Bushfire Readiness Plan - Events

This plan must be completed by organisers of all events taking place within the declared Fire Danger Period.

Alpine Shire is located in District 24 of the North East / Hume region of Victoria.

The document is designed to assist with planning, preparing and responding to Fire Danger Ratings, warnings, and Total Fire Bans during the Fire Danger Period.

Details from this plan will be passed on to the CFA and any other emergency management services as needed. Information may also be shared with relevant land managers.

SECTION 1 – About your event

Event Information

Event Name	Tour of Bright		
Organiser (e.g. Rotary)	Alpine Cycling Club		
Event Location/s	Bright and surrounds		
Event Start Date	5/12/26	Event Start Time	7:00am
Event Finish Date	6/12/26	Event Finish Time	12:15pm
Additional dates			
Expected Attendance (Participants, Spectators, Staff, Volunteers, Vendors)	500 participants, 100 volunteers / support		

Primary Event Contact

Name	Nathan Kent	Position / Title	Event Coordinator
Mobile Number	0403746271	Email Address	tob@alpinecyclingclub.com.au

Event Safety Officer / Chief Warden Contact

Name	Christian Stewart	Position / Title	Race director
Mobile Number	0402275256	Email Address	adb@alpinecyclingclub.com.au

Attendee Origins

Provide an estimated percentage breakdown of where event attendees are travelling from:

Location	Percentage	Location	Percentage
Alpine Shire	10	North East Victoria	20
Intrastate	90	Interstate	10
Metropolitan Areas	50	Other	

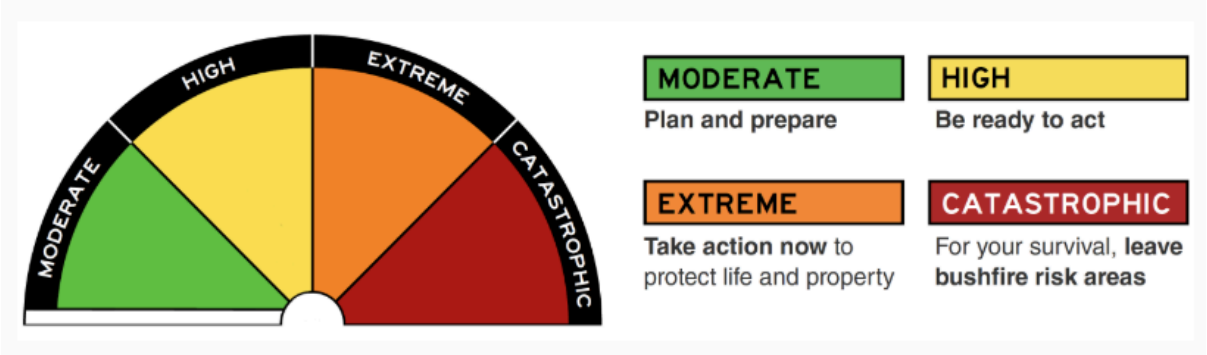
My event includes the following stakeholders and land managers:

Y/N	Stakeholder / Land Manager	Details (contact name, contact details)
Y	Alpine Shire Council	Mel Atkins 0456600166
Y	Parks Victoria	Julian Athertone 0427931212
N	HVP Plantations	
N	Mystic Elevation	

Y/N	Stakeholder / Land Manager	Details (contact name, contact details)
N	DEECA / Forest Fire Management	
N	Committees of Management	
N	Private Landowners	
Y	VicRoads / Dept of Transport & Planning (DTP)	Imesh (03) 70406017
Y	Traffic Management	M1 Tyler Bonnet (03) 93104066
	Other	

Notes:

