

# Guide to the preparation of a Catchment Action Plan

Version 3 – June 2016

## Introduction

The Resilient Rivers Taskforce was established in early 2014 to lead the High Level Agreement between the key local government, state government and non-government groups with an interest in water and catchment management in South East Queensland (SEQ). Key to the activities of the Taskforce is the agreement that:

1. An integrated approach to the management of the catchments of SEQ is vital to ensuring the future economic, social and environmental health of the SEQ region.
2. By working together, more efficient management and funding arrangements will result.
3. In principle, both a long term strategy and short term implementation plan will be developed.

The Catchment Action Plans Working Group consists of executive level representatives of the High Level Agreement signatories and provides advice the Resilient Rivers Taskforce.

## Resilient Rivers Regional Strategy 2015-2025

The Resilient Rivers Taskforce oversees the delivery of the Resilient Rivers Regional Strategy 2015-2025 which has the vision:

“By 2045, the catchments of SEQ will support a resilient, productive, liveable and growing region”.

Furthermore, it identifies the following Goals supporting the regional Vision:

1. To promote partnerships with strong leadership to deliver a coordinated approach to catchment management in SEQ.
2. To keep soil on our land and out of our waterways to support agricultural productivity and improve water quality.
3. To help protect our region’s water security so it can support the current and future population of SEQ.
4. To improve the climate resilience of our region.

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Nested under the Regional Strategy will be a set of Catchment Actions Plans (CAPs) that outline detailed priorities within a specific catchment. The principles by which the CAPs are to be developed are as follows:

1. For planning purposes, the catchment is the basis of the management unit.
2. The CAPs include realistic and achievable short term (over 3 years) actions appropriate for each local catchment which collectively provide the critical implementation path to achieving overall regional economic, social and environmental objectives.
3. The CAPs will be developed and delivered in partnership with government, industry, non government organisations and the community. The CAPs will build on existing plans including where relevant, existing local government plans, utility asset management plans and the SEQ NRM Plan with a nested approach to increasing localisation from river catchments to creek catchments. Involving key stakeholders of each catchment from the beginning will build community and stakeholder ownership.
4. Where a catchment spans two or more council areas, the relevant councils will establish a collaborative arrangement to align catchment planning, activities and investment. The lead council(s) ensures a strong community focus is achieved based on local community engagement to identify and address the specific local needs of a catchment.
5. The CAP provides a single investment decision point for the catchment to align relevant resources.
6. A sound scientific and adaptive management planning basis underpins CAPs and new information, emerging technologies and the effectiveness of implemented actions will be incorporated to inform future actions.

## Consistency across the Region

Consistency in the preparation of CAPs across the SEQ region is desirable to allow for regional prioritisation of projects where appropriate. To achieve this, the following aspects of a CAP benefit in being consistent:

- assets-based risk assessment approach that links to the regional goals
- prioritisation of management options
- monitoring, evaluation and reporting.

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### The CAP Project Team and CAP preparation process

It is expected that a CAP will be developed by a Project Team drawn from the key investors and stakeholders of a specific catchment. The steps described in the attachment are key decision points for the Project Team and executive decision makers.

It is recommended that a project communications and engagement plan identifying community and political consultation strategies is developed by the Project Team. The RACI or IAP2 frameworks are considered best practice.

The attachment contains the minimum elements as recommended by the CAPs Working Group to inform the regional process and to assist with project management and project resourcing. The process described here is consistent with the recommended approach prepared by the Queensland Government.

