

Implementation Plan for Future-proofing Tasmania's councils: A regional and land use based approach to climate change adaptation

NATIONAL PARTNERSHIP AGREEMENT TO SUPPORT
LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT

PRELIMINARIES

1. This Implementation Plan is created subject to the provisions of the **National Partnership Agreement To Support Local Government And Regional Development** and should be read in conjunction with that Agreement. The objective in the National Partnership Agreement is to improve the capacity, resilience and infrastructure in communities and build capacity and resilience of local governments.
2. Consistent with Schedule B (Local Government Reform Fund) of the National Partnership Agreement, the Commonwealth has agreed to provide financial assistance of \$400,000 to improve the capability and resilience of Tasmanian councils to manage the risks of climate change.
3. Where there are inconsistencies between this Implementation Plan and the Guidelines for Regional Development and Local Government Programs, the provisions of the National Partnership Agreement will apply.

TERMS OF THIS IMPLEMENTATION PLAN

4. This Implementation Plan will commence as soon as it is agreed between the Commonwealth of Australia, represented by the Minister responsible for Regional Development and Local Government, and the State of Tasmania, represented by the Minister responsible for Climate Change.
5. This Implementation Plan will cease on completion of the project, including the acceptance of final performance reporting and processing of final payments against project milestones specified in this Implementation Plan.
6. This Implementation Plan may be varied by written agreement between the Ministers.
7. Either Party may terminate this agreement by providing 30 days notice in writing. Where this Implementation Plan is terminated, the Commonwealth's liability to make payments to the State is limited to payments associated with project milestones achieved by the State at the date of effect of termination of this Implementation Plan.
8. The Parties to this Implementation Plan do not intend any of the provisions to be legally enforceable. However, that does not lessen the Parties' commitment to this Implementation Plan.

PROJECT OBJECTIVE

9. The objective of this Implementation Plan is consistent with the objectives of the National Partnership Agreement to Support Local Government and Regional Development and will improve the capability and resilience of Tasmanian councils to manage the risks of climate change.

OUTPUTS

10. The output of this Implementation Plan will be a program of activities which equips officers and councillors of Tasmanian councils to better assess and manage the risks of climate change. The program of activities will:
 - (a) in respect of all 29 Tasmanian councils:
 - develop a climate change adaptation methodology (including tools and resources) for identifying the risks and assessing the vulnerability of Tasmania's municipal areas to climate change, that can be applied at the regional, land use (urban, peri-urban, rural and natural areas) and the council (corporate) level to develop adaptation plans; and
 - identify and train regional climate change response coordinators;
 - (b) in respect of the 12 participating southern Tasmanian councils:
 - prepare pilot climate change adaptation plans at the regional, land use and council (corporate) level and publish the plans on council websites; and
 - build capacity for local governments to undertake ongoing climate change adaptation planning.

ROLES AND RESPONSIBILITIES

Role of the Commonwealth

11. The Commonwealth is responsible for reviewing the State's performance against the project milestones specified in this Implementation Plan and providing any consequential financial contribution to the State for that performance.

Role of the State

12. As this project is being implemented jointly by a State Government agency and a Local Government Participating Authority, the State is responsible for all aspects of project implementation, including:
 - (a) fully funding the project, after accounting for financial contributions from the Commonwealth, the Hobart City Council and any other third party;
 - (b) completing the project in a timely and professional manner in accordance with this Implementation Plan; and
 - (c) meeting all conditions and project milestones including providing reports in accordance with this Implementation Plan.

Role of the Local Government Participating Authority

13. The Southern Tasmanian Councils Authority (STCA) will manage and deliver the project. It will be represented on the Steering Committee established to oversee the implementation of the project. The Steering Committee will be chaired by the State Government and its members will represent the Southern Tasmanian Councils Authority and the Local Government Association of Tasmania (LGAT).
14. Officers and councillors of the Tasmanian councils involved in the project will work with the project team which will be established by the Steering Committee to deliver the project outputs.

PERFORMANCE REPORTING AND FINANCIAL ARRANGEMENTS

15. The maximum financial contribution to be provided by the Commonwealth for the project is \$400,000 payable in accordance with project milestones set out in Table 1. All payments are exclusive of GST.

