
From: MPS
Sent: Friday, 25 November 2022 4:19 PM
To: MPS; DLO CKing
Cc: s22(1)(a)(ii) ; s22(1)(a)(ii)
Subject: Minister C King Weekly Brief and Correspondence Report - 25 November 2022
[SEC=OFFICIAL]
Attachments: Minister C King Weekly Brief and Correspondence Report.xlsx

OFFICIAL

Afternoon,

Please see attached the Weekly Brief and Correspondence Report for Minister C King.

s22(1)(a)(ii)

MPS

Ministerial & Parliamentary Services

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GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications and the Arts

CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au

*I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
I recognise and respect their continuing connection to the land, waters and communities.
I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

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Currently in MO Awaiting Action - No Critical Date

Minister Catherine King

25 November 2022

This report is prepared to advise the MO of Ministerial Briefs and Ministerial Submissions without a critical date currently assigned to the MO for action.


Please note – when the report is run, it reflects a point in time. Ministerial Submissions initiated in the department can be progressed without an 'MO Due Date'.

Summary

PDR Link	Subject	Status	MO Due Date	Date Last Sent To MO	Assigned To	Responsible Area
s22(1)(a)(ii)						
MS22-001371	Regional Airports Program	Awaiting MO Action	5/12/2022	21/11/2022	s22(1)(a)(ii)	DIV - Domestic Aviation and Reform

s22(1)(a)(ii)

s22(1)(a)(ii)



MS22-001371



Australian Government

Department of Infrastructure, Transport,
Regional Development, Communications and the Arts

Dispatched to MO

21 NOV 2022

To: The Hon Catherine King MP (for decision)

Subject: Regional Airports Program (RAP) Round 3 Funding Recommendations

Critical Date: Routine

Recommendations:

1. That you **agree** to be the decision maker for the Regional Airports Program (RAP); or

Agreed / Not Agreed

1.1 if you do not agree to Recommendation 1, you agree to delegate portfolio responsibility for the RAP in its entirety to the Assistant Minister for Regional Development, Senator the Hon Anthony Chisholm.

Agreed / Not Agreed

2. Should you *agree* to be the decision maker, that you **approve** up to \$27,946,561 (GST exclusive, with GST payable as required) in RAP Round 3 grant funding for 44 projects as set out at **Attachments A and B**.

Approved / Not Approved

s22(1)(a)(ii)

4. That you **agree** for the purposes of section 71 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), expenditure of up to \$27,946,561 (GST excl) as grants under Round 3 of the RAP s22(1)(a)(ii) would be a proper use of relevant money as shown at **Attachment D**.

Agreed / Not Agreed

5. That you **agree** to delegate to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts functions related to future requests for variations to existing grants under the RAP program.

Agreed / Not Agreed


The Hon Catherine King MP

Date: 1/12/22

Comments:

while agreeing to delegate variations - my office should still be informed of any requests & subsequent decision.
Track 700

Key Points:

1. The Regional Airports Program (RAP) is a competitive grants program to support airside works to enhance the safety and accessibility of regional airports across Australia. In the 2019-20 Budget, \$100 million was allocated to the program.

2. Round 3, with up to \$29 million, was open for applications from 22 March to 17 May 2022. 51 applications were received seeking \$34.5 million in grant funding. Eligible applications have been assessed and scored out of 100 based on how well they met the criteria, how they compared with other applications, and value for money having regard to the overall objectives of the grant opportunity. **Attachment E** provides an overview of the assessment process, which included the convening of an SES-led Departmental Panel to finalise a list of recommended projects.

3. Under the grant guidelines at **Attachment F**, you or a delegated Portfolio Minister are the decision maker responsible for approving RAP grants, funding to be awarded and any conditions. It is therefore open to you to choose to be the decision maker or else consider delegating decision making responsibilities for the RAP to another Minister, such as the Assistant Minister for Regional Development, Senator the Hon Anthony Chisholm, who has responsibility for the Remote Airstrip Upgrade Program. Should you wish to delegate decisions for the RAP, the department will prepare a new submission to support the recording of decisions and award of grants.

4. Should you agree to proceed as decision maker for the round, the Panel recommends you agree to fund the top 44 projects (scored 50 and above) at a total cost of \$27,946,561 (GST excl, with GST payable as required), shown as 'Recommended' at **Attachment A**. This list includes proposed grant conditions and also details where grant recommendations vary from what an applicant has sought, s47C

s47C being recommended for smaller grants than sought (due to costs of ineligible activities being removed).

5. There are five projects the department does not recommend (**Attachment B**) because they did not present a competitive case (where, for example, they did not demonstrate the need for grant funding to undertake the proposed work, or else proposed projects that did not strongly align with the program guidelines). In addition, two have been assessed as ineligible, on the basis of their location being remote or very remote. Under the RAP only airports located in inner or outer regional locations are eligible, with aerodromes in remote locations eligible under the Remote Airstrip Upgrade Program.

6. Should you agree to the department's recommendations, the Round 3 allocation of \$27.9 million will leave just over \$1 million unallocated. This is proposed to be retained to fund cost increases to projects under the program s22(1)(a)(ii)

s22(1)(a)(ii)

8. Due to the impact of COVID-19, increases in costs and shortages of labour, the department is anticipating an increase in requests for variations including increases to grant amounts under the program. Noting the program guidelines specify that you are the decision maker in relation to the funding to be awarded, you may wish to delegate functions related to the consideration of future variation requests to the responsible SES in the department. Any variation requests would be assessed on merit and within the funding available for the program, following consultation with the Department of Finance on any required updates to the program guidelines. Alternatively, you may wish to continue to be the decision maker for future variation requests.

PGPA requirements and requirement to write to the Minister for Finance

9. **Attachment D** references the requirements under the PGPA Act, Rules and *Commonwealth Grants Rules and Guidelines 2017* (CGRGs). This submission and the subsequent record of your decision satisfies the requirements of the PGPA Act Section 71.

10. Section 4.11 of the CGRGs requires you to inform the Minister for Finance of any grant funding approved in your electorate of Ballarat. As there were no applications within your electorate, you are not required to write to the Minister for Finance under Section 4.11. ✓

Financial impacts:

11. The Minister of Finance has approved a Movement of Funds that reprofiled funding for the RAP program from 2021-2022 into 2022-2023 (\$25.9 million), as requested in your letter of 20 July 2022. This accommodates COVID-19 delays in the completion of projects from earlier rounds as well as the Round 3 projects. ✓

Legal/Legislative impacts: N/A

Stakeholder Implications:

12. It is anticipated that funding these projects will result in improved air access for the successful regional communities and will be well received, although unsuccessful applicants will be disappointed.

