Griffith University
Bushfire Emergency Procedures
Including Traffic Management Plans

Procedures to be followed in the event of a bushfire approaching any Griffith University Campus.

Contents

<table>
<thead>
<tr>
<th>Procedures/Map</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nathan Bushfire Procedures</td>
<td>2</td>
</tr>
<tr>
<td>Nathan Bushfire Traffic Management Plan</td>
<td>9</td>
</tr>
<tr>
<td>Mt Gravatt Bushfire Procedures</td>
<td>16</td>
</tr>
<tr>
<td>Mt Gravatt Bushfire Traffic Management Plan</td>
<td>23</td>
</tr>
<tr>
<td>Gold Coast Bushfire Procedures</td>
<td>31</td>
</tr>
<tr>
<td>Logan Bushfire Procedures</td>
<td>34</td>
</tr>
<tr>
<td>Annex A Nathan Bushfire Location Grid Map</td>
<td>36</td>
</tr>
<tr>
<td>Annex B Mt Gravatt Bushfire Location Grid Map</td>
<td>37</td>
</tr>
<tr>
<td>Annex C Gold Coast Bushfire Location Grid Map</td>
<td>38</td>
</tr>
<tr>
<td>Other Information</td>
<td>39</td>
</tr>
<tr>
<td>V.</td>
<td>Description</td>
</tr>
<tr>
<td>------</td>
<td>-----------------------------------------</td>
</tr>
<tr>
<td>1.0</td>
<td>First Draft</td>
</tr>
<tr>
<td>1.1</td>
<td>Formatting / alignment with</td>
</tr>
<tr>
<td>1.2</td>
<td>Minor Formatting</td>
</tr>
<tr>
<td>1.3</td>
<td>Cover, table of contents, formatting</td>
</tr>
<tr>
<td>2.0</td>
<td>Update to align with warden structure</td>
</tr>
</tbody>
</table>
Griffith University Bushfire Emergency Procedures - Nathan Campus

Immediate Actions of persons being notified of or seeing a bushfire at Nathan Campus

**Remove People** from the immediate vicinity and expected path of the fire.

**Call Security** on 3735 7777 (ext 7777 if internal) and give details of the Bushfire e.g. location, size, people involved, your details.

**Call 000** if unable to contact security.

**Shelter in Place** advise people to go inside buildings and remain there if a bush fire threat is imminent. Solid brick and concrete buildings are preferred for shelter. Close windows if smoke is entering the building.

**Security is to contact the following in order during normal business hours:**
- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Call 000 and advise QFES of the fire and approximate position.
- Director Campus Life – 0409 757 427
- Advise Brisbane City Council (BCC) – 0408 457 211

**Security is to contact the following in order outside normal business hours:**
- Call 000 and advise QFES of the fire and approximate position.
- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Director Campus Life – 0409 757 427
- Accommodation Manager – 0478 408 129

**Griffith University Fire Team Response**

Griffith University may respond to attack the fire provided a Level 2 trained fire fighter is present to make an initial assessment. If neither is in attendance crews are to defend from a major road break and assist the QFES if requested. Note: Minor outbreaks can be extinguished by level one fire fighters.

**Security Staff Response**
- Remove People from the immediate vicinity and expected path of the fire.
- Remove vehicles that are in the expected path of the fire if there is sufficient time to safely do so.
- Block Access to roads and tracks that lead to the vicinity of the fire.
- **Follow the procedure for the Zone as per these procedures until handover to the CCW or QFES.**
Overview

Nathan Campus sits on the Southern Side of Toohey Forest. The hazard from the fuel levels presented by the forest is managed under the Toohey Forest Fire Management Plan (TFFMP) by Griffith University in conjunction with the BCC. This entails regular periodic burning of designated zones. The majority of Nathan campus sits on a plateau to the south of Mimosa Creek. Taking shelter within buildings will afford protection from any approaching bushfire.

The main bushfire exposures are:

- Accommodation buildings on the South Side of South Ring Road are exposed to a fire approaching up the South face of the campus.
- Child Care centres along government road could be at risk if a fire was to start on the southern (Kessels Road) side.
- Cars parked in the Eastern Car Parks are at a threat from a fire (as has happened previously) when a fire approached from the creek.
- The safety of houses along the South Western side of Toohey Forest is a responsibility of Griffith University and are protected by fire breaks. Fire fighting can be carried out from these breaks. The slope of the terrain runs up away from these houses and the risk is considered minimal.

There are no Neighbourhood Safer Places (NSP) within the vicinity of the Nathan campus that have the capacity to hold the entire campus population. In this case the area “Toohey Forest” is the hazard and moving away from the forest is safety in itself. As such giving staff and students the option of leaving early should always be considered. This needs to be undertaken as early as possible as movement closer to a bushfire front could cause traffic congestion possibly trapping people in their cars and restricting access for emergency vehicles.

There are enough buildings within the Nathan campus to afford safety to all staff and students this procedure adheres to that theory.

Default Action

If undecided on a course of action, advise all staff to “shelter in place” and “no access to parked vehicles is permitted”. Security staff should patrol car parks in the affected area and ensure no one attempts to move vehicles. This ensures that the worst case scenario is vehicle losses and not lives. Fire crews will do their best to protect cars and assets. Security staff should not endanger themselves and wear protective ppe.

Multiple Fires within 30 Minutes of Roads or Car Park Area’s

If fires are approaching the campus on more than one front and any front is less than 30 minutes from the roads or car park area, then an announcement of “Shelter in Place” and “No Access to Parked Vehicles” must be given.
Fig 1.1

The Nathan SAFE AREA includes the main teaching area. The area is relatively flat. A fire in this area is unlikely as fuel levels are kept low by landscaping staff and concrete and brick building are able to withstand fallout. If a fire was to occur, it is likely to be small and manageable by onsite fire crews or with the use of first response fire fighting equipment.

