

POL	EMERGENCY RELIEF FUND	ACS13
-----	-----------------------	-------

POLICY CODE:	ACS13
DIRECTORATE:	Governance & Community Services
BUSINESS UNIT:	Recreation & Community Safety
SERVICE UNIT:	Grants & Research
RESPONSIBLE OFFICER:	Manager, Recreation & Community Safety
FILE NO.:	182/001
DATE FIRST ADOPTED:	13 October 2011
DATE LAST REVIEWED:	8 September 2016
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS13
VERSION NO.	4

Dates of Amendments / Reviews:		
DAPPS Meeting:	22 September 2011 26 July 2012	28 August 2014 25 August 2016
OCM:	13 October 2011 9 August 2012	11 September 2014

BACKGROUND:

The establishment of an Emergency Relief Fund is to cater for sudden and dramatic emergencies, where the provision of financial assistance is required for humanitarian relief. Council has for a number of years made donations to events that could be considered disasters.

PURPOSE:

To set appropriate guidelines for officers, in consultation with the Mayor to make a financial donation towards emergency relief, if and when, an emergency (disaster) arises.

POLICY:

- (1) Funds for an emergency/disaster which meet the following criteria shall be drawn from the Emergency Relief Fund.
- (2) Situation 1: Where a *State of Emergency Declaration* is made by either a Hazard Management Agency or relevant Minister of Western Australia.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$15,000 to the relevant relief fund.
- (3) Situation 2: Where an emergency occurs within Western Australia and a *State of Emergency Declaration* is not made but the emergency/disaster is deemed significant by both the Mayor and the Delegated Officer.

POL	EMERGENCY RELIEF FUND	ACS13
-----	-----------------------	-------

- The Delegated Officer in consultation with the Mayor can award a donation of up to \$10,000 to the relevant relief fund.
- (4) Situation 3: Where an emergency occurs outside the jurisdiction of the State of Western Australia and a *State of Emergency Declaration* is made.
- The Delegated Officer in consultation with the Mayor can award a donation of up to \$15,000 to the relevant relief fund.
- (5) Situation 4: Where an emergency occurs outside the jurisdiction of the State of Western Australia and a *State of Emergency Declaration* is not made but the emergency/disaster is deemed significant by both the Mayor and the Delegated Officer.
- The Delegated Officer in consultation with the Mayor can award a donation of up to \$10,000 to the relevant relief fund.
- (6) Situation 5: When an Emergency or Disaster occurs but does not meet the criteria of situation 1- 4.
- The Delegated Officer in consultation with the Mayor can award a donation of up to \$5,000 to the relevant relief fund.
- (7) The funds are available for donation to the relevant relief fund can be awarded to the maximum stated under each situation. The actual amount is to be determined at the discretion of the Delegated Officer in consultation with the Mayor in consideration of the overall estimated cost of relief and unique circumstances for each specific emergency/disaster.