Consultation:

s47F

Media Opportunities:

14. We will liaise with your Office regarding media opportunities for the announcement. Talking points and draft media materials will be provided separately.

Attachments:

Attachment A: List of recommended projects for funding under Round three

Attachment B: List of not recommended and ineligible projects

s22(1)(a)(ii)

Attachment D: PGPA Act, Rules and CGRGs

Attachment E: Overview of the assessment process

Attachment F: RAP Round 3 program guidelines

Cleared By: Ben Vincent

Position: Assistant Secretary

Division: Domestic Aviation and Reform

Ph: 02 6274 8281

Mob: s22(1)(a)(ii)

Date: 9 November 2022

Contact Officer: s22(1)(a)(ii)

Section: Director, Regional Aviation
Programs

Ph: 02 6274 s22(1)(a)(ii)

Mob: s22(1)(a)(ii)

Instructions for MPS: Nil

Responsible Adviser: s22(1)(a)(ii)

PDMS Distribution List: Jim Betts, Marisa Purvis-Smith, Julia Pickworth

Additional Information:

The Regional Airports Program

The RAP Program is administered through the Business Grants Hub in the Department of Industry, Science and Resources.

- a. Round 1 with 61 projects worth \$41.2 million was announced on 13 June 2020. Two applications subsequently withdrew.
- b. Round 2 with 89 projects worth \$29.6 million was announced on 28 July 2021. One application subsequently withdrew.

In the 2021-22 Mid-Year Economic and Fiscal Outlook, the program end date was extended by two years to June 2025 with funds reallocated across years to enable Rounds 1 and 2 projects that had been affected by delays due to the impact of the COVID-19 to be completed and to enable a third round to be undertaken with the remaining funds.

RAP Round 3

In Round 3 applicants could seek from \$20,000 up to \$5 million in grant funding with applicants needing to contribute 50 per cent of the eligible costs except where the applicant and a third party both contribute, where the grant amount will be up to 33.3 per cent. The RAP Round 3 guidelines were also updated to allow inclusion of a 10 per cent contingency in recognition of potential cost increases.

In Round 3, of the 51 applications received, New South Wales (NSW) with 17 had the highest number of applications, there were 11 from Queensland (QLD), eight from Victoria (VIC), six from Western Australia (WA), four from South Australia (SA), and three from Tasmania (TAS). Two ineligible applications (due to their location in remote Australia) were received, one from the Northern Territory and one from QLD.

The majority of applications were from local governments (40), with the remaining from private or public companies (11).

The Grants Hub assessed the applications against the eligibility criteria detailed in the program guidelines. The department reviewed the Grants Hub's eligibility assessment and assessed the applications against the merit criteria.

An SES-led Departmental Panel was convened to finalise a list of recommended projects for your consideration.

Of the top ranked 44 projects, 16 with a total of \$16,994,605 in recommended grants are in NSW, nine with grants of \$3,143,259 are in QLD, eight with grants of \$5,625,766 are in VIC, five with grants of \$650,988 are in WA, three with grants of \$444,783 are in SA and three with grants of \$1,087,160 are in TAS.

The list at **Attachment A** includes two projects that have been recommended to be partially funded (with ineligible separable elements of the proposal excluded from the recommended grant). The Grants Hub will confirm the exact amount required for the eligible activities up to the maximum approved during contract negotiations.


Approval of project funding is up to a maximum amount and is conditional on the Grants Hub successfully negotiating a funding agreement, including final project costs. Grant funding will be managed across financial years within the program's funding envelope. Flexibility will be applied where possible given the pressures on communities in the COVID-19 environment.

Following your decision, all applicants will be notified of the outcome of their application by the Grants Hub, which will also offer feedback to unsuccessful applicants. There will be a small number of unsuccessful applicants that will be disappointed in the outcome. **Attachment E** provides an overview of the application assessment process.

Future rounds

Round 3 will allocate the majority of the \$100 million allocation to the RAP program. No funding is available in the Budget to undertake further rounds of the RAP. Regional aviation will be considered as part of the Aviation White Paper.

s22(1)(a)(ii)



REQUIREMENTS OF THE *PUBLIC GOVERNANCE, PERFORMANCE AND ACCOUNTABILITY ACT 2013*, RULES, AND THE COMMONWEALTH GRANTS RULES AND GUIDELINES 2017.

Any decision by a Minister to approve expenditure of relevant money must be undertaken in a manner that is consistent with the requirements of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), Rules, and the Commonwealth Grants Rules and Guidelines 2017 (CGRGs).

The PGPA Act, Rules and CGRGs requirements relevant to the approval of funding for this proposed expenditure of relevant money under the Regional Airports Program are:

Requirements under the PGPA Act

Section 71(1) – Approval of proposed expenditure by you requires that you must not approve the proposed expenditure of relevant money unless you are satisfied, after making reasonable enquiries, that the expenditure would be a “proper” use of relevant money. “Proper” when used in relation to the use or management of public resources means efficient, effective, economical and ethical use.

Section 71 (3a) requires where you agree with the Department’s recommendation to approve or not approve the expenditure of relevant money for this project, that you must record the terms of the approval in writing as soon as practicable after giving your approval. This brief and any attachments, including annotations or conditions recorded by you on these documents, satisfies the requirements of Section 71 (3a) of the PGPA Act.

Section 71 (3b) requires that if you approve a proposed expenditure of relevant money, that you must comply with any other requirements prescribed by the rules in relation to the approval.

Requirements under the CGRGs – Section 4 – Grants specific Processes and Requirements

The CGRGs contain a mandatory requirement that Agency staff must provide written advice to you, where you exercise the role of an approver. These requirements are outlined under item 4.6 of the CGRGs and include:

- (a) That the proposed expenditure of relevant money for this project is for purposes of a “grant” as described in item 2.3 of the CGRGs;
- (b) That you are advised of any applicable requirements of the PGPA Act and Rules and the CGRGs relating to any ministerial reporting obligations, including the legal authority of the grant;
- (c) Outlining the application and selection process, including the selection criteria, that were used to select potential grants recipients; and
- (d) The merits of the proposed grant or grants relative to the grant guidelines and the key consideration of achieving value with relevant money.

In addition, item 4.11 of the CGRGs provides that where a Minister approves a proposed grant in his/her own electorate, the Minister must write to the Finance Minister advising of the details. For this purpose it is sufficient to provide the Finance Minister with a copy of correspondence to the grantee (except where the Minister has approved a grant which the relevant official has recommended be rejected).

These requirements are addressed under “Key Points” in the covering brief.

Legal Authority

Legal authority for the program is provided under item 379 of Schedule 1AB of the *Financial Framework (Supplementary Powers) Regulations 1997*.



