

Stanley Brook Motorsport and Adventure Park Fire Management Plan

DRAFT

Document Version 2



Contents

About this document	3
Definitions	5
1. Introduction	6
2. Management Plan Objectives	6
3. Primary Fire Risks	6
4. Reduction	7
Objective	7
5. Readiness	10
Objective	10
6. Response	12
Objective	12
7. Recovery.....	14
Objective	14
Appendix 1: Equipment Inventory	
Appendix 2: List of principal contacts	
Appendix 3: Fire Risk Matrix and Actions to Complete	

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About this document

Document coordinator:

Motorsport Park Fire and Emergency Officer

Document Owner:

Motorsport Park Trust

Related documents:

This document forms part of the Motorsport Park Operational Plan

Related legislation:

This plan is in addition and supplementary to the Forests and Rural Fires Act 1977. Where any inconsistencies occur between the Management Plan and the Forest and Rural Fires Act, the Act shall prevail.

Document distribution:

- Waimea Rural Fire Authority
- Principal Rural Fire Officer
- Tasman District Council
- Nelson Forests Ltd
- Stanley Brook Forestry Ltd
- S & J Bryant
- L F Reitsma and D J McQueen
- J & K Rowe
- R Reynolds
- R G Greep
- All leasees / operators of activities within the Park

Approved for use by:

.....
.....

Principal Rural Fire Officer

Tasman District Council

Date approved:...../...../.....

Amendments

Amendment Date	Amendment Details	Management Plan Version	Amendment Approved by

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Definitions:

Motorsport Park, “Park” means the *[add legal name once known]*.

Park General Manager means the manager of the Park with delegated authority for the overall running of the Park.

Park Fire and Emergency Officer means a person appointed by the Motorsport Trust with the responsibility and delegated authority to implement, maintain and monitor emergency procedures.

Waimea Rural Fire Authority (WRFA) means the Gazetted Rural Fire District.

Principal Rural Fire Officer (for Waimea Rural Fire Authority) means a person appointed under section 13 of the Forest and Rural Fires Act 1977.

Fire season means the period from 1st October to 30th September.

Build Up Index means the fire measurement for difficulty of fire suppression activities

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1. Introduction

This document has been prepared by for the Motorsport Park Trust, in collaboration with the Waimea Fire Authority, Nelson Forests Ltd, Stanley Brook Forests Ltd, and Tasman District Council.

Although the plan is owned and administered by the Motorsport Park Trust, it has been approved by the Tasman District Council on the recommendation of the Principal Rural Fire Officer. Any amendments are subject to approval by the Waimea Rural Fire Authority's delegate.

The purpose of this document is to set out procedures, actions and processes for managing fire risk, including:

- *Reducing* the fire risk
- *Readiness* for a fire
- *Response* to a fire
- *Recovery* following a fire

The focus of this document is on reduction and readiness.

This document is part of the Operational Plan for the Park, and is expected to be used as a plan of actions.

2. Management Plan Objectives

The objectives of this management plan are as follows:

- a. To prevent, detect, control, restrict, suppress and extinguish fires arising from or associated with activities undertaken at the motorsport park and its access way.
- b. To safeguard life and property from damage and risk by or in relation to fire.
- c. To observe the rural fire authority fire hazard risk assessment and to maintain and update fire risk on all motorsport park public relations media.
- d. To give warnings and other information to Park Management, Lessees and users relating to fire hazard condition

3. Primary Fire Risks

Primary fire risks associated with the Park area as follows (refer Appendix 3):

- a. Activities undertaken on site, particularly those involving vehicles.
- b. Access and entrances to the site, including authorised access points as well as the risk of access via unauthorised access points.

- c. Surrounding area, in particular illegal camping in forest areas associated with events and activities held at the Park.

4. Reduction

Objective

Reduce the likelihood and consequences of fire resulting from activities associated with the motorsport park.

The following mitigation is to be undertaken by the Motorsport Park Trust.