The first priority is always to move the people to safety (inside a building). Therefore the SAFE AREA is the best option in any approaching fire where there is limited time. A message to *Shelter in Place* will be sent.
Zone Map

For the purposes of Emergency planning the Toohey Forest surrounding the Nathan Campus has been divided into zones and a SAFE AREA where staff and students can shelter in place when threatened by a bushfire.

- North
- South West
- East
- West
- South East
- Immediate area

Fig 1.2

A gridded map is provided at Annex A to accurately plot the position of the fire.
Fire in the Immediate Area

The Immediate Area includes the main business area including all accommodation buildings at Nathan. A fire in this area will require a quick response with the relocation of people the first priority. The area is relatively flat but has some sloping areas to the South of the Accommodation Buildings and to the West of the Maintenance building N26. A fire can be expected to climb ridges quickly and needs to be quickly assessed for its position and likely path of travel depending on terrain and wind conditions.

Considerations

· Move people away from the fire and its expected path.
· Evacuate all Staff and Students to buildings that are furthest away from the approaching fire but still within the SAFE AREA.
· Close access to Roads and Paths as required – consider evacuating people to N11.
· Advise all Staff and Students by email of the fire and where it is situated and expected path of travel.
· After assessing the speed and direction of the fire, advise people to move vehicles parked on the ring road if required. Access to vehicles parked on the ring road will be stopped when the fire is deemed to be within 15 minutes of them or at any time it is deemed that movement will obstruct fire fighting operations. CWW or QFES will advise.
· Fire fighting operations will be aimed at protecting buildings and property within the SAFE AREA.

North Zone

A fire in the North Zone could pose a threat to the Campus with any wind from the West, North or East span. Brisbane Innovation Parks could be at some risk and should be advised immediately a fire is in that Area.

Considerations

· Evacuate buildings on Don Young Road, Eskitis 1 (N27), Eskitis 2 (N75), if fire threatens.
· Close access to West and North Ring Roads – Leave an exit route open (see fig 2.5, p16).
· Advise all Staff and Students by email of the fire and where it is situated.
· After assessing the speed and direction of the fire advise people to move vehicles parked on the ring road if required. Access to vehicles parked on the ring road will be stopped when the fire is deemed to be within 15 minutes of them or at any time it is deemed that movement will obstruct fire fighting operations. UFO or QFES will advise.
· Fire fighting operations will be aimed at stopping the fire entering the Immediate Area.

West Zone

The West Zone sits on the West Ridge of the West Ring Road it has a 15o slope and a fire can be expected to climb the ridge quickly in a no wind situation and rapidly if assisted by Westerly, Northerly or Southerly Winds.

Considerations

· Close access to West and North Ring Rd – Leave exit route open (see fig 2.5, p16).
· Close access to Griffith Rd if the fire or smoke demands.
· Advise all Staff and Students by email of the fire and where it is situated.
· After assessing the speed and direction of the fire advise people to move vehicles parked on the ring road if required. Access to vehicles parked on the ring road will be stopped when the fire is deemed to be within 15 minutes of them or at any time it is deemed that movement will obstruct fire fighting operations. CC or QFES will advise.
· Fire fighting operations will be aimed at stopping the fire entering the immediate area.
South West Zone

The South West Zone sits on the South West Ridge leading to Griffith Rd and also approaches Toohey Village it has a 15o slope and a fire can be expected to climb the ridge quickly in a no wind situation and rapidly if assisted by Westerly or Southerly Winds.

Considerations

- Evacuate Sporting Fields.
- Advise Child Care centres of situation and whether to Shelter in Place (normal and best procedure) or evacuate.
- Evacuate all other Staff and Students to inside the SAFE AREA if required.
- Close access to Griffith Rd – Leave exit route open for Recreational Road to Kessels Road (see fig 2.3, p14).
- Advise all Staff and Students by email of the fire and where it is situated.
- After assessing the speed and direction of the fire, advise people to move vehicles parked on the ring road if required. Access to vehicles parked on the ring road will be stopped when the fire is deemed to be within 15 minutes of them or at any time it is deemed that movement will obstruct fire fighting operations. UFO or QFES will advise.
- Fire fighting operations will be aimed at stopping the fire entering the SAFE AREA and will be carried out from the West or South Ring Road. Fire fighting will only be conducted from Griffith road after assessment and approval by the CCW or QFES.

South East Zone

The South East Zone sits on the South East Ridge leading to the South Ring Rd and also approaches the Ridge Car Park, Accommodation Buildings, Administration buildings, The Hub and The Multi Faith Centre. It has a 15o slope and a fire can be expected to climb the ridge quickly in a no wind situation and rapidly if assisted by Westerly or Southerly or Easterly winds.

In the lower areas the Maintenance building, Sports Centre, Fire station, and Child Care Centres are situated. These areas are relatively flat on the approach from Kessels Rd.

Considerations

- Evacuate Sporting Fields.
- Advise Child Care centres of situation and whether to Shelter in Place (normal and best procedure) or evacuate.
- Evacuate all Staff and Students to inside the SAFE AREA.
- Close access to Griffith Rd – Leave exit route open for Recreational Road to Kessels Road traffic (see fig 2.3, p14).
- Advise all Staff and Students by email of the fire and where it is situated.
- Fire fighting operations will be aimed at protecting buildings as the fire approaches:
  - If the fire is to the South to South Eastern side of the Child Care Centres all fire efforts are to protect these buildings either through direct attack on the fire or by defending the buildings with water spray.
  - If the fire is to the North side of Griffith Rd all fire fighting efforts are to be aimed at protecting the Accommodation Buildings, Multi Faith Centre and the Ridge Car Park either through direct attack on the fire or by defending the buildings with water spray.
  - Note: The multi faith centre has a manually operated sprinkler system which should be operated when the fire approaches.
East Zone

The East Zone includes the Mimosa Creek line, encloses the Eastern Car Parks and backs onto the Cemetery. The land is relatively level with ridges coming from the creek line. Fire has been known to follow the creek line in the past. The main exposures are the Eco Centre and the Eastern car parks. A fire can be expected to follow the creek line and become wind affected as it opens up to the car parks. Northerly and Easterly winds would be most dangerous.