Australian Government

Department of Industry, Science,
Energy and Resources

Department of Infrastructure, Transport,
Regional Development and Communications

Grant Opportunity Guidelines

Regional Airports Program – Round 3

Opening date:	9:00AM Australian Eastern Daylight Time on 22 March 2022
Closing date and time:	5:00PM Australian Eastern Standard Time on 17 May 2022 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development and Communications
Administering entity:	Department of Industry, Science, Energy and Resources
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	22 March 2022
Type of grant opportunity:	Open competitive

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1. Regional Airports Program Round 3 processes

The Regional Airports Program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program, which contributes to the Department of Infrastructure, Transport, Regional Development and Communications' Outcome 2, Program 2.3.

The Department works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



The grant opportunity opens

We publish the grant guidelines on business.gov.au and GrantConnect.



You complete and submit a grant application

You complete the application form, addressing all the eligibility and assessment criteria in order for your application to be considered.



We assess all grant applications

We review the applications against eligibility criteria and notify you if you are not eligible.
We assess eligible applications against the assessment criteria including an overall consideration of value with relevant money and compare it to other eligible applications.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Regional Airports Program

The Department of Infrastructure, Transport, Regional Development and Communications evaluate the specific grant activity and Regional Airports Program as a whole. We base this on information you provide to us and that we collect from various sources.

2. About the grant program

The \$100 million Regional Airports Program (the program) will run from 2019-20 to 2024-25. The program was announced as part of the 2019-20 Budget.

The objective of the program is to improve the safety and accessibility of airports or aerodromes in regional areas of Australia by assisting airport or aerodrome owners/operators to undertake essential works, promoting aviation safety and access for regional communities.

The intended outcomes of the program are to:

- improve the safety of aircraft, operators and passengers using regional airports or aerodromes
- facilitate improved delivery of essential goods and services such as food supplies, health care and passenger air services
- improve the connectivity of Australia's regions to domestic and global market opportunities
- meet the operational requirements of aeromedical and other emergency services in the region.

If there are any further grant opportunities as part of this program we will publish the opening and closing dates and any other relevant information on business.gov.au and [GrantConnect](#).

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)¹.

2.1. About the Regional Airports Program - Round 3 grant opportunity

These guidelines contain information for the Regional Airports Program - Round 3 grants.

This document sets out:

- the eligibility and assessment criteria
- how we consider and assess grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science, Energy and Resources (the department) is responsible for administering this grant opportunity on behalf of Department of Infrastructure, Transport, Regional Development and Communications.

We have defined key terms used in these guidelines in the glossary at section 14.

You should read this document carefully before you fill out an application.

3. Grant amount and grant period

The Australian Government has announced a total of \$100 million for the program from 2019-20 to 2024-25. For this grant opportunity up to \$29 million is available over three years from 2022-23 to 2024-25.

3.1. Grants available

- The minimum grant amount is \$20,000.
- The maximum grant amount is \$5 million.

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

We expect that most grants will be between \$20,000 and \$3 million, depending on the scope and complexity of the project.

The grant amount will be up to 50 per cent of eligible project costs (grant percentage), unless:

- the applicant (you) and a third party (could include State, Territory or local government or other non-government funding) are both contributing to eligible project costs, the grant amount will be up to 33.3 per cent of eligible project costs.

You are responsible for funding the remaining eligible and ineligible project costs.

You can fund your contribution from any source including State, Territory and local government. If you are seeking State or Territory Government co-funding, you should follow the appropriate State or Territory Government application process where applicable and advise in your application the status of your application, as this will impact your grant percentage.

Your contribution can be either cash and/or in-kind. Where you provide in-kind contributions, you must calculate the equivalent dollar value. You should calculate in-kind labour at \$39/hour, and use the retail or market price for any goods that you would have otherwise purchased.

3.2. Project period

The maximum project period is up to two years.

You must complete your project by 30 April 2025.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible?

To be eligible you must:

- have an Australian Business Number (ABN)
- be an owner and/or operator of an existing aerodrome or airport in a regional area in Australia and be one of the following entities:
 - an entity, incorporated in Australia (including incorporated trustees on behalf of a trust)
 - an Australian local government agency or body as defined in section 14
 - an Australian State/Territory Government agency or body
 - a corporate Commonwealth entity
 - an Aboriginal and Torres Strait Islander Corporation registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth).

State agencies or other eligible entities may apply on behalf of aerodrome owners/operators. In such cases, the state agency or other eligible entity will be the lead applicant in a joint application and will be wholly responsible for the project, including administering, reporting and acquitting all project expenditure. Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth.

Joint applications are acceptable, provided you have a lead organisation who is the main driver of the project and is eligible to apply. For further information on joint applications, refer to section 7.2.

4.2. Additional eligibility requirements

We can only accept applications where:

- your aerodrome is identified as Inner Regional or Outer Regional as defined by the 2016 Australian Statistical Geographic Standard (ASGS) Remoteness Area² (check your aerodrome location is Inner Regional or Outer Regional using nationalmap.gov.au).
- your aerodrome or airport's passenger throughput was below 250,000 passengers (from all flight types) in 2019.
- you can provide evidence from your board or Council (or chief executive officer or equivalent if there is no board) that the project is supported by the applicant organisation, and that the organisation is willing to accept responsibility to complete the project and meet the costs of the project not covered by grant funding.

We cannot waive the eligibility criteria under any circumstances.

4.3. Who is not eligible?

You are not eligible to apply if you are:

- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au)
- an employer of 100 or more employees that has [not complied](#) with the *Workplace Gender Equality Act (2012)*.
- an individual
- a partnership
- the owner/operator of a federally-leased airport
- any organisation not included in section 4.1
- a trust (however, an incorporated trustee may apply on behalf of a trust)
- a non-corporate Commonwealth entity.

5. What the grant money can be used for

5.1. Eligible activities

To be eligible your activities must directly relate to the project and can include:

- works to improve all weather capability of the aerodrome and aircraft safety including:
 - sealing and/or re-sealing and/or re-sheeting of aircraft pavements
 - extending or strengthening a runway, taxiway parking bays and/or related areas
 - repair, restoration and/or reconstruction of the airstrip, taxiway and/or apron
 - airside drainage works
 - airside ambulance and passenger shelters.
- works to enhance aerodrome safety for aircraft operations including:
 - installation or restoration of animal fencing
 - provision of navigational aids and safety equipment
 - works to reduce safety hazards at an aerodrome, and

²<https://www.abs.gov.au/ausstats/abs@.nsf/Latestproducts/1270.0.55.005Main%20Features5July%202016>

- provision of safety related operational and/or training manuals and training for key operational personnel.
- works to better enable night time operations including:
 - installation of runway and taxiway lighting
 - provision of power for aerodrome lighting, and
 - installation of Pilot Activated Lighting Control systems.

