

PORLOCK PARISH COUNCIL

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MEMORANDUM OF UNDERSTANDING PLACES OF REFUGE

BETWEEN: Porlock Parish Council (The Council)

AND: [Insert Name of Organisation/Premises Owner] (The Provider)

1. Purpose

This document establishes a mutual understanding regarding the temporary use of [Insert Premises Name/Address] (The Premises) as a designated Place of Refuge during an official activation of the Porlock Emergency Response Plan.

2. Activation Protocol

1. The Premises will only be requested if a formal emergency is declared by the Council's Porlock Emergency Response Team (PERT), Somerset Council, or Emergency Services.
2. Activation is subject to the availability of the Premises and the prior verbal or written consent of the Provider's designated refuge lead.

3. Roles and Responsibilities

1. The Provider agrees to grant access to designated areas of the Premises to shelter displaced residents and emergency volunteers during the hours of 8am - 8pm.
2. The Council agrees to provide adequate supervision at the Premises via the designated Porlock Emergency Response Team and registered volunteers for the duration of the activation.
3. The Porlock Emergency Response Team will ensure the Premises are left clean, tidy, and secured upon formal deactivation of the emergency response.

4. Indemnity, Insurance, and Liability

1. Public & Employers' Liability

The Council maintains Public and Employers' Liability Insurance via Ecclesiastical Insurance (of no less than £5,000,000). This policy treats the Council's registered authorised emergency response volunteers as employees for indemnity purposes. It covers third-party injury or property damage arising directly from the *negligent acts or operations* of the Council or its registered authorised volunteers during the occupancy.

2. Premises Defect

The Provider retains responsibility and liability for the structural integrity of the Premises and any injuries resulting directly from pre-existing structural defects or maintenance failures of the building/grounds (e.g., slips and trips due to unmaintained flooring).

3. Property Damage

In the event of physical damage to the Premises caused directly by the Council's emergency response operations or sheltered residents, the Council's insurers will act as the primary responder to assess and indemnify valid claims, subject to policy terms.

5. Financial Reimbursement

The Council agrees to reimburse the Provider for reasonable, documented out-of-pocket expenses incurred as a direct result of the activation (e.g., heating, electricity, essential catering supplies), subject to prior approval by the Parish Clerk & the Porlock Emergency Response Committee Chair.

Signed on behalf Porlock Parish Council

Signature:

Name: Johnathan Jones

Date:

Role: Clerk & Responsible Financial Officer

Signed on behalf of

Signature:

Name:

Date:

Role: