

Mount Lofty Golf Estate Bushfire Survival Plan

THIS BUSHFIRE SURVIVAL PLAN FORMS PART OF THE OVERALL BUSHFIRE
MANAGEMENT STRATEGY FOR THE ESTATE.

IT MAY BE DISTRIBUTED AS A STANDALONE DOCUMENT FOR ISSUE
TO STAFF, OR OTHER INTERESTED PARTIES

A MODIFIED VERSION CAN ALSO BE MADE AVAILABLE FOR REFERENCE BY
GUESTS

IMPORTANT INFORMATION

ADDRESS

TELEPHONE

MAXIMUM IN RESIDENCE

HOTEL *xx*

ACCOMMODATION PODS *yy*

FIRE BAN DISTRICT *District 2*

FIRE BAN DATES *1 December 2022 - 30 April 2023*

CONTACT NUMBERS:

EMERGENCY: Fire, Police, Ambulance		000
GENERAL MANAGER		04XX YYY ZZZ
SA Country Fire Service (CFS)		SES 8463 4171
	8391 1866 Mt Barker	MEDICAL EMERGENCIES Clinic TBA
ELECTRICITY		Lofty Coaches Mt Barker 8391 5272 / 0435 212 262
GAS		Bus Transportation SouthLink / LinkSA Aldgate 8339 7544 / 0409 092 114

NEAREST SAFER PRECINCT *Stirling*

LAST RESORT REFUGE *(TBA)*

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FOREWORD

Bushfires and grassfires pose a significant threat to all those living, working or travelling in the Adelaide Hills. Preparation and planning is paramount to protecting our business, guests & staff.

Mount Lofty Golf Estate recognises that there is potential emergencies in the work place and aims to ensure the health, safety and welfare of all persons on site at the Mylor Baptist camp. It will do this by developing and implementing policies and procedures of a high standard. In this case it is Bushfire safety.

Mount Lofty Golf Estate priorities are:

Priority 1: Protection of Life.

The first priority is to ensure that all people who may be in danger are forewarned and that action is taken to guarantee their safety (including evacuation), before any steps are taken to prevent the spread of fire, secure assets or to fight the fire.

Priority 2: Prevent spread of fire.

Only after Priority 1 has been actioned and completed will we proceed to prevent the spread of fire. *This Priority will only be undertaken by trained staff* in the event that the Fire Service is unable to attend, and a decision is made to stay and defend.

Priority 3: Protect assets.

Only after Priority 1 and Priority 2 have been actioned and completed will we proceed to protect the assets of the Estate. As for Priority 2, this can only follow when all life safety measures have been initiated.

DETERMINATION OF RISK

FIRE DANGER RATING SYSTEM – RECOGNITION OF DANGER AND ACTIONS TO BE TAKEN

To help assess the level of bushfire risk and action to take, it is important to understand the fire danger rating.

The rating is forecast by the Bureau of Meteorology each day and is an early indicator for you of the potential danger, should a bushfire start. **The higher the Fire Danger Rating, the more dangerous the fire conditions.**

The Fire Danger Rating chart will assist us to understand the predicted bushfire behaviour, potential impacts and recommended actions you should take for each category level. Take the time to review and understand the chart.

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Know your daily Fire Danger Rating

The following Chart is nationally consistent in the colours and terminology used.

Fire Danger Rating	What does it mean?	What should you do?
MODERATE	<i>Most fires can be controlled</i>	<i>Plan and prepare</i>
HIGH	<i>Fires can be dangerous</i>	<i>Be ready to act</i>
EXTREME	<i>Fires will spread quickly and be extremely dangerous</i>	<i>Take action now to protect your life and property</i>
CATASTROPHIC	<i>If a fire starts and takes hold, lives are likely to be lost</i>	<i>For your survival, leave bushfire risk areas</i>



The Fire Danger Rating is not a predictor of how likely a bushfire is to occur, but how dangerous it could be if it did occur. It should be used as an early indicator to trigger our plans.

Fires can threaten suddenly • and without warning

- **Watch** for signs of fire, especially smoke and flames & in some instances planes & helicopters.
- **Know** the Fire Danger Rating in this area, be aware of local conditions and keep informed
- **Call** 000 to report a fire

FIRE DANGER INDEX

A Forest Fire Danger Index, or FDI, is a rating system that provides a measure of the potential danger of a bushfire on a given day and location.