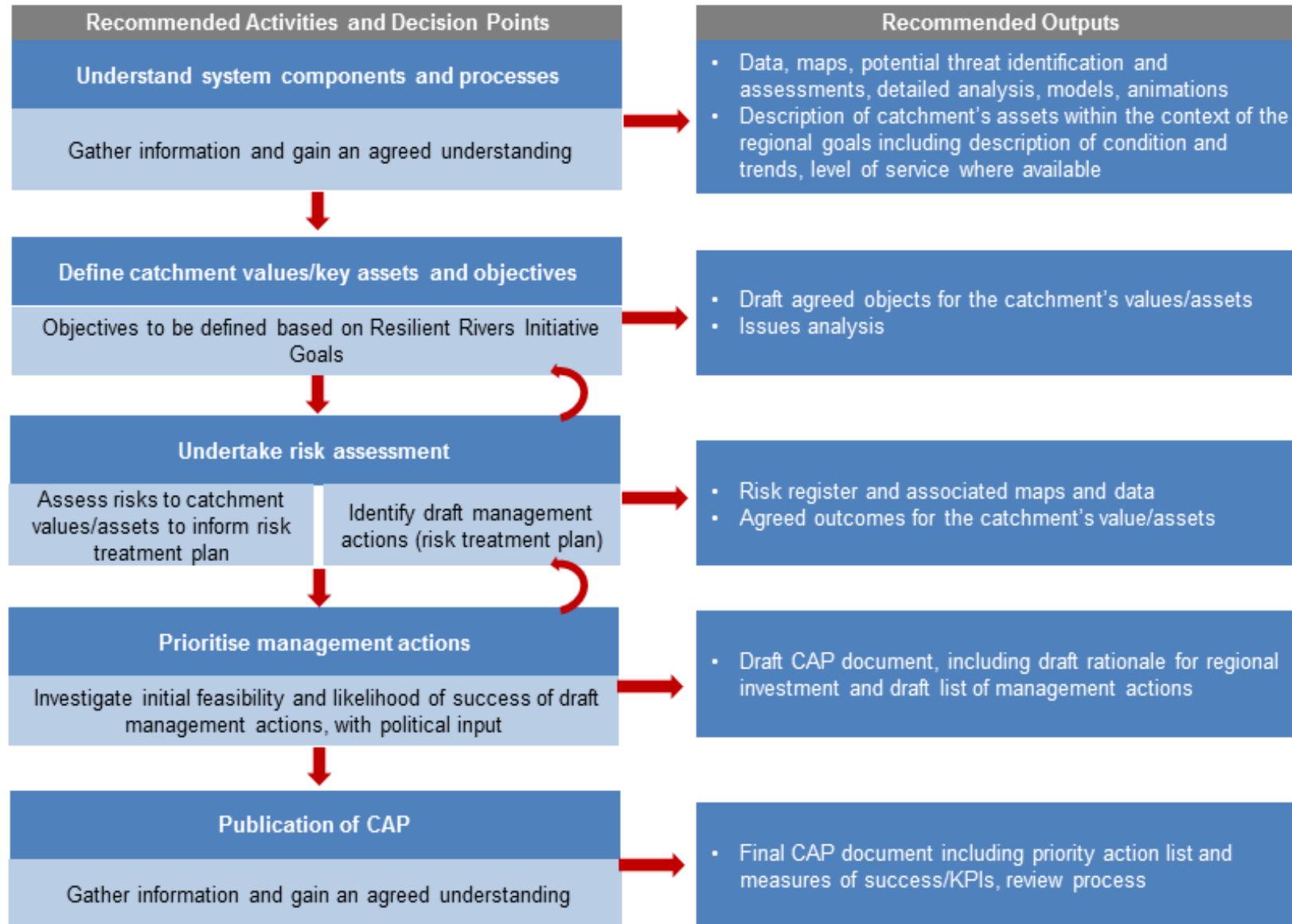
It is envisaged that a final CAP will be as a minimum a strategic and succinct document, possibly web-based, with reference to more detailed supporting documents where appropriate. A final CAP may include other innovative material or additional detail as determined by the Project Team and authorising organisations.

The following table describes suggested related publications:

Document	Audience and purpose
<p><i>Catchment Action Plan Executive Summary</i> Two page summary – page 1 is text, page 2 is action list including measures of success/KPIs Attachment to the regional strategy</p>	<p>Executive level, board members, Taskforce members, Councillors High level guide for strategic investment planning Basis for developing detailed program design and budget requests (ie. common understanding)</p>
<p><i>Catchment Action Plan Summary</i> 6-8 page summary with photos, diagrams and an investment map as features, action list (keep text to a minimum)</p>	<p>Public, Councillors, Ministers, local community, information sessions, displays, website</p>
<p><i>Catchment Action Plan</i> Approximately 30 - 50 page providing details and selected technical maps and an investment map</p>	<p>Public, Councillors, technical officers A summary of technical information and agreed outputs as a ready reference Guide for investment planning</p>
<p><i>Catchment Action Plan – full suite of reports</i> Web based, collates everything together in one place</p>	<p>Technical officers Technical information to inform detailed implementation</p>

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### Attachment: Recommended Steps for the Preparation of a CAP



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