We may also approve other activities.

5.2. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure items are:

- Contractor costs
 - costs associated with contractors who undertake project activities (including capital items and materials purchased by contractor)
- Employee costs
 - the portion of employee costs directly related to undertaking core elements of the project
- Aviation-safety related staff training
 - costs associated with the provision of aviation-safety related staff training
- Capital expenditure
 - for the purchase of assets, including:
 - power provisions
 - lighting and control systems
 - markers and navigational aids
 - training materials
- Materials
 - costs associated with the purchase of materials for:
 - airstrip sealing, re-sealing and sheeting
 - repair, restoration and reconstruction or drainage works
 - airside ambulance and passenger shelters.
- Contingency costs up to a maximum of 10 per cent of the eligible project cost. Noting that we only make payments based on actual cost incurred.
- Independent Audit Report
 - costs of an independent audit of project expenditure up to a maximum of 1 per cent of total eligible project expenditure (mandatory for projects over \$500,000 or where we request one).

We may update the guidance on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a manager within the department with responsibility for administering the program) makes the final

decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

You may elect to commence your project from the date we notify you that your application is successful. We are not responsible for any expenditure you incur until a grant agreement is executed. The Commonwealth will not be liable, and should not be held out as being liable, for any activities undertaken before the grant agreement is executed.

5.3. What you cannot use the grant for

Expenditure items that are not eligible are:

- costs that cannot be directly linked to improving the safety and accessibility of your aerodrome
- payment of salaries for existing staff or contractors not directly employed on core elements of the project
- aerodrome landside infrastructure costs such as works on terminals, hangars, commercial developments and aerodrome buildings
- security screening equipment, staff or buildings
- purchase of motor vehicles, heavy plant and equipment
- project or tender planning, design, research or feasibility costs
- costs associated with the introduction or expansion of commercial air services to the aerodrome
- safety related staff training costs not directly related to aviation safety
- routine operational expenses, including communications, accommodation, office computing facilities, printing and stationery, postage, legal and accounting fees and bank charges, and
- ongoing routine maintenance activities such as slashing and mowing.

6. The assessment criteria

You must address all assessment criteria in your application. We will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays size limits for answers.

We will only consider funding applications that score at least 50 per cent against each assessment criterion, as these represent best value for money.

6.1. Assessment criterion 1

Demonstrated need for your project (50 points)

You should demonstrate this by explaining:

- a. the extent of need to improve general access, all weather access and/or safety of the airstrip to facilitate delivery of essential services to the community (where applicable, attach evidence to support your application, including airstrip inspection or engineering reports)

- b. the extent to which upgrades are required to support the operation of aeromedical flights, aerial firefighting services and/or other essential air services to the community
- c. the extent to which the project is time critical and the extent to which it cannot proceed without grant funding.

6.2. Assessment criterion 2

Capacity, capability and resources to deliver the project (30 points)

You should demonstrate this by explaining:

- a. your track record managing similar projects
- b. your plan to manage the project including addressing scope, implementation plan, procurement and works, timeframes, budget and risk management (including work health and safety)
- c. your strategy to maintain the project outcomes beyond the term of the grant funding.

6.3. Assessment criterion 3

Impact/benefit of grant funding on your project (20 points)

You should demonstrate this by explaining:

- d. the benefits to be provided to the communities serviced by the aerodrome and nation more broadly (including what services the community relies upon the aerodrome for)
- e. total investment the grant will leverage (including the level of State/Territory Government co-funding and/or the contribution to other Commonwealth Government programs).

7. How to apply

Before applying you should read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on business.gov.au and GrantConnect.

You will need to set up an account to access our online [portal](#). The portal allows you to apply for and manage a grant or service in a secure online environment. You can only submit an application during a funding round.

To apply, you must:

- complete the online [application form](#) via business.gov.au
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments.

You can view and print a copy of your submitted application on the portal for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

If you need further guidance around the application process, or if you have any issues with the portal, [contact us](#) at business.gov.au or by calling 13 28 46.

7.1. Attachments to the application

You must provide the following documents with your application:

- evidence of support from the Council, board, CEO or equivalent (template provided on [business.gov.au](#) and [GrantConnect](#)). Where the CEO or equivalent submits the application, we will accept this as evidence of support.
- project plan to support your claims against assessment criterion 2
- trust deed (where applicable)
- evidence to support your application, including airstrip inspection or engineering reports and quotes (where applicable).

You must attach supporting documentation in line with the instructions provided in the form. You should only attach requested documents. The total of all attachments cannot exceed 20MB. We will not consider information in attachments that we do not request.

7.2. Joint applications

We recognise that some organisations may want to join together as a group to deliver a project. In these circumstances, you must appoint a lead organisation. Only the lead organisation can submit the application form and enter into the grant agreement with the Commonwealth. The application should identify all other members of the proposed group and include a letter of support from each of the project partners. Each letter of support should include:

- details of the project partner
- an overview of how the project partner will work with the lead organisation and any other project partners in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the project partner will bring to the group
- the roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the grant agreement.

7.3. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications, except where the project is urgent due to emergency circumstances. To apply under these circumstances contact us at 13 28 46 or at business.gov.au. Consideration of out of round applications is at the Assessment Panel's discretion, taking into account your justification for the urgency of the project.

If you are successful, we expect you will be able to commence your project around August 2022.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	8 weeks
Approval of outcomes of selection process	4 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of project	The date we notify you that your application has been successful (We are not responsible for any expenditure you incur until a grant agreement is executed).
End date of grant commitment	Two years from project start date and no later than 30 April 2025.

8. The grant selection process

We first review your application against the eligibility criteria. If eligible, we will then assess it against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.

When assessing whether the application represents value with relevant money, we will have regard to:

- the overall objectives of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought.

In consultation with the Department of Infrastructure, Transport, Regional Development and Communications, we may assign a technical expert to develop or analyse the work program submitted by an applicant, including compliance with any relevant Civil Aviation and Safety Authority (CASA) standards and costings.

We may refer your application to an Assessment Panel with representatives from the Department of Infrastructure, Transport, Regional Development and Communications for assessment. The Assessment Panel may also have stakeholder group representatives. We may also use the Assessment Panel for out of round applications where the project is urgent due to emergency circumstances.

Your application will be assessed against the assessment criteria and we will compare it to other eligible applications in a funding round before recommending which projects to fund.

