



DRFAWA FACT SHEET

Essential Public Assets – Categories of Reconstruction Works

Information for local governments and state government agencies

This fact sheet is for local government (LG) and state government agency (SGA) asset owners/operators. It provides guidance on the requirements for each category of essential public asset reconstruction works available under the Disaster Recovery Funding Arrangements Western Australia (DRFAWA).

Categories of Essential Public Asset Reconstruction works.

The DRFA has three categories of assistance relating to the restoration of essential public assets. These are:

- Emergency Works (EW)
- Essential Public Asset Reconstruction Works – Lite (EPAR-Lite)
- Essential Public Asset Reconstruction Works – (EPAR)

Emergency Works

Emergency Works (EW) are urgent activities necessary to temporarily restore an essential public asset (EPA) to enable it to operate at an acceptable level of efficiency to support the immediate recovery of a community.

EW should be regarded as temporary work which the asset owner/operator would carry out as a matter of urgency, even if disaster funding was not made available, and that should not be delayed until the DRFAWA is activated. EW works must be completed within 3 months of the damaged asset being accessible. Works to permanently reconstruct the damaged asset to its pre disaster condition and function works are undertaken through EPAR-Lite or EPAR.

Essential Public Asset Reconstruction Works (EPAR)

EPAR-Lite (<\$5M)

EPAR-Lite are reconstruction works on EPA(s) damaged as a direct result of an eligible disaster, to permanently reconstruct the damaged asset to its pre-disaster condition and function, where the total estimated cost of reconstruction works on all damaged EPA(s) for the LG/SGA is less than \$5 million.

Where the total estimated cost of the reconstruction works for all damaged assets is less than \$5 million, the asset owner/operator can commence the reconstruction works immediately where:

- a detailed damage assessment, proposed scope of works and estimated total cost of reconstruction at the asset level have been submitted to DFES Recovery Funding, and
- the asset owner/operator has verified that all the requirements outlined in the Summary Table for EPAR-Lite below can be met and will be provided to support their claim for reimbursement of eligible costs on completion of the works.

EPAR (>\$5M)

EPAR works are reconstruction works on EPA(s) damaged as a direct result of an eligible disaster, to permanently reconstruct the damaged asset to its pre-disaster condition and function, where the total estimated cost of reconstruction works on all damaged EPA(s) for an asset owner/operator is greater than \$5 million.

Where the total estimated cost of the reconstruction works for all damaged assets is greater than \$5 million, the asset owner/operator must submit an application to establish an estimated reconstruction cost and have received approval from DFES Recovery Funding prior to commencing reconstruction works. This includes:

- a detailed damage assessment for all impacted assets,
- defining the pre-disaster function of each damaged asset using the DRFAWA Essential Public Asset Function Framework,
- a detailed proposed scope of works at the asset and SLK level,
- submission of all evidentiary requirements for pre-disaster condition and damage as a direct result of the disaster event as outlined in the Summary Table for EPAR.

Emergency Works Summary		
Emergency Works (EW) are urgent activities necessary to temporarily restore an EPA(s) to enable it to operate at an acceptable level of efficiency to support the immediate recovery of a community.		
Damage Notification	5 – 7 days from event or when asset becomes accessible	Asset owner/operator to notify DFES Recovery Funding: <ul style="list-style-type: none"> • when the EW are being carried out • the scope of works • the estimated cost or reconstruction (if possible).
Works completion time limit	3 months	Works must be completed within 3 months from the date the damaged asset is accessible. Evidence of the date the damaged asset became accessible is required where works are undertaken later than three months from the date of the event.
Reporting	Monthly	Asset owner/operator must provide a report to DFES Recovery Funding within 10 days following the last day of each calendar month advising of the assets where works have been undertaken, cost incurred to date, % of works completed and any issues impacting the works being completed within the DRFAWA allowable time period.
Claim submission time limit	60 calendar days	Claim reimbursement submissions for EW must be lodged within 60 calendar days of the works being completed. Claim submissions should be by email to drfawa@dfes.wa.gov.au Assessment for reimbursement will be made on the evidence submitted with claim.
Asset eligibility and location	Mandatory	Asset owner/operator is required to provide evidence the asset is owned/operated and maintained by them and the asset's location.
Eligible reconstruction works	Mandatory	EW are urgent activities necessary to temporarily restore an EPA(s) to enable it to operate at an acceptable level of efficiency only.
Damage evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Damage evidence naming convention: <ul style="list-style-type: none"> • Dam_roadname_exact SLK
Completion of works evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Completion evidence naming convention: <ul style="list-style-type: none"> • Com_roadname_exact SLK

Claim submission	DFES Recovery Funding Application portal	All claim submissions for EW must be submitted: <ul style="list-style-type: none"> • using the EW Funding Reimbursement Claim Template • through the DFES Recovery Funding portal.
Financial Evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> .
Reimbursement of expenditure	Actuals	Subject to eligibility and expenditure approval expenditure is reimbursed on the eligible actual expenditure, ex-GST.
Document retention	7 years	Asset owner/operator must keep an accurate audit trail for a minimum of 7 years from the end of the financial year in which the expenditure was claimed.
Document requests	Up to 2 weeks	If requested, the asset owner/operator must make available all relevant documentation within 2 weeks of request, or shorter timeframe where deemed an urgent requirement by DFES Recovery Funding.