Table 1: Fire Risk Reduction Action Plan

Mitigation Number	Mitigation action	When by
Reduction 1	Display a prominent fire risk notice on the motorsport park website and update as necessary	At least 3 days Prior to the Park opening to the public or for any event
Reduction 2	Erect and maintain “Bernie” fire risk signs at the entrance to Olivers Road, on the Park’s website, and at strategic locations within the site	By the 1 st October each year.
Reduction 3	Establish and maintain a register of on-site fire hazards	Reviewed monthly October –April each year
Reduction 4	During the fire season, undertake inspections of the access road and site to confirm or identify new fire hazards complete with mitigation measures.	During the fire season
Reduction 5	Perimeter Fire breaks. Maintain a fire break clear of trees, long grass and scrub of at least 30 metres wide around the perimeter of the site	Annual maintenance programme for trees and scrub with grass mown monthly Oct – April.
Reduction 6	Olivers Rd Access fire breaks. Maintain a fire break clear of trees, long grass and scrub as recommended by the Waimea Rural Fire Authority’s delegate.	Annual maintenance programme for trees and scrub with grass mown monthly Oct – April
Reduction 7	Monitor the fire risk and manage events and public access as per table 2	All year
Reduction 8	Include minimum requirements in lease agreements for operators within the park including: <ul style="list-style-type: none"> - Minimum level of fire fighting equipment - Rural fire training - Cancellation of events and public access during extreme fire risk periods 	Prior to any lease being granted
Reduction 9	Comply with consent conditions	As required

Table 2: Fire Risk Access Restrictions

	Low BUI <25	Moderate BUI 26 -59	High BUI 60 79	Very High BUI 80-99	Extreme BUI 100+
Restrictions	Unrestricted	Unrestricted	Restricted	Restricted	Prohibited
Management		Operational staff and motorsport operators shall carry fire equipment. Park management and operators made aware of increased fire danger. No outside/open fires on the site.	Park management and all park operators advised of fire danger. Documented spot checks on motorsport operators fire equipment. Trained Waimea Rural Fire Officer to be on-site while the site is open to the public. No outside/open fires on the site.	Park management and all park operators advised of fire danger. No smoking ban on access road and the site. Documented spot checks on motorsport operators fire equipment and smoking ban. Waimea Rural Fire Officer to be on-site while the site is open to the public. Event operators to hire a trained Waimea Rural fire crew for any organised events. On-site rural appliance with driver to be on site. No outside/open fires on the site. Public access to any forest areas on or adjacent to the site is prohibited.	Motorsport park access restricted to organised public transport only and authorised personnel. Public access to any forest areas on or adjacent to the site is prohibited. On site appliance and helicopter with fire fighting capability on-standby (on the site) for any organised events. No outside/open fires on the site.

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5. Readiness

Objective

Ensure actions are in place to retain a state of readiness to respond to any fires.

Table 3: Fire Readiness Action Plan

Mitigation Number	Mitigation action	When by
Readiness 1	<p>Appoint a Park Fire and Emergency Officer.</p> <p>Responsibilities include:</p> <ul style="list-style-type: none"> - overseeing fire safety within the park - implement the fire management plan - maintain the fire management - monitor and enforce any lease limitations 	Prior to any public access or events within the Park.
Readiness 2	<p>Training – ensure an appropriate level of rural fire training and Coordinated Incident Management training for leases / operators operating activities within the park to a level acceptable to the Waimea Rural Fire Authority.</p>	Annually before 1 st November.
Readiness 3	<p>Incident Control Point – establish and maintain an Incident Control Point or Fire Base Headquarters within the site from which to conduct Coordinated Incident Management during a fire</p>	Prior to any public access or events within the Park.
Readiness 4	<p>Personal Protective Equipment – require each leasee / operator to maintain a minimum of five sets of PPE at the Incident Control Point at all times comprising leather boots; fire resistant overalls; helmets; eye protection, gloves.</p>	Prior to any public access or events within the Park.
Readiness 5	<p>Maintain the following at the on-site Incident Control Point at all times.</p> <ul style="list-style-type: none"> - 4WD fire engine with on-board water tank, pump and associated equipment that meets 	<p>Equipment and trailer prior to any public access to the Park.</p> <p>Fire engine prior to the first organised motorsport event.</p>

Mitigation Number	Mitigation action	When by
	<p>National Rural Fire Authority and Land Transport Safety Authority standards.</p> <ul style="list-style-type: none"> - Fire fighting equipment required for a minimum of 5 personnel on a mobile equipment trailer. 	
Readiness 6	Promote and support Tapawera Volunteer Fire Brigade as 1 st response unit to emergencies at the Park	In conjunction with the Waimea Rural Fire Authority
Readiness 7	At least two water supply points shall be maintained on the site holding a minimum of 200,000 litres each. All water supply points shall be listed with locations identified.	Prior to any public access to the site or any events on the site
Readiness 8	The Olivers Road access road shall be maintained in good condition at all times, with fire breaks maintained in accordance with section 27 of Forest and Rural Fires Act 1977.	At all times
Readiness 9	Communications. One set of 5 hand held radios shall be held and maintained on the site at all times with spare batteries. Each lease/operator shall be required to have at least one radio monitoring the Waimea Rural Fire Authority fire channel. All trained fire staff and park leases / operators to be trained in the use of the radios.	Prior to any organised events on the site
Readiness 10	The Motorsport Park Trust shall ensure that adequate public liability cover is held at all times as specified by Waimea Rural Fire Authority	Prior to opening of the Park to the public or for any events

6. Response

Objective

Ensure adequate provision is made to respond effectively to a fire associated with the motorsport park activity on-site or off-site.