For out of round applications where the project is due to emergency circumstances, we will first consider your justification for urgency of the project. Where the Assessment Panel agrees your project is urgent and warrants out of round assessment, it will assess your application against the eligibility and merit criteria within these guidelines.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors, but you cannot make any material alteration or addition.

8.1. Who will approve grants?

The Minister decides which grants to approve taking into account the recommendations of the assessment panel and the availability of grant funds.

The Minister's decision is final in all matters, including:

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding

We cannot review decisions about the merits of your application.

The Minister will not approve funding if there is insufficient program funds available across relevant financial years for the program.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us. You can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it for assessment.

10. Successful grant applications

10.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample [grant agreement](#) is available on business.gov.au and GrantConnect.

We must execute a grant agreement with you before we can make any payments. Execute means both you and the Commonwealth have signed the agreement. We are not responsible for any expenditure you incur until a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Minister. We will identify these in the offer of grant funding.

If you enter an agreement under the Regional Airports Program, you cannot receive other grants for this project from other Commonwealth granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

10.2. Simple grant agreement

We will use a simple grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Minister.

10.3. Project/Activity specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with:

- State/Territory legislation in relation to working with children.

10.3.1. Building and construction requirements

Wherever the government funds building and construction activities, the following special regulatory requirements apply.

- *Code for the Tendering and Performance of Building Work 2016* ([Building Code 2016](#))³
- Australian Government Building and Construction WHS Accreditation Scheme ([WHS Scheme](#))⁴

These regulations are subject to the level of funding you receive as outlined below.

10.3.1.1. Building Code

The Building Code is administered by relevant State and Territory administrations under relevant State or Territory legislation on behalf of the [Australian Building and Construction Commission](#).⁵

The Building Code applies to all construction projects funded by the Australian government through grants and other programs where:

- the value of Australian Government contribution to a project is at least \$5 million and represents at least 50 per cent of the total construction project value; or
- regardless of the proportion of Australian Government funding, where the Australian Government contribution to a project is \$10 million or more.

10.3.1.2. WHS Scheme

The WHS Scheme is administered by the [Office of the Federal Safety Commissioner](#).⁶

The Scheme applies to projects that are directly or indirectly funded by the Australian Government where

- the value of the Australian Government contribution to the project is at least \$6 million and represents at least 50 per cent of the total construction project value; or
- the Australian Government contribution to a project is \$10 million (GST inclusive) or more, irrespective of the proportion of Australian Government funding; and

³ <https://www.abcc.gov.au/building-code/building-code-2016>

⁴ <http://www.fsc.gov.au/sites/fsc/needaccredited/accreditationscheme/pages/theaccreditationscheme>

⁵ <https://www.abcc.gov.au/>

⁶ <http://www.fsc.gov.au/sites/FSC>

- a head contract under the project includes building work of \$4 million or more (GST Inclusive).

10.4. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any in-kind contributions you will make
- any financial contribution provided by you or a third party.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

10.5. Tax obligations

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities⁷.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on tax.

11. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on the Department of Infrastructure, Transport, Regional Development and Communications website and business.gov.au. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

12. How we monitor your grant activity

12.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

⁷ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend. You must notify us in advance of your intention to produce media or social media material relating to your project and provide an opportunity for the Minister or their representative to contribute.

12.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

12.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

12.2.2. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

12.2.3. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

12.3. Independent audits

We may ask you to provide an independent audit report (mandatory for grants over \$500,000 or where we request one). An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is available on business.gov.au and GrantConnect.

12.4. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.5. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum time period allowed in program guidelines year period
- changing project activities
- increasing grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project grant agreement end date. We can provide you with a variation request template.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments
- availability of program funds.

12.6. Evaluation

We will evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to two years after you finish your project for more information to assist with this evaluation.

12.7. Grant acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

13. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

13.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a panel or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/ grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#)⁸ of the *Public Service Act 1999* (Cth). Panel members and other officials including the decision maker must also declare any conflicts of interest.

We publish our [conflict of interest policy](#)⁹ on the department’s website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

13.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 13.2.1, or
- personal information as per 13.2.3,

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

⁸ <https://www.legislation.gov.au/Details/C2019C00057>

⁹ https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

13.2.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

13.2.2. When we may disclose confidential information

We may disclose confidential information:

- to the Assessment Panel and our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

13.2.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, the Assessment Panel, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)¹⁰ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

13.2.4. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

13.3. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

Chief Finance Officer
Business Grants Hub
Department of Industry, Science, Energy and Resources
GPO Box 2013
CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](#)¹¹ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

¹⁰ <https://www.industry.gov.au/data-and-publications/privacy-policy>

¹¹ <http://www.ombudsman.gov.au/>

14. Glossary

Term	Definition
Aboriginal and Torres Strait Islander Corporation	An Aboriginal and Torres Strait Islander Corporation registered under the <i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i> (Cth).
Aerodrome	A defined area of land used for the arrival, departure and surface movement of aircraft, including taxi ways, aprons and parking positions.
Airport	A complex of runways and buildings for the take-off, landing, and maintenance of civil aircraft, with facilities for passengers.
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Assessment Panel	Assessment panel with representatives from the Department of Infrastructure, Transport, Regional Development and Communications for assessment. The Assessment Panel may also have stakeholder group representatives. The panel assesses eligible applications and makes recommendations to the Minister for funding under the program.
Department	The Department of Industry, Science, Energy and Resources.
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.2.
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding.
Grant agreement end date	The date or event specified in the grant details section of the grant agreement. This date is after the activity completion date providing sufficient time for all outstanding activities under the agreement, including final payment and any post project reporting.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.

Term	Definition
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.
Local government agency or body	A local governing body as defined in the <i>Local Government (Financial Assistance) Act 1995</i> (Cth).
Minister	The Commonwealth Minister for Infrastructure, Transport, Regional Development and Communications or delegated portfolio Minister.
Personal information	Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is: Information or an opinion about an identified individual, or an individual who is reasonably identifiable: <ul style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program Delegate	A manager within the department with responsibility for administering the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.
Regional	Localities classified as <i>Inner Regional</i> or <i>Outer Regional</i> using the 2016 Australian Statistical Geographic Standard (ASGS) Remoteness Area. A map of the classification area, and search by location, can be found at nationalmap.gov.au

From: s22(1)(a)(ii)
Sent: Thursday, 12 January 2023 11:55 AM
To: s22(1)(a)(ii)
Subject: RE: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]
Attachments: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

G'day s22(1)(a)(ii) – nice to hear from you!

Sure thing. Attached is the full email ft. attachments.

