

**Bassendean Local Emergency Management Committee  
Wednesday 8 June 2022 Attachments**

**8.2 Metropolitan North and East Recovery Group.....2**

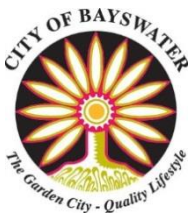
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# METROPOLITAN NORTH & EAST RECOVERY GROUP

## PARTNERING AGREEMENT FOR THE PROVISION OF EMERGENCY RECOVERY SUPPORT

<<month>> 2022



## 1. PURPOSE

To establish the agreement between the participating parties for the provision of support associated with emergency recovery activities.

## 2. PARTIES TO THE AGREEMENT

The following Local Governments are parties to this agreement.

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

## 3. OBJECTIVES

The objectives of this agreement are to:

- To document the “goodwill and positive intent” of the partnering local governments, in relation to emergency management and recovery.
- Facilitate the provision of mutual aid and support for recovery management activities during emergencies to parties to this agreement.
- Ensure all recovery activities are conducted in accordance with *the Emergency Management Act 2005*, the *Emergency Management Regulations 2006* and the State Emergency Management Policy.
- Provide for recovery planning, utilising an “all agencies” approach, in accordance with the Local Recovery Planning Guide and the State Emergency Management Plan 2.3.

## 4. DEFINITIONS

*Local Government Chairperson* means the person nominated by the applicable Local Government for the relevant year, as set out in Clause 6.1.

*Support Requester* means the Local Government(s) seeking and/or receiving aid, support or assistance under the terms of this Agreement.

*Support Provider* means the Local Government(s) offering and/or providing aid, support or assistance under the provisions of this Agreement.

All other terms used within this agreement have the same meaning and intent as described in the State Emergency Management Glossary of Terms.

## 5. SUPPLEMENTARY DOCUMENTATION

This agreement is able to read and implemented in conjunction with any other supporting documents that have been endorsed by the relevant representatives of the parties to the agreement. These documents may relate to (but are not limited to) organisational representatives, contact details and operational response plans.

## 6. GOVERNANCE AND MEETINGS

6.1 The group will be chaired by a representative of the relevant Local Government, as follows:

<b>FY ending</b>	<b>Party</b>	<b>FY ending</b>	<b>Party</b>
30 June 2023	City of Bayswater	30 June 2028	City of Swan
30 June 2024	City of Joondalup	30 June 2029	City of Wanneroo
30 June 2025	City of Kalamunda	30 June 2030	Town of Bassendean
30 June 2026	Shire of Mundaring	30 June 2031	City of Bayswater
30 June 2027	City of Stirling	30 June 2032	City of Joondalup

6.2 The group will meet at least once annually (generally in September) at the civic building (or similar) of the applicable Local Government. The purpose of the meeting will be to review this Partnering Agreement and assess its relevance and suitability to the parties and other business relevant to this Agreement and its operation.

6.3 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  
c/o (relevant Local Government in accordance with Clause 6.1)

## 7. TERMS OF AGREEMENT

7.1 That the parties will, subject to the capacity and capabilities of the parties at the given time, provide physical and human resources to assist the immediate management of emergency recovery.

7.2 All requests for, and offer of, aid are to be made by the relevant Chief Executive Officers (or designated delegates..

7.3 All offers of aid are to be made by the Chief Executive Officer (or designated delegate) of the Support Provider to the Local Recovery Coordinator (LRC) of the Support Requester.

7.4 The Incident Controller (IC) of the designated Controlling Agency is to be advised, as soon as practicable, of any offers or requests for aid during the response phase of an emergency.

7.5 Unless otherwise agreed between the relevant parties, assistance will initially be limited to a period of up to 14 days.

7.6 Where personnel and/or equipment are provided, the Support Provider shall ensure sufficient coverage by the Support Provider's own insurance.