The following fire response protocol shall be distributed to all leases and operate of the Park:

Stanley Brook Motorsport Park Fire Response Protocol

If you see a fire in or threatening the park, any part of the park access
or any part of the surrounding forest you must
Dial 111 Immediately

On-site equipment: Waimea Rural Fire Authority to provide required list of equipment to be on the site for immediate use.

Park Location: Rabbit Gully Stanley Book Valley

Rural (RAPID) number: To be advised Olivers Road

Access: Legal primary access off Olivers Road, Motueka Valley Highway.

Secondary emergency access is available off Stanley Brook Road, at the northern end of the Stanley Brook valley. Access is through the Rowe's stock yards. Note: there is no legal right of way to the park over this access. This is for emergency use only.

Forest tracks. Suitable for 4WD small appliances only, may have locked gates and access may not be maintained.

Owners: Adcock and Donaldson Properties Ltd

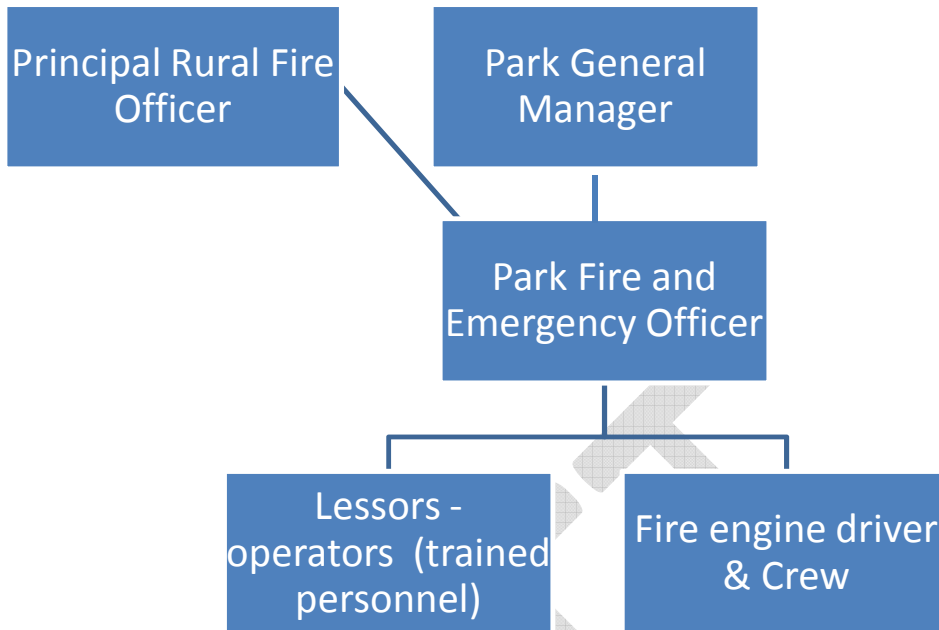
Park Operator: operator and contact numbers to be advised

Park Fire and Emergency Officer: name and contact numbers to be advised

Access Road users: to be completed with phone numbers

Neighbours: to be completed with phone numbers

Chain of Command



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7. Recovery

Objective

Ensure adequate procedures for recovery after a fire.

Table 4: Recover Action Plan

Action number	Action
Recovery 1	The Park Fire and Emergency Officer or his deputy shall attend and participate in all debriefings as necessary
Recovery 2	The Motorsport Park Trust shall cooperate fully with the Waimea Rural Fire Authority in respect of any investigations
Recovery 3	The Motorsport Park Trust shall follow any recommendations arising from any investigation

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Appendix 1: Inventory of Equipment located on-site

Appendix 2: List of principal contacts

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Appendix 3: Fire Risk Matrix and Actions to Complete