SECTION 2 – Fire Danger Ratings and Total Fire Bans

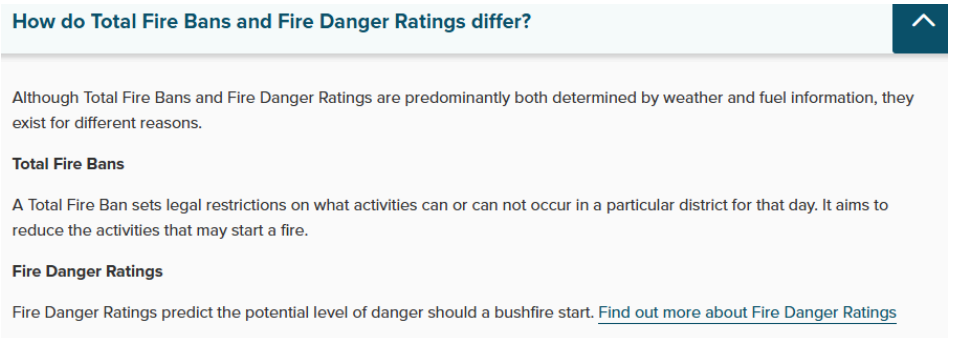


The Fire Danger Period is when the CFA (Country Fire Authority) restricts use do the fire in the community. This is to help prevent fires from starting. Once the Fire Danger Period has been declared, fire restrictions come into force. This means you cannot light a fire in the open air unless you have a permit or comply with certain requirements.

During the Fire Danger Period, the CFA will assess different factors in the local area and issue a fire danger rating. Ratings are forecast using Bureau of Meteorology (BOM) data for up to four days in advance, based on weather conditions and other environmental conditions such as vegetation. A Total Fire Ban may also be issued depending on conditions. These may be issued the day before.

Refer to the information and links below for further details.





How do Total Fire Bans and Fire Danger Ratings differ?

Although Total Fire Bans and Fire Danger Ratings are predominantly both determined by weather and fuel information, they exist for different reasons.

Total Fire Bans

A Total Fire Ban sets legal restrictions on what activities can or can not occur in a particular district for that day. It aims to reduce the activities that may start a fire.

Fire Danger Ratings

Fire Danger Ratings predict the potential level of danger should a bushfire start. Find out more about Fire Danger Ratings

About Fire Danger Ratings (CFA)
https://www.cfa.vic.gov.au/warnings-restrictions/fire-bans-ratings-and-restrictions/about-fire-danger-ratings

About Total Fire Bans (CFA)
https://www.cfa.vic.gov.au/warnings-restrictions/fire-bans-ratings-and-restrictions/about-total-fire-bans

Can I or Can't I (CFA)
https://www.cfa.vic.gov.au/warnings-restrictions/fire-bans-ratings-and-restrictions/can-i-or-cant-i

Fire Permits (CFA) https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-permits

Please ensure you are aware of and adhere to any policies and procedures in relation to bushfire safety as detailed by the relevant land manager/s for your event. These may be in addition to the restrictions detailed by the CFA.

Below is a short summary for the land managers most commonly used for events in the Alpine Shire. This information should be used as a guide only, and the details should be verified from the land manager directly. Other land managers, such as private land or business owners, should be consulted prior to the event for these details.

Alpine Shire Council

The following restrictions are based on the Alpine Shire Council's Fire Readiness Matrix 2025-2028:

Catastrophic rating: All public events must be cancelled or postponed. All event permits issued for the relevant dates will be revoked. Many Council services including customer service centres, swimming pools and Visitor Information Centres will be closed or have reduced services available.

Extreme rating: Depending on the nature of the activities and location, public events must be cancelled, postponed or modified to suit requirements.

High or Moderate rating: Public events can proceed as planned provided safety requirements are met.

Total Fire Ban: Depending on the nature of the activities and location, public events may be cancelled, postponed or modified to suit requirements.

Be aware that increased fire danger ratings and/or total fire bans will generally coincide with higher temperatures. You should have a plan in place to mitigate the risk of heat exposure to your staff, volunteers and attendees. In the event of a heatwave, additional measures may be required.

If a Catastrophic or Extreme rating is forecast, or a Total Fire Ban issued, the Alpine Shire Council's Events Team will be in contact with you to discuss available options. Always assess your event's individual risk factors. If conditions are dangerous, please do not wait to be contacted before enacting risk mitigation measures. The safety of your event staff, volunteers, and attendees are the priority.

National Parks and State Forests

Catastrophic rating: All Parks Victoria (national parks) and DEECA (state forest) managed land within the declared area will be closed to the public. Any events permitted to take place must be cancelled. If an event is already underway, all participants, event staff and volunteers must leave the area immediately.

