



Nature Based Parks Management Plan

A Nature Based Park operator is required to submit a Management Plan together with a **Schedule 1, Form 1 Application for Grant or Renewal of Licence** to the relevant local government. The Management Plan, as approved by the local government, will form the basis for the licence issued. This is a template Management Plan to assist operators and local governments.

Operators should complete the **Operator to complete** sections in blue, sign on pages 17-18 and submit it to the Licensing Authority for assessment. The Licensing Authority is to complete the **Licensing Authority to complete** sections in copper, sign on page 18 and return the Management Plan to the Operator to accept the terms and conditions of the licence.

Once accepted and returned to the Licensing Authority, the Licensing Authority is to provide a copy to the Operator.

Should you require further information, please telephone the Department on **(08) 6551 8700** or toll free for country callers on **1800 620 511** or email caravan@dlgc.wa.gov.au

1. Market Segment

(Sections 2, 4, 8 of the Guidelines)

Operator to complete
1.1 What is the market segment this facility will be targeting?
Motorcyclists, mostly individuals touring and users of nearby Motor cross facility at Needilup townsite. Caravans and RV's will be discouraged.
1.2 How does this facility seek to meet the expectations of the target market?
Provide an out of the way setting with widely spaced individual camp sites in a natural setting. Plus a communal area for gathering with a camper's kitchen and controlled fire pit.

2. Environmental Impact and Sustainability

(Sections 4, 5, 8 and 9 of the Guidelines)

Operator to complete
2.1 What are the unique environmental characteristics for the area in which this facility is located?
Natural bushland, wildlife including a wide range of birds, reptiles and kangaroos. Orchids in a sheoak and yate woodland. Intermittent creeks bisect the property with expressions of granite and it is all part of a wider ecological corridor.
2.2 Is there a stream or other water source located in or adjacent to the facility?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2.3 Are there any particular risks to the surrounding environment posed by the target market segment? If yes, please provide details below.
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Bushfire

2.4 What steps will be taken to minimise any potential environmental impact caused by the target market?
Good quality information to visitors of the risk of bushfire in the area and what to do in the event of a bushfire.
Licensing Authority to complete
Ref Questions 2.1-2.4 – Do additional licence conditions need to be imposed?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please list below
Preparation and adoption of a Bushfire Management Plan and Emergency Evacuation Plan which includes limiting fires to a centrally located fire pit and adequate access to water for firefighting, plus well communicated muster points and evacuation routes.

3. Site Planning

(Sections 5, 6 of the Guidelines)

Operator to complete
3.1 What is the proposed density (one site per ____ square metres)?
Only 10 sites are proposed which relates to a density of one site per 1.7ha.
3.2 What are the key considerations in arriving at this figure? (Examples may include environmental sustainability, fire risk and other safety issues)
Quality experience and privacy for campers