Considerations

- Evacuate Eco Centre.
- Evacuate all Staff and Students to inside the SAFE AREA.
- Close access to South Ring Rd (East) by blocking Ridge Car Park roundabout (going North) and University Rd roundabout (going South) – Leave exit routes open (see fig 2.6, p17).
- Advise all Staff and Students by email of the fire and where it is situated.
- After assessing the speed and direction of the fire, if necessary advise people to move vehicles parked in the East Car Park. Cars can only Exit to the South. Access to vehicles parked in the East Car Parks will be stopped when the fire is deemed to be within 15 minutes of them or at any time it is deemed that movement will obstruct fire fighting operations. CCW or QFES will advise.
- Fire fighting operations will be aimed at stopping or containing the fire to the creek. If the fire has left the creek fire crews may be used to protect cars in the east car parks if conditions allow.

STAGES of Notifications to Staff and Students (IMT ACTION)

First Advice – email

- Advise staff and students of any bushfire in the Toohey Forest by email as soon as it is reported. Advise of the likely and possible threat to Nathan e.g.
  - Fire reported 400m North West of the Campus. Current winds will direct the fire towards the West Ring road and could reach it within 30 minutes. People with cars parked on the West Ring road may move them now. Access to the west ring road will be stopped in 15 minutes. Be prepared to move into the SAFE AREA if required.
  - Update every 15 to 20min or more often if required.

Shelter in Place – email notification

Advise staff and students by email that they are required to Shelter in Place e.g. e-mail:

- SHELTER IN PLACE notification: Due to the current bushfire threat all staff and students are required to remain inside buildings inside the SAFE AREA until the threat has passed. A fire is currently at the West Ring Road and fire vehicles are in attendance. People with cars parked on the West Ring road are NOT to attempt to reach them until advised. Remain inside the safe area and follow directions of wardens and staff.
  - Update every 15 to 20min or more often if required.
Traffic Management Plan for bushfire
Nathan Campus

This procedure is expected to be managed by the Incident Management Team (IMT) after a bushfire emergency has been declared.

Security Staff Action
Contact the following personnel to activate the IMT whenever a full or partial evacuation of the campus is required:

1) Any hours:
   a) Director Campus Life – 0409 757 427
   b) Campus Chief Warden (CCW)/Facilities Manager - 0478 408 129
   c) Accommodation Manager - 0478 408 129
   d) Landscape Manager – 0419 762 932
   e) Security and Traffic Manager – 0418 720 112

2) INITIAL AND DEFAULT ACTION

   a) WHERE THE IMT IS NOT ESTABLISHED IN TIME TO TAKE CONTROL OF THE EMERGENCY SECURITY STAFF MUST ADVISE ALL STAFF TO “SHELTER IN PLACE” AND “NO ACCESS TO PARKED VEHICLES IS PERMITTED”.

   b) SECURITY STAFF SHOULD PATROL CAR PARKS IN THE Affected AREA AND ENSURE NO ONE ATTEMPTS TO MOVE VEHICLES. THIS ENSURES THAT THE WORST CASE SCENARIO IS VEHICLE LOSSES AND NOT LIVES. Fire Crews will do their best to protect cars and assets. Security staff should not endanger themselves and wear protective PPE.

3) After hours
Traffic control after hours will be confined to the particular area involved with emphasis on keeping the UNSAFE AREAS FOR PARKED VEHICLES clear. See figure 2.1 High Risk Areas.

Preliminary Information
There are a total of 3083 Car Parks at Nathan University at total capacity. The average length of a car is 5m which equates to 15.5km of cars when lined up end to end. The main access Roads at Nathan Campus are the Ring Rd, Griffith Rd and University Rd which are approximately 4.3km of sealed road. Using the same equation it will take 850 cars to fill this road space (less than one third of capacity of cars that could be parked at Nathan). With traffic lights controlling traffic flow onto Kessels Rd / Troughton Rd to the South and the M3 / Klump Rd to the East it will take considerable time to evacuate all vehicles of the campus.

The main danger that can be anticipated during an evacuation is that people could be stuck in their cars in a grid lock situation unable to move when a bushfire approaches the roadside. The most dangerous areas where this could occur are on Griffith Road and to a lesser extent parts of the North and West Ring Rd along with University Rd. It is with these risks that this plan is based.

THERE SHOULD NEVER BE A REQUIREMENT TO EVACUATE THE ENTIRE CAMPUS AND VEHICLE MOVEMENT SHOULD ALWAYS BE MANAGED FOR THE MOST AFFECTED AREA FIRST.

Unsafe areas for parked vehicles

- Griffith Road (Grid Lock situation) is Unsafe if a bushfire approaches it and it must be closed at the South Ring Rd Roundabout and at Kessels Rd prior to any possible build-up of traffic.

- The Eastern Car Park is unsafe if a bushfire approaches (i.e. a fire is in the forest on the south side of University Rd) and it should be evacuated as a priority.

- Other East Side Car Parks should follow especially the cars on the outer rim. Cars more than 10m from the edge of the car park can be left in place if time restricts movement.

- Vehicles parked on the West and North Ring Rd are at risk. These cars should be moved in order with the greatest threat area first and working away.

If vehicles on the RING road are caught in a grid lock situation and the fire approaches, drivers and passengers should be advised to stay in their cars with their windows up.
Figure 2.1 High Risk Areas
Bushfire in the vicinity that could affect the campus

The following actions should be taken.

- Block entrance to the campus as per figure 2.2 and allow access to buses and emergency vehicles only.
- Signs stating “Bushfire Emergency” should be displayed at these roadblock points.
- Controllers are to give exit priority to vehicles in the most affected area first. E.g. if a fire is approaching the East Car Park (K & L) from the North, give priority to vehicles exiting that car park ahead of vehicles exiting East Car Parks (A – I) gradually moving away from the most affected area.

