

# Schedule of Natural Disaster Recovery Training sessions for NSW Local Councils

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# NDR Training Schedule

May - November 2023



The **TfNSW Natural Disaster Recovery Taskforce** will be holding on-line information sessions to assist Regional and Greater Sydney Council Officers build their capacity regarding Natural Disaster Recovery (NDR) Funding Applications. Council Officers new to the NDR area, or those with limited NDR experience, are strongly encouraged to attend. These seven short 30-minute information sessions will be held via *Teams* on the dates indicated below. Once the seven sessions have been held, they will be repeated on future dates. Please register by email at [TransportNaturalDisasters@transport.nsw.gov.au](mailto:TransportNaturalDisasters@transport.nsw.gov.au) to advise of your intention to attend.

'*Teams*' Meeting details will be forwarded to attendees upon receipt of registration.

## Council Information Sessions

	DAY	DATE	AM SESSION - 10.30am to 11am	PM SESSION - 3pm to 3.30pm
ROUND ONE	Tuesday	16-May-23	1 What should be done before an event?	
	Wednesday	17-May-23		2 What to do when an event hits?
	Thursday	18-May-23	3 Supporting evidence for a claim.	
	Tuesday	30-May-23		4 What to use Recover for.
	Wednesday	31-May-23	5 What documentation do I need to prepare for a claim?	
	Thursday	1-Jun-23		6 Reference information
	Tuesday	13-Jun-23	7 DIPS	
ROUND TWO	Wednesday	14-Jun-23		1 What should be done before an event?
	Thursday	15-Jun-23	2 What to do when an event hits?	
	Tuesday	27-Jun-23		3 Supporting evidence.
	Wednesday	28-Jun-23	4 What to use Recover for.	
	Thursday	29-Jun-23		5 What documentation do I need to prepare for a claim?
	Tuesday	11-Jul-23	6 Reference information	
Wednesday	12-Jul-23		7 DIPS	



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ROUND THREE	Thursday	13-Jul-23	1 What should be done before an event?	
	Tuesday	25-Jul-23		2 What to do when an event hits?
	Wednesday	26-Jul-23	3 Supporting evidence for a claim.	
	Thursday	27-Jul-23		4 What to use Recover for.
	Tuesday	8-Aug-23	5 What documentation do I need to prepare for a claim?	
Wednesday	9-Aug-23		6 Reference information	
Thursday	10-Aug-23	7 DIPS		
ROUND FOUR				
	Tuesday	22-Aug-23		1 What should be done before an event?
	Wednesday	23-Aug-23	2 What to do when an event hits?	
	Thursday	24-Aug-23		3 Supporting evidence for a claim.
	Tuesday	5-Sep-23	4 What to use Recover for.	
	Wednesday	6-Sep-23		5 What documentation do I need to prepare for a claim?
	Thursday	7-Sep-23	6 Reference information	
Tuesday	19-Sep-23		7 DIPS	
ROUND FIVE	Wednesday	20-Sep-23	1 What should be done before an event?	
	Thursday	21-Sep-23		2 What to do when an event hits?
	Tuesday	3-Oct-23	3 Supporting evidence for a claim.	
	Wednesday	4-Oct-23		4 What to use Recover for.
	Thursday	5-Oct-23	5 What documentation do I need to prepare for a claim?	
	Tuesday	17-Oct-23		6 Reference information
Wednesday	18-Oct-23	7 DIPS		
ROUND SIX	Thursday	19-Oct-23		1 What should be done before an event?
	Tuesday	31-Oct-23	2 What to do when an event hits?	
	Wednesday	1-Nov-23		3 Supporting evidence for a claim.
	Thursday	2-Nov-23	4 What to use Recover for.	
	Tuesday	14-Nov-23		5 What documentation do I need to prepare for a claim?
Wednesday	15-Nov-23	6 Reference information		
Thursday	16-Nov-23		7 DIPS	

## Session Outlines

### DISASTER RECOVERY

#### **Session 1** – What should be done before an event?

How to prepare for a Natural Disaster. What does a council need to have in place before a Natural Disaster? Who should be involved before the Natural Disaster occurs? What systems and processes should be established before the Natural Disaster to make submitting a claim for damages caused to Essential Public Assets easier?

#### **Session 2** – What to do when an event hits.

Who do you notify? Carrying out different work types involved in ND restoration works. What approval do you need before commencing works?

#### **Session 3** – Supporting Evidence

To ensure that damage is the direct result of an eligible disaster, a council required to submit appropriate evidence. This session covers the different forms of evidence a council needs to submit in support of their claim for reimbursement. How is the evidence submitted? How much evidence does a council need to submit in support of their claim?

#### **Session 4** – What to use Recover for

Stand-alone session for those councils using Recover to store Natural Disaster information.

#### **Session 5** – What documents does the Council need to prepare?

Session covers the documentation required to be submitted in support of a claim. Complementing the training in Session 3 “Supporting Evidence” this session covers the additional documentation including the Form 306 and General Ledger.

#### **Session 6** – Reference Material

What information is available in Fact Sheets and Guides to support councils in the ND Process? Fact sheets including Slopes Assessment Guide, Culverts, Bridges, DIPS, and the role of Transport in Natural Disaster Recovery.

#### **Session 7** – DIPS

What is the Disaster Interim Payment Scheme (DIPS) and how does it benefit councils? How to submit a DIPS application. The purpose of the Disaster Interim Payment Scheme (DIPS) is to reduce cash flow cycles and fast-track reimbursement for approved, eligible expenditure to councils during disaster recovery works relating to EW and IRW works only.

Register your interest in attending by emailing to the Natural Disaster Recovery Taskforce Training Officer, **Paul Wallis** at:



[TransportNaturalDisasters@transport.nsw.gov.au](mailto:TransportNaturalDisasters@transport.nsw.gov.au)

Please include

- Your Name,
- Council Name,
- Your Position within Council, and
- the time and date of the Session you would like to attend.