7.7 Unless otherwise agreed between the relevant parties, the Support Provider will be responsible for all costs associated with its legislative responsibilities for its employees and equipment incurred during the provision of support.

7.8 Unless otherwise agreed between the relevant parties, the Support Requester will be responsible for all incidental costs associated with the Provider of Support personnel and equipment such as catering, accommodation, Occupational Health & Safety (OHS) issues, transport fuel and storage.

## **8. DURATION, AMENDMENT, WITHDRAWAL AND TERMINATION**

8.1 This Partnering Agreement will come into effect at the date of signing by all parties and will remain in place until 30 June 2032.

8.2 Notwithstanding Clause 8.1, this Agreement may be terminated at any time by mutual agreement of all parties in writing.

8.3 The terms of this Agreement may only be amended by agreement of all parties in writing.

8.4 Any party may withdraw from this Agreement at any time by giving three months' notice in writing to the relevant Local Government Chairperson.

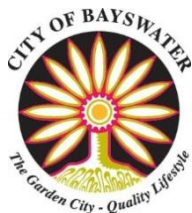
8.5 In the event of one or more parties withdrawing from the agreement, the Agreement shall be amended accordingly and will be reauthorised by the remaining parties.

**PARTNERING AGREEMENT**  
**Metropolitan North & East**  
**Recovery Group**

**For**

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

**September 2018**



## 1. PURPOSE

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

## 2. PARTIES TO THE AGREEMENT

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

## 3. DEFINITIONS

Definitions to terms contained within the Agreement are as per those contained within the Emergency Management Act 2005 and Regulations 2006 and State Emergency Management Policy.

**Local Government Chairperson** – the person nominated by the Local Government who for the current year has the chair of this committee as described in clause 5.6 below.

**Requestor for Support** – The Local Government(s) seeking assistance under the terms of this Agreement.

**Provider of Support** – The Local Government(s) providing assistance under the provisions of this Agreement.

## 4. 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.

4.1 Ensure all recovery activities are conducted in accordance with the Emergency Management Act 2005 and Regulations 2006 and State Emergency Management Policy.

4.1.1 Provide mutual aid for recovery management activities during emergencies to parties to this agreement.

4.2 Conduct recovery planning utilising an “All Agencies” approach in accordance with the Local Recovery Planning Guide and the State Emergency Management Plan 2.3.

## **5. PARTNERING EXPECTATIONS**

- 5.1 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.
- 5.2 To ensure that the Incident Controller (IC) of the designated Controlling Agency for the incident is advised of all requests for support as soon as practicable, and in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
- 5.3 To ensure all personnel and equipment provided are covered by the Provider of Support own insurance.
- 5.4 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.
- 5.5 The Requestor for Support will be responsible for all incidental costs associated with the Provider of Support personnel and equipment such as catering, accommodation, Occupational Health & Safety (OHS) issues, transport fuel and storage.
- 5.6 The position of chair and administrative support of the Metropolitan North & East Recovery Group will be rotated in alphabetical order between parties to this Agreement on an annual basis.
- 5.7 The group will meet at least once annually and at Local Government Chairpersons locality to review this Partnering Agreement and assess its relevance and suitability to the parties and other business relevant to this Agreement and its operation.
- 5.8 To ensure that all requests for mutual aid are directed from the Local Recovery Coordinator (LRC) of the requesting Local Government to the Chief Executive Officer of the Local Government being requested to provide assistance.

## **6. DURATION AND AMENDMENT**

- 6.1 This Partnering Agreement will come into effect at the date of signing by all parties.
- 6.2 This Agreement will remain in place for a period of 4 years or until terminated.
- 6.3 The terms of this Agreement shall not be amended in any respect except by agreement of all parties in writing.

## **7. TERMINATION**

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



## **8. WITHDRAWAL**

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

## **9. 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

c/o (Local Government responsible for chairperson at the time)



## **10. AGREEMENT**

Parties to this Agreement, agree to the preceding provisions in regard to the provision of mutual aid (see next page).

