

ORDINARY MEETING	12
5 JUNE 2024	

STATE EMERGENCY SERVICE SUPPORT GRANTS – 2024/25 ROUND

63/18/1-01 | #7398319 v2

RECOMMENDATION:

That Council:

1. **Retrospectively endorses the submission of the applications for funding under the State Emergency Service (SES) Support Grant Program 2024/25 to undertake facility upgrades at key SES facilities.**
2. **Notes that all grant applications have been approved by the SES Grants Committee with funding equalling 100% of the estimated total project costs detailed within the 2024/25 Capex Program with no Council financial contribution required.**
3. **Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to finalise any and all matters relating to the above applications.**

INTERESTED PARTIES:

- Cairns Regional Council (CRC);
- State Emergency Services (SES);
- Meals on Wheels (MoW) (see Attachment 2);
- Queensland Fire & Emergency Services (QFES);
- Queensland Police Service (QPS).

EXECUTIVE SUMMARY:

The State Emergency Service (SES) Support Grant is a Queensland Government Grant Program administered by Queensland Fire and Emergency Services (QFES) which aims to provide financial assistance to Local Governments enabling the SES to respond to disasters and emergencies. All Queensland Local Governments are eligible under the SES Support Grant.

Eligible applicants were invited to submit grant applications by the closing date of 30 November 2023, however due to the extenuating circumstances experienced by the TC Jasper and associated flooding event, the due date for lodgement of applications was extended to 31 January 2024. Four SES Support Grant Applications were submitted by Council for the 2024-25 grants round for the SES facilities at Trinity Beach, Machans Beach, Holloways Beach, and Edmonton on 31 January 2024.

As such, retrospective endorsement is being sought for the submission of grant funding applications for upgrades to the SES facilities at Trinity Beach, Machans Beach, Holloways Beach, and Edmonton.

BACKGROUND:

The SES Support Grant Programs main objectives are to:

- Encourage Local Governing Bodies to work cooperatively with the Queensland Government in the provision of a community based, volunteer emergency service that is capable of effectively and efficiently responding to disasters and emergencies;
- Assist in the provision of facilities for training, operations, and the safe storage of SES equipment;
- Encourage Local Governing Bodies to contribute additional resources for disaster and emergency management;
- Encourage the development of a community based, volunteer emergency service with the necessary skills and resources to carry out their approved functions; and
- Ensure that SES resources are allocated appropriately and with due consideration of local needs.

Based on an assessment of the eligibility requirements, a detailed application for each of the following SES facility locations was submitted:

- Trinity Beach SES;
- Machans Beach SES;
- Holloways Beach SES; and
- Edmonton SES.

Four SES Support Grant Applications were submitted by Council for the 2024-25 grants round for the SES facilities at Trinity Beach, Machans Beach, Holloways Beach, and Edmonton on 31 January 2024.

Council's SES Support Grant Applications were reviewed by the SES Grants Committee and approved by the Assistant Commissioner, SES on 23 May 2024 with a total of \$460,711 approved for funding across the four approved projects, eliminating the need for any financial co-contribution from Council. The guidelines initially are considered on merit however are more likely to be funded with a Council contribution. However in this case Council's contribution is not required.

As Community Life are the asset owner for the SES facilities, Project Approval Forms have been created and these funds across the four projects have been added to Council's draft CAPEX program budget for 2024/25.

The successful projects approved for funding under the SES Support Grant program require completion by 30 June 2025. In accordance with the grant approvals, payment of Council's approved grants shall be progressed once all project works are completed and acquittal forms and supporting documents have been submitted to and approved by QFES/SES.

Trinity Beach SES Facility Upgrades

The Trinity Beach SES is the main SES unit for the northern beaches and will become the operations control unit for the area in events in which the beaches become isolated from the rest of Cairns. There is an identified need to undertake upgrades to this facility to improve the functionality of the site including kitchen, bathroom, storage, and protection of resources.

At the time of submission, the grant application sought funding support to carry out these works, including the upgrade of the kitchen and bathroom facilities, installation of storage cages, and installation of a weatherproof sandpit cover. A letter of special consideration was included within the Trinity Beach SES Facility application in accordance with the funding guidelines, which require these letters for any grant application which exceeds the \$85,000.00 eligible project funding limit for facilities. At the time of submission, the grant funding application for this site incorporated the following:

- Estimated Total Project Cost: \$197,130
- Funding Sought: \$98,565
- Council (Proposed) Co-Contribution: \$98,565

On 23 May 2024, \$197,130 in funding was approved by the Assistant Commissioner, SES for Council's grant submission for Trinity Beach. This funding covers 100% of the estimated total project costs and eliminates the need for a financial co-contribution by Council.

