

Securing the future  
of our coastline



**2020-21**

# **Coast Protection Grants**

## **Program Guidelines**

## Overview

The Government recognises that South Australia's coasts are at risk of coastal hazards such as erosion, flooding and sand dune drift, and these risks are being exacerbated by rising sea levels.

On 3 June 2019, the Government announced the *Securing the Future of our Regional Coastline* initiative, providing an additional \$4 million in funding for **Regional Coast Protection Grants** over four years to help regional coastal councils repair, restore and sustain their precious coastlines. South Australian coastal councils outside of the managed metropolitan beach system are eligible to apply for this additional funding.

The regional grant program is run in parallel to the Coast Protection Board's annual grants program, where funding is allocated from the Coast Protection Fund. Both programs are managed by the Coast Protection Board with the support of the Department for Environment and Water.

## Objectives

The objectives of the coast protection grants are to help coastal councils better manage and protect South Australia's valuable coast and marine assets, and address coastal climate change risks on a local or regional scale.

Grant funding is available for coastal councils to undertake studies or projects that address coastal hazard risks or repair damage caused by coastal hazards. High priorities for funding are works that address risks such as erosion or flooding, including foreshore protection, dune rehabilitation, and coastal maintenance, and strategic studies which involve data collection and analysis, vulnerability and hazard assessment, and/or provide coastal adaptation options to better inform decision-making.

The types of projects that have received grants in the past include, but are not limited to, the following:

- Preparation of coordinated (e.g. whole-of settlement, regional) coastal adaptation strategies,
- Construction of erosion control or flood protection works such as seawalls or levees,
- Cliff stability studies and works,
- Repair of storm-damaged coastal protection structures,
- Sand replenishment for coastal protection purposes.

## Eligibility

### Councils

All coastal councils *outside of the metropolitan Adelaide managed beaches* area are eligible for the additional *Regional Coast Protection Grant* funding. This includes all regional coastal councils, as well as the Cities of Onkaparinga, Marion, Salisbury, Playford and part of Port Adelaide Enfield<sup>1</sup>.

All coastal councils are eligible for the Coast Protection Board's annual grants program. This includes those that are part of the *metropolitan Adelaide managed beaches*, being the Cities of Holdfast Bay, West Torrens, Charles Sturt, and Port Adelaide Enfield<sup>1</sup> as well as West Beach Trust.

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<sup>1</sup> The City of Port Adelaide Enfield is eligible to apply for *Regional Coast Protection* grant funding for projects that are related to the Port River and other areas, excluding the beaches between Semaphore South and North Haven. For the beaches in these areas, the Coast Protection Board's annual grants program is available.

## Projects

Grant funding is intended for “*situations that have arisen because of some previous mistake or lack of understanding about coastal processes*”. The grants are not intended for “*protection of development approved unwisely and against the Board or Department’s advice*”. The Board also requires that any grant-funded protection works have outcomes that benefit the general public, such as maintenance of public access along the coast. The Board’s policy not to protect private property was affirmed by State Government in 1980 and has been applied since then. The purpose of coast protection funding is further defined in the Coast Protection Board’s policy document<sup>2</sup>.

The types of projects that are ineligible include, but may not be limited to, the following:

- Protection of private property.
- Protection of development approved unwisely and against the Board or Department’s advice.
- Council administration, resource and project management costs associated with delivery of the project or purchase of equipment. However, this may form part of the in-kind contribution.
- Protection of coastal property and installations owned by other government agencies.

Please contact the Coast and Marine Branch if you would like to discuss potential projects prior to submitting your application ([DEWCoasts@sa.gov.au](mailto:DEWCoasts@sa.gov.au) or (08) 8124 4928).

## Grant administration

The grant funding will be delivered by the Coast Protection Board (the Board). In accordance with the *Coast Protection Act 1972*, the Board can provide grants of up to 80% of the total cost of approved coastal projects. Councils (including any other funding sources) must contribute a minimum of 20% of the total project costs, through cash and in-kind support. Projects must be completed within the financial year, and grants are paid on project completion and acceptance of a final report.

## Applications

Application forms are provided to Councils via email when the grant program opens. Council staff may also contact the Coast and Marine Branch in the Department for Environment and Water for a copy of the application form.

Applications need to be submitted using the new **2020-21 Coast Protection Grant Application Form<sup>3</sup>**. If you have any problems or queries regarding the new form, please don’t hesitate to get in touch.