Advise Brisbane City Council that Access to Nathan Campus is now restricted due to a bushfire emergency but still open to buses. Traffic controllers will allow buses through road blocks.

Call the Police on 000 and advise them:

- Your Name and Position
- Your Location – Nathan Campus
- We have a Bushfire Emergency at Nathan and we are evacuating all vehicles.
- There are currently 2000 – 3000 vehicles to move.
- We request police to control traffic at the traffic lights at Kessels Rd and Mains Rd to give priority to vehicles leaving Nathan Campus.

Road block equipment and signage is stored at Landscaping (N17) – Contact Landscape Manager – 0419 762 932

4) Multiple Fires within 30 minutes of Roads or Car Park Area’s

Roads should be closed on University Road at Mains Road and Griffith Road at Kessels Road. These blocks should be controlled to ensure access for emergency vehicles and buses only.

5) After Hours

Traffic control after hours will be confined to the particular area involved with emphasis on keeping the UNSAFE AREAS FOR PARKED VEHICLES clear.
Individual road closures

The following diagrams show the placement of roadblocks to close and evacuate selected areas. These are linked to the zones affected by bushfire in the bushfire emergency plan. It is preferable to close selected areas than to evacuate the entire campus in the first instance. This alleviates the possibility of major congestion.

Vehicles being evacuated should be directed to leave the campus and not just reposition within it.

Closing Griffith Road

Advise Brisbane City Council that Access to and from Nathan Campus is closed via Griffith Road which runs off Kessels Rd. Due to a bushfire in the area.

Place road blocks as per the below diagram.
Closing Recreational Road

Place road blocks as per the below diagram.

Fig 2.4
Closing North or West Ring Road or Both

Fig 2.5

Closing South Ring Road (East End)

Fig 2.6
Closing South Ring Road (South End)

Fig 2.7

Closing University Road and Don Young Road

Fig 2.8
Griffith University Bushfire Emergency Procedures – Mt Gravatt Campus

Immediate Actions of persons being notified of or seeing a bushfire at Mt Gravatt Campus

Remove People from the immediate vicinity and expected path of the fire.

Call Security on 3735 7777 (ext. 7777 if internal) and give details of the Bushfire e.g. location, size, people involved, your details.

Call 000 if unable to contact security.

Shelter in Place advise people to go inside buildings and remain if a bush fire threat is imminent. Solid brick and concrete buildings are the preferred. Close windows if smoke is entering the building.

Security is to contact the following in order during normal business hours:

- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager - 0478 408 129
- Call 000 and advise QFES of the fire and approximate position.
- Director Campus Life – 0409 757 427
- Accommodation Manager - 0478 408 129
- Advise Brisbane City Council - 0408 457 211

Security is to contact the following in order outside normal business hours:

- Call 000 and advise QFES of the fire and approximate position.
- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager - 0478 408 129
- Director Campus Life – 0409 757 427
- Accommodation Manager - 0478 408 129

Security Staff Response

- Remove People from the immediate vicinity and expected path of the fire.
- Remove vehicles that are in the expected path of the fire if there is sufficient time to safely do so.
- Block Access to roads and tracks that lead to the vicinity of the fire.
- Follow the procedure for the Zone as per these procedures until handover to the CCW or QFES.

Griffith University Fire Team Response

Griffith University may respond and attack the fire provided a Level 2 trained fire fighter is present to make an initial assessment. If neither is in attendance crews are to defend from a major road break and assist the QFES if requested. Note! Minor outbreaks can be extinguished bylevel one fire fighters.\n
Overview

Mt Gravatt campus sits in Toohey Forest on the Eastern side of the Pacific Highway. The hazard from the fuel levels presented by the forest is managed under the Toohey Forest Fire Management Plan (TFFMP) by Griffith University staff in conjunction with the BCC. This entails regular periodic burning of designated zones and regular upkeep of access tracks and fire breaks. The administration and teaching facilities of Mt Gravatt campus sit on a 50 upward slope running south to North. Accommodation buildings are situated to the North of the administration and teaching area and sit on the other side of the slope running uphill at 60 from North to South. The fire station, tennis courts and aquatic centre are situated to the Southwest of the main campus in close proximity of the Griffith University bus station. All brick and concrete buildings in the Mt Gravatt Teaching and accommodation areas are built to withstand a bushfire. Where a fire is close to buildings or approaching quickly Shelter in Place is the key action.

Other exposures are:

- Griffith University holds some responsibility for the safety of houses along the road entering Mt Gravatt Campus. The land on which are situated on is government land. There is a fire break in place. Fire fighting can be carried out from these breaks. The slope of the terrain runs up and away from these areas the risk here is considered minimal.
- Cars parked in the Southern Car Parks are considered safe from fire due to the spacing between parking bays and foliage. Cars on the outer rim of the car park should be moved when a bushfire is approaching.

There are no Neighbourhood Safer Places (NSP) within the vicinity that have the capacity to hold the staff and student population of Mt Gravatt. In this case the area “Toohey Forest” is the hazard and moving away from the forest is safety in itself. Giving staff and students the option of leaving early should be considered. This needs to be undertaken as soon as possible as movement closer to a bushfire front could cause traffic congestion possibly trapping people in their cars and restricting access to emergency vehicles. There is only one road in and out of Mt Gravatt campus. In an emergency the road entering the bus way could be opened to allow vehicles out.

There are enough buildings within the Mt Gravatt Campus to afford safety to all staff and students this procedure adheres to that theory.

Default Action

If undecided on a course of action to take advise all staff to “shelter in place” and “no access to parked vehicles is permitted”. Security staff should patrol car parks in the affected area and ensure no one attempts to move vehicles. This ensures that the worst case scenario is vehicle losses and not lives. Fire crews will do their best to protect cars and assets. Security staff should not endanger themselves and wear protective ppe.

Multiple Fires within 30 minutes of Roads or Car Park Area’s

If fires are approaching the campus on more than one front and any front is less than 30 min from the roads or car park area, then an announcement of “Shelter in Place” and “No Access to Parked Vehicles” must be given.