EPAR-Lite (<\$5M)

EPAR-Lite are reconstruction works on EPA(s) damaged as a direct result of an eligible disaster, to permanently reconstruct the damaged asset to its pre-disaster condition and function, where the total estimated cost of reconstruction works on all damaged EPAs for the local government/state agency is less than \$5 million.

Damage Notification	5 – 7 days from event or when asset becomes accessible	Asset owner/operator to notify DFES Recovery Funding that EPAs have been impacted and that a damage assessment and cost estimate is to be submitted.
Damage Assessment and Cost Estimate	Within 12 ¹ weeks of event	Asset owner/operator to complete and submit a detailed damage assessment, including a scope of works and estimated cost of reconstruction for all impacted assets. Application to be submitted by email to drfawa@dfes.wa.gov.au Asset owner/operator must provide verification to DFES Recovery Funding that all the EPAR-Lite requirements can be met and will be provided to support their claim for reimbursement of eligible costs on completion of the works.
Approval	Not required	No approval is required from DFES Recovery Funding, asset owner/operator may commence works immediately when asset owner/operator has submitted a detailed damage assessment, including a scope of works and estimated cost of reconstruction for all impacted assets, and verified they can meet all the evidentiary requirements for EPAR-Lite.
Works completion time limit	Within 24 months from EOFY of the event	All reconstruction works must be completed within 24 months from the end of the financial year the event occurred.
Reporting	Monthly	Asset owner/operator must provide a progress report within 10 days following the last day of the month advising of the assets where works have been undertaken, cost incurred to date, % of works completed and any issues impacting the works being completed within the allowable time period.
Asset Reconstruction Working Capital		Asset Reconstruction Working Capital, being 30% of the estimated reconstruction cost may be requested as part of the Damage Notification process. This is payable on commencement of reconstruction works.
Claims submission	60 calendar days	Claim submissions for EPAR-Lite must be submitted within 60 calendar days of the work being completed. Claim submissions should be by email to drfawa@dfes.wa.gov.au Assessment for reimbursement will be made on the evidence submitted with claim.
Evidence Requirements		
Asset eligibility and location	Mandatory	Asset owner/operator are required to provide evidence that the asset is owned/operated and maintained by them and the asset's location.
Eligible reconstruction works	Mandatory	Asset owner/operator can only reconstruct a damaged EPA to its pre-disaster condition and function, on a like-for-like basis.

¹ LG (s)/ SGA (s) must seek a time limit extension from DFES Recovery Funding if they are unable to submit their application within this time period. This will include providing details of the circumstances impacting the submission of the application within the allowable time period

		Works that increase capacity, level of service, or provide betterment are not eligible, unless explicitly required to meet legislated codes and standards, or approved under a separate resilience/betterment initiative.
Function evidence	Mandatory	The asset owner/operator must identify the asset's function as per the Essential Public Asset Function Framework of the DRFA. See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i>
Pre-disaster condition evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Pre-disaster evidence naming convention: <ul style="list-style-type: none"> • Pre_roadname_exactSLK
Damage evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Damage evidence naming convention: <ul style="list-style-type: none"> • Dam_roadname_exactSLK
Completion of works evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Completion evidence naming convention: <ul style="list-style-type: none"> • Com_roadname_exactSLK
Funding Approval	Not required	Eligible reconstruction expenditure must not exceed \$5 million. LGs or SGAs will be responsible for any expenditure that exceeds \$5 million.
Claim submission form	DFES Recovery Funding Application portal	All claims for reimbursement for EPAR-Lite works must be submitted using the <ul style="list-style-type: none"> • EPAR-Lite Claim Funding Template. • Claim submissions should be by email to drfawa@dfes.wa.gov.au
Financial Evidence	Mandatory	See Evidence Requirements for Reconstruction of Essential Public Assets Fact Sheet
Reimbursement of expenditure	Actuals	Subject to eligibility: <ul style="list-style-type: none"> • funding is provided based on actual expenditure incurred (ex-GST) • Asset owner/operator will be responsible for any expenditure that exceeds \$5 million.
Document retention	7 years	Asset owner/operator must keep an accurate audit trail for a minimum of 7 years from the end of the financial year in which the expenditure was claimed. If requested, the asset owner must make available all relevant documentation within 2 weeks, or shorter timeframe were deemed as urgent requirement by DFES Recovery Funding.

EPAR (>\$5M)

EPAR works are reconstruction works on EPA(s) damaged as a direct result of an eligible disaster, to permanently reconstruct the damaged asset to its pre-disaster condition and function, where the total estimated cost of reconstruction works on all damaged EPA(s) for the LG/SGA is greater than \$5 million.

Damage Notification	5 – 7 days from event or when asset becomes accessible	Asset owner/operator to notify DFES Recovery Funding that EPAs have been impacted and that a damage assessment and cost estimate is to be submitted.
Damage Assessment	Within 12 ¹ above weeks of event	A detailed damage assessment and a proposed scope of works must be submitted to DFES Recovery Funding for assessment and approval. Application to be submitted using the DFES Recovery Funding Portal .
Cost Estimate	Within 9 months of the event	On approval of the scope of works, a market response must be obtained to undertake the approved scope of works, following the asset owner/manager's applicable procurement process. An updated cost estimate template, based on the market response must be submitted to DFES Recovery Funding for assessment and approval.
Approval	Mandatory	To be eligible for reimbursement under the DRFAWA, the scope of works and cost estimate must be approved by DFES Recovery Funding.
All EPAR Reconstruction Works		
Works completion time limit	24 months from the close of financial	Works must be completed within 24 months from the end of the financial year that the cost estimate is approved.

	year the cost estimate is approved.	
Reporting	Monthly	Following approval of the cost estimate, asset owner/operator must provide progress reports to DFES within 10 days following the last day of the month advising of the assets where works have been undertaken, cost incurred, % of works completed and any issues impacting the works being completed within the allowable time period.
Asset Reconstruction Working Capital	Optional	Asset Reconstruction Working Capital, being 30% of the estimated reconstruction cost may be requested once the Estimated Reconstruction Cost has been approved by DFES. This is payable on the commencement of reconstruction works.
Asset Owner/Operator Contribution	Mandatory	Payable on all EPAR reconstruction works, being a maximum of 25% of the actual reconstruction cost up to a maximum of the Local Government Contribution limit calculated for a LG for the financial year the disaster event occurred.
Claim submission	60 calendar days	Claim submissions for EPAR must be submitted within 60 calendar days of the work being completed. Claim submissions should be submitted by email to drfawa@dfes.wa.gov.au Assessment for reimbursement will be made on the evidence submitted with claim.
Evidence Requirements		
Asset eligibility and location	Mandatory	Asset owner/operator is required to provide evidence that the asset is owned/operated and maintained by them and the asset's location.
Eligible reconstruction works	Mandatory	Asset owner/operator can only reconstruct a damaged EPA to its pre-disaster condition and function, on a like-for-like basis. Works that increase capacity, level of service, or provide betterment are not eligible, unless explicitly required to meet legislated codes and standards or approved under a separate resilience/betterment initiative.
Function evidence	Mandatory	The asset owner/operator must identify the asset's function as per the Essential Public Asset Function Framework of the DRFA. See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i>
Pre-disaster condition evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Pre-disaster condition naming convention: <ul style="list-style-type: none"> • Pre_roadname_exactSLK
Damage evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i> . Damage evidence naming convention: <ul style="list-style-type: none"> • Dam_roadname_exactSLK
Completion of works evidence	Mandatory	See Evidence Requirements for Reconstruction of Essential Public Assets fact sheet Completion evidence naming convention: <ul style="list-style-type: none"> • Com_roadname_exactSLK
Funding Approval	Approved "up to" amount	An approved "up to" funding amount (ex GST) is provided to a local government or state government agency.
Claim submission form	DFES Recovery Funding Application portal	All claims for reimbursement for EPAR-Lite works must be submitted using the <ul style="list-style-type: none"> • EPAR Claim Funding Template. • Claim submissions should be by email to drfawa@dfes.wa.gov.au
Financial Evidence	Mandatory	See DRFAWA Fact Sheet: <i>Evidence Requirements for Reconstruction of Essential Public Assets</i>
Reimbursement of expenditure	Actuals	Subject to eligibility and expenditure approval funding is provided based on actual expenditure incurred (ex-GST) "up to" the approved funding amount to complete the approved reconstruction works in the approved EPAR application.



		Where actual expenditure exceeds the approved “up to” funding amount, Asset owner/operator must have kept a detailed risk register to capture any exceptional circumstances that occurred during project delivery that may support a claim for additional project funding to be provided.
Document retention	7 years	Asset owner/operator must keep an accurate audit trail for a minimum of 7 years from the end of the financial year in which the expenditure was claimed. If requested, the asset owner/operator must make available all relevant documentation within 2 weeks, or shorter timeframe were deemed as urgent requirement for audit.

Further information and contacts

Further information on the DRFAWA, including fact sheets, guidelines and training is available here:

-  DFES Recovery Funding [website](#)
-  Phone: 1800 920 659
-  Email: drfawa@dfes.wa.gov.au