Table 1: Project milestones and associated payments

| Project milestone | Due date | Amount |
|---|--------------------|-----------|
| <i>Project initiation</i> | <i>Expected by</i> | |
| (i) Agreement to the Implementation Plan. | 30 Nov 2010 | \$100,000 |
| <i>Project implementation</i> | <i>Expected by</i> | |
| (ii) A project manager and specialist team are engaged. | 28 Feb 2011 | |
| <i>Stage 1</i> | <i>Expected by</i> | |
| (iii) Current climate change adaptation methodologies reviewed. | 28 May 2011 | |
| (iv) Methodology process and tools and resources developed. | 30 June 2011 | |
| (v) Training workshops undertaken. | 20 July 2011 | |
| <i>Progress Report</i> | <i>Expected by</i> | |
| (vi) Submission of progress report by the State. | 25 July 2011 | |
| (vii) Acceptance of progress report by the Commonwealth. | 25 Aug 2011 | \$260,000 |
| <i>Stage 2</i> | <i>Expected by</i> | |
| (viii) Climate change adaptation plans for the Southern region, its land uses and local governments prepared. | 26 Sep 2011 | |
| (ix) Projects to demonstrate innovative climate change adaptation techniques completed. | 26 Sep 2011 | |
| (x) Knowledge sharing session held and resources/documents for use by regions in other states and territories prepared. | 31 Oct 2011 | |
| <i>Project completions</i> | <i>Expected by</i> | |
| (xi) Project completed. | 30 Nov 2011 | |
| (xii) Independent project evaluation complete.* | 30 Jan 2012 | |
| (xiii) Submission of final project report by the State. | 28 Feb 2012 | |
| (xiv) Acceptance of final project report by the Commonwealth. | 28 Mar 2012 | \$40,000 |

* The evaluation report will be a stand-alone document that can be used for public information dissemination purposes regarding the project. The report will describe the conduct, benefits and outcomes of the project as a whole and evaluate the project. The evaluation will assess the extent to which the objective in this Implementation Plan has been achieved and explain why any aspects were not achieved. The report will also include a discussion of any other matters relating to the project, limited to the minimum necessary for the effective evaluation of the project, which the Commonwealth notifies the State should be included in the independent project evaluation report at least 30 days before it is due.

16. Any Commonwealth financial contribution payable will be processed by the Commonwealth Treasury and paid to the State Treasury for on-forwarding in a timely manner in accordance with the payment arrangements set out in Schedule D of the *Intergovernmental Agreement on Federal Financial Relations*.

BUDGET

17. The overall estimated project budget (exclusive of GST) is set out in Table 2.

Table 2: Overall estimated project budget - 2010-12

| | C'wealth | State | STCA | LGAT | Hobart CC | Total |
|--|------------------|------------------|-------------------|-----------------|-----------------|--------------------|
| Project personnel and governance | \$100,000 | \$15,000* | \$7,000* | \$3,000* | | \$125,000 |
| Development of methodology (including inclusion of ACE CRC climate change science and modelling) | \$80,000 | | | | \$25,000 | \$105,000 |
| Training | \$30,000 | \$12,000* | \$15,000* | \$3,000* | | \$60,000 |
| Preparation of adaptation plans | \$130,000 | \$12,000* | \$490,000* | | \$25,000 | \$657,000 |
| Discrete projects | \$20,000 | | | | | \$20,000 |
| Communication, evaluation and other | \$40,000 | \$10,000* | \$10,000* | | | \$60,000 |
| TOTAL | \$400,000 | \$49,000* | \$522,000* | \$6,000* | \$50,000 | \$1,027,000 |

* In-kind contributions. These total \$577,000.

REPORTING ARRANGEMENTS

18. The State will provide progress reports to the Commonwealth to demonstrate its achievement of project milestones set out in Table 1.
19. Each progress report will contain the following information:
- a description of actual performance of the project to date against the project milestones, including details of the completion of activities;
 - details of mitigating circumstances and remedial action undertaken in the event a project milestone is not met by the time specified;
 - a description of the work that will be undertaken to complete the remaining project milestones and any expected promotional opportunities during the next reporting period; and
 - any other information requested by the Department of Regional Australia, Regional Development and Local Government (the Department), limited to the minimum necessary for the effective evaluation of the project, which the Commonwealth notifies the State should be included in this progress report at least 30 days before it is due.
20. The progress report must be accompanied by written confirmation from the State that milestones have been met in accordance with the agreed Implementation Plan.
21. The final project report is due by 28 February 2012 or - if this Implementation Plan is terminated in accord with paragraph 7 - within 60 business days of termination.

22. The final project report will include evidence that the project was completed in the specified manner and the program aims were reached, including that the agreed milestones were met and the project was completed in a timely manner.
23. The Department requires one hard copy and an electronic copy in Microsoft Word and/or Microsoft Excel format of each report.

ACKNOWLEDGEMENT AND PUBLICITY

24. The Australian Government or its nominee must be invited to attend and/or participate in organised activities, such as media events, or alternatively may request state/territory cooperation in creating one.
25. The Australian Government's financial support must be acknowledged in all publications, promotional material, and activities relating to this project. Published acknowledgments must receive prior approval from the responsible Commonwealth Department.

NOTICES

26. A notice relating to this project, rather than the Agreement generally, is to be in writing and dealt with as follows:

- a) if given by the State to the Commonwealth:

General Manager
Regional and Local Government Policy Branch
Department of Regional Australia, Regional Development and Local Government
GPO Box 803
CANBERRA ACT 2601

- b) if given by the Commonwealth to the State:

Director Adaptation Unit
Tasmanian Climate Change Office
Level 5, 15 Murray Street
PO Box 123
HOBART TAS 7001