Safe Areas

Immediate Area (SAFE AREA 1)

The Immediate Area incorporates the main teaching area at Mt Gravatt. The area slopes uphill to the North. Circular Drive which rings the campus affords a good fire break to the buildings and therefore Shelter in Place is the safest option should a fire approach quickly.

A fire in this area is unlikely as fuel levels are kept low by landscaping staff. If a fire was to occur it will be small and manageable by onsite fire crews or with the use of first response fire fighting equipment. The first priority is always to remove the people to safety (inside a building).

Accommodation Area (SAFE AREA 2)

The accommodation area incorporates (M03, M04 and M05). The area slopes uphill to the South. These buildings can be safely used to Shelter in Place in a bushfire. A fire in this area is unlikely as fuel levels are kept low by landscaping staff and good fire breaks are afforded on the lower side by Residential Road. If a fire was to occur it will be small and manageable with onsite fire crews or first aid fire fighting equipment. The first priority is always to remove the people to safety (inside a building).
Considerations when using a SAFE AREA to shelter in place:

- All staff and students should Shelter in Place inside the SAFE AREA if the fire is close.
- Only buildings of brick or concrete construction should be used for shelter.
- Air-conditioning may need to be shut down if smoke enters the buildings (unlikely)
- Windows should be closed.
- Washing should be removed from clothes lines.
- If the fire alarm for the building sounds the building warden should investigate and silence alarm if no fire is located. The CCW or security staff will assist if required.
- If the building is on fire the normal evacuation procedure should be followed with shelter being sought in another building. Call 000 and advise the Fire Service that you have a building fire.

Prevention

Fuel levels inside the SAFE AREAs are to be kept low. Grass should be kept to no more than 8 cm high, trees less than 8cm Diameter at Breast Height (DBH) are to be removed.
Zone Map

For the purposes of Emergency planning the Toohey Forest surrounding the Mt Gravatt Campus has been divided into six zones. There are 2 SAFE AREAs where staff and students can shelter in place when threatened by a bushfire.

- West
- South
- North East
- South West
- East
- North

Fig 3.2

A gridded map is provided at Annex B to accurately plot the position of the fire.
West Zone
The West Zone borders the Pacific Motorway and Messines Ridge Road. It backs on to houses at its Northern end. The northern end is State land and the block is jointly managed by Griffith University and BCC (East). A fire in this zone can be expected to burn hot as this is a north facing block. A fire in this zone may pose a threat to the Pacific Motorway and Messines Ridge Road depending on wind direction.

Considerations
- When the fire is within 30 minutes or when requested by Emergency Services, close access to Messines Ridge Rd at the corner of Gaynesford St, Residential Rd and at the Roundabout on Circular Dr. The Exit to upper Car Park B should also be closed (see fig 4.2, p32).
- Allow residents of houses 172 and 174 Messines Ridge Road to access their homes.
- Advise residents of houses on Messines Ridge Road of the fire and to use hoses to protect their property. Advise them that emergency services are on the way.
- Advise Duty RA for Bundara (M03) and Lowana (M05) - 0427 729 006
- Advise Brisbane City Council if the fire is likely to approach the Bus way.
- Close the Path to Nathan Campus.
- Advise all Staff and Students by email of the fire and where it is situated.
- If the fire is expected to be prolonged consider asking Translink to allow vehicles to exit using the bus way.
- Fire fighting operations will be aimed at stopping the fire entering the North and South West Zones.

South West Zone
The South West Zone sits between the Path to Nathan Campus and Sports Road, it includes the tennis courts and the south car park. The South West Zone run up hill to the upper car park at about 8o and a fire can be expected to climb the ridge in a no wind situation but the fuel is sparse in most areas and provided reasonable breaks are maintained the area is of low risk.

Considerations
- Evacuate Tennis courts.
- Move vehicles out of Upper Car Park B then A.
- Advise Brisbane City Council if the fire is likely to approach the Bus way.
- Evacuate the Sports Rd Car Park and South Car Park if required.
- Close the Path to Nathan Campus
- Close access to Messines Ridge Road at the corner of Residential Rd and the Roundabout on Circular drive (see fig 4.3, p32).
- Advise all Staff and Students by email of the fire and where it is situated.
- Fire fighting operations will be aimed at stopping the fire entering the West and North Zones.
South Zone
The South Zone includes the Main Car Park, Tennis courts and Aquatic Centre. This zone also backs on to the Griffith University Bus way Terminal.

Considerations
- Evacuate Sporting Fields.
- Move vehicles parked on the outer rim of the Main Car Park.
- Evacuate all Staff and Students to inside the SAFE AREA if required.
- Close access to Sports Rd if required – Leave exit route open (see fig 4.4, p33).
- Advise all Staff and Students by email of the fire and where it is situated.
- Advise Brisbane City Council if the fire is likely to approach the Bus way.
- Fire fighting operations will be aimed at protecting buildings and vehicles and stopping the fire entering the East Zone.

East Zone
The East Zone sits east of the immediate area. The land is relatively level with ridges coming from the creek line. The main exposure is the north end of the Main Car Park and Motorcycle parking on the East Side of Circular Drive. Any Easterly wind will push the fire towards the Immediate Area, however a good fire break exists which will be adequate protection to buildings.

Considerations
- Close access to Circular Drive if conditions require at least 15 minutes before the fire arrives or when requested by Emergency Services (see fig 4.5, p34).
- Advise people to move motorbikes and block access to these when the fire is within 15 minutes or when requested by Emergency Services.
- Advise people with cars parked at the northern end of the Main Car Park to move them block access to these when the fire is within 15 minutes or when requested by Emergency Services.
- Advise Brisbane City Council that the road has been closed or is likely to be.
- Advise all Staff and Students by email of the fire and where it is situated.
- Fire fighting operations will be aimed at protecting the Safe Area 1 and the vehicles at the northern end of the main car park.
- Also stopping the fire entering the north East Zone.