Cheers

s22(1)(a)(ii)

s22(1)(a)(ii)

Media Manager (Infrastructure, Transport and Regional Development)
 Media Services • Communication, Ministerial and Parliamentary Branch
 P +61 2 6274 s22(1)(a)(ii) • M +61 s22(1)(a)(ii) (media duty phone)
 GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications and the Arts
CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au



*I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
 I recognise and respect their continuing connection to the land, waters and communities.
 I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

From: s22(1)(a)(ii)
Sent: Thursday, 12 January 2023 11:51 AM
To: s22(1)(a)(ii)
Subject: FW: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

Hey s22(1)(a)(ii) – hope you're well!

I'm just trying to track down the release discussed in the below email – do you have it handy?

I'm making sure we have it all good to go next week.

Cheers

s22(1)(a)(i)

OFFICIAL

OFFICIAL

From: Media (Infrastructure)**Sent:** Monday, 5 December 2022 9:52 AM**To:** s22(1)(a)(ii) @MO.infrastructure.gov.au>**Cc:** Media (Infrastructure) <media@infrastructure.gov.au>; s22(1)(a)(ii) @mo.infrastructure.gov.au>; s22(1)(a)(ii) @infrastructure.gov.au>; CHARLES Susan <Susan.Charles@infrastructure.gov.au>**Subject:** Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

Hi s22(1)(a)(ii)

We understand the Minister has approved a Ministerial Brief with successful projects for Round 3 of the Regional Airports Program.

Attached are the draft materials for consideration.

Grateful if you could keep us posted on when this will issued so that we can ensure the website list of projects is ready to go.

Thanks,

s22(1)(a)(i)

s22(1)(a)(ii)

Media Manager (Infrastructure, Transport and Regional Development)
Media Services • Communication, Ministerial and Parliamentary Branch
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OFFICIAL

From: Media (Infrastructure)
Sent: Monday, 5 December 2022 9:52 AM
To: s22(1)(a)(ii)
Cc: Media (Infrastructure); s22(1)(a)(ii); s22(1)(a)(ii); CHARLES Susan
Subject: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]
Attachments: NOV22 - MR - C KING - REGIONAL AIRPORTS PROGRAM R3 SUCCESSFUL PROJECTS.docx; TPs and Q&A - Regional Airports Program (Round 3).DOCX; Successful RAP Round 3 projects.docx

OFFICIAL

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s22(1)(a)(ii)

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OFFICIAL



The Hon Catherine King MP

Minister for Infrastructure, Transport, Regional Development and Local Government

MEDIA RELEASE

REGIONAL AIRPORTS TO SOAR THANKS TO LATEST FUNDING BOOST

Forty-four airports across regional Australia will be made safer and more accessible for the communities they serve, thanks to funding under the Australian Government's \$100 million Regional Airports Program.

The airports will share in \$27.9 million under Round 3 of the program.

The Regional Airports Program provides grants to improve the safety and accessibility of airports or aerodromes in our regions.

The program funds important upgrades, including works such as resurfacing runways to ensure air operators can land safely and without damaging their aircraft, or installing fencing to prevent animals entering the airport, providing safer landings for air operators.

Other works may include lighting to allow aircraft to land at night to support emergency services or drainage works to prevent flooding or erosion of runway surfaces.

This program has supported 150 projects across regional Australia with nearly \$71 million in funding under the first two rounds.

For more information, including the list of successful projects, visit:

www.infrastructure.gov.au/infrastructure-transport-vehicles/aviation/regional-remote-aviation/regional-airports-program.

Quotes attributable to Infrastructure, Transport, Regional Development and Local Government Minister Catherine King:

"The Regional Airports Program delivers significant benefits for regional aviation and communities, including increasing safety for aircraft, operators and passengers.

"These projects are also an investment in the improved delivery of goods and services, including healthcare and passenger air services.

"The Australian Government is committed to bolstering connections from Australia's regions to domestic and global market opportunities.

"Investing in our regional airports is also critical to supporting the operational requirements of aeromedical and other emergency services."

X MONTH 2022

MEDIA CONTACT:

s22(1)(a)(ii)

Regional Airports Program – Round 3

Talking Points

- I am excited to announce 44 regional airports across Australia will share in \$27.9 million in funding under the Regional Airports Program to improve their safety and accessibility.

What is it?

- The Australian Government Regional Airports Program was announced as part of the 2019-20 Budget and provides \$100 million in funding.
- The Regional Airports Program provides grants to improve the safety and accessibility of airports or aerodromes in our regions.
 - This program funds important upgrades including:
 - resurfacing runways to ensure air operators can land safely and without damaging their aircraft
 - fencing to prevent animals entering the airport, providing safer landings for air operators
 - lighting to allow aircraft to land at night to support emergency services
 - drainage works to prevent flooding or erosion of runway surfaces.
 - These projects deliver significant benefits for regional aviation and communities, including:
 - increasing safety for aircraft, operators and passengers
 - improving the delivery of goods and services, including health care and passenger air services
 - bolstering the connectivity of Australia's regions to domestic and global market opportunities
 - better meeting the operational requirements of aeromedical and other emergency services.
- This program is supporting 150 projects across regional Australia with nearly \$71 million in funding under the first two rounds.

Q&A

What works are eligible?

Safety and access works at existing aerodromes and airports are covered under the Regional Airports Program. Suitable projects include:

- Sealing, resealing or re-sheeting aircraft pavements
- Repair, restoration and/or reconstruction of airstrips, taxiways and aprons
- Drainage works
- Lighting
- Fencing and works to reduce safety hazards
- Provision of markers and navigational aids
- Safety training.

Who could apply?

Owners and operators of existing aerodromes or airports in regional areas of Australia who have an ABN. Applicants must also be:

- an entity incorporated in Australia
- an Australian local government agency
- an Australian State or Territory Government agency
- a corporate Commonwealth entity, or
- an Aboriginal or Torres Strait Islander Corporation.

The aerodrome or airport must be identified as Inner Regional or Outer Regional as defined by the 2016 Australian Statistical Geographic Standard Remoteness Area. There is an online tool to help people locate their community.

The aerodrome or airport must also have had a passenger throughput below 250,000 passengers in 2019.

The Remote Airstrip Upgrade Program is available for aerodromes in Remote or Very Remote Australia.

What was the application process for Round 3?

Round 3 opened for applications from 23 March to 17 May 2022.

Up to \$29 million in funding was available, supporting grants of \$20,000 to \$5 million for projects that can be completed by April 2025.

The grant amount was up to 50 per cent of the total project costs, except where the applicant and a third party, for example a State/Territory Government are both contributing, where the grant amount will be a third.

What is the assessment process?

The applications were assessed against the eligibility and merit criteria in the guidelines.

Projects are ranked based on:

- the demonstrated need for the project
- the applicant's capacity, capability and resources to deliver the project
- the impact/benefit of grant funding on the project.