Extreme rating: Some parks may be closed to the public. Events will be cancelled to ensure as few people as possible are in the area. Official advice is to reconsider visiting and leave the area early if you can.

High or Moderate rating: Some events can proceed as planned provided safety requirements are met.

Total Fire Ban: Some parks may be closed to the public. Events will be cancelled to ensure as few people as possible are in the area. Official advice is to reconsider visiting and leave the area early if you can.

In addition, any events permitted by Parks Victoria are subject to the following condition: *The Permittee must on a day of very high, severe, extreme or code red (catastrophic) fire danger rating applicable to the Park or otherwise as directed by the Responsible Authority immediately leave the Permit Area and Park without delay.*

HVP Plantations (including Mystic Bike Park)

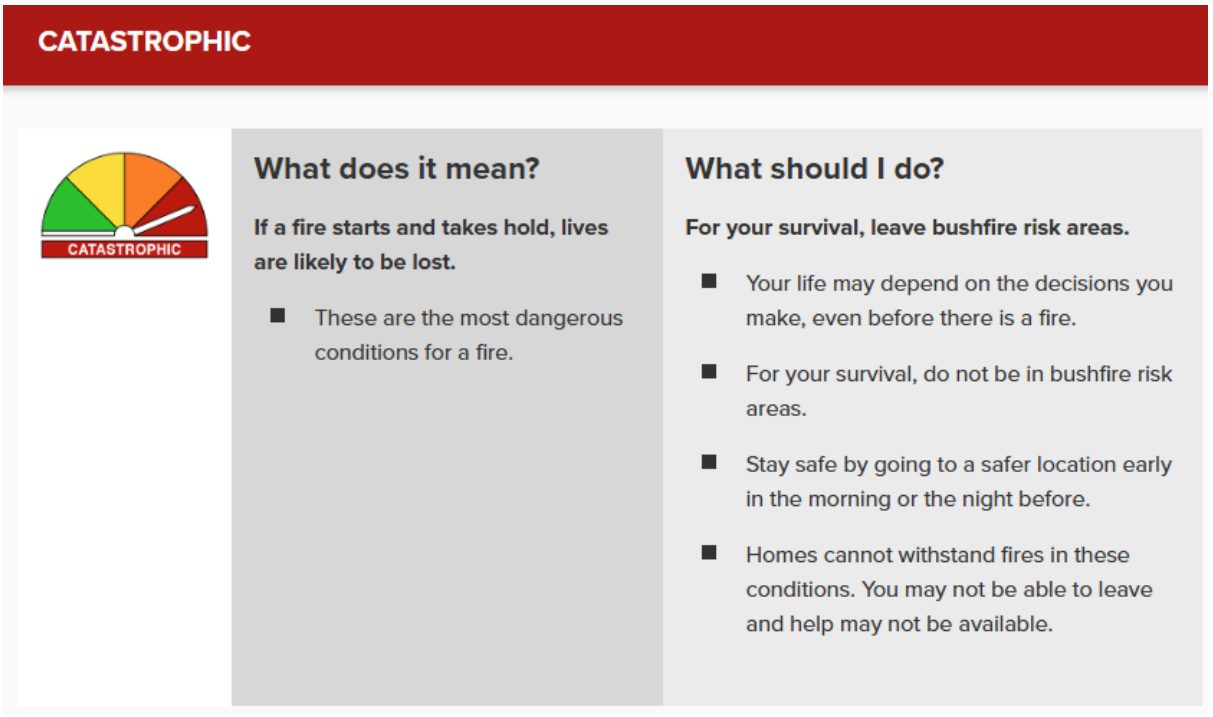
Catastrophic rating: All HVP Plantation land, including Mystic Bike Park, will be closed to the public. Any events permitted to take place must be cancelled. If an event is already underway, all participants, event staff and volunteers must leave the area immediately.

Extreme rating: All HVP Plantation land, including Mystic Mountain Bike Park, will be closed to the public. Any events permitted to take place must be cancelled. If an event is already underway, all participants, event staff and volunteers must leave the area immediately.

High or Moderate rating: Some events can proceed as planned provided safety requirements are met.

