

Brisbane River Tourism Berthing Assistance Scheme: Guidelines

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1. Overview

The Queensland Government has allocated \$1.1 million to the Brisbane River Tourism Berthing Assistance Scheme (the Program). The intention of the Program is to support Riverine Tourism Businesses who must relocate their vessels from their current berth(s) to an alternative berth(s). The Program is also intended to fund, at the discretion of the Queensland Rural and Industry Development Authority (QRIDA) and Department of Tourism, Innovation and Sport (DTIS), minor berthing infrastructure to better ensure an adequate supply of berths in the inner reaches of the Brisbane River.

The Program is designed to assist eligible applicants by providing a rebate for the costs of berthing fees incurred at Private Sector Riverine Infrastructure in the Eligible Area. Berthing fees will be reimbursed to the successful applicant

Capital co-contribution assistance on a matched basis is also available for minor infrastructure works that will expand or improve an existing commercial wharf structure to accommodate displaced businesses i.e. development approvals, permits etc). See definitions for further detail.

Rebates are available on berthing fees for the period from 1 July 2022 to 30 June 2024.

Applications for berthing fee support are open until 30 June 2024, or until available funds have been exhausted.

Applications for co-contribution assistance towards minor infrastructure works will close 30 June 2023, which may be extended up to 30 June 2024 subject to available funding. QRIDA will administer the Program on behalf of DTIS.

2. Available rebate

Rebate assistance available is up to 50 percent of berthing fees, excluding GST on the berthing fees for the period from 1 July 2022 to 30 June 2024 up to a maximum of:

- \$37,500 per annum for each operating vessel up to 25m LOA; or
- \$70,000 per annum for each operating vessel over 25m LOA.

The capital co-contribution assistance available is 50 percent of eligible infrastructure expenses excluding GST on the infrastructure costs to a maximum of \$50,000 excluding GST on the infrastructure expenses, per eligible applicant.

Where total project cost exceeds \$10 000 excluding GST, the applicant must demonstrate value for money. To demonstrate this the applicant must sufficiently demonstrate to QRIDA they have made a reasonable attempt to obtain 2 quotes or, if this is not possible, otherwise demonstrate the project achieves value for money.

Eligible applicants may be eligible for both berthing rebate and capital co-contribution assistance.

3. Eligibility

3.1 Eligibility criteria

An applicant must operate a Riverine Tourism Business that meets the following eligibility criteria:

- a) is the owner of a Riverine Tourism Business which operates at least one riverine tourism vessel berthed in the Eligible Area as at 1 July 2022;
- b) have a valid Australian Business Number (ABN) as at 1 July 2022;
- c) be registered for GST as at 1 July 2022;
- d) demonstrate the businesses' vessel(s) have been displaced from current berth(s) in the Eligible Area between 1 July 2022 and 30 June 2024 and have relocated at least one commercial vessel at Private Sector Riverine Infrastructure (being a substantially different berth to the berth noted at 3.1(a) above);
- e) employ at least 1 full time equivalent employee as at 1 July 2022;
- f) not be insolvent or have owners or directors that are an undischarged bankrupt;
- g) possess a current certificate of operation (if required) from the Australian Maritime Safety Authority and/or Maritime Safety Queensland for each vessel to which the application relates; and
- h) for minor infrastructure grants, demonstrate ability to contribute 50 percent co-contribution.

3.3 Ineligible costs

Ineligible costs are:

- a) berthing fees or capital costs incurred by Riverine Tourism Businesses at Private Sector Marine Infrastructure located outside the Eligible Area;
- b) berthing fees incurred by Riverine Tourism Businesses at one or more public sector berths, their own berth(s) or a private berth (e.g. a berth which is not ordinarily operated as a commercial enterprise and not ordinarily available for commercial berthing purposes);
- c) those which are not berthing fees at Private Sector Riverine Infrastructure at which the operator has relocated their vessel(s); and
- d) capital or capitalised costs for their own berths or private berths (e.g. a berth which is not ordinarily operated as a commercial enterprise and not ordinarily available for commercial berthing purposes).

4. Application assessment

4.1 Assessment

Applications will be assessed by QRIDA to determine eligibility and the amount of funding allocated to the applicant against available funding.

In addition to meeting the eligibility criteria, applications for both funding streams will be assessed against:

- a) submission of a complete application form, with all requested supporting documentation included; and
- c) value for money.

Applicants seeking funding to support minor infrastructure works, where the total project cost exceeds \$10 000 (GST exclusive) the applicant will be asked to establish value for money. This can primarily be achieved by seeking a minimum two quotes, where this is not possible applicants must satisfy QRIDA reasonable attempts to acquire two quotes have been made and how the project achieves value for money.

A final decision will be made based on the assessment criteria and the information contained within the submitted application. Failure to submit all required documents may result in an application being declined.

QRIDA may validate and check the authenticity of applications and the applicant's details at any time. Applicants who are granted one or more rebates must refund the total amount of those rebates to the Queensland Government if the approval is subsequently found to be based on an invalid application.

