

PARTNERING AGREEMENT

**Metropolitan North & East
Recovery Group**

for

**THE PROVISION OF MUTUAL AID FOR
RECOVERY DURING EMERGENCIES**

October 2004

PURPOSE

To undertake the provision of Mutual aid between parties to the Agreement for recovery management during emergencies.

PARTIES TO THE AGREEMENT

City of Joondalup
City of Wanneroo
City of Stirling
City of Bayswater
City of Swan
Town of Bassendean
Shire of Mundaring

DEFINITIONS

Definitions to terms contained within the Agreement are as per those contained within the Western Australian Emergency Management Arrangements.

PARTNERING OBJECTIVES

This Partnering Agreement is for the purpose of mutual aid between the parties to the Agreement to undertake the following subject to assessing the impact of the said request for mutual aid on the ability of the Local Authority to assist.

- Ensure all recovery activities are conducted in accordance with the Western Australian Emergency Management Arrangements.
- Provide mutual aid for recovery management activities during emergencies to parties to this agreement.
- Conduct recovery planning utilising an "All Agencies" approach in accordance with the Metropolitan Local Recovery Arrangements Planning Guide and Policy Statement 7.

PARTNERING EXPECTATIONS

- To provide where possible both physical and human resources to assist with the recovery management during emergencies. The type of assistance initially is to assist immediate recovery of a short duration. Ongoing protracted assistance, but still in the absence of the emergency being declared a disaster, will be subject to further negotiation and agreement in writing between the parties concerned.
- To ensure that all requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
- To ensure all personnel and equipment provided are covered by the providers own insurance.

- Provider of support will be responsible for all costs associated with its legislative responsibilities for its employees and equipment incurred during the provision of support unless otherwise agreed in writing.
- The Requestor for Support will be responsible for all incidental costs associated with the Provider's personnel and equipment such as catering, accommodation, OHS issues, transport fuel and storage.
- In the event the emergency is declared a Disaster, State and Commonwealth Funding assistance will be sought in compliance with relevant State and Commonwealth Policies.
- The position of chair of the Metropolitan Northern Corridor Recovery Group will be rotated between members on an annual basis.
- The group will meet at least once annually and at Chairpersons locality to review this Partnering Agreement and assess its relevance and suitability to the parties.

DURATION AND AMENDMENT

This Partnering Agreement will come into effect at the date of signing by all parties.

This Agreement will remain in force for an initial period of one year with an option to extend for a further three years by agreement of all parties, or until it is terminated.

This Agreement shall not be altered varied or modified in any respect except by agreement of all parties in writing.

This Agreement will be reviewed annually to ensure it is current and appropriate to the needs of the parties. The annual review will determine if the Agreement is to be extended or terminated.

TERMINATION

This Agreement may be terminated by mutual agreement of all parties in writing at any time.

WITHDRAWAL

Any party may withdraw from this Agreement by giving three months notice in writing to the Local Government Chairperson (LGC) at any time.

NOTICES

Communications in relation to this Partnering Agreement must, unless otherwise notified in writing, be addressed and forwarded as follows:

Chairperson
Metropolitan North & East Recovery Group
----- insert address here ---

AGREEMENT

Parties to this Agreement, agree to the preceding provisions in regard to the provision of mutual aid.

PARTNERING AGREEMENT

This Partnering agreement is made

BETWEEN

CITY OF JOONDALUP
CHIEF EXECUTIVE OFFICER

Signature

Date

CITY OF WANNERROO
CHIEF EXECUTIVE OFFICER

Signature

Date

CITY OF STIRLING
CHIEF EXECUTIVE OFFICER

Signature

Date

CITY OF BAYSWATER
CHIEF EXECUTIVE OFFICER

Signature

Date

CITY OF SWAN
CHIEF EXECUTIVE OFFICER

Signature

Date

TOWN OF BASSENDEAN
CHIEF EXECUTIVE OFFICER

Signature

Date

SHIRE OF MUNDARING
CHIEF EXECUTIVE OFFICER

Signature

Date

and will take effect on....

5 OCTOBER 2004



WESTERN AUSTRALIA

STATE EMERGENCY MANAGEMENT ADVISORY COMMITTEE

POLICY STATEMENT No. 13

FUNDING FOR MULTI-AGENCY EMERGENCIES

Introduction

1. Government agencies undertaking emergency activities, particularly multi-agency emergencies, often incur significant unforeseen costs. Some of these costs are directly related to the agencies core functions and programs while other costs may be associated with the provision of services and resources in support of other government agencies. In addition private organisations, because of their expertise and resources, may also be called upon to support government agencies, at some cost.

Aim

2. The aim of this Policy Statement is to detail the funding arrangements for emergencies occurring in Western Australia.

Principle

3. To ensure accountability for expenditure incurred, the principle that the agency with operational control of any resource shall be responsible for payment of all related expenses is to be adhered to unless other arrangements are agreed.

Criteria for Meeting Costs Associated with Emergencies

4. Subject to paragraph 5, the funding arrangements for emergencies shall be based on the following:

- a. Situation A. Where an emergency requires only a single service (Lead Combat Authority) response with no support from other agencies required, all costs associated with the emergency shall be met by the Lead Combat Authority responsible for that hazard. Where such costs impact on the programs of the agency an application for supplementary funding may be made to Treasury.
- b. Situation B. Where an emergency requires a single service (Lead Combat Authority) response with agreed bi-lateral arrangements for support, either through plans or memoranda of understanding, all costs associated with the emergency will be met by the individual agencies concerned. Again, where such costs impact on the programs of the agencies concerned applications for supplementary funding may be made to Treasury.

- c. Situation C Where an emergency involves a multi-agency response, all costs associated with the emergency shall be met by each individual agency, provided such costs are related to the delivery of services or resources which form part of the agency's core functions; or as in Situation B - the agency has a bi-lateral agreement to provide such services and resources at its own cost. Where costs are incurred in delivering services or resources at the request of the Lead Combat Authority concerned, which are not part of the agency's core functions and there are no prior agreements as to funding responsibilities, then such costs shall be met by that Lead Combat Authority. Once again there is provision for agencies whose core programs are affected by the costs incurred to make application for supplementary funding to Treasury.

5. In accordance with the requirements of Treasurer's Instructions 302 to the Financial Administration and Audit Act:

- a. every effort is to be made by the relevant agency to absorb the additional costs from savings in other areas of expenditure; and
- b. the request for supplementary funding will be accompanied by an explanation of the extent to which the additional expenditure has been absorbed.

Procedural Matters

6. To facilitate the management and operation of the above arrangements the following should be instituted by all Lead Combat Authorities:

- a. document bi-lateral arrangements so as to avoid conflict after the event;
- b. allocate an account number for the advice of all participants immediately an operation is mounted;
- c. ensure complete records are kept of the services/resources requested from other agencies for each event; and
- d. call for the submission of CEO certified accounts within 6 weeks of the end of the operation. Where agencies are unable to forward such accounts within the six week period they are to advise the Lead Combat Authority of expenditure commitments made for the operation.

Authority

7. This Policy Statement is issued under the authority of the State Emergency Management Advisory Committee.



R FALCONER APM
CHAIRMAN

// December, 1996