## 11. ATTACHMENT

Direct contacts at participating local governments – LAST UPDATED 19 November 2021

Local Government	Position / Name	Contact
<p><b>City of Bayswater</b></p>  <p><b>(08) 9272 0622</b> <a href="mailto:mail@bayswater.wa.gov.au">mail@bayswater.wa.gov.au</a></p>	<p>1. Local Recovery Coordinator – Simon Hubbard</p> <p>OR</p> <p>2. Deputy Recovery Coordinator – Michael Worthington</p>	<p>P: (08) 9272 0680 M: n/a E: <a href="mailto:simon.hubbard@bayswater.wa.gov.au">simon.hubbard@bayswater.wa.gov.au</a></p> <p>P: (08) 9272 0641 M: 0421 646 762 E: <a href="mailto:michael.worthington@bayswater.wa.gov.au">michael.worthington@bayswater.wa.gov.au</a></p>
<p><b>City of Joondalup</b></p>  <p><b>(08) 9400 4000</b> <a href="mailto:info@joondalup.wa.gov.au">info@joondalup.wa.gov.au</a></p>	<p>1. Emergency Management Officer - Derrick Briggs</p> <p>OR</p> <p>2. Manager Asset Management - Sheree Edmondson</p>	<p>P: (08) 9400 4113 M: 0416 077 237 E: <a href="mailto:derrick.briggs@joondalup.wa.gov.au">derrick.briggs@joondalup.wa.gov.au</a></p> <p>P: (08) 9400 4576 M: 0439 996 918 E: <a href="mailto:sheree.edmondson@joondalup.wa.gov.au">sheree.edmondson@joondalup.wa.gov.au</a></p>

Local Government	Position / Name	Contact
<p data-bbox="331 427 591 453"><b>City of Kalamunda</b></p>  <p data-bbox="241 743 678 807"><b>(08) 9257 9999</b> <a href="mailto:enquiries@kalamunda.wa.gov.au">enquiries@kalamunda.wa.gov.au</a></p>	<ol data-bbox="752 459 1339 791" style="list-style-type: none"> <li>1. Manager Environmental Health &amp; Community Safety – James Wicken</li> <li>2. Coordinator Community Safety – Tim Parry</li> <li>3. Senior Fire and Emergency Management Officer – Jamie Hunter</li> </ol>	<p data-bbox="1370 427 1912 523">P: M: E: <a href="mailto:james.wickens@kalamunda.wa.gov.au">james.wickens@kalamunda.wa.gov.au</a></p> <p data-bbox="1370 561 1839 657">P: M: E: <a href="mailto:tim.parry@kalamunda.wa.gov.au">tim.parry@kalamunda.wa.gov.au</a></p> <p data-bbox="1370 695 1883 791">P: M: E: <a href="mailto:jamie.hunter@kalamunda.wa.gov.au">jamie.hunter@kalamunda.wa.gov.au</a></p>
<p data-bbox="360 901 562 927"><b>City of Stirling</b></p>  <p data-bbox="288 1238 633 1302"><b>(08) 9205 8555</b> <a href="mailto:stirling@stirling.wa.gov.au">stirling@stirling.wa.gov.au</a></p>	<ol data-bbox="752 901 1317 1129" style="list-style-type: none"> <li>1. Coordinator Emergency Management – Kade Stuchbury</li> </ol> <p data-bbox="705 1002 752 1027">OR</p> <ol data-bbox="752 1072 1301 1129" style="list-style-type: none"> <li>2. Coordinator Community Safety – Mark Robinson</li> </ol>	<p data-bbox="1370 901 1980 997">P: (08) 9205 7034 M: 0409 918 372 E: <a href="mailto:emergencymanagement@stirling.wa.gov.au">emergencymanagement@stirling.wa.gov.au</a></p> <p data-bbox="1370 1072 1850 1168">P: (08) 9205 8411 M: 0429 062 646 E: <a href="mailto:mark.robinson@stirling.wa.gov.au">mark.robinson@stirling.wa.gov.au</a></p>