Mitigation Number	Risk Location	Mitigation action	When by	Completed
Reduction 1	Access, surrounds, on-site	Display a prominent fire risk notice on the motorsport park website and update as necessary	Prior to the Park opening to the public or for any event	
Reduction 2	Access, surrounds, on-site	Erect and maintain “Bernie” fire risk signs at the entrance to Olivers Road, on the Park’s website, and at strategic locations within the site	At the start of every fire season	
Reduction 3	Access, surrounds, on-site	Establish and maintain a register of on-site fire hazards	Prior to the Park opening to the public or for any event	
Reduction 4	Access, surrounds, on-site	During the fire season, undertake inspections of the access road and site to confirm or identify new fire hazards	During the fire season	
Reduction 5	surrounds, on-site	Perimeter Fire breaks. Maintain a fire break clear of trees, long grass and scrub of at least 30 metres around the perimeter of the site	Prior to the Park opening to the public or for any event	
Reduction 6	Access	Olivers Rd Access fire breaks. Maintain a fire break clear of trees, long grass and scrub as recommended by the Principal Rural Fire Officer.	Prior to the Park opening to the public or for any event	
Reduction 7	Access, surrounds, on-site	Monitor the fire risk and manage events and public access as per table 2	All year	
Reduction 8	Access, on-site	Include minimum requirements in lease agreements for operators within the park including: <ul style="list-style-type: none"> - Minimum level of rural fire fighting equipment - Maintain a minimum of 5 Rural fire crew for the site trained to NRFA TS2 standards. - Cancellation of events and public access during extreme fire risk periods 	Prior to any lease being granted	
Reduction 9	Access,	Comply with conditions of consent	As required	

Fire Management Plan Version 2

Mitigation Number	Risk Location	Mitigation action	When by	Completed
	surrounds, on-site			
Readiness 1	Access, surrounds, on-site	<p>Appoint a Park Fire and Emergency Officer. Responsibilities include:</p> <ul style="list-style-type: none"> - overseeing fire safety within the park - implement the fire management plan - maintain the fire management - monitor and enforce any lease limitations 	Prior to any public access or events within the Park.	
Readiness 2	Access, on-site	Training – ensure an appropriate level of rural fire training and Coordinated Incident Management training for leases / operators operating activities within the park to an acceptable level	Prior to any public access or events within the Park.	
Readiness 3	Access, surrounds, on-site	Incident Control Point – establish and maintain an Incident Control Point or Fire Base Headquarters within the site from which to conduct Coordinated Incident Management during a fire	Prior to any public access or events within the Park.	
Readiness 4	Access, surrounds, on-site	Personal Protective Equipment – require each leasee / operator to maintain a minimum of 5 sets of PPE at the Incident Control Point at all comprising leather boots; fire resistant overalls; helmets; eye protection, gloves.	Prior to any public access or events within the Park.	
Readiness 5	Access, surrounds, on-site	<p>Maintain the following at the on-site Incident Control Point at all times.</p> <ul style="list-style-type: none"> - 4WD Rural Fire Engine that meets National Rural Fire Authority and Land Transport Safety Authority requirements with on-board water tank, pump and associated equipment including a vehicle mounted radio. - Fire fighting equipment as required for a minimum of 5 personnel on a mobile equipment trailer. (only require one) <p>This equipment is to be available for local fires not related to arising from the motorsport park with the provision for recovery of reasonable costs.</p>	<p>Equipment and trailer prior to any public access to the Park.</p> <p>4WD Rural Fire engine dedicated to the park prior to the first organised motorsport event.</p>	
Readiness 6	Access, surrounds, on-site		In conjunction with the Waimea Rural Fire Authority	
Readiness 7	Access, surrounds, on-site	At least two water supply points shall be maintained on the site. All water supply points shall be listed with locations identified.	Prior to any public access to the site or any events on the site	

Fire Management Plan Version 2

Mitigation Number	Risk Location	Mitigation action	When by	Completed
Readiness 8	Access	The Olivers Road access road shall be maintained in good condition at all times, with fire breaks maintained in accordance with section 27 of Forest and Rural Fires Act 1977.	At all times	
Readiness 9	Access, surrounds, on-site	Communications. One set of 5 hand held radios shall be held and maintained on the site at all times with spare batteries. Each lease/operator shall be required to have at least one radio monitoring Waimea Rural Fire Authorities fire channel at all times. All trained fire staff and park leases / operators to be trained in the use of the radios.	Prior to any organised events on the site	
Readiness 10	Access, surrounds, on-site	The Motorsport Park Trust shall ensure that adequate public liability cover is held at all times as recommended by Waimea Rural Fire Authority.	Prior to opening of the Park to the public or for any events	
Response 1	Access, surrounds, on-site	Distribute response protocol to all leases / operators	Prior to opening of the Park to the public or for any events	
Recovery 1	Na	The Park Fire Officer or his deputy shall attend and participate in all debriefings as necessary	Na	
Recovery 2	Na	The Motorsport Park Trust shall cooperate fully with the Waimea Rural Fire Authority in respect of any investigations	Na	
Recovery 3	Na	The Motorsport Park Trust shall follow any recommendations arising from any investigation	Na	