

2019 Betterment program Guidelines

The 2019 Betterment program is joint Australian Government and Queensland Government funding to build back better, more resilient essential public infrastructure damaged by the North and Far North Queensland Monsoon Trough, 25 January – 14 February 2019



Queensland Government



Australian Government

Document details

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| Security classification | Public |
| Date of review of security classification | June 2019 |
| Authority | Queensland Reconstruction Authority |
| Author | General Manager, Program Delivery |
| Document status | Final |
| Version | 1.0 |
| QRA Reference | DOC/19/22684 |

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Further copies are available upon request to:

Queensland Reconstruction Authority
PO Box 15428
City East QLD 4002
Phone (07) 3008 7200
info@qra.qld.gov.au
www.qra.qld.gov.au

2019 Betterment program

| | |
|----------------------------|---|
| DRFA Category D | Funding to build back better, more resilient essential public infrastructure damaged by the 2019 Monsoon Trough |
| Available Funding | \$100 million |
| Eligible applicants | Local governments and State agencies activated for DRFA for the Monsoon Trough |
| Administered by | Queensland Reconstruction Authority |
| More information | Phone: (07) 3008 7200 Email: Submissions@qra.qld.gov.au |

1. Purpose

The purpose of the jointly funded (50:50) Australian and Queensland Government Betterment Program is to build back more resilient essential infrastructure damaged by the devastating impacts of the North and Far North Queensland Monsoon Trough, 25 January – 14 February 2019 (Monsoon Trough), and reduce the impact of future events on essential infrastructure and the community.

The Betterment Program is one component of a jointly funded, exceptional circumstances Category C & D funding package, approved under the *Disaster Recovery Funding Arrangements (DRFA) 2018*.

2. Objectives

The key objectives of the Betterment Program are to provide Category D DRFA funding to enable state agencies and local governments to:

- access funding that is in addition to DRFA Category B, Reconstruction of Essential Public Assets (REPA) funding available to restore event damaged assets to pre-disaster function
- use the total funding to build back better, more resilient essential public infrastructure
- contribute to the objectives of the *Queensland Disaster Resilience and Mitigation Investment Framework (QDRMIF)*, and the *Queensland Strategy for Disaster Resilience (QSDR)*:
 - Queenslanders understand their disaster risk
 - Strengthened disaster risk management
 - Queenslanders are invested in disaster risk reduction
 - Continuous improvement in disaster preparedness, response and recovery.

3. Timeframes

Key dates:

- Expressions of Interest (Eoi) due to QRA by **19 July 2019**
- All approved projects must have awarded tenders lodged to QRA by no later than **30 March 2020**, unless otherwise agreed in writing with QRA
- All approved projects completed by **30 June 2021**
- All approved project close out reports due to QRA within three months of completing project and by no later than **30 September 2021**.

4. Funding

A total of \$100 million in Category D DRFA funding is available under this program. Applicants may lodge more than one project proposal.

Betterment funding is calculated as the difference between the Category B estimated cost to restore an eligible public asset to its pre disaster function and the cost to build back the damaged asset to a more resilient solution.

An upper-limit of \$5 million in Betterment funding will apply to a single local government betterment project. This amount refers to the betterment component only, not the estimated total project cost. Assets of national significance, such as national highways, will be exempt from the \$5 million upper limit.

All applicants (local governments and state agencies) are required to make a contribution towards each betterment project. In recognition of limited revenue generating capacity, Indigenous councils are not required to make a contribution.

Betterment funding is approved as a capped amount to an approved project. Only the actual eligible cost, up to the capped amount and directly associated with delivering the approved betterment works is eligible for reimbursement.

5. Eligibility criteria

Eligible applicants – Betterment is open to local governments and State agencies activated for DRFA for the Monsoon Trough.

Proposed betterment projects must address the Program Objectives, eligibility criteria and timeframes.

Eligible projects - Betterment works must be undertaken on assets that:

- meet the DRFA definition of an essential public asset and
- have sustained damage as a direct result of the Monsoon Trough and meet the eligibility requirements for DRFA REPA funding, for the Monsoon Trough. Please refer to the Activations summary <https://www.qra.qld.gov.au/activations> and the Queensland Disaster Relief and Recovery (QDRR) Guidelines at <https://www.qra.qld.gov.au/funding/drfa> .

Eligible costs may include:

- local government labour and plant costs directly associated with delivering the eligible works
- extraordinary wages such as overtime, additional allowances
- plant operating consumables
- contractor and hire costs
- materials.

Ineligible costs

- non-specific indirect and overhead costs
- profit margins of applicant including (but not limited to) the applicant's supply or use of plant, labour or materials
- costs that are reimbursable under other funding sources, including insurance
- costs associated with the preparation, reporting and acquittal of DRFA submissions
- costs associated with assessing an asset when no event damage is identified
- costs of works completed prior to approval of the betterment project.

