

APPENDIX 3

BUSHFIRE EVACUATION PLAN

MYSTERY BAY PRIMITIVE CAMPING & FORESHORE AREA

JUNE 2005

PREPARED ON BEHALF OF THE EUROBODALLA SHIRE COUNCIL,
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BUSHFIRE EVACUATION PLAN

MYSTERY BAY PRIMITIVE CAMPING & FORESHORE AREA

1. INTRODUCTION

This evacuation plan is for Mystery Bay Primitive Camping Ground and has been designed to assist management to protect life and property in the event of a bush fire or a pending bushfire. It aims to establish pre-planning guidelines for an evacuation of the premises where there is a need to relocate occupants from one place to another to enhance the protection of those people.

This evacuation plan forms part of a more comprehensive report undertaken over the subject area to assess and recommend fire services for bushfire protection, (Bushfire Services and Protection Assessment, 6/06/05, as prepared by Bushfire Protection Planning and Assessment Services on behalf of the Eurobodalla Shire Council). Application of this evacuation plan will require reference to the above document. In this respect, both respective documents should be held together.

Name of Premises:	Mystery Bay Primitive Camping Ground and Foreshore		
Street No & Name:	Mystery Bay Road	Suburb:	Mystery Bay
Post Code:	2546	Council Name:	Eurobodalla Shire Council
Contact person:	Community Lands Coordinator (ph. 4474 1000)		
Date of Plan:	June 2005	Date of Review:	March 2010
Type of facility:	Primitive Camping Ground		
Type of Building (Class):	N/A		

2. BACKGROUND INFORMATION ON PREMISES

Number of employees:

Eurobodalla Shire Council contracts a Camping Ground Caretaker on a commission basis to manage the camping ground and activities occurring within.

Number of residents:

At full capacity, the Mystery Bay Primitive Camp Ground could potentially accommodate 480 people based on the maximum of 12 people occupying each of the 40 proposed 'camp sites'. This figure will vary as the occupants of the camping ground are temporary and are staying for variable periods.

As at May 2005, the Mystery Bay Primitive Camping Ground had an approval for 40 tents, caravans and/or campervans to be erected on the site.

Number of residents with 'special needs':

As stated above the number of occupants will vary, however there are often large numbers of aged persons and juveniles accommodated by the camping grounds, both of which are considered to be residents with 'special needs'.

Number of buildings:

This is a primitive camping area and by definition there are no fixed building property assets within the subject area apart from 1 shower facility and 8 toilet facilities. However, it is proposed that the site will contain 40 'camp sites' of various sizes, each of which can accommodate an unspecified number of movable dwellings. During peak periods over 200 tents, caravans and/ or campervans may occupy the camping grounds.

3. ROLES AND RESPONSIBILITIES

**CHIEF WARDENS -
Camping Ground
Caretakers** Christina Potts
and Patrick Haack

Phone: 4473 7053

Area of Responsibility

- Be trained proficiently in the procedures of an evacuation in the event of a bushfire or pending bushfire.
- Coordinate the evacuation should a bushfire occur
- As far as practicable, register campers on arrival to ensure they can be accounted for should an evacuation be required. Obtain information on the number of vehicles and people with 'special needs' (e.g. juveniles and aged persons) for each camping group.
- In the event of an evacuation, account for persons on the register.
- Liaise with emergency services throughout the evacuation
- Review the effectiveness of evacuation procedures and arrange for procedure improvements as required.
- Monitor and keep Eurobodalla Shire Council informed of the condition of access trails, water points and supplies, refuge points and general fuel load so these can be regularly maintained both preceding and during the bushfire danger season.
- The roles and responsibilities for the contracted Caretaker incorporated in this Evacuation Plan are to be included in Council's Contract for Management for the Primitive Camping Ground.

4. CONTACT DETAILS OF EMERGENCY SERVICES

All fires to be reported to 000

Name of Organisation	Name/ Place of Contact	Phone Number
NSW Rural Fire Service	Moruya Fire Control	4474 2855
	Central Tilba (unattended)	4473 7306
	Narooma (unattended)	4476 1112
NSW Fire Brigade	Narooma (general business)	4476 1010
NSW Police Service	Narooma	4476 2044
Department of Community Services	Batemans Bay	4472 4678
Eurobodalla Shire Council	After hours emergencies	44741222
	General enquiries	4474 1000
State Emergency Service	Assistance during emergencies	132 500
	General enquiries	4474 2326
NSW Ambulance Service	Narooma	131 233
Moruya District Hospital	Moruya	4474 2666

All fires to be reported to 000

5. EVACUATION LOCATION/ REFUGE POINTS

In the event of a bushfire, three refuge areas have been identified adjacent to the Mystery Bay Primitive Camping Ground and Foreshore Area.

