



MEMORANDUM OF UNDERSTANDING

Between the

**FIRE AND EMERGENCY SERVICES AUTHORITY OF
WESTERN AUSTRALIA**

AND

SHIRE OF DENMARK

FOR

**THE MOBILISATION OF BRIGADES WITHIN THE
DENMARK VOLUNTEER FIRE AND RESCUE
ESL CATEGORY 4 FIRE DISTRICT**

1. PURPOSE

This Memorandum of Understanding (MOU) is intended to identify and document the response and operational responsibilities of the Shire of Denmark Bush Fire Brigades (Denmark Shire) and the Fire and Emergency Services Authority of Western Australia (FESA), as considered necessary to mobilise to incidents in the area of the Fire and Rescue (FRS) District as shown on the Map entitled "Denmark Town and Surrounds Mobilisation Plan" (Attachment 1) and signed by the parties.

ESL Category 4 Area: Is the area currently serviced by the Denmark Volunteer Fire and Rescue Brigade.

Zone A was previously serviced by the Denmark Volunteer Fire and Rescue Brigade
Zone B was previously serviced by the Ocean Beach Volunteer Bush Fire Brigade.
Zone C was previously serviced by the Mt Shadforth/Scottsdale Volunteer Bush Fire Brigade
Zone D was previously serviced by the Denmark East Volunteer Bush Fire Brigade

2. DENMARK SHIRE'S OBJECTIVES

This MOU will support the Denmark's bush fire brigades mission, vision and values:

Mission: To protect the harmonious community and a great environment in which we live.

Vision: The Shire of Denmark's Volunteer Bush fire Brigades' long term vision comprises:

1. To protect the Denmark Community from loss of property or life through fire
2. To protect the Denmark Environment from loss irreversible damage through fire
3. To assist the Denmark, Peaceful Bay and Nornalup communities with reducing their level of bushfire risk
4. To assist in creating a bush fire wise community.
5. To develop and maintain good working relationships with FESA, DEC, SES, Town VFRS and the Shire of Denmark

Values: Co-operation, honesty, openness, accountability, reliability, camaraderie and respect

3. FESA'S OBJECTIVES

This MOU will support FESA's mission, vision and values:

Mission: In partnership with the people of Western Australia to:

- Improve community safety practices; and
- Provide timely, quality and effective emergency services,

Vision: A Safer Community

Values: Put the community first;
Work together as a committed team;
Respect and value each other;
Continuously improve our service;
Act with integrity and honesty;
Have open and honest two – way communications;
Strive to keep ourselves and others safe

3. MOU OBJECTIVES

4.1 To establish agreed specific responsibilities with respect to mobilisation of Denmark Bush Fire Brigades within the Denmark Volunteer Fire and Rescue district being the defined as the 2004 ESL boundary (gazetted on 25 June 2004, DP 35796) and ESL CAT 4 on the attached the map. This MOU also recognises the desirability of Denmark Bush Fire Brigade participation in fire control in the following zones marked on the map.

Zone B shows the pre 25 June 2004 Ocean Beach Bush Fire Brigade area.

Zone C shows the pre 25 June 2004 Scottsdale - Mount Shadforth Bush Fire Brigade area.

Zone D shows the pre 25 June 2004 East River Fire Bush Fire Brigade area.

~~To establish agreed specific responsibilities with respect to mobilisation of Denmark Bush Fire Brigades within the Denmark Volunteer Fire and Rescue ESL Category 4 District.
(Refer to ESL Category 4 and Zones A, B, C and D on map at Attachment 1).~~

4.2 To establish an agreement between the Denmark Shire and FESA to ensure Denmark Shire Bush Fire Brigades are mobilised according to agreed callout procedures.

4. DEFINITIONS

- 5.1 Alarm Classifications ([e.g.](#) second alarm and above) as specified in FESA Operations Mobilising SOP 1.
- 5.2 Current anomaly procedure – current procedure for addressing mobilising anomalies through the use of the Mobilisation Anomaly Report Sheet (MARS).
- 5.3 DEC: Department of Environment and Conservation
- 5.4 FRS: FESA's Fire and Rescue Service
- 5.5 HMA: Hazard Management Agency – agency with the overall responsibility for the incident.
- 5.6 MARS: Mobilisation Anomaly Report Sheet.
- 5.7 SOP: Standing Operating Procedures.
- 5.8 VFRS: Volunteer Fire and Rescue Brigade
- 5.9 BFB: Bush Fire Brigade

5. ACKNOWLEDGMENT AND UNDERTAKINGS BY THE SHIRE OF DENMARK

- 6.1 The Shire of Denmark agrees to the mobilisation arrangements for Denmark Shire Bush Fire Brigades as set out at point 7 and the black out and stand down procedures at point 8.
- 6.2 The Shire of Denmark has responsibility for recovery in the event of fire, in its own reserves, thus the arrangement are essential to minimise the impact of fire.

6. ACKNOWLEDGMENT AND UNDERTAKINGS BY FESA

FESA will mobilise Denmark Shire Bush Fire Brigades when the following occurs:

7.1 **Bushfire:** Denmark Bush Fire Brigades will be mobilised as part of initial response to all bushfires within ESL Category 4 Zones on map at Attachment 1. as follows

- Zone A: Denmark VFRS plus BFB on request by the Denmark VFRS
- Zone B: Denmark VFRS plus Ocean Beach Bush Fire Brigade
- Zone C: Denmark VFRS plus Mt. Shadforth/Scottsdale Bush Fire Brigade
- Zone D: Denmark VFRS plus Denmark East Bush Fire Brigade

7.2 **Structure Fire:** Denmark Bush Fire Brigades will be mobilised as part of the initial response to all structure fires within the Zones B, C and D of the map at Attachment 1.

_____Theise area predominantly has a lack of both reticulated and static water supplies _____and the bush fire brigade appliances are required to supplement available water _____resources. BFBs assisting the VFRS with structural fires will provide Defensive Structural Fire Fighting in addition to their role of supplementing available water resources

7. BLACKOUT AND STAND DOWN PROTOCOLS

Blackout and mop up standards will be as specified in FESA Operations SOP 56. Stand down protocols within the Denmark VFRS district will be that the Volunteer Bush Fire Brigades are stood down first.

8. DURATION AND AMENDMENT

9.1 This MOU will remain in force until June 2011 after which it will be reviewed by both parties.

9.2 This Agreement shall not be altered, varied or modified in any respect, except by agreement of both parties in writing.

9. TERMINATION

This agreement may be terminated by:

(a) Mutual agreement of both parties in writing any time; or

(b) Either party by giving three months notice in writing to the other party, at any time.

11 GRIEVANCES

In the event of a mobilising anomaly occurring, it is the responsibility of the Denmark Shire to notify FESA Manager Communication centre via the current anomaly procedure, using the Mobilisation Anomaly Report Sheet (MARS – See Attachment 2).

If the response is unacceptable to the Shire, they are to notify in writing, specifying the details of the anomaly, the Chief Executive of the Denmark Shire who will undertake to have the matter resolved with the FESA Chief Executive Officer.

12 CONCLUSION

The abovementioned mobilisation arrangement for Denmark Shire's Bush Fire Brigades will ~~complement~~ existing fire response plans for DEC reserves and Shire reserves subject to mutually agreed operational amendments, as per the intent of this MOU, being made to the response plans. All parties to these plans will be advised of these operational response agreements.

13. NOTICES

Notices or other communications by each party to each other and under this MOU must, unless otherwise notified in writing, be addressed and forwarded as follows:

Chief Executive Officer
Shire of Denmark
PO Box 183
DENMARK Western Australia 6333

FESA Regional Director
Fire and Emergency Services Authority of Western Australia
5 Hercules Crescent
ALBANY Western Australia 6330.

14. ATTACHED ADENDUMS

[1\) Denmark Town And Surrounds Bush Fire Mobilisation Plan](#)

[2\) Mobilising Anomalies Report Sheet \(MARS\)](#)

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made

BETWEEN THE

Fire and Emergency Services Authority of Western Australia
480 Hay Street
PERTH WA 6000

AND

The Shire of Denmark
South Coast Highway
DENMARK WA 6333

And will take effect from the date of the last signature.

I, Dale Stewart, Chief Executive Officer of the Shire of Denmark, agree to the conditions of this MOU between the Shire of Denmark and FESA in accordance with the Shire of Denmark resolution of / /

DALE STEWART
CHIEF EXECUTIVE OFFICER
SHIRE OF DENMARK

Signature

Date

SIGNED for and on behalf of the Fire and Emergency Services Authority of Western Australia by:

