GOVERNMENT OF WESTERN AUSTRALIA

DFES Department of Fire & Emergency Services

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

Essential Public Asset Reconstruction Works (EPAR)

EPAR-Lite (<$5M)

EPAR-Lite 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 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 receive 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 straight-line kilometre (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		
Claim requirement	**Required and/or timeframe**	**Requirement details**
Damage Notification	5 – 7 days from event or when asset becomes accessible	The asset owner/operator to notify DFES Recovery Funding: • when the EW are being carried out • the scope of works • the estimated cost of works (if possible).
Approval	Not required	No prior approval is required from DFES Recovery Funding. The asset owner/operator may commence works immediately.
Works completion time limit	3 months	Works must be completed within 3 months from the date of the eligible disaster event. If a damaged asset is inaccessible and Emergency Works cannot be completed within 3 months of the eligible disaster, the asset owner/operator must notify DFES Recovery Funding prior to the end of the three month time period, provide evidence supporting the

		inaccessibility of the asset and the date access became or is likely to become available..
Reporting	Monthly	The asset owner/operator must provide a report to DFES Recovery Funding within 10 days following the last day of each calendar month identifying the assets on which works have been undertaken, the costs incurred to date, the percentage 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. Assessment for reimbursement will be based on the evidence submitted with claim.
Asset eligibility and location	Mandatory	The 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	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: *Evidence Requirements for Reconstruction of Essential Public Assets.* Damage evidence naming convention: • Dam_roadname_exact SLK
Completion of works evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets*. Completion evidence naming convention: • Com_roadname_exact SLK
Claim submission	DFES Recovery Funding	All claim submissions for EW must be submitted using the EW Claim Template. Claim submissions should be by email to drfawa@dfes.wa.gov.au.
Financial Evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets*.
Reimbursement of expenditure	Actuals	Subject to eligibility and expenditure approval, expenditure is reimbursed on the eligible actual expenditure, ex-GST.

Document retention	7 years	The 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 within a shorter timeframe where this is deemed necessary for an urgent audit requirement.

EPAR-Lite (<$5M) Summary		
Claim requirement	**Required and/or timeframe**	**Requirement details**
Damage Notification	5 – 7 days from event or when asset is accessible	The 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, scope of works and estimated cost of reconstruction	Within 12[1] weeks of event	A detailed damage assessment and completed DRFAWA EPAR-Lite template detailing the proposed scope of works and estimated cost of reconstruction for all impacted assets must be submitted to DFES Recovery Funding within 12 weeks of the event. The damage assessment must be prepared using the DRFAWA EPAR-Lite Damage Assessment Report template which incorporates the DRFAWA standard treatments and the prescribed allowances for project design and management. As part of their submission, the asset owner/operator must certify 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. Applications must be submitted using the DFES Recovery Funding Portal.
Approval	Not required	No prior approval is required from DFES Recovery Funding. The asset owner/operator may commence work immediately when the asset owner/operator has submitted the above information.
Works completion time limit	Within 24 months from the end of	All reconstruction works must be completed within 24 months from the end of the financial year the event occurred.

[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.

	financial year of the event	
Reporting	Monthly	The asset owner/operator must provide a progress report within 10 days following the last day of the month identifying the assets on which works have been undertaken, the costs incurred to date, the percentage 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 as part of the damage assessment and cost estimate submission process. This is payable on verification that reconstruction works have commenced.
Claims submission time limit	60 calendar days	Claim submissions for EPAR-Lite must be submitted within 60 calendar days of the work being completed. Where works on an asset carry over a financial year, expenditure incurred in the financial year that has closed must be submitted within 60 calendar days following the close of the financial year. Assessment for reimbursement will be based on the evidence submitted with the claim. Claim submissions should be by email to drfawa@dfes.wa.gov.au.
Evidence Requirements		
Asset eligibility and location	Mandatory	The 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	The 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: *Evidence Requirements for Reconstruction of Essential Public Assets.*
Pre-disaster condition evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets*. Pre-disaster evidence naming convention: • Pre_roadname_exactSLK

Damage evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets*. Damage evidence naming convention: • Dam_roadname_exactSLK
Completion of works evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets.* Completion evidence naming convention: • 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	DFES Recovery Funding	All claims for reimbursement for EPAR-Lite works must be submitted using the EPAR-Lite Claim Template. Claim submissions should be by email to drfawa@dfes.wa.gov.au
Financial Evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets.*
Reimbursement of expenditure	Actuals	Subject to eligibility: • funding is provided based on actual expenditure incurred (ex-GST) • The asset owner/operator will be responsible for any expenditure that exceeds $5 million.
Document retention	7 years	The 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 within a shorter timeframe where this is deemed necessary to meet an urgent requirement by DFES Recovery Funding.
EPAR (>$5M) Summary		
Claim requirement	**Required and/or timeframe**	**Requirement details**
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.

Transport Infrastructure (Roads) Damage Assessment and Cost Estimate	Damage assessment within 12 weeks of the event Cost estimate within 9 months of the event	A detailed damage assessment and completed DRFAWA EPAR (Transport Infrastructure) Cost Estimate template describing the proposed scope of works for all impacted assets must be submitted to DFES Recovery Funding within 12 weeks of the event. All supporting pre-disaster condition, function and damage evidence must also be submitted at this time. The damage assessment must be prepared using the DRFAWA EPAR Damage Assessment Report template. On approval of the scope of works, an updated DRFAWA EPAR (Transport Infrastructure) Cost Estimate must be submitted within 9 months of the event. Road-related construction costs are estimated using DRFAWA standard treatments and benchmark rates, including prescribed allowances for project design and management, contingency and cost escalation. See DRFAWA Fact Sheet: *Estimated Reconstruction Costs and Standard Treatments*. The damage assessment and cost estimate must be submitted using the DFES Recovery Funding Portal. The cost estimate is subject to independent technical verification and approval by DFES Recovery Funding.
Public Infrastructure Damage Assessment and Cost Estimate **(Public Hospitals, Public Schools, Police, Fire and Emergency Services' stations, stormwater infrastructure, State, Territory or local government offices)**	Damage assessment within 12 weeks of the event Cost estimate within 9 months of the event	A detailed damage assessment and completed DRFAWA EPAR (Public Infrastructure) Cost Estimate template describing the proposed scope of works for all impacted assets, must be submitted to DFES Recovery Funding within 12 weeks of the event. All supporting evidence of asset location, pre-disaster condition and function, disaster damage, and any applicable legislated codes and standards must also be submitted at this time. The damage assessment must be prepared using the DRFAWA EPAR Damage Assessment Report template. On approval of the scope of works, an updated DRFAWA EPAR (Public Infrastructure) Cost Estimate must be submitted within 9 months of the event. The estimate must use a DFES-endorsed market response, a substantiated internal rates build-up, or an independent quantity surveyor's report, with supporting documentation appropriate to the selected method.

		The damage assessment and cost estimate must be submitted using the DFES Recovery Funding Portal. The cost estimate is subject to independent technical verification and approval by DFES Recovery Funding.
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 year the cost estimate is approved.	Works must be completed within 24 months from the end of the financial year in which the cost estimate is approved.
Reporting	Monthly	Following approval of the cost estimate, the asset owner/operator must provide progress reports to DFES within 10 days following the last day of the month identifying the assets on which works have been undertaken, the costs incurred to date, the percentage 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	SGAs are required to contribute 25% of the eligible actual reconstruction costs for EPAR works. For LGs, the contribution is capped at 25% of the actual reconstruction cost up to the maximum LG Contribution limit calculated for an LG for the financial year in which the disaster event occurred. For further information, please see DRFAWA Fact Sheet: *Asset Reconstruction Working Capital and Asset Owner Contribution*.
Claim submission time limit	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 based on the evidence submitted with the claim.
Evidence Requirements		

Asset eligibility and location	Mandatory	The 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	The 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: *Evidence Requirements for Reconstruction of Essential Public Assets*
Pre-disaster condition evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets.* Pre-disaster condition naming convention: • Pre_roadname_exactSLK
Damage evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets.* Damage evidence naming convention: • Dam_roadname_exactSLK
Completion of works evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets.* Completion evidence naming convention: • 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	DFES Recovery Funding	All claims for reimbursement for EPAR works must be submitted using the EPAR Claim Template. Claim submissions should be by email to drfawa@dfes.wa.gov.au
Financial Evidence	Mandatory	See DRFAWA Fact Sheet: *Evidence Requirements for Reconstruction of Essential Public Assets*
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, the asset owner/operator must have maintained a detailed risk register to capture any exceptional circumstances that occurred during project delivery that may support a claim for additional project funding.
Document retention	7 years	The 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 within a shorter timeframe where this is deemed necessary for an urgent audit requirement.

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