4.2 Documentation required

For seeking reimbursement for berthing fees already paid by the applicant

The invoice(s) and receipt(s) for berthing fees from the Private Sector Riverine Infrastructure where your vessel(s) is/are newly berthed need to be evidenced. The payment will be made directly to the eligible Program applicant's nominated bank account.

For seeking payment of eligible minor infrastructure works or capitalised costs (i.e. development approvals, permits etc)

For the minor infrastructure grant, QRIDA will pay the amount of assistance approved in 2 instalments, of amounts and at intervals set out in an agreement entered into with the applicant.

For example, the funding could be provided in two payments:

- 50% of approved funding upon notification of a successful application and provision of acceptable project documentation attached to the application such as tenure agreement, design drawings, project plan, quotes, development/building approvals and owners consent)
- Remaining 50% to be paid following the completion of eligible works and provision of appropriate evidence of expenditure.

QRIDA will issue a Recipient Created Tax Invoice with grant amounts paid which will include a grossed-up amount of GST to comply with taxation rules applicable to the co-contribution assistance.

Riverine Tourism Operator certification

The application form will require the applicant to attach a copy of their current certificate of operation (if required) for each relevant vessel from the Australian Maritime Safety Authority or Maritime Safety Queensland.

5. Application process

5.1 Application

For berthing fees assistance, applicants are required to complete an application through the online portal and submit the required documentation as outlined in the Application Assessment section above.

For minor infrastructure grants, applicants are required to complete an application form and attach the required documentation as outlined in the Application Assessment section above and send to contact_us@qrda.qld.gov.au.

The Program guidelines are available at the [Department of Tourism, Innovation and Sport](#).

5.4 Applicants notified of outcome

All applicants will receive formal notification of the outcome of the application following assessment.

Successful applicants will receive an approval letter advising the application has been approved. The letter will also confirm the terms and conditions of funding.

Successful applicants receiving co-contribution assistance towards minor infrastructure works will need to enter into a funding agreement with QRIDA.

5.5 Audit requirements

- a) Assistance provided under the Program may be audited at a later date.
- b) Riverine Tourism Businesses may also be surveyed six months after the completion of the Program.

6. Further information

6.1 Definitions

In these guidelines, terms with capitalised words have the meanings set out below and cognates of those words have corresponding meanings:

Eligible Area – within a 10 kilometre radius of the Brisbane General Post Office.

Full-Time Equivalent Employees – number of equivalent full-time employees of a Riverine Tourism Business is calculated using the below formula—

$$E = F + \frac{P}{35}$$

Where:

- *E* means the number of equivalent full-time employees of the Riverine Tourism Business.

- *F* means the number of full-time employees of the Riverine Tourism Business.
- *P* means the total number of hours worked each week by employees other than full-time employees.

Displaced – either:

- (a) requiring a Riverine Tourism Business to vacate one or more berths in the Eligible Area by a competent authority (e.g. the Riverine Tourism Business' lessor or owner of the riverine infrastructure at which the Riverine Tourism Business berthed their vessel(s) immediately prior to Displacement); or
- (b) constructively requiring a Riverine Tourism Business to vacate one or more berth(s) in the Eligible Area by a competent authority imposing materially changed circumstances or conditions such that ongoing tenancy at that berth or berths promotes financial hardship on the Riverine Tourism Business.

LOA – length overall.

Minor Infrastructure - works or capitalised costs (i.e. development approvals, permits etc) that would expand or improve an existing commercial wharf structure to accommodate a displaced applicant. Examples may include (but not limited to);

- addition of new or expansion of existing pontoons/jetties
- Installation of required services to support operations such as water supply/sullage/lighting/electricity
- Capitalised costs associated the upgrade of expansion of an existing commercial wharf structure

Riverine Tourism Business – businesses operating one or more commercial vessel on the Brisbane River primarily providing goods and services to or for which the primary/majority target market is domestic visitors to Brisbane City. This may include jet skis, bare boats, sail boats and motor vessels.

Private Sector Riverine Infrastructure – a commercial marina operated by a private sector entity that is not owned by government.

Program – the Brisbane River Tourism Berthing Assistance Scheme.

QRIDA – the Queensland Rural and Industry Development Authority.

Taxation Laws - refers to applicable laws under *A New Tax System (Goods and Services Tax) Act 2019 (Cth)*

6.2 Frequently Asked Questions

For further information about the Program or general advice on applications, please contact QRIDA on **Free call 1800 623 946** or email contact_us@qrda.qld.gov.au.

6.3 Reviews

Applicants may request a review of a decision made by QRIDA in relation to the provision of funding or a declined application under the Program.

Requests for review must be received by QRIDA within 20 business days after receipt of a decision advice.

Applicants will be notified in writing of review outcomes within 30 business days from receipt of the review.

6.4 Privacy

QRIDA's Privacy Policy, available at www.qrida.qld.gov.au/privacy, sets out general information on how QRIDA collects, uses, and discloses individuals' personal information. The application form for this program contains specific information on how personal information will be collected, used, and disclosed. Applicants should note that broad details of successful applications, agreed outcomes, progress and the level of funding awarded may be published by the Queensland Government. Some information may be used to promote funded activities. Personal information will not be disclosed to any other third party without consent, unless required by law or for the purposes of *Information Privacy Act 2009*.

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