Total Fire Ban: All HVP Plantation land, including Mystic Mountain Bike Park, will be closed to the public. Any events permitted to take place must be cancelled. If an event is already underway, all participants, event staff and volunteers must leave the area immediately.

CATASTROPHIC FIRE DANGER RATING



Catastrophic days will be forecast up to 4 days in advance.

Go to https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-bans-ratings-and-restrictions/total-fire-bans-fire-danger-ratings/north-east-fire-district for the forecast and further information.

What will you do if a Catastrophic day is forecast? *Select all that apply*

Cancel event ✅

Reschedule event

Other

Within what timeframe will you make this decision?

4 days prior

3 days prior

2 days prior ✅

1 day prior

How will you communicate these plans to your attendees? *Select all that apply*

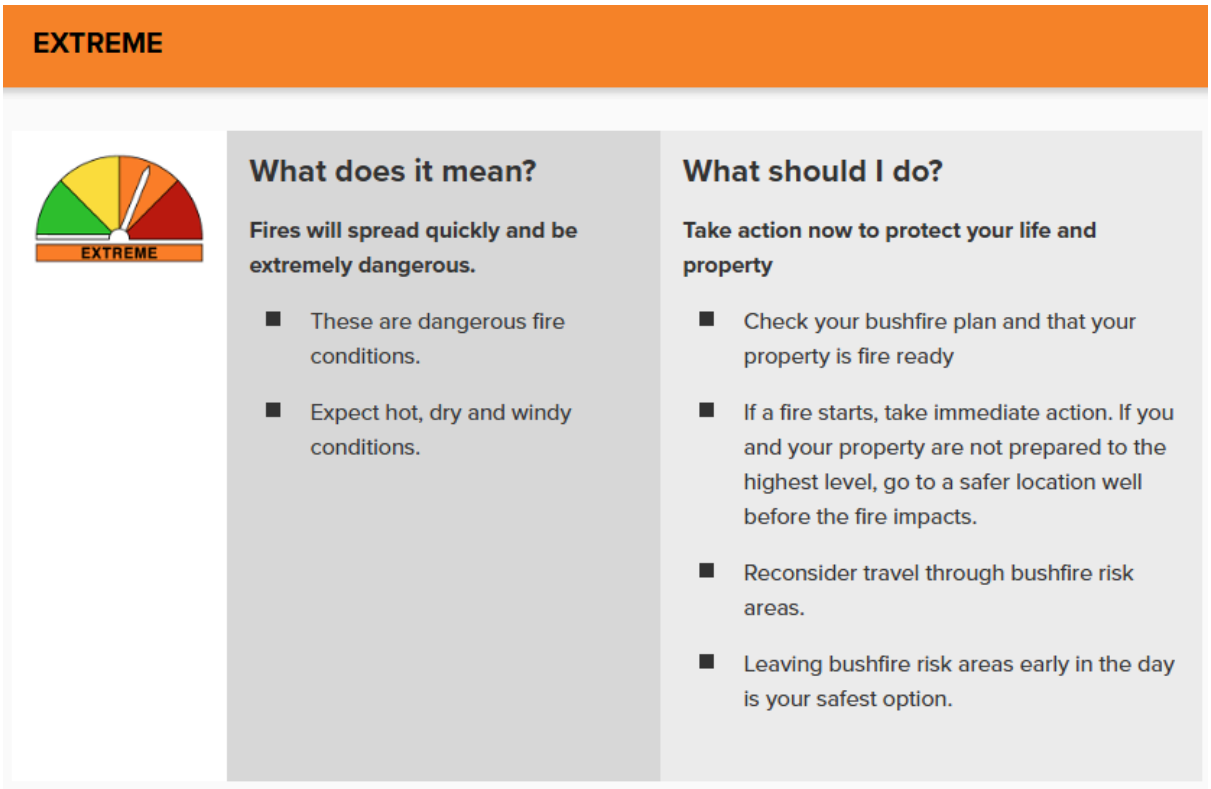
- Social media ✅
- Radio
- Website ✅
- SMS
- Email ✅
- Other ✅

Agency with which you will liaise: *Select all that apply*

- Alpine Shire's Municipal Emergency Management Officer (MEMO)
- Alpine Shire Events Officer ✅
- Land Manager/s ✅
- Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for Catastrophic fire danger rating:

EXTREME FIRE DANGER RATING



Extreme days will be forecast up to 4 days in advance.