How much funding was provided under the previous two rounds?

In the 2019-20 Budget funding of \$100 million was provided for the program.

Successful projects under Round 1 were announced on 13 June 2020, with \$41.2 million approved for 61 projects across regional Australia.

Successful projects under Round 2 were announced on 28 July 2021, with 89 projects receiving a total of \$29.6 million in funding.

Which projects were successful in the most recent round (Round 3)?

In Round 3, 51 applications were received.

Forty-four projects were approved for funding, with \$27.9 million allocated. The full list of successful projects is at **Attachment A**.

Examples of projects funded include:

- \$5 million to the Kempsey Shire Council, NSW for works to the runway and lighting upgrades at Kempsey Airport.
- \$111,839 to the Corporation of the City of Port Augusta, SA to seal Taxiway Bravo and apron lighting at Port Augusta Airport to improve access for the Royal Flying Doctor Service.
- \$51,401 to the Shire of Beverley, WA to install lighting at Beverley Aerodrome.
- \$139,000 to the Burdekin Shire Council, QLD to install new fencing around the Ayr Aerodrome to keep animals out of the aerodrome to reduce hazards.
- \$2.35 million to Campaspe Shire Council, Vic to upgrade the Echuca Aerodrome with works to the airstrip, taxiway and aprons, helipad, threshold lighting and patient transfer station.

Why was the full \$29 million not allocated?

The majority of the funding has been allocated with forty-four projects worth \$27.9 million approved. The successful projects were assessed on a competitive basis and scored highly against the assessment criteria set out in the program guidelines. The applications were assessed on: demonstrated need; capacity, capability and

resources to deliver the project; and the impact of grant funding on the project. The remaining \$1.1 million will be retained in the program to assist with any formal requests for additional funding due to unforeseen project cost increases.

In order to be awarded funding applications must meet all eligibility criteria set out in the program guidelines and achieve a minimum score (50 per cent) against each of the assessment criteria. A small number of applications have been unsuccessful because they did not meet these conditions, leaving \$1.1 million in round funding available to the program.

Has this program been cut?

No, the \$100 million allocated to the program is available to projects under Rounds 1, 2 and 3. The small amount of unallocated funding is retained by the program and available to assist with any formal requests from existing grantees for additional funding due to unforeseen project cost increases.

What are the next steps?

- All applicants will be contacted by the Grants Hub with advice on the outcomes of the assessment process.
- Grant funding will flow once funding agreements are in place.
- Unsuccessful applicants will have the opportunity to receive feedback from the Grants Hub on their application.

Will there be further funding for Regional Airports?

Round 3 largely exhausts the \$100 million allocated in the 2019-20 Budget for the Regional Airports Program.

The Government will consider the need for further funding under the Regional Airports Program as part of its consideration of support for safety and access at remote and regional airstrips including through the Aviation White Paper.

REGIONAL AIRPORTS PROGRAM ROUND THREE – SUCCESSFUL PROJECTS

Applicant	State/ Territory	Aerodrome/ Airport	Project	Australian Government Funding (GST exc)
KEMPSEY SHIRE COUNCIL	NSW	Kempsey Airport	Re-surfacing of runway, Pilot Activated Lighting (PAL) upgrade and all-weather ambulance shelter	\$5,000,000
COUNCIL OF THE CITY OF BROKEN HILL	NSW	Broken Hill Airport	Upgrade to aircraft pavement movement areas	\$4,998,048
UPPER HUNTER SHIRE COUNCIL	NSW	Scone Regional Airport	Upgrade of runway surface	\$2,464,736
GLEN INNES SEVERN COUNCIL	NSW	Glen Innes Airport	Renewal of main runway, lighting upgrade and Pilot Activated Airport Lighting system and illuminated wind direction indicator	\$1,101,059
DUBBO REGIONAL COUNCIL	NSW	Dubbo Regional Airport	General Aviation drainage upgrade stage 3	\$572,500
ARMIDALE REGIONAL COUNCIL	NSW	Armidale Regional Airport	Re-seal and line-marking of Runway 05/23 and replacement of secondary Wind Direction Indicator	\$443,185
BERRIMA DISTRICT AERO CLUB	NSW	Mittagong Airfield	Extend runway and repair areas of runway, runway strip and apron	\$419,947
BEGA VALLEY SHIRE COUNCIL	NSW	Merimbula Airport	Surface and ground water management improvements	\$402,500
DUBBO REGIONAL COUNCIL	NSW	Wellington Aerodrome	Heavy patchwork, repair and reseal of runway 13/31	\$350,000
ORANGE CITY COUNCIL	NSW	Orange Regional Airport	Replacement of runway and taxiway lighting with LED lights	\$330,000
EUROBODALLA SHIRE COUNCIL	NSW	Moruya Airport	Security fencing renewal, windsock lighting improvement, additional runway gables and replacements of taxiway lighting poles	\$300,000
INVERELL SHIRE COUNCIL	NSW	Inverell Airport	Upgrade and extension of aircraft parking apron	\$271,250
UPPER LACHLAN SHIRE COUNCIL	NSW	Crookwell Aerodrome	Upgrades to the airstrip and fencing works	\$124,000
NARRABRI SHIRE COUNCIL	NSW	Narrabri Airport	Installation of hinged poles and LED floodlights to apron	\$96,925

PARKES SHIRE COUNCIL	NSW	Parkes Regional Airport	Apron LED lighting upgrade	\$70,455
MID-WESTERN REGIONAL COUNCIL	NSW	Mudgee Regional Airport	Upgrade to ambulance transfer facility	\$50,000
CENTRAL HIGHLANDS REGIONAL COUNCIL	QLD	Emerald Airport	Remediation of runways (06/24 and 15/33) graded areas and drainage works	\$1,592,932
GLADSTONE AIRPORT CORPORATION	QLD	Gladstone Airport	Surface sealing treatments to rejuvenate five main aprons and one taxiway	\$864,204
GLADSTONE AIRPORT CORPORATION	QLD	Gladstone Airport	Floodlighting upgrade & Precision Approach Path Indicators (PAPI)	\$185,000
BURDEKIN SHIRE COUNCIL	QLD	Ayr Aerodrome	Removal and replacement of fencing	\$139,000
HINCHINBROOK SHIRE COUNCIL	QLD	Ingham Aerodrome	Taxiway drainage and access improvements, fencing drainage outlet, Aerodrome Weather Safety Equipment	\$152,500
BRISBANE WEST WELLCAMP AIRPORT PTY LTD	QLD	Brisbane West Wellcamp (Toowoomba) Airport	Runway and Taxiway line-marking, LED upgrade to apron lighting, and storm-water management upgrade	\$91,623
MARANOVA REGIONAL COUNCIL	QLD	Roma Airport	Repair apron servicing medical/rescue aircraft	\$68,000
SOUTH BURNETT REGIONAL COUNCIL	QLD	Kingaroy Aerodrome	Installation of security gates and animal fencing	\$30,000
GYMPIE REGIONAL COUNCIL	QLD	Gympie Aerodrome	Replacement of 10 gable markers, grading and drainage improvement works to grass landing strip	\$20,000
COORONG DISTRICT COUNCIL	SA	Tintinara Aerodrome	Sealing of unsealed section of primary runway, pavement rehabilitation of secondary runway and taxiways, primary runway lighting replacement and line-marking	\$193,125
DISTRICT COUNCIL OF MOUNT REMARKABLE	SA	Booleroo Centre Aerodrome	Replacement of runway edge and hold point lighting	\$139,819