- Estimated Total Project Cost: \$197,130
- Funding Sought: \$98,565
- Funding Approved: \$197,130
- Council Co-Contribution: Nil

Machans Beach SES Facility Upgrades

The Machans Beach SES building is a key SES unit for the northern beaches and will assist operations control units for the area in events in which Machans Beach becomes isolated from the rest of Cairns. There is an identified need to undertake upgrades to this facility to improve the capacity of the bathroom facilities and capacity/usability of the building kitchen, office, and training room facilities.

At the time of submission, the grant application sought funding support to carry out these works, including the extension of the bathroom to include additional male and female toilets, and a unisex shower, and a full refurbishment of the training room, office, and kitchen. At the time of submission, the grant funding application for this site incorporated the following:

- Estimated Total Project Cost: \$150,000
- Funding Sought: \$140,000
- Council (Proposed) Co-Contribution: \$10,000

On 23 May 2024, \$150,000 in funding was approved for Council's grant submission for Machans Beach. This funding covers 100% of the estimated total project costs and eliminates the need for a financial co-contribution by Council.

- Estimated Total Project Cost: \$150,000
- Funding Sought: \$140,000
- Funding Approved: \$150,000
- Council Co-Contribution: Nil

Holloways Beach SES Facility Upgrades

The Holloways Beach SES building is a key SES unit for the northern beaches and will assist operations control units for the area in events in which Holloways Beach becomes isolated from the rest of Cairns. There is an identified need to undertake upgrades to this facility to improve the capacity of secure onsite vehicle storage.

At the time of submission, the grant application sought funding support to carry out these works, including the installation of a new vehicle shed at the front, side, or rear of existing building. The grant funding application for this site incorporated the following:

- Estimated Total Project Cost: \$95,881
- Funding Sought: \$85,881
- Council (Proposed) Co-Contribution: \$10,000

On 23 May 2024, \$95,881 in funding was approved by the Assistant Commissioner, SES for Council's grant submission for Holloways Beach. This funding covers 100% of the estimated total project costs and eliminates the need for a financial co-contribution by Council.

- Estimated Total Project Cost: \$95,881
- Funding Sought: \$85,881
- Funding Approved: \$95,881
- Council Co-Contribution: Nil

Edmonton SES Facility Upgrades

The Edmonton SES building is a key SES unit for the southern Cairns region and will assist operations control units for the area. There is an identified need to undertake upgrades to this facility to ensure the building is equipped with a generator capable of powering the facility.

At the time of submission, the grant application sought funding support to carry out these works, including the purchase and installation of a 3-phase generator with sufficient power to deliver the maximum amps required to run the facility in the event of a power outage. The grant funding application for this site incorporated the following:

- Estimated Total Project Cost: \$17,700
- Funding Sought: \$12,700
- Council (Proposed) Co-Contribution: \$5,000

On 23 May 2024, \$17,700 in funding was approved by the Assistant Commissioner, SES for Council's grant submission for Edmonton. This funding covers 100% of the estimated total project costs and eliminates the need for a financial co-contribution from Council.

- Estimated Total Project Cost: \$17,700
- Funding Sought: \$12,700
- Funding Approved: \$17,700
- Council Co-Contribution: Nil

COMMENT:

Project Identification

In identifying these projects to apply for under the 2024-25 SES Support Grant Program, Council officers:

- Reviewed the program guidelines to determine key eligibility requirements.
- Considered the extent to which the potential projects or similar projects had been included in Council's approved CAPEX budget.
- Considered the likely performance of the projects against the program objectives and assessment criteria.
- Individually considered a project's 'readiness' for application including the extent to which information was already available or able to be obtained within submission deadlines to ensure a comprehensive and competitive application was submitted.

OPTIONS:

Option 1: (recommended):

1. That Council retrospectively endorses the submission of the applications for funding under the State Emergency Service (SES) Support Grant Program 2024/25 to undertake facility upgrades at key SES facilities.
2. Notes that all grant applications have been approved by the SES Grants Committee with funding equalling 100% of the estimated total project costs detailed within the 2024/25 Capex Program with no Council financial contribution required.
3. Delegates authority to the Chief Executive Officer in accordance with the *Local Government Act 2009* to finalise any and all matters relating to the above application.

Option 2:

That Council does not support some or all of the upgrade projects and requests further information from Council officers before reconsidering the matter.

CONSIDERATIONS:

Risk Management:

As with all projects, there is a risk that actual costs may differ from estimated and budgeted costs. These risks are mitigated and managed in accordance with Council's normal project management processes.

