)</b>	<b>Account Name</b>	N/A
	<b>BSB</b>	N/A
	<b>Account Number</b>	N/A
	<b>Branch</b>	N/A
	<b>Email for Remittance</b>	N/A
<b>19. Acknowledgement Requirements</b>	Recipients must seek prior agreement and ensure public advice and media releases refer to the assistance as being "fully funded by the Commonwealth Government under the Disaster Recovery Funding Arrangements".	
<b>20. Special Conditions</b>	N/A	
By signing below, a Project Funding Agreement will be formed in accordance with the Head Agreement entered into between QRA and the Recipient on 3 August 2018 in respect of the Project.		
<b>Signed</b> for and on behalf of the <b>State of Queensland acting through the Queensland Reconstruction Authority ABN 13 640 918 183</b> by a duly authorised officer in the presence of		<b>Signed</b> for and on behalf of <b>the Recipient</b> by a duly authorised officer in the presence of
Signature of witness	Signature of witness	
Name of witness	Name of witness	
Signature of Authorised Person	Signature of Authorised Person	
Name of Authorised Person	Name of Authorised Person	
Date	Date	



# Disaster Recovery Funding Arrangements

**2019/20 Category D**

**Bushfire Recovery Exceptional  
Assistance Immediate Support Package**

**Guidelines**



**Queensland Government**



**Australian Government**

### Document details

Security classification	Public
Date of review of security classification	
Authority	Queensland Reconstruction Authority
Author	General Manager, Program Delivery
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Further copies are available upon request to:

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PO Box 15428  
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[info@qra.qld.gov.au](mailto:info@qra.qld.gov.au)  
[www.qra.qld.gov.au](http://www.qra.qld.gov.au)

# Bushfire Recovery Exceptional Assistance Immediate Support Package

<b>DRFA Category</b>	D
<b>Administered by</b>	Queensland Reconstruction Authority
<b>More information</b>	Queensland Reconstruction Authority Phone: (07) 3008 7200 Email: <a href="mailto:Submissions@qra.qld.gov.au">Submissions@qra.qld.gov.au</a>

## 1. Purpose

In recognition of the severity, scale, and duration of the 2019-2020 bushfire season, the Commonwealth Government has provided an immediate support payment of \$1 million to severely affected Councils activated under Category C funding of the Disaster Recovery Funding Arrangements (DRFA).

## 2. Eligible scope

Councils may spend their \$1 million payments on projects and activities that they deem essential for the recovery and renewal of their communities, including, but not limited to:

- Rebuilding damaged or destroyed council assets such as key local roads, bridges, and community facilities;
- Employing additional local staff to take on specialist recovery or planning roles to help coordinate and plan the rebuilding effort;
- Hosting new public activities and events to bring communities together and attract visitors back to affected regions;
- Activities and measures to support local economic recovery; and
- Immediate maintenance and repairs to relief and evacuation centres.

## 3. Timeframes

### 3.1 Program of works

Councils will need to develop and provide a Program of Works to QRA by 27 March 2020. The allowable time limit for expenditure of the \$1 million is 30 June 2022.

### 3.2 Progress reporting

Progress reporting is mandatory throughout program delivery.

Progress reports are prepared in the QRA Progress Report Form and lodged through the MARS Reporting Portal detailing:

- actual expenditure reported against the approved capped amount
- project milestones, start and finish dates
- any variances in scope, cost or time
- details of complementary programs.



### 3.3 Acquittal

Acquittal reports will include:

- final progress report detailing the completed scope/programs/activities
- detailed general ledger evidencing the final actual expenditure claimed and supporting source documents available for sampling by QRA if requested
- details and evidence of the completed activities.

## 4. Governance

### 4.1 Acknowledgment of Australian Government assistance

Public acknowledgement of Commonwealth DRFA assistance is required under Section 5.2 of the Commonwealth Guidelines available at:

[www.disasterassist.gov.au/Documents/Natural-Disaster-Relief-and-Recovery-Arrangements/disaster-recovery-funding-arrangements-2018.pdf](http://www.disasterassist.gov.au/Documents/Natural-Disaster-Relief-and-Recovery-Arrangements/disaster-recovery-funding-arrangements-2018.pdf).

The announcement of an eligible measure/s will occur as a joint media statement unless otherwise agreed by the Commonwealth. In addition, prior agreement must be reached with the Commonwealth on the nature and content of any subsequent events, announcements, promotional material or publicity relating to an eligible measure under the arrangements. This includes but is not limited to: media releases, events, social media, signage and advertising.

### 4.2 Queensland Government policy requirements

All advertising campaign brief and schedules will be provided to Government Advertising and Communication Committee, managed by the Department of the Premier and Cabinet.

### 4.3 Assurance Activities

Applicants may be required to provide documentation to support assurance activities. These assurance activities may include, but are not limited to:

- audit
- research and data against selected messaging, channels and platforms
- obtaining relevant evidence to support expenditure.

### 4.4 Certification

All submissions and progress reports, must be certified by the applicant in line with its delegations.

### 4.5 Goods and Services Tax (GST)

When claiming reimbursement of expenditure the amount to be lodged must be the GST exclusive actual cost incurred.

### 4.6 Funding Agreement

It is a requirement that all recipients of QRA funding enter into a Head Agreement with QRA.

When awarding funding, QRA will issue a Project Funding Schedule which, when executed by both parties, will be considered a binding Project Funding Agreement under the terms and conditions of the Head Agreement.

The Project Funding Schedule will detail the terms and conditions specific to the approved funding, including reference to the relevant funding guidelines that govern the program, funding type and amount, key date and milestone schedules, payment claim and reporting requirements.

#### 4.7 Procurement

The procurement of goods or services will be in accordance with the Queensland Procurement Policy.

#### 4.8 Record Keeping

DRFA records must be available for seven years from the end of the financial year the claim is acquitted by the Australian Government. For assurance purposes, the Australian Government may at any time, via QRA, request documentation from applicants to evidence the State's compliance with any aspect of the DRFA. This may include, but not be limited to access to project level information, to confirm acquittal in accordance with the DRFA.