Go to https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-bans-ratings-and-restrictions/total-fire-bans-fire-danger-ratings/north-east-fire-district for the forecast and further information.

What will you do if an Extreme day is forecast? *Select all that apply*

Cancel event

Reschedule event

Other ✅

Within what timeframe will you make this decision?

4 days prior

3 days prior

2 days prior

1 day prior ✅

How will you communicate these plans to your attendees? *Select all that apply*

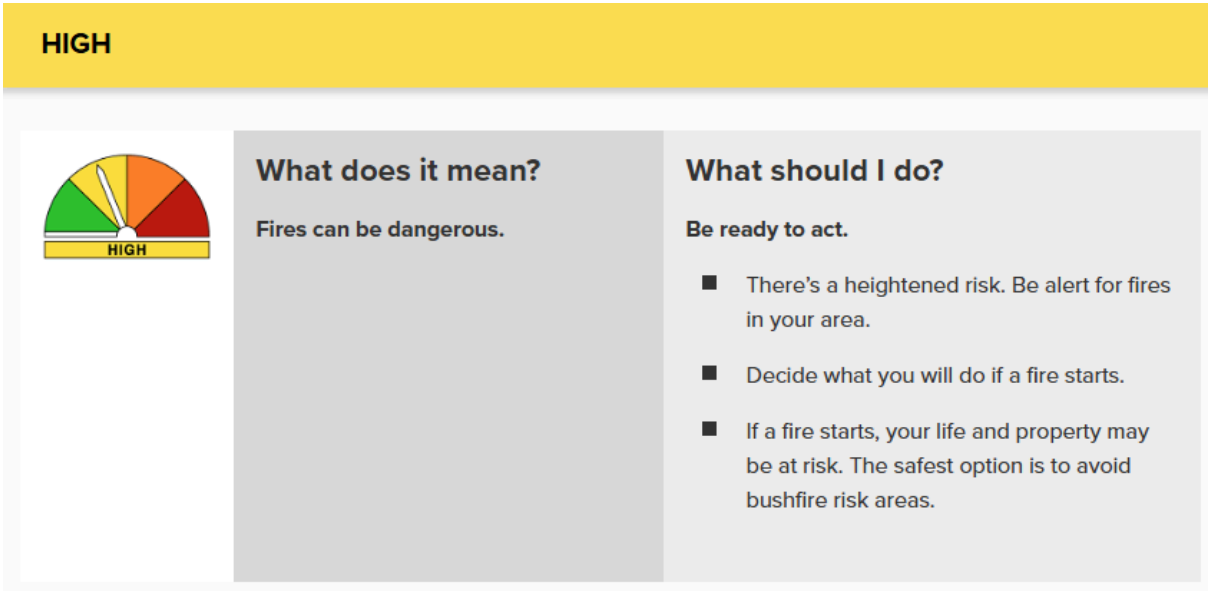
- Social media ✅
- Radio
- Website ✅
- SMS
- Email ✅
- Other ✅

Agency with which you will liaise: *Select all that apply*

- Alpine Shire's Municipal Emergency Management Officer (MEMO)
- Alpine Shire Events Officer ✅
- Land Manager/s✅
- Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for Extreme fire danger rating: Modify the course within our approved permits if it isn't cancelled

HIGH FIRE DANGER RATING



High days will be forecast up to 4 days in advance.

Go to https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-bans-ratings-and-restrictions/total-fire-bans-fire-danger-ratings/north-east-fire-district for the forecast and further information.

What will you do if a HIGH day is forecast? *Select all that apply*

Cancel event

Reschedule event

Modify start/finish times

Restrict public entry to site

Use alternative venue

Use contingency course

Apply event heat policy ✅

Other

Within what timeframe will you make this decision?