GRANT OLSEN
REGIONAL DIRECTOR

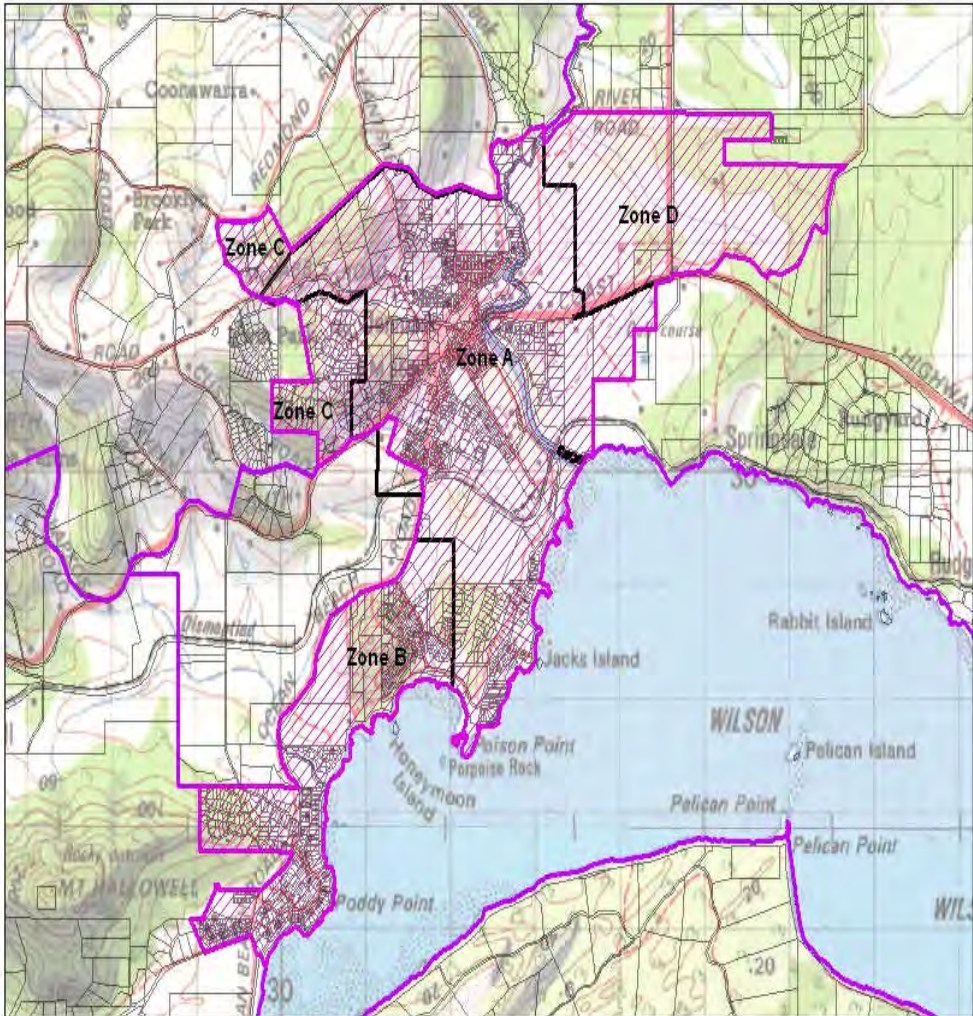
Signature

Date

FESA GREAT SOUTHERN REGION

DRAFT

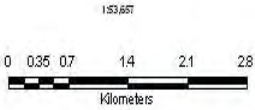
Denmark Town and Surrounds Bushfire Mobilisation Plan



 ESL Cat 4

Response Protocols

- Zone A - Denmark VFRS + BFBs as Req'd
- Zone B - Denmark VFRS + Ocean Beach BFB
- Zone C - Denmark VFRS + Mt Shadforth / Scottsdale BFB
- Zone D - Denmark VFRS + East Denmark BFB



Produced by MURRAY HATTON
for Fire & Emergency Services Authority, WA
GREAT SOUTHERN REGION

Contours shown at 5m intervals
Grid shown at 1000 metre intervals

FESA does not guarantee the accuracy of any data and disclaims all liability for any errors, omissions or other consequences which may arise from relying on any information depicted.

Signed for and on behalf
of the Shire of Denmark

Signed for and on behalf of the Fire and
Emergency Services Authority of W.A.