North East Zone
The North East Zone sits north east of the immediate area. The land runs up hill North to South and a fire can be expected to run quickly as it approaches the immediate area especially if assisted by a northerly wind. There are residences on the northern edge of this zone.

Considerations
- Advise houses on Messines Ridge Road of the fire and to use hoses to protect their property. Advise them that Emergency Services are on the way.
- Close access to Circular Drive if conditions require at least 15 minutes before the fire arrives or when requested by emergency services (see fig 4.6, p34).
- Advise Duty RA for Bundara (M03) and Lowana (M05) - 0427 729 006
- Advise Brisbane City Council if the fire is likely to approach the Bus way at the immediate area.
- Close walking tracks running along the West side of the zone.
- Advise all Staff and Students by email of the fire and where it is situated.
- Fire fighting operations will be aimed at stopping the fire entering the North and East Zones.
**North Zone**

The North Zone sits north of the immediate area and includes the accommodation area. The land runs up hill North to South and a fire can be expected to run quickly as it approaches the immediate area especially if assisted by a northerly wind. There are residences on the northern edge of this zone.

**Considerations**
- Advise Duty RA for Bundara (M03) and Lowana (M05) - 0427 729 006 of the position of fire and of any action required.
- Close Messines Ridge Road and Residential road as required (see fig 4.2, p32 and 4.7, p35).
- Close access to Circular Drive if conditions require at least 15 minutes before the fire arrives or when requested by emergency services (see fig 4.6, p34).
- Move cars from west Car Park
- Advise houses on Messines Ridge Road of the fire and to use hoses to protect their property. Advise them that emergency services are on the way.
- Advise Brisbane City Council if the fire is likely to approach the Bus way at the immediate area.
- Close walking tracks running along the West side of the zone.
- Advise all Staff and Students by email of the fire and where it is situated.
- Fire fighting operations will be aimed at stopping the fire entering the North and East Zones.

**Stages of Notifications to Staff and Students**

**First Advice**
- Advise staff and students of any bushfire in the Toohey Forest by email as soon as it is reported. Advise of the likely and possible threat to Mt Gravatt Campus e.g.
  - Fire reported 600m North East of Mt Gravatt Campus. Current winds will direct the fire towards Circular Dr at the East side of the Campus and could reach it within 40 minutes. People with cars or motorcycles parked on the East Side of Circular Dr may move them now. Access to the East Side of Circular Dr will be stopped in 25 minutes. Be prepared to move into the SAFE AREA if required.
  - Update every 15 to 20min or more often if required.

**Shelter in Place notification**

Advise staff and students by email that they are required to Shelter in Place e.g. e-mail:
- SHELTER IN PLACE notification: Due to the current bushfire threat all staff and students are required to remain inside the safe area and inside offices and classrooms at Mt Gravatt until the threat has passed. A fire is currently at the East Side of Circular Dr and fire vehicles are in attendance. People with cars or motorbikes parked on the East Side of Circular Dr are not to attempt to reach them until advised. Remain inside the safe area and follow directions of wardens and staff.
  - Update every 15 to 20min or more often if required.
Traffic Management Plan for bushfire
Mt Gravatt Campus

This procedure is expected to be managed by the IMT after a bushfire emergency has been declared.

Security Staff Action
Contact the following personnel to activate the IMT whenever a full or partial evacuation of the campus is required:

1) Any hours:
   a) Director Campus Life – 0409 757 427
   b) Campus Chief Warden (CCW)/Facilities Manager - 0478 408 129
   c) Accommodation Manager - 0478 408 129
   d) Landscape Manager – 0419 762 932
   e) Security and Traffic Manager – 0418 720 112

2) Initial and Default Action
   a) WHERE THE IMT IS NOT ESTABLISHED IN TIME TO TAKE CONTROL OF THE EMERGENCY SECURITY STAFF MUST ADVISE ALL STAFF TO “SHELTER IN PLACE” AND “NO ACCESS TO PARKED VEHICLES IS PERMITTED”.
   b) SECURITY STAFF SHOULD PATROL CAR PARKS IN THE AFFECTED AREA AND ENSURE NO ONE ATTEMPTS TO MOVE VEHICLES. THIS ENSURES THAT THE WORST CASE SCENARIO IS VEHICLE LOSSES AND NOT LIVES. Fire Crews will do their best to protect cars and assets. Security staff should not endanger themselves and wear protective PPE.

3) After Hours
Traffic control after hours will be confined to the particular area involved with emphasis on keeping the UNSAFE AREAS FOR PARKED VEHICLES clear. See figure 4.1 High Risk Areas.

Preliminary Information
There is only one way in and out of Mt Gravatt Campus, this is via Messines Ridge Rd. There is another possible exit point that could be arranged in an emergency by allowing cars to evacuate via the Busway at the south end of the campus. There are a total of 1359 Car Parks at Mt Gravatt Campus at total capacity. The average length of a car is 5m which equates to 6.8km of cars when lined up end to end. The main access Roads at Mt Gravatt are Messines Ridge Rd and Circular Dr which are approximately 1.6km of sealed road. It will take 320 cars to fill this road space.

A stop sign is the only restriction to traffic entering the Pacific Motorway (M3) from Messines Ridge Rd. Even with police control at the corner of Messines Ridge Rd and the on ramp to the M3 it will take considerable time to evacuate all vehicles from the campus.

The main danger that can be anticipated during an evacuation is that people could be stuck in their cars in a grid lock situation unable to move when a bushfire approaches the roadside. The most dangerous areas that this could occur are on Messines Ridge Road and to a lesser extent parts of Circular Drive. It is with these risks that this plan is based.

THERE SHOULD NEVER BE A REQUIREMENT TO EVACUATE THE ENTIRE CAMPUS AND VEHICLE MOVEMENT SHOULD ALWAYS BE MANAGED FOR THE MOST AFFECTED AREA FIRST.
UNSAFE AREAS FOR PARKED VEHICLES

- Messines Ridge Road (Grid Lock situation) is Unsafe if a bushfire approaches it and it must be closed at the corner of Messines Ridge Rd and Gaynesford St, also at Residential Rd and the Roundabout at Circular Drive prior to any possible build-up of traffic.