CORPORATION OF THE CITY OF PORT AUGUSTA	SA	Port Augusta	Installation of an all-weather sealed surface to Taxiway Bravo and LED upgrade of apron lighting	\$111,839
BURNIE AIRPORT CORPORATION PTY LTD on behalf of the Trustee for Burnie Airport Corporation Unit Trust.	TAS	Burnie Airport	Resurfacing of Taxiway A	\$428,450
BURNIE AIRPORT CORPORATION PTY LTD on behalf of the Trustee for Burnie Airport Corporation Unit Trust.	TAS	Burnie Airport	Application of surface treatment to all aircraft movement areas	\$417,160
AIRLINES OF TASMANIA PTY LTD	TAS	Cambridge Aerodrome	Repair and strengthening of runway, taxiway and apron pavements and aircraft hardstand	\$241,550
CAMPASPE SHIRE COUNCIL	VIC	Echuca Aerodrome	Resurface and upgrade airstrip, extend main runway, reseal taxiway and aprons, improve drainage, replace Pilot Activated Lighting (PAL) to LED threshold lights, install patient transfer station and dedicated aeromedical helipad	\$2,350,000
EAST GIPPSLAND SHIRE COUNCIL	VIC	Bairnsdale Airport	Construction of patient transfer station and dedicated taxiway/apron for medevac aircraft	\$1,546,379
MILDURA AIRPORT PTY LTD	VIC	Mildura Airport	Re-seal secondary runway, three associated taxiways, main apron and re-line marking	\$762,616
BACCHUS MARSH AERODROME MANAGEMENT INC	VIC	Bacchus Marsh Aerodrome	Runway and taxiway surface treatment works and installation of lighting system to runway 01/19 and taxiway including Pilot Activated Lighting Control and illuminated wind direction indicator	\$471,771
HINDMARSH SHIRE COUNCIL	VIC	Nhill Aerodrome	Stabilisation of existing pavement, and surfacing of the taxiway and main aircraft parking area and drainage works	\$150,000
WEST WIMMERA SHIRE COUNCIL	VIC	Edenhope Aerodrome	Construction of new taxiway, apron and water tanks for use by firefighting aircraft and patient transfer facility	\$135,000

CENTRAL GOLDFIELDS SHIRE COUNCIL	VIC	Maryborough Aerodrome	Upgrade to water infrastructure; emergency power supply installation for runway lighting, and upgrade to perimeter fencing	\$110,000
GREATER BENDIGO CITY COUNCIL	VIC	Bendigo Airport	Upgrade of fencing to reduce wildlife hazard	\$100,000
CITY OF BUSSELTON	WA	Busselton Margaret River Airport	Apron upgrade and sealing to apron and taxi lane area and associated line-marking	\$218,810
CITY OF GREATER GERALDTON	WA	Geraldton Airport	Surface restoration and resealing of runway 14/32	\$168,327
SHIRE OF BEVERLEY	WA	Beverley Aerodrome	Supply and installation of LED ground lighting	\$151,401
SHIRE OF CRANBROOK	WA	Cranbrook Airstrip	Grading, levelling and gravelling of runway	\$62,500
CITY OF BUNBURY	WA	Bunbury Airport	Expansion of apron including edge lighting to support water bombing aircraft	\$49,950
TOTAL				\$27,946,561

From: Media (Infrastructure)
Sent: Thursday, 12 January 2023 3:39 PM
To: s22(1)(a)(ii)
Cc: Media (Infrastructure)
Subject: RE: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

No prob.

Would you be able to let us know when the date/time is settled, just so the program area can get the website teed up?

Cheers

s22(1)(a)(ii)

OFFICIAL

From: s22(1)(a)(ii)
Sent: Thursday, 12 January 2023 12:03 PM
To: s22(1)(a)(ii)
Subject: RE: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

Thanks s22(1)(a)(ii)

OFFICIAL

From: s22(1)(a)(ii)
Sent: Thursday, 12 January 2023 11:55 AM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@MO.infrastructure.gov.au](mailto:s22(1)(a)(ii)@MO.infrastructure.gov.au)>
Subject: RE: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

G'day s22(1)(a)(ii) – nice to hear from you!

Sure thing. Attached is the full email ft. attachments.

Cheers

s22(1)(a)(ii)

s22(1)(a)(ii)

Media Manager (Infrastructure, Transport and Regional Development)
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Department of Infrastructure, Transport, Regional Development, Communications and the Arts
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*I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
I recognise and respect their continuing connection to the land, waters and communities.
I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

From: s22(1)(a)(ii)
Sent: Thursday, 12 January 2023 11:51 AM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Subject: FW: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

Hey s22(1)(a)(ii) – hope you're well!

I'm just trying to track down the release discussed in the below email – do you have it handy?

I'm making sure we have it all good to go next week.

Cheers

s22(1)(a)(ii)

OFFICIAL

OFFICIAL

From: Media (Infrastructure)
Sent: Monday, 5 December 2022 9:52 AM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@mo.infrastructure.gov.au](mailto:s22(1)(a)(ii)@mo.infrastructure.gov.au)>
Cc: Media (Infrastructure) <media@infrastructure.gov.au>; s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@mo.infrastructure.gov.au](mailto:s22(1)(a)(ii)@mo.infrastructure.gov.au)>;
s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>; CHARLES Susan <Susan.Charles@infrastructure.gov.au>
Subject: Regional Airports Program Round 3 - media announcement [SEC=OFFICIAL]

OFFICIAL

Hi: s22(1)(a)(ii)

We understand the Minister has approved a Ministerial Brief with successful projects for Round 3 of the Regional Airports Program.

Attached are the draft materials for consideration.

Grateful if you could keep us posted on when this will issued so that we can ensure the website list of projects is ready to go.

Thanks,

s22(1)(a)(ii)

s22(1)(a)(ii)

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