*\*Please note, any applications received using previous versions of the form will need to be transferred to the new form before they can be assessed.*

If your application for grant funding in 2019-20 was unsuccessful and you would like the project to be considered for funding in 2020-21, please resubmit using the new application form.

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<sup>2</sup> Coast Protection Board Policy document available at:

<http://www.environment.sa.gov.au/files/sharedassets/public/coasts/coast-protection-board-policy-document-gen.pdf>

<sup>3</sup> Appendix A provides the Coast Protection District map referred to in the Application Form.

# Assessment

Project proposals are evaluated against the Coast Protection Board's established assessment criteria, based on a risk-benefit analysis which takes into account the likelihood and consequences of the coastal hazard(s) being addressed (the level of risk), as well as the various benefits of the proposed project:

- **Likelihood of coastal hazard**
  - Considers the frequency of risk. For example: a risk may commonly occur several times per year, or it may be expected only once in 100 years.
- **Consequences of inaction**
  - Considers legal/regulatory responsibilities and social, economic and environmental impacts.
- **Benefit of the project**
  - Considers time scale of benefit (i.e. long-term versus short-term) and scale of benefit (i.e. wide-scale versus isolated benefit).

Applicants have the opportunity to provide information to address these criteria in the new application form.

Projects are scored by a panel of experts based on the above criteria, with highest scores corresponding to projects addressing the highest risks and projects demonstrating the most benefit.

Projects are funded according to their priority score, until available funds are exhausted.

# Notification of outcomes

All councils will be advised on the outcomes of applications in writing.

Coast and Marine Branch staff may work with councils to refine project design, partnerships, scope and scale before entering into a Funding Agreement.

# Funding Agreements

Grant recipients will enter into a **Coast Protection Board Grant Funding Agreement** which outlines a number of Terms and Conditions. These include:

## Funding Reallocation

If the funding agreement is not signed and returned within two months it will be deemed that the Board's offer of grant funding has not been accepted and the funds will be reallocated.

## Coast Protection Board Approvals

*If using external consultants or contractors:*

- A copy of the tender documents is to be provided to the Board for comment at least two weeks prior to calling tenders or requesting quotes.
- Approval to award any contracts or consultancies is to be obtained from the Board prior to award.

*For studies or investigations:*

- Consultants are to be required to meet with Coast and Marine Branch staff at the commencement of the consultancy, and the Board is to be provided with at least two weeks to make comment on draft reports prior to final reports being completed.

*If using Council's in-house staff:*

- Prior to commencement of works, Council staff should consult with DEW staff regarding the project. A project plan should be provided to the Board identifying significant stages of the works and the expected completion date.

Variations

If the project will not proceed as planned, Council must inform the Board as early as possible.

The funding agreement may be varied by written agreement of both parties.

Changes in Scope

The Board must be consulted if the project scope is to vary from that described in this agreement.

If any changes to the agreed scope of works are being considered, Council is encouraged to consult with the Board as early as possible prior to seeking a formal variation to this agreement.

Project Delays

If an issue arises that is likely to cause significant delays to the project or may prevent completion of the agreed project scope by the required Completion Date, the Board is to be advised immediately.

Reporting

Progress reports are to be provided to the Board at major project milestones or as requested by DEW.

Provision of regular project updates is encouraged.

A final report template is provided to grant recipients when the grant is awarded, and should be completed and submitted at project completion.

Project Completion

The final report, accompanied by a final tax invoice, should be provided by the date specified in the Funding Agreement.

Invoice Procedure

An invoice procedure will be provided to grant recipients when the grant is awarded.

The final tax invoice should be marked:

ATTENTION: Name of the Grants Officer nominated in the Funding Agreement  
Coast Protection Board  
GPO Box 1047  
Adelaide SA 5001.

Hold Points

If using external contractors, the Board is to be notified prior to the release of any contractual hold points with sufficient notice to allow DEW staff to inspect the works prior to release of the hold point.

Staged Projects

For projects staged over more than one financial year, a Final Report for the current financial year's stage must be submitted by the date specified in the Funding Agreement.

### Payments

No payments can be made until the signed Funding Agreement has been received by the Board.

Progress payments of up to a total of 75% of the Board funding may be made upon provision of a progress report with suitable evidence of the completed works.