Venues identified as a 'Safe-refuge' are;

REFUGE 1

Name/ description of venue (primary):	Southern Mystery Bay Beach Carpark – located at far S end of subject site adjacent to Mystery Bay foreshore area.
Address of venue:	Mystery Bay Road
Nearest cross-street:	Negus Drive
Map Reference:	150°08'09", 36°18'22"
Additional notes:	Designated assembly point; carpark accommodates ~50 vehicles

REFUGE 2

Name/ description of venue (secondary):	Western Paddocks – located in cleared and managed paddocks (Mystery Bay Cabins) at far W of subject area
Address of venue:	Mystery Bay Road
Nearest cross-street:	Schneider Drive
Map Reference:	150°07'30", 36°17'59"
Additional notes:	

REFUGE 3

Name/description of venue (primary):	Northern Mystery Bay Beach Carpark – located at S end of camp ground, opposite junction of Mystery Bay Road and Lamont Young Drive.
Address of venue:	Mystery Bay Road
Nearest cross-street:	Lamont Young Drive
Map Reference:	150°07'58", 36°18'11"
Additional notes:	Carpark accommodates ~ 30 vehicles

6. TRANSPORTATION

Mystery Bay Primitive Camp Ground provides for car based camping and tourist visitation. Private vehicles will be used should an evacuation be required. However, if occupants do not have their own vehicle all refuge areas in the subject site are within walking distance.

Identified road access for emergency services should be maintained as described in the report 'Bushfire Services and Protection Assessment', as attached to this document.

7. DESIGNATED ASSEMBLY POINTS

In the event of a pending bushfire and an evacuation is required all occupants of the subject site should assemble on the beach adjacent to the Southern Mystery Bay Beach Carpark (Refuge 1) to await further instructions from the Camping Ground Caretakers. This will be clearly marked as the designated assembly point on a site map forming a permanent (or temporary) signpost at the entrance which will also indicate the location of refuge areas. In addition, laminated A4-sized site maps will be posted in all toilet and shower facilities.

8. ACCOUNTING FOR PEOPLE

As far as practicable, on arrival at the camping grounds all campers should register the names of all members of their party with the Camping Ground Caretaker(s). Information on the number of people with 'special needs' (e.g. juveniles and aged persons) and camp site area to be utilised must also be provided. If an evacuation is required, this register may be used to account for registered persons.

9. SITE PLANS

Site plans and figures relating to this evacuation plan are located within the document, 'Bushfire Services and Protection Assessment', as attached to this evacuation plan.

Caretakers should also advise registered campers of the location of the evacuation site plans / signage located at toilet and shower facilities.

10. EVACUATION ‘TRIGGERS’ AND PROCEDURES

Preparedness or ‘triggers’ for the event of an evacuation should be associated with the predicted fire danger / weather index (FDI – Fire Danger Index) and the proximity of the bushfire to the site. The following outlines the steps to be taken as the FDI increases, however an earlier evacuation may be triggered by other circumstances such as thick smoke causing medical problems for occupants of the subject area.

1. Precautions for a prevailing **Low fire danger index** when Mystery Bay Primitive Camping Group is being utilised for camping and tourist visitation

- Camping Ground Caretakers are aware of evacuation procedures.
- Ensure access roads and emergency escape roads are maintained and are capable of handling the expected traffic.
- Ensure that the recommended APZ areas (see map 5c) are regularly maintained around the toilet and shower facilities.

2. Precautions for a prevailing **Medium fire danger index** when Mystery Bay Primitive Camping Group is being utilised for camping and tourist visitation

- Camping Ground Caretakers are aware of evacuation procedures.
- Ensure that water points are functional.
- Ensure access roads and emergency escape roads are unobstructed and are capable of handling the expected traffic.
- Ensure that the recommended APZ areas (see map 5c) are regularly maintained around the toilet and shower facilities.

3. Precautions for a prevailing **High fire danger index** when Mystery Bay Primitive Camping Group is being utilised for camping and tourist visitation

- Camping Ground Caretakers are aware of evacuation procedures.
- Ensure that water points are functional.
- Ensure access roads and emergency escape roads are unobstructed and are capable of handling the expected traffic.
- Ensure that the recommended APZ areas (see map 5c) are regularly maintained around the toilet and shower facilities.
- Any open fires to be preferably contained within properly constructed fire places (fire rings)
- Occupants to be warned of the potential risk and be asked to be careful with potential sources of ignition (e.g. cigarette butts).
- Ensure that signage informing occupants of the evacuation procedures in the event of a bushfire are provided on site. The location of the designated assembly point and refuge areas should be included. The main sign should be located at the entrance to the camping ground and additional durable signage be provided in all toilet and shower facilities.