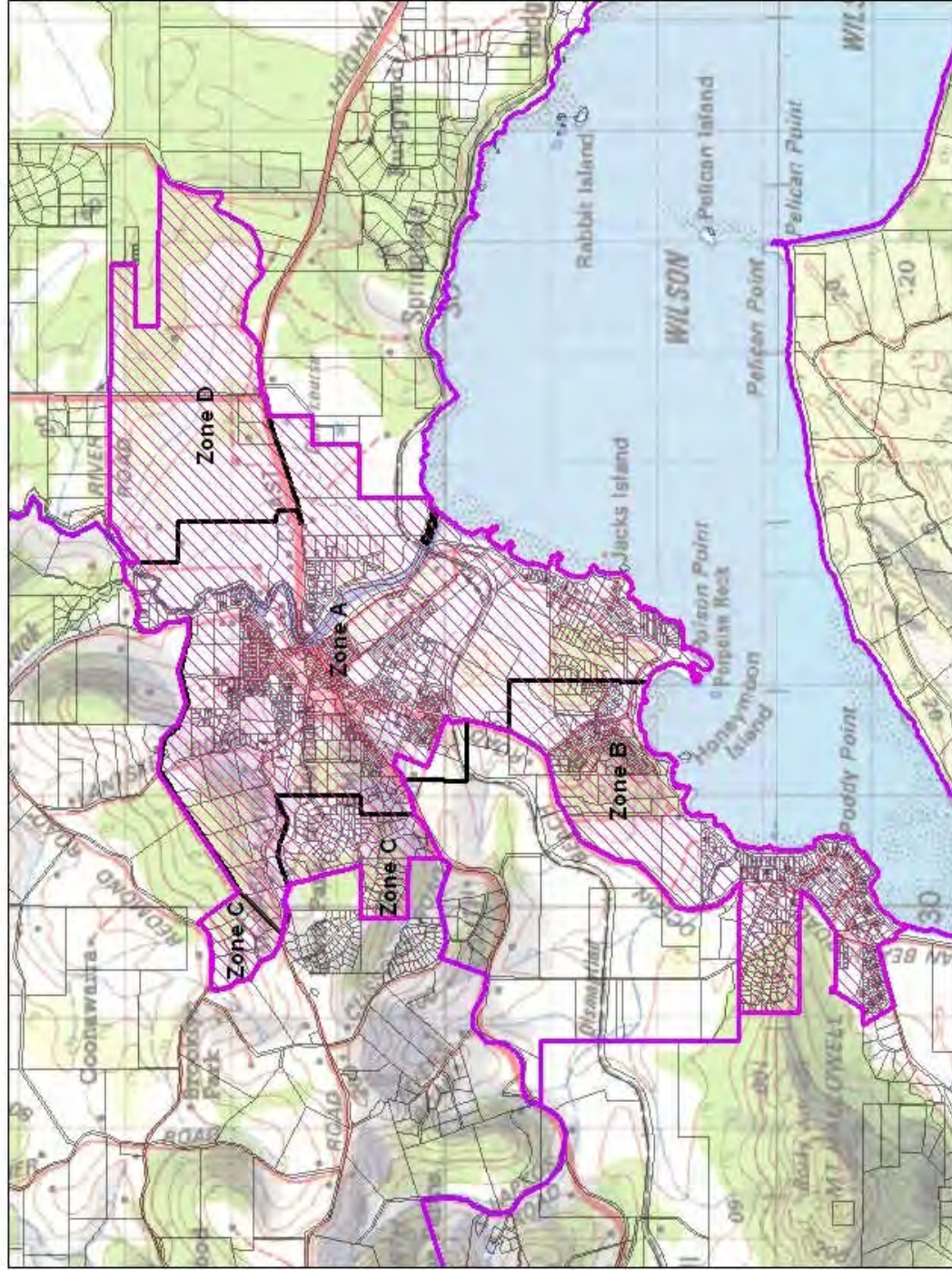
DALE STEWART
CHIEF EXECUTIVE OFFICER
SHIRE OF DENMARK

GRANT OLSEN
REGIONAL DIRECTOR
FESA GT. SOUTHERN REGION

_____/_____/_____

_____/_____/_____

Denmark Town and Surrounds Bushfire Mobilisation Plan



ESL Cat 4

Response Protocols

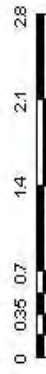
Zone A - Denmark VFRS + BFBs as Req'd

Zone B - Denmark VFRS + Ocean Beach BFB

Zone C - Denmark VFRS + Mt Shadforth / Scottsdale BFB

Zone D - Denmark VFRS + East Denmark BFB

1:50,000



Kilometers



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GREAT SOUTHERN REGION

FESA does not guarantee that this map is without error or any kind and declines all liability for any error. Basis of other coordinates shall in any case take precedence over any data depicted.

Grids are shown at 5 minute intervals.
Grids shown at 1000 metre intervals.



MOBILISING ANOMOLIES REPORT SHEET
(MARS)

FESA Comcen Incident Number/OCN: _____

Incident Date: ___/___/___

Incident Time: _____am/pm Brigade / Unit: _____

1. Nature of Complaint / Anomaly:

DRAFT

Name of Person making Report: _____ Rank/Position: _____

Action – forward to relevant FESA Manager.

2. Relevant FESA Manager:

Resolution comments:

Date: ____/____/____ FESA Manager to Sign: _____

Action – Resolved: forward to Brigade / Unit and Manager Comcen

NOT Resolved: forward to Manager Comcen

3. Manager Comcen (review):

Resolution comments:

Date: ____/____/____ Manager Comcen to Sign: _____

Action – Resolved: forward to Relevant FESA Manager

NOT Resolved: assign for investigation

4. Manager Comcen (investigation):

Resolution comments

Date: ____/____/____ Signed: _____

Action – Resolved: forward to Relevant FESA Manager

NOT Resolved: forward to Manager Coordination

5. Manager Coordination:

Date: ____/____/____ Signed: _____

Action – Resolved: forward to Relevant FESA Manager

Relevant Manager provides feedback to Brigade.