Payment in full can only be made upon acceptance of the Final Report and Tax Invoice.

### Out of Scope Works

Any activities beyond the agreed scope of works will be deemed to be undertaken entirely at Council's cost.

### Incomplete or Deferred projects

Payments will only be made for work that has been completed.

The Board cannot "carry forward" funds to the next financial year and is under no obligation to make payment for works not completed and invoiced by the specified dates.

### Termination

If, in the opinion of the Board, Council breaches any of the terms and conditions of the Funding Agreement, or if the Board is not satisfied that acceptable progress has been made on the project and it considers that completion of the agreed scope of works will not be possible by the required Completion Date, then the Board may terminate this Agreement by advising Council in writing and reallocate any funds not paid as at the date of termination.

### Asset Responsibility

In providing these funds, the Board accepts no responsibility for assets created or altered. Ongoing, whole-of-life care and control, including maintenance, repairs and insurance associated with any assets remain the responsibility of the Council.

### Acknowledgement

Council will acknowledge the Coast Protection Board's funding support for the project and, where applicable, DEW's technical assistance, in any consultation materials, signage or other public communication related to the project including media coverage or applications for project awards.

### Treasurer's Instruction 15

Council must comply with the requirements of Treasurer's Instruction No.15.

## **Project Completion**

Grant recipients will be required to submit a **Coast Protection Grant Final Report** outlining outcomes and evidence of project expenditure by 31 May 2021. A report form will be provided to grant recipients when the Funding Agreement is issued. The final report should be accompanied by any data or outputs created and evidence of project completion, such as surveys or images. Any public promotional opportunities should be offered to all funding partners.

# Frequently Asked Questions

## **Which coastal councils are eligible for Regional Coast Protection Grant funding?**

All coastal councils that are not part of the metropolitan managed beaches area. That is, Cities of Holdfast Bay, West Torrens and Charles Sturt, and some coastal locations in the City of Port Adelaide Enfield are excluded. This is due to the South Australian Government's substantial investment into metropolitan beach management.

## **What types of projects are not eligible for funding?**

The types of projects that are ineligible include, but may not be limited to, the following:

- Protection of private property.
- Protection of development approved unwisely and against the Board or Department's advice.
- Council administration, resource and project management costs associated with delivery of the project or purchase of equipment. However, this may form part of the in-kind contribution.
- Protection of coastal property and installations owned by other government agencies.

## **We lodged an application for grant funding last financial year, but our project was *not* successful. Do we need to apply again?**

Yes. Please resubmit your application using the updated Application Form provided.

## **We were successful in obtaining grant funding last financial year, but our project was unable to go ahead. Do we need to apply again?**

If this is the case, please contact the Coast and Marine Branch to discuss whether any aspect of the application requires updating.

## **Can we submit multiple applications?**

Yes. However, councils should consider their ability to contribute funding for all projects applied for in the event that multiple applications are successful.

## **Is there a minimum or maximum grant funding amount?**

No. Grant amounts are determined by the Coast Protection Board on a case-by-case basis.

## **If the application meets all the assessment criteria, is a grant guaranteed?**

No. Applications are assessed using the Coast Protection Board's established risk-benefit assessment methodology. Scores are based on the likelihood of the hazard, the scale of consequences of the hazard, and the benefits of the proposed project. As demand for grant funding has historically always exceeded the amount of funding available, projects are scored and prioritised to ensure that the most urgent and the most beneficial projects are funded.

**Will successful applicants receive funding to the full amount requested?**

Not necessarily. The Coast Protection Board may offer an alternative amount. If the fund is over-subscribed, the Board and/or the Minister may provide a lesser amount.

**How do we calculate in-kind support?**

Councils must justify in-kind contributions to the project. For example: labour rate, material costs.

**If our application is unsuccessful, can the decision be appealed?**

The decision is final and cannot be appealed. Department for Environment and Water staff will provide verbal feedback to unsuccessful grant applicants on request.

**Do projects need to be finalised within the financial year?**

Projects must be completed within the financial year, unless it is part of a staged project (See Funding Agreement Terms and Conditions).

**If unable to complete the project this financial year, can we defer it to next financial year?**

Yes, however funding will not be guaranteed. Allocations will be made on the basis of priority ranking. If higher priority projects exist in the next financial year, the project may miss out.

**Who is responsible for the physical asset and/or ongoing maintenance that the project creates?**

Councils must agree to adopt responsibility for all the created assets, including all ongoing operational and maintenance costs beyond the grant timeframe.

**What happens if we decide to change an aspect of the project for which the grant was provided?**

All project variations (such as changes in scope, methodology, timing, project outcomes) must be requested and formally approved in writing, before changes are made practically.

**Do I need development approval?**

Councils must ensure all necessary approvals are in place, including development approval and approval from the landowner if the land is not owned by council i.e. Crown land.

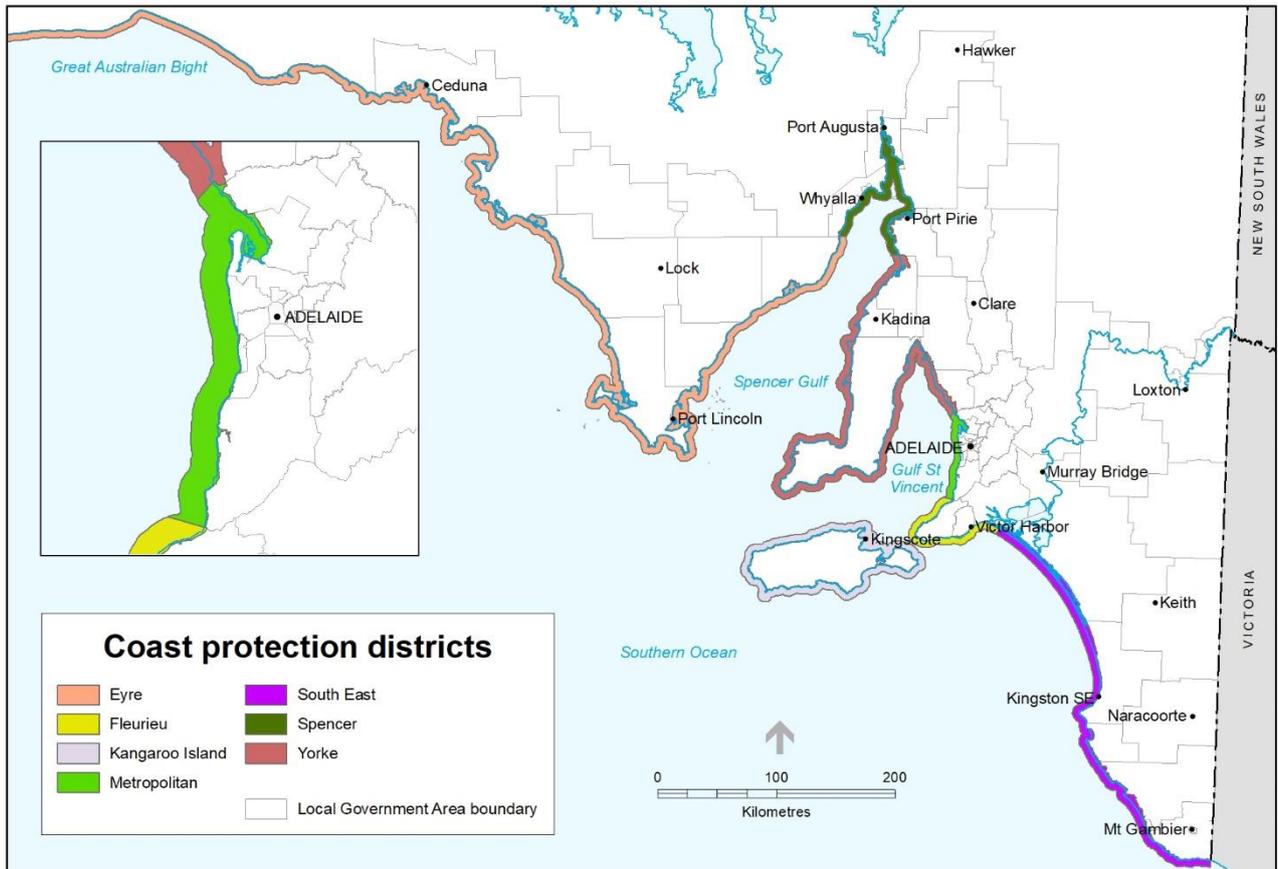
## Contact us

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# Securing the future of our coastline



## APPENDIX A – Coast Protection District Map



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