4 days prior

3 days prior

2 days prior

1 day prior ✅

How will you communicate these plans to your audience? *Select all that apply*

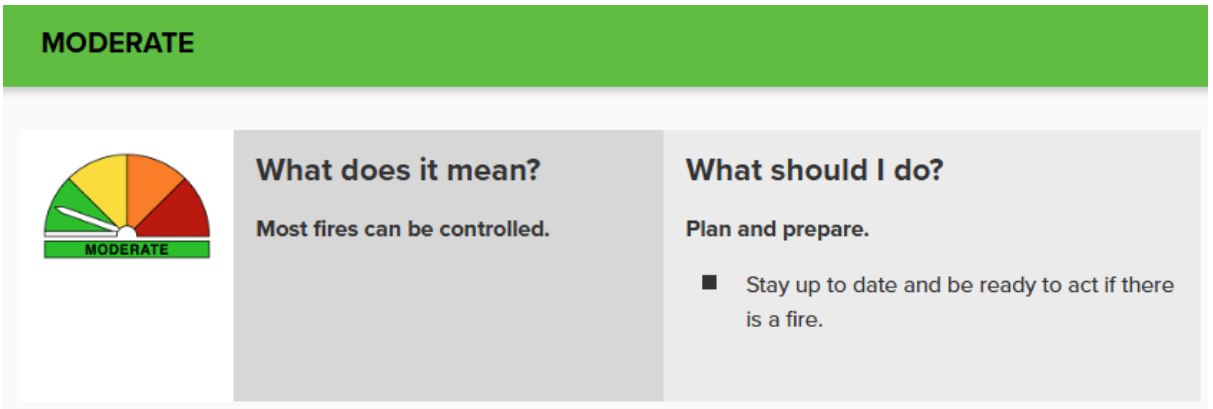
- Social media ✅
- Radio
- Website ✅
- SMS
- Email ✅
- Other

Agency with which you will liaise: *Select all that apply*

- Alpine Shire's Municipal Emergency Management Officer (MEMO)
- Alpine Shire Events Officer ✅
- Land Manager/s ✅
- Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for High fire danger rating:

MODERATE FIRE DANGER RATING



Moderate days will be forecast up to 4 days in advance.

Go to https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-bans-ratings-and-restrictions/total-fire-bans-fire-danger-ratings/north-east-fire-district for the forecast and further information.

What will you do if a Moderate day is forecast? *Select all that apply*

Event will proceed as planned ✅

Event will proceed with modifications (please detail below)

Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for Moderate fire danger rating:

TOTAL FIRE BAN



Total Fire Bans (TFBs) are declared alongside a Fire Danger Rating. TFBs may be declared with short notice, often the day before.

Go to https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-bans-ratings-and-restrictions/total-fire-bans-fire-danger-ratings/north-east-fire-district for the forecast and further information.

Permits may be required for certain activities on a Total Fire Ban day. You can find more information and links to apply here: https://www.cfa.vic.gov.au/warnings-and-restrictions/fire-permits

What will you do if a Total Fire Ban is declared? *Select all that apply*

Event will proceed as planned –

Cancel event

Reschedule event

Event will be modified to suit requirements – *do you or your vendors need permits?* ✅

Other

How will you communicate these plans to your audience? *Select all that apply*

Social media ✅

Radio

Website ✅

SMS

Email ✅

Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for Total Fire Ban:

SECTION 3 – Your response capabilities on the day

About Alerts and Warnings

If there are bushfires in the area on the day of your event, three types of alert messages can be distributed: Advice, Watch and Act, and Emergency Warning.

https://www.cfa.vic.gov.au/warnings-restrictions/emergency-information-and-services/about-warnings

You should have the VicEmergency app downloaded and a watch zone set for the event location. You can also create an account and use the VicEmergency website.

Community alert sirens

Community alert sirens are used as part of Victoria's warning system for all types of emergencies – including flood, fire, and storm. There are community alert sirens at the local CFA stations in Bright, Mount Beauty, and Myrtleford.