Local Government	Position / Name	Contact
<p><b>City of Swan</b></p>  <p>city of swan</p> <p><b>(08) 9267 9444</b>  <a href="mailto:swan@swan.wa.gov.au">swan@swan.wa.gov.au</a></p>	<p>1. Manager - Magnus Ohman</p> <p>OR</p> <p>2. Fire &amp; Emergency Management Coordinator - Heath Stenton</p>	<p>P: (08) 9267 9098  M: 0427 356 597  E: <a href="mailto:magnus.ohman@swan.wa.gov.au">magnus.ohman@swan.wa.gov.au</a></p> <p>P: (08) 9267 9447  M: 0409 102 343  E: <a href="mailto:heath.stenton@swan.wa.gov.au">heath.stenton@swan.wa.gov.au</a></p>
<p><b>City of Wanneroo</b></p>  <p>City of Wanneroo</p> <p><b>(08) 9405 5000</b>  <a href="mailto:enquiries@wanneroo.wa.gov.au">enquiries@wanneroo.wa.gov.au</a></p>	<p>1. Emergency Management Specialist - Resmie Greer</p> <p>OR</p> <p>2. Manager Community Safety and Emergency Management – Ty Matson</p>	<p>P: (08) 9405 5263  M: 0402 721 003  E: <a href="mailto:resmie.greer@wanneroo.wa.gov.au">resmie.greer@wanneroo.wa.gov.au</a></p> <p>P: (08) 9405 5253  M: 0400 342 093  E: <a href="mailto:ty.matson@wanneroo.wa.gov.au">ty.matson@wanneroo.wa.gov.au</a></p>

Local Government	Position / Name	Contact
<p data-bbox="327 427 595 451"><b>Shire of Mundaring</b></p>  <p data-bbox="271 711 651 772"><b>(08) 9290 6666</b> <a href="mailto:shire@mundaring.wa.gov.au">shire@mundaring.wa.gov.au</a></p>	<p data-bbox="752 427 1335 488">1. Manager Community Safety &amp; Emergency Management - Adrian Dyson</p> <p data-bbox="703 528 752 552">OR</p> <p data-bbox="752 596 1261 687">2. Coordinator Community Safety and Emergency Management - Craig Cuthbert</p>	<p data-bbox="1373 427 1879 520">P: (08) 9293 6659 M: 0427 010 390 E: <a href="mailto:adriandyson@mundaring.wa.gov.au">adriandyson@mundaring.wa.gov.au</a></p> <p data-bbox="1373 596 1888 689">P: (08) 9290 6605 M: 0429 002 025 E: <a href="mailto:craigcuthbert@mundaring.wa.gov.au">craigcuthbert@mundaring.wa.gov.au</a></p>
<p data-bbox="315 815 607 839"><b>Town of Bassendean</b></p>  <p data-bbox="271 1110 651 1171"><b>(08) 9377 8000</b> <a href="mailto:mail@bassendean.wa.gov.au">mail@bassendean.wa.gov.au</a></p>	<p data-bbox="752 815 1279 876">1. Director Community Planning – Luke Gibson</p> <p data-bbox="703 916 752 940">OR</p> <p data-bbox="752 984 1317 1045">2. Executive Manager Infrastructure – Phil Adams</p>	<p data-bbox="1373 815 1834 908">P: (08) 9377 8002 M: 0409 695 430 E: <a href="mailto:lgibson@bassendean.wa.gov.au">lgibson@bassendean.wa.gov.au</a></p> <p data-bbox="1373 984 1848 1077">P: (08) 9377 9028 M: 0400 889 271 E: <a href="mailto:padams@bassendean.wa.gov.au">padams@bassendean.wa.gov.au</a></p>