6. Application requirements

Expressions of interest

Applicants will complete an Eol form with proposed project details including

- asset details
- accurate GPS locations of event damage and the betterment site/s
- description of event damage at site
- description of the proposed engineering solution to increase resilience
- cost estimate of the REPA works to reconstruct the asset to pre-disaster function
- cost estimate of the betterment works to build back a more resilient asset
- approximate project timeframes
- prior event NDRRA funding approvals at the site/asset
- socio economic benefits of project
- applicant's project priority.

For any priority or shovel ready projects additional information can be supplied on the Eol form to accelerate assessment and approval process.

To submit an EOI

Go to the QRA MARS portal.

<https://recovery.qldra.org.au/auth/login?returnUrl=%2Fhome%2Fwelcome>

Select EOI from the drop down list, complete the required fields.

The Queensland Reconstruction Authority (QRA) will review Eols and advise applicants of projects identified for further scoping and consideration.

Detailed submissions

Applicants will be required to prepare and lodge detailed submissions for identified betterment projects, including:

- a completed Betterment project proposal form
- supporting evidence including preliminary or detailed designs, options analysis, cost benefit analysis, resilience outcomes, and results of investigation / consultation
- the related REPA scope of works, if not already lodged.

7. Assessment and approval

QRA will assess detailed submissions against the Program objectives, eligibility criteria and the following criteria:

- **Issue identification:** A need, risk or vulnerability has been identified related to the damaged asset and will be addressed by the proposed betterment option.
- **Cost-benefit analysis:** The proposed project includes the preliminary estimate of proposed works, financial and non-financial benefits, and the avoided costs when calculating benefits. Note: rigour of analysis is expected to vary according to the complexity, risk profile and attributable cost of the proposed project, including any regulatory requirements.
- **Community benefits:** The resilience benefits to the community have been quantified.
- **Evidence based:** The proposed project is supported by investigation, evidence and consultation.

- **Innovation:** The proposed project may demonstrate innovative mitigation solutions to long-standing risks and may introduce new methods or approaches to enhance the existing landscape.

As a capped funding program, betterment funding will be prioritised to projects based on the applicant's cost benefit analysis and resilience outcomes.

8. Approved projects:

Detailed design review - where there are material changes following detailed design and procurement, applicants must provide QRA with updated project information.

Market Price updates

- Applicants must provide QRA with the awarded tender price and approved schedule of rates (in electronic Excel format) prior to 31 March 2020.

Progress reporting and progress claims

Monthly progress reporting is mandatory throughout project delivery, to ensure applicants update QRA on status of works, dates and expenditure. Monthly progress reports are prepared in the QRA Progress Report Form and lodged through the QRA MARS Reporting Portal detailing:

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

Once actual expenditure has exceeded the initial submission advance, applicants can progressively claim expenditure incurred up to 90 per cent of the approved capped value or the Estimated Final Cost, whichever is the lowest.

Claims for expenditure must be lodged with a progress report, a general ledger or transaction report (or similar financial document produced from the applicant's financial system) demonstrating the actual expenditure incurred against the Recommended Value of the approved scope of works.

Project acquittal reports must include:

- final progress report detailing the completed approved works
- final actual costs reported against the approved capped amount
- detailed general ledger evidencing the final actual expenditure claimed. Supporting source documents must be available for sampling by QRA if requested.
- evidence demonstrating the completed works - (JPG including EXIF metadata, GPS coordinates and date taken) typical of the work that has been completed.

9. Governance

9.1 Acknowledgment of joint State and Australian Government assistance

Public acknowledgement of joint Commonwealth and State 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.

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.

As the program is being delivered, the Lead Agency will identify announcement, progress and finalisation of program media opportunities. The Lead Agency will communicate these opportunities to Queensland Reconstruction Authority, which will advise Emergency Management Australia.

Each Lead Agency is responsible for organisation and drafting of media events and associated materials. Queensland Reconstruction Authority (QRA) will oversee approval of these media events and associated materials for government agencies, councils and not-for-profits, in consultation with Emergency Management Australia.

All media events and materials (initial and subsequent) must adhere to the Commonwealth's 2018 Disaster Recovery Funding Arrangements (DRFA) Public Acknowledgement Guidelines.

The Australian Government must be notified in writing where there is an intention to undertake approved Category D Betterment projects. This notification is undertaken by QRA through quarterly DRFA reporting to the Australian Government.

9.2 Assurance Activities

Agencies/applicants may be required to provide documentation to support any assurance activities. These assurance activities may include, but are not limited to:

- audit
- site inspections
- obtaining relevant documentary evidence to support estimated reconstruction costs and or value for money assessments
- verification reviews on measures or projects.

9.3 Certification

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

9.4 Goods and Services Tax (GST)

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

9.5 Funding Agreement

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

Where a recipient is successful in its application for 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.

9.6 Procurement

The procurement of goods or services must be in accordance with the applicant's procurement policy. When procuring goods or services local governments must align with the *Local Government Act 2009* and the *Local Government Regulation 2012* and their own procurement policy. State government agencies must comply with the Queensland Procurement Policy.

If expenditure is in breach of the applicant's procurement standards, reimbursement of these costs are unable to be sought under the DRFA.

9.7 Record Keeping

All agencies must keep an accurate audit trail. 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 agencies 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.