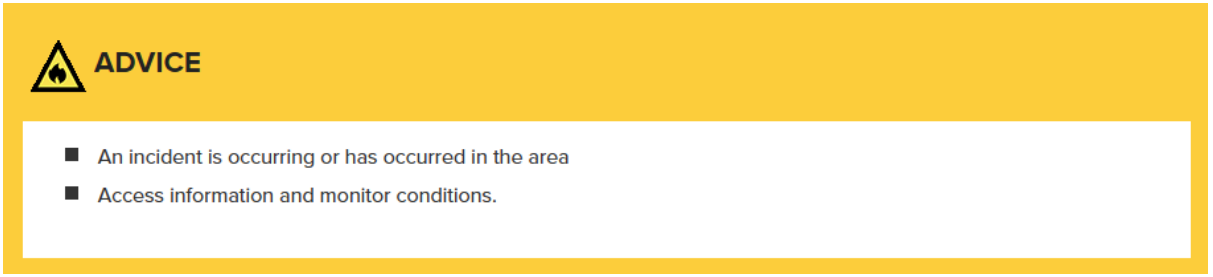
You need to listen to how long the siren sounds last, as it can mean two things:

- **Short siren (up to 90 seconds)** – indicates that the CFA Brigade has responded to an incident nearby. Stay informed.
- **Extended siren (5 minutes)** – indicates that a current emergency has been identified in the local area, and people should seek further information immediately. The emergency incident will impact people in this area.

You may also receive a telephone alert from the National Emergency Alert System. https://www.emergencyalert.gov.au/

Community alert sirens and telephone alerts are not used in all instances. Do not wait for an alert before you act.

‘ADVICE’ ALERT



Under an Advice warning, the actions you will take on the day of the event are:

Select all that apply

We have the capacity to receive advice and instructions from emergency services ✅

We have access to ABC Radio / Alpine Radio✅

We have the VicEmergency app with a watch zone set for the event location✅

We have access to the internet✅

We have a landline

We have a mobile phone and coverage✅

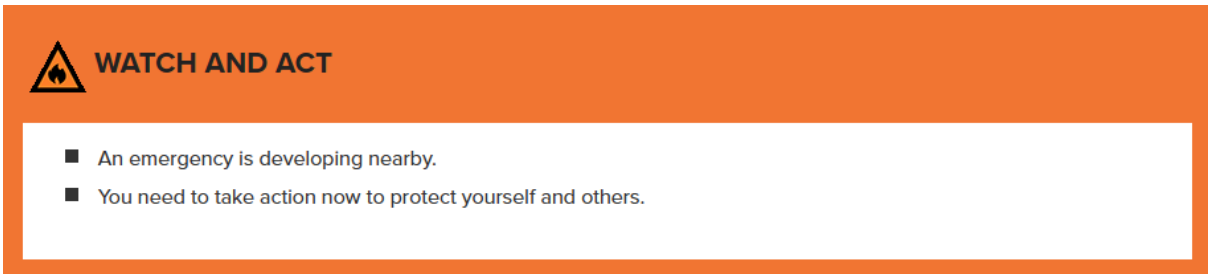
We can communicate immediately and directly to our attendees ✅

We will encourage all attendees to monitor conditions via the VicEmergency app✅

Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for ‘Advice’:

‘WATCH AND ACT’ ALERT



Under a Watch and Act warning, the actions you will take on the day of the event are:

Select all that apply

We can receive advice and instructions directly from emergency services✅

We have a chief warden✅

We have an evacuation plan

We can cease or modify entertainment / activities on site if necessary✅

We can cease or modify activity on the course if necessary✅

We can hold all participants (cyclists/runners/walkers etc) if necessary✅

We can communicate instructions to marshals/staff on and off site✅

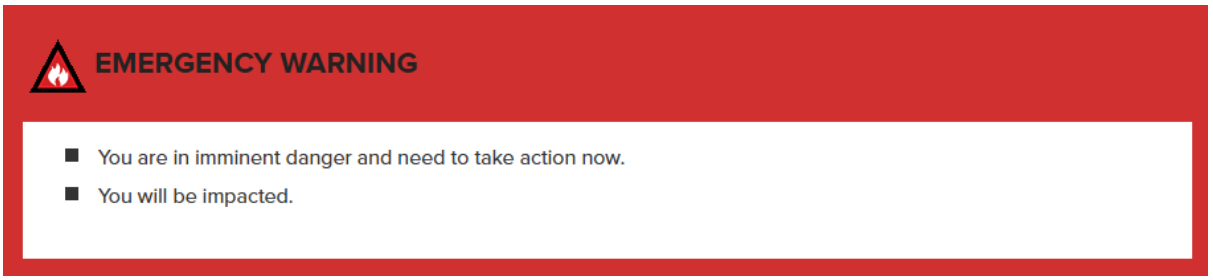
We have a designated sheltered area available