4. Precautions for a prevailing **Very High fire danger index** when Mystery Bay Primitive Camping Group is being utilised for camping and tourist visitation

- Camping Ground Caretakers are aware of evacuation procedures.
- Ensure that water points are functional.
- Ensure access roads and emergency escape roads are unobstructed and are capable of handling the expected traffic.
- Ensure that the recommended APZ areas (see map 5c) are regularly maintained around the toilet and shower facilities.
- Ensure that vehicles are parked in such a way as to facilitate the prompt and safe egress of vehicles from the subject site (ie. vehicles not being parked or positioned directly over or within unmanaged vegetated areas and preferably located towards identified access trails).
- Any open fires must be contained within properly constructed fire places (fire rings) with a static water supply (e.g. bucket of water) available within 5 metres.
- Occupants to be verbally warned by Camp Ground Caretaker(s) of the potential risk and be asked to be careful with potential sources of ignition (e.g. cigarette butts).
- Ensure that signage informing occupants of the evacuation procedures in the event of a bushfire are provided on site. The location of the designated assembly point and refuge areas should be included. The main sign should be located at the entrance to the camping ground and additional durable signage be provided in all toilet and shower facilities.

Additional precautions where the presence of an uncontrolled fire is within 10km of the subject site (i.e. on the eastern side of Mount Dromadery (Gulaga National Park) or approaching from Bodalla State Forest to the west)

- Stay informed of the fire's progress and determine the level of threat to the subject site by contacting the local Fire Control Staff (ie. Eurobodalla Rural Fire Service).
- Monitor local radio station and public service announcements regarding the fire situation.
- Alert campers and day use visitors to the presence of a fire and the possibility of evacuation

Additional precautions where the presence of an uncontrolled fire is within 5km of the subject site (i.e. approaching from Eurobodalla National Park to the north or south or Corunna State Forest to the west)

- Alert day use visitors to the presence of fire and advise them to prepare for possible evacuation via Mystery Bay Road to the E followed by the Princes Hwy to the N or S depending on the location of the bushfire or as otherwise directed by the relevant emergency service.
- Alert campers to the presence of a fire and advise them to pack up their camp sites in preparation for a possible evacuation via Mystery Bay Road to the E followed by the Princes Hwy to the N or S depending on the location of the bushfire or as otherwise directed by the relevant emergency service.

5. Precautions for a prevailing **Extreme fire danger index** when Mystery Bay Primitive Camping Group is being utilised for camping and tourist visitation

- Camping Ground Caretakers are aware of evacuation procedures.
- Ensure that water points are functional.
- Ensure access roads and emergency escape roads are unobstructed and are capable of handling the expected traffic.
- Ensure that the recommended APZ areas (see map 5c) are regularly maintained around the toilet and shower facilities.
- Ensure that signage informing occupants of the evacuation procedures in the event of a bushfire are provided on site. The location of the designated assembly point and refuge areas should be included. The main sign should be located at the entrance to the camping ground and additional durable signage be provided in all toilet and shower facilities.
- Ensure that vehicles are parked in such a way as to facilitate the prompt and safe egress of vehicles from the subject site (ie. vehicles not being parked or positioned directly over or within unmanaged vegetated areas and preferably located towards identified access trails).
- Occupants to be verbally warned by Camp Ground Caretaker(s) of the potential risk and be asked to be careful with potential sources of ignition (e.g. cigarette butts).
- All open fires to be banned.
- Stay informed of any local bushfires and determine the level of threat to the subject site by contacting the local Fire Control Staff (ie. Eurobodalla Rural Fire Service).
- Monitor local radio station and public service announcements regarding the fire situation.

Additional precautions where the presence of an uncontrolled fire is within 10km of the subject site (i.e. on the eastern side of Mount Dromadery (Gulaga National Park) or approaching from Bodalla State Forest to the west)

- Alert day use visitors to the presence of fire and advise them of imminent evacuation via Mystery Bay Road to the E followed by the Princes Hwy to the N or S depending on the location of the bushfire or as directed by the relevant emergency service.
- Alert campers to the presence of a fire and advise them to pack up their camp sites in preparation for imminent evacuation. Check-off camper register and advise campers to either promptly and safely egress the site via Mystery Bay Road to the E followed by the Princes Hwy to the N or S depending on the location of the bushfire , as otherwise directed by the relevant emergency service, or gather at the designated assembly point/ refuge areas and await further instructions.

Additional precautions where the presence of an uncontrolled fire is within 5km of the subject site (i.e. approaching from Eurobodalla National Park to the north or south or Corunna State Forest to the west)

- Implement evacuation procedures for day-use visitors immediately. Alert them to the presence of fire and instruct them to immediately gather at the designated assembly point/ refuge areas and await further instructions from emergency services personnel.
- Implement evacuation procedures for campers immediately. Alert them to the presence of a fire and instruct them to immediately gather at the designated assembly point/ refuge areas and await further instructions from emergency services personnel. Where camp sites have not been secured or packed up instruct campers to egress the camping area without doing so.
- Advise the relevant emergency services of the instigation of site evacuation and the numbers involved.