The FDI combines a measure of vegetation dryness with air temperature, wind speed, and humidity.

The FDR is related to the

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AWARENESS, COMMUNICATIONS AND KEEPING INFORMED

To seek information

There are several means of obtaining information relating to bushfires and bushfire risks:-

- listen to local radio, ABC 891 0r 5AA.
Battery operated radios are provided in each department so that the most updated information relative to a bushfire event in our area is known and can trigger action
- go to Alert SA website www.alert.sa.gov.au
- go to www.cfs.sa.gov.au
- call the Bushfire Information Hotline on 1300 362 361
- checking and following [Facebook: @CountryFireService](#) or [Twitter: @CFSAAlerts](#)

The Fire Danger Rating is issued via the CFS website at around 4.00 pm every day during the bushfire season, and the rating should be checked again at 9.00 am the morning following in case there has been any change necessary overnight.

All staff are required to load the Alert SAS Mobile App on their mobile phones to enable immediate and up to date access to communications relating to bushfire conditions.

The App provides information on incidents and warnings that are sourced directly from the SA Country Fire Service (CFS) and the SA Metropolitan Fire Service (SAMFS), the Alert SA App displays a map and list view – with the list prioritised by closest distance to your device's location, and allows users to create up to 10 watch zones to receive notifications for areas of interest.

Access to Wi-Fi is necessary, otherwise use of mobile data will be required.

The use of this App is not only for information relating to the Estate, but should also be used for all staff, whether residing in a fire prone area or would require entry into a bushfire zone in order to access the Estate.

Instructions on the downloading of the App, and instructions on operation and updating will be given to all staff – if you have a need to refresh without these instructions being available, please access the Alert SA website.

Evacuation Triggers

As stated below, evacuation will be initiated on days that are forecast to be Catastrophic.

On days of a Extreme rating,

Closure or Partial Closure on Extreme days

On days that are forecast to be **Extreme**, the decision to evacuate or remain at the Estate will be determined by the General Manager, or nominated Chief Warden where the General manager is not available.

In general, the [Estate](#) may continue to operate as normal, however it may be decided that the accommodation in the Pods may be closed due to their vulnerable location with respect to their location withing vegetation.

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LEAVE EARLY

The decision to leave early is always the safest decision

Although the buildings in the estate are designed and maintained to be resistant to the radiated heat, ember attack and fire wind, there is never any guarantee that there will not be a scenario where there is extreme personal risk

There will be an allocated CHIEF WARDEN at the Estate at all times during the bushfire season – refer to the daily Staff Duty Roster located in the [Staff Lunch Room and ???](#) on arrival, and checked during your shift should staff allocations be updated.

On days that are forecast to be **Catastrophic**, the decision will be to leave at the earliest possible time. This will not be negotiable in reference to guests and staff, other than trained staff who may be rostered to remain and shelter in place in order to defend the property and provide first-attack on spot fires should the Estate be directly subjected to a fire event.

All guests will be advised the evening before in preparation for the evacuation.

LEAVE EARLY SURVIVAL PLAN

Designated Assembly Points

Designated assembly points will be indicated on Emergency Evacuation Plans that will be displayed throughout the main buildings, and included on a similar plan in each of the remote accommodation Pods.

Guests will be instructed that no major luggage is to be brought to an Assembly Point to reduce congestion.

All staff members evacuating are required to assist in the management of guests under the guidance and instruction provided by the Fire Warden(s)

Refer also to *Emergency Accommodation* below

Transportation

Guests and staff with personal or shared transportation are expected to use that means of transportation to travel to a safer precinct, or emergency accommodation where applicable. *It is recommended that no vehicles remain at the Estate unless authorised and located where they do not provide an ignition source that may impinge on the ongoing safety of the buildings.*

Bus or other appropriate transportation will be provided for any guests without personal transportation. Arrangements will be made and confirmed on the evening prior.

Safer Precinct

The nearest designated safer precinct is the **Stirling** township.