Council Finance and the Local Economy:

Implementation of each project will be incremental. The order will be based on a prioritisation of need and resourcing availability. Lead areas and end users of the facilities (being the SES local area groups) shall undertake a detailed review of the implications of progressing measures and will be included in stakeholder consultation.

Should projects not be completed within the 2024-25 time period because of various reasons an extension will be sought from the funding provider as per the regular process.

Community and Cultural Heritage:

The SES facility upgrade projects seeking funding under the SES Support Grant Program 2024-25 will improve community resilience to all disaster related events and reduce risk to the community. Investment in these key SES facilities will bolster the future response capability of the SES as well as levels of community wellbeing, together with an increased sense of confidence in SES capability due to reinvestment in SES infrastructure and presence in a location significantly impacted by TC Jasper.

Corporate and Operational Plans:

Each of the projects align to Council's 'Shaping the Future' vision and have relevance to the following strategic goals in Council's Corporate Plan:

1. **Design of Liveability** by enhancing community wellbeing, safety, and natural disaster resilience; and delivering valuable suburban community infrastructure; and
2. **Community and Culture** by providing spaces and programs for the wellbeing of the community; and
3. **Robust Economy** by inspiring innovation and embracing new technologies.

Links to other strategic documents include:

- Towards 2050 Growth Strategy Project.
- LDMP Cairns Region (2022).
- Cairns Fit for Purpose Flood Risk Assessment (BMT and Meridian Urban, 2023).
- Wet Tropics Regional Resilience Strategy (QRA, 2022).

Carriage of the projects shall sit with both the Lifestyle and Community Directorate and the Cairns Infrastructure and Assets Directorate Project Management Office, who will monitor the implementation of each of the projects.

CONSULTATION:**Development of the SES Support Grant Program 2024-25 applications:**

Incremental consultation occurred internally between the Disaster Management Unit and the Building and Facilities Management Unit and the Project Management Office in relation to the development of the draft 2024/25 Capex Budget, and externally with the SES Local Area Controllers for Cairns Region.

Ongoing Development:

Additional engagement with internal and external stakeholders will be carried out as part of the incremental development and implementation of each of the projects pending grant application approvals and receipt of grant funding.

ATTACHMENTS:

Attachment 1: [#7424631](#) Letter from Minister for Fire and Disaster Recovery Advising of Successful Application for Funding Under SES Support Grant for Various Assets.

Attachment 2: Meals on Wheels Interested Parties contacts.



Brett Spencer
Executive Manager Community Life



Destry Puia
Director Lifestyle & Community

ATTACHMENT 1: Letter from Minister for Fire and Disaster Recovery Advising of Successful Application for Funding Under SES Support Grant for Various Assets



Minister for Fire and Disaster Recovery and
Minister for Corrective Services

Ref No: 00970-2024

21 May 2024

Councillor Amy Eden
Mayor
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Dear Mayor

On behalf of the Queensland Government, I wish to congratulate you on the success of your application under round 2024–25 of the State Emergency Service (SES) Support Grant. I am pleased to advise that the following Support Grants have been awarded:

Project Title	Group	Approved Funding
New Vehicle Shed	Holloways Beach SES	\$95,881.52
Bathroom Extension and Building Refurbishment	Machans Beach SES	\$150,000.00
Generator Upgrade	Edmonton SES	\$17,700.00
Facility Upgrade	Trinity Beach SES	\$197,130.00

The aim of the SES Support Grant program is to provide financial assistance to local governments, enabling SES to respond to disasters and emergencies throughout Queensland.

As the Minister responsible for Fire and Emergency Services, I am very aware of the extensive and important work the local government does with the volunteer SES groups to support Queensland communities.

The SES will provide further correspondence outlining the details of your funded grant agreement. In the meantime, should you require further information in relation to your grant please contact SES.Grants@qfes.qld.gov.au.

I wish your organisation every success with your 2024–25 SES Support Grant project.

Should you wish to discuss this matter, please contact Mr Keryn Manifold, Chief of Staff on (07) 3719 7360.

Yours sincerely

The Honourable Nikki Boyd MP
**Minister for Fire and Disaster Recovery and
Minister for Corrective Services**

Attachment 2: Meals on Wheels Interested Parties contacts

	Organisation Name	Committee Contact 1	Committee Contact 2	Committee Contact 3
1.	Applicant - Cairns Meals on Wheels Incorporated (CMOW)	Jon Cleary - Business Service Manager - point of contact	Michael Musumeci – President	Pat Bailey – Vice President