- The Upper Car Park B is unsafe if a bushfire approaches (i.e. a fire is in the forest on the south side of the car park) and it should be evacuated if this situation exists.

- West Car Park is unsafe if a bushfire approaches (i.e. a fire is in the forest on the North or West side of the car park) and it should be evacuated if this situation exists.

- Motorbikes parked on Circular Drive are at risk if a bushfire approaches (i.e. a fire is in the forest on the North, East or South side of the parking area) and they should be evacuated if this situation exists.

Figure 4.1 High Risk Areas
Bushfire in the vicinity that could affect the campus

The following actions should be taken.

- Block entrance to the campus as per figure 2.2 and allow access to buses (unless unsafe to do so, in which case advise Brisbane Bus Lines) and emergency vehicles only.
- Signs stating “Bushfire Emergency” should be displayed at these roadblock points.
- Controllers are to give exit priority to vehicles in the most affected area first gradually moving away from the most affected area.

Advise Brisbane City Council - 07 3354 3633 that Access to Mt Gravatt Campus is now restricted due to a bushfire emergency but still open to buses. Traffic controllers will allow buses through road blocks.

Call the Police on 000 and advise them:

- Your Name and Position
- Your Location – Mt Gravatt Campus
- We have a Bushfire Emergency at Mt Gravatt and we are evacuating all vehicles.
- There are currently 1000 – 2000 vehicles to move.
- We request police to control traffic at the Stop sign at the corner of Messines Ridge Rd and the On Ramp to the M3 to give priority to vehicles leaving Mt Gravatt Campus.

For road block equipment and signage – contact Landscape Manager – 0419 762 932.

6) Multiple Fires within 30 minutes of Roads or Car Park Area’s

Messines Ridge Road should be closed at the corner of Gaynesford St. Only allow vehicles out. All vehicle movement should be stopped. This can be adjusted for particular areas (use figures 4.1 to 4.7 pages 32 to 35). Road blocks should be controlled to ensure access for emergency vehicles and buses if safe to operate.

7) After Hours

Traffic control after hours will be confined to the particular area involved with emphasis on keeping the UNSAFE AREAS FOR PARKED VEHICLES clear.

Individual road closures

The following diagrams show the placement of roadblocks to close and evacuate selected areas. These are linked to the zones affected by bushfire in the bushfire emergency plan. It is preferable to close selected areas than to evacuate the entire campus in the first instance. This alleviates the possibility of major congestion.

Vehicles being evacuated should be directed to leave the campus and not just reposition within it.
Closing Messines Ridge Road

Advise Brisbane City Council - 07 3354 3633 that Access to and from Nathan Campus is closed via Messines Ridge Road due to a bushfire in the area.

Place road blocks as per the below diagram.

![Diagram of Nathan Campus with marked roadblocks and instructions](image-url)

Fig 4.2
Closing Messines Ridge Road (Partial)
Place road blocks and Traffic Controllers as per the below diagram.

Fig 4.3

Closing Sports Road
Place road blocks and Traffic Controllers as per the below diagram.

Fig 4.4
Closing Access to Circular Drive East
Place road blocks and Traffic Controllers as per the below diagram.

Fig 4.5

Closing Access to Circular Drive North and North East
Place road blocks and Traffic Controllers as per the below diagram.

Fig 4.6
Closing Residential Road

Place road blocks and Traffic Controllers as per the below diagram.

Fig 4.7
Using the Busway Exit

Place road blocks and Traffic Controllers as per the below diagram.

Queensland Police “000” will need to be advised to obtain authority to use the Busway.

Fig 4.8
Griffith University Bushfire Emergency Procedures – Gold Coast Campus

Immediate Actions of persons being notified of or seeing a bushfire at Gold Coast Campus

Remove People from the immediate vicinity and expected path of the fire.

Call Security on 5552 7777 (ext 7777 if internal) and give details of the Bushfire e.g. location, size, people involved, your details.

Call 000 if unable to contact security.

Shelter in Place advise people to go inside buildings and remain if a bush fire threat is imminent. Solid brick and concrete buildings are the preferred. Close windows if smoke is entering the building.

Security is to contact the following in order during normal business hours:

- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Deputy Chief Warden (CCW)/Maintenance Supervisor – 0417 197 794
- Director Campus Life – 0409 757 427
- Griffith University Village/Residential Assistants – 0402 548 975

Security is to contact the following in order outside normal business hours:

- Call 000 and advise QFES of the fire and approximate position.
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Deputy Chief Warden (CCW)/Maintenance Supervisor – 0417 197 794
- Director Campus Life – 0409 757 427
- Griffith University Village/Residential Assistants – 0402 548 975

Griffith University Fire Team Response
Griffith University may respond and attack the fire provided a Level 2 trained fire fighter is present to make an initial assessment. If neither is in attendance crews are to defend from a major road break and assist the QFES if requested. Note: Minor outbreaks can be extinguished by level one fire fighters.

Security Staff Response

- Remove People from the immediate vicinity and expected path of the fire.
- Remove vehicles that are in the expected path of the fire if there is sufficient time to safely do so.
- Block Access to roads and tracks that lead to the vicinity of the fire.
Overview
The Gold Coast campus has a 40 Ha woodland area (mainly eucalypt) at the corner of Smith Street and Olsen Avenue. The hazard from the fuel levels presented by the forest is managed under the Smith Street Fire Management Plan by Griffith University staff. This entails regular periodic burning of designated zones and regular upkeep of access tracks and fire breaks.

Fire breaks around the woodland area are wide and well maintained. There is some exposure to industrial areas at the southern end, however this is bordered by a creek line.

The threat of bushfire to the Gold Coast Campus in minimal. Pockets of scrub on the campus could have an outbreak of fire, however there is adequate access to defend buildings and the pockets are relatively small. Fallout from a fire in the Woodland area could cause some ground ignitions and if the wind directs smoke and embers over the campus, windows should be closed and buildings constantly assessed for possible ignition.

Any bushfire at the campus area or woodland will be handled by the QFES.

Exposures are:

- A church and child care centre situated in the middle of the woodland area. This area has adequate fire breaks around it. The occupants should be notified if there is any outbreak of fire in the woodland and advised to follow their emergency procedures.
- Industrial buildings at the Southern end of the woodland area should be advised of any outbreak of fire within the woodland.
- Houses on the expected path of the fire should be advised to close their windows and either evacuate or be prepared to protect their property.

Safe Areas
Inside any building on the campus.

Prevention
All fire breaks and access tracks to be well maintained. The Smith Street Fire Management Plan is the main document for preventative measures.
Map showing zones

Fig 5.1

A gridded map is provided at Annex C to accurately plot the position of the fire.
Griffith University Bushfire Emergency Procedures – Logan Campus

Immediate Actions of persons being notified of or seeing a bushfire at Logan Campus

Remove People from the immediate vicinity and expected path of the fire.

Call Security on 338 21717 (ext 7777 if internal) and give details of the Bushfire e.g. location, size, people involved, your details.

Call 000 if unable to contact security.

Shelter in Place advise people to go inside buildings and remain if a bush fire threat is imminent. Solid brick and concrete buildings are the preferred. Close windows if smoke is entering the building.

Security is to contact the following in order during normal business hours:

- Call 000 and advise QFES of the fire and approximate position.
- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Maintenance Supervisor – 0419 712 059
- Director Campus Life – 0409 757 427

Security is to contact the following in order outside normal business hours:

- Call 000 and advise QFES of the fire and approximate position.
- Landscape Manager – 0419 762 932
- Campus Chief Warden (CCW)/Facilities Manager – 0478 408 129
- Maintenance Supervisor – 0419 712 059
- Director Campus Life – 0409 757 427

Logan Campus has no bush fire fighting capability and all fire fighting will be carried out by Queensland Fire and Emergency Services (QFES).

Security Staff Response

- Remove People from the immediate vicinity and expected path of the fire.
- Remove vehicles that are in the expected path of the fire if there is sufficient time to safely do so.
- Block Access to roads and tracks that lead to the vicinity of the fire.

Overview

There is no serious threat of bushfire to the Logan campus. A grass fire may run towards the campus but adequate well maintained fire breaks are in place so that no threat to buildings should be expected. Windows should be closed if a fire approaches and grounds and buildings should be monitored if flaming debris is apparent (this is unlikely as the marron grass will generally burn too quickly to maintain embers in the wind for any considerable distance). The main admin area and all car parks are adequately protected by large wide fire breaks. Fire breaks around Logan Campus are kept wide and fuel levels (Grass) low.

Safe areas

Inside any building on the campus.

Prevention:

All fire breaks and access tracks to remain well maintained.
Aerial View Logan Campus

Fig 6.1
Annex A

Nathan Bushfire Location Grid Map (Facing North)

1 Square = 200m Approximately.

The bushfire is located at Grid Reference __________________________ in Zone __________________________

Wind is coming from __________________________ at approx __________________________ kph

Rate of spread is __________m every 5 / 10 / 20/ 30/ 60 min circle time scale being used.

Fire will reach __________________________ (nearest exposure) in approximately __________________________ min
Annex B

Mt Gravatt Bushfire Location Grid Map (Facing North)

1 Square = 200m Approximately.

The bushfire is located at Grid Reference _____________________________ in Zone _____________________________

Wind is coming from ______________________________ at approx ______________________________ kph

Rate of spread is ___________, m every 5 / 10 / 20/ 30/ 60 min circle time scale being used.

Fire will reach __________________________________ (nearest exposure) in approximately _______________ min
Annex C

Gold Coast Bushfire Location Grid Map (Facing North)

1 Square = 200m Approximately.

The bushfire is located at Grid Reference ___________________________ in Zone _______________________

Wind is coming from ___________________________ at approx ___________________________ kph

Rate of spread is _________ m every 5 / 10 / 20 / 30 / 60 min circle time scale being used.

Fire will reach ___________________________ (nearest exposure) in approximately _________________ min
Other Information

Fire Danger Ratings

- **Catastrophic**
  A fire with a rating of ‘catastrophic’ may be uncontrollable, unpredictable and fast moving. The flames will be higher than roof tops. Many people may be injured and many homes and businesses may be destroyed.
  During a ‘catastrophic’ fire, well-prepared and constructed homes will not be safe. Leaving is the only option for your survival.

- **Extreme**
  A fire with an ‘extreme’ rating may be uncontrollable, unpredictable and fast moving. The flames will be higher than roof tops. During an ‘extreme’ fire, people may be injured and homes and businesses may be destroyed.
  During an ‘extreme’ fire, well-prepared and well constructed homes may not be safe. Leaving is the only option for your survival.

- **Severe**
  A fire with a ‘severe’ rating may be uncontrollable and move quickly, with flames that may be higher than roof tops. A ‘severe’ fire may cause injuries and some homes or businesses will be destroyed.
  During a fire with a ‘severe’ rating, leaving is the safest option for your survival. Use your home as a place of safety only if it is well prepared and well constructed.

- **Very high**
  A fire with a ‘very high’ danger rating is a fire that can be difficult to control with flames that may burn into the tree tops. During a fire of this type some homes and businesses may be damaged or destroyed.
  During a fire with a ‘very high’ danger rating, you should use your home as a place of safety only if it is well prepared and well constructed.

- **High**
  A fire with a ‘high’ danger rating is a fire that can be controlled where loss of life is unlikely and damage to property will be limited.
  During a fire with a ‘high’ danger rating, you should know where to get more information and monitor the situation for any changes.

- **Low–moderate**
  A fire with a ‘low to moderate’ rating can be easily controlled and pose little or no risk to life or property.
  During a fire with a ‘low to moderate’ rating, you should know where to get more information and monitor the situation for any changes.