The next nearest alternative is **Mount Barker**

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Routes to Safer Precinct

All evacuation routes that are to be applied to reach safer places are to be verified as available for safe passage. Appropriated mapping and instructions are to be provided to guests unfamiliar to the district.

If there is any indication that the only road options available may be heavily congested it is preferable that evacuation is not actioned. Traffic congestion combined with possible smoke and reduced visibility only leads to panic that can

Emergency Accommodation

Arrangements will be made for alternative accommodation in a safer place for all guests who have ongoing bookings at the Estate.

With early notification of the need for evacuation available the day before, under most circumstances there will be overnight or ample time for guests to access their room and pack all of their belongings to take with them.

It must be recognised that with 'mass' emergency evacuation there will be congestion with the addition of luggage movements. If evacuation is required urgently and with minimal notice, guests will be instructed to only pack an emergency overnight bag.

STAY AND DEFEND SURVIVAL PLAN

Under no circumstances should any guest be permitted to stay and defend

ONLY APPROPRIATELY TRAINED AND CERTIFIED STAFF may be permitted to remain and provide pre and post attention to the bushfire event.

THE DECISION TO ALLOW TRAINED STAFF TO STAY AND DEFEND IS THE RESPONSIBILITY OF THE DUTY WARDEN OR ON DIRECTION OF THE GENERAL MANAGER

(TO BE EXPANDED)

LAST RESORT REFUGE and SHELTERING

A space has been allocated in **TBA** where any staff and guests may shelter in the event that safe evacuation to a safer place is not available.

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PREPARATION

When a Catastrophic Fire Danger Rating day is predicted, the following preparations and actions are to be made:-

All Departments

Staff briefings will be held to inform all staff of the predicted fire risk that is imminent. All staff are to review this Safety Plan with particular emphasis on evacuation requirements

Reservations

- contact is to be made with guests having bookings for accommodation prior to their arrival and inform them of the fire danger situation. Make alternative arrangements for their arrival to suit the predicted danger rating for the following three (3) days
- all restaurant bookings to be contacted as soon as possible and advise that entry into the zone is not recommended and that the [Estate](#) will be closed until notification of recommencement of operations is provided.

Housekeeping

- housekeepers are to inspect all rooms and ensure that all windows are fully closed, and that all external doors are also fully closed.
- Ensure that the Last Resort Refuge area is equipped with bottled water supplies and towels / face washers that can be wetted to provide relief from likely raised temperatures within the spaces

Functions / Conference Department

- all functions and conference bookings to be contacted as soon as possible and advise that entry into the zone is not recommended and that the [Estate](#) will be closed until notification of recommencement of operations is provided.

Maintenance Department

- Check that all fire fighting equipment is operational and on standby for immediate access when required for fire control measures
- All grounds are to be checked for any potential fuel sources such as leaf litter, and cleared.

EMERGENCY PROCEDURES

The General Manager or authorised replacement will be on site to take charge of guest safety

Reception and Administration Department

- All PCs to have the CFS website connected and accessible
- Assemble all Wardens and provide instruction towards an evacuation from the [Estate](#)
- Notification to be issued to all guests advising that evacuation is imminent, and to action any announcements made directing them to assemble and / or evacuate to the nominated safer place.

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- Advise guests that they should proceed to a safer place, and provide full directions on the route to be taken. Advise that they are not permitted to return until they receive an SMS or telephone contact from the [Estate](#).
- Arrange for appropriate transport for guests without their own transportation

TRAINING

Appropriate training is to be provided to all Fire Wardens in relation to their allocated roles.

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REGISTER OF RESPONSIBLE PERSONS

THIS REGISTER REQUIRES VERIFICATION AND AMENDMENT ON A REGULAR BASIS TO ENSURE THAT THE STAFF MEMBERS SCHEDULED ARE CURRENT AT THE COMMENCEMENT OF, AND DURING, EACH BUSHFIRE SEASON.

General Manager		
Chief Warden		
Chief Warden		
Chief Warden		
Warden		
Warden		
Warden		
Warden		
Duty Officer		
Duty Officer		
Duty Officer		

DOCUMENT CONTROL

Date	Version	Purpose of Issue	Author	Reviewer
4 October 2022	P1	Preliminary Draft Issue	Peter Murton	-
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