We will advise all attendees to monitor conditions via the VicEmergency app✅

Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for ‘Watch and Act’:

‘EMERGENCY WARNING’ ALERT



Under an Emergency warning, the actions you will take on the day of the event are:

Select all that apply

We can receive advice and instructions from emergency services✅

We have a chief warden ✅

We have an evacuation plan

We can communicate immediately and directly to our attendees✅

We can SMS our event participants✅

We can evacuate to dedicated assembly areas is safe to do so✅

We have prepared announcements to communicate to our attendees

We can provide water or access to water at evacuation points

We can cease entertainment / activities on site if necessary✅

We can cease activity on the course if necessary✅

We can hold all participants (cyclists/runners/walkers etc) if necessary✅

We can dispatch buses and vehicles to collect cyclists or runners if safe to do so✅

We can prevent more spectators coming on site✅

We can control access and egress from our parking areas✅

We have a designated sheltered area available

Other

Provide details of any modifications you will make to your event or things you need to do to meet requirements for ‘Emergency Warning’:

Provide information detailing emergency evacuation plans, shelter in place plans, communication plans for staff/volunteers and attendees, communication plans for emergency services and any other measures you will take in the event of an emergency in your Emergency Management Plan. This plan should include maps and site plans, contact information and clear procedures for staff and volunteers to follow.

SECTION 4 – Monitor and Contact

Monitor

In the lead up to and during your event, you should regularly monitor the following:

- Changes in local conditions and options
- Recent or current bushfires and possible impact on event
- CFA emergency response capacity

The following information and links will assist you in staying up to date with conditions and incidents in the area, as well as providing resources that may be



useful in planning.

Extreme Heat and Heatwaves

Days of high fire danger (High, Extreme or Catastrophic) and Total Fire Bans generally coincide with dry, hot weather conditions including high temperatures and strong winds. In some cases, high temperatures may persist for several days creating heatwave conditions.

Please consider how these conditions may affect your event and be prepared to modify or cancel your event to ensure the safety of staff, volunteers and attendees.

Extreme heat must be included in your Risk Plan with mitigation measures detailed.

Information about managing extreme heat conditions can be found on the Victorian Department of Health and Better Health websites.

https://www.betterhealth.vic.gov.au/extreme-heat

https://www.health.vic.gov.au/environmental-health/extreme-heat-and-heatwaves

Bushfire Places of Last Resort

In the event of a bushfire, Alpine Shire has designated Bushfire Places of Last Resort. This is different to a relief centre.

Bushfire Places of Last Resort are purely places of last resort to provide shelter during the passage of a fire when all other personal survival plans have failed. They should not be relied on as part of an evacuation, relocation, or emergency plan.

Safety and survival cannot be guaranteed at these sites as support services are not provided. These locations will offer minimum protection against radiant heat and embers in a fire.

You can find the following Bushfire Places of Last Resort across Alpine Shire:

- Bright and Wandiligong: Pioneer Park Oval, Bright
- Dederang: Dederang Recreation Reserve Netball Courts, Dederang
- Harrietville: Tavare Park, Harrietville
- Hotham Heights: Alpine Gateway Multi-Level Carpark and Day Shelter (Mt Loch Carpark)
- Mount Beauty: Les Peart Oval, Mount Beauty
- Myrtleford: RC McNamara Reserve Oval, Myrtleford
- Porepunkah: Porepunkah Oval, Porepunkah

For more information, go to the CFA website:
https://www.cfa.vic.gov.au/plan-prepare-old/your-local-area-info-and-advice-old/neighbourhood-safer-places

Contacts

In the event of an emergency, always dial 000.

- VicEmergency Hotline **1800 226 226**

  Provides information during and after major incidents in Victoria.

- Alpine Shire Council **(03) 5755 0555**

  Speak with a member of the Events Team or other departments. The number will be diverted to the After Hours on-call officer outside of business hours.

- Alpine Shire Municipal Emergency Management Officer (MEMO) **(03) 5755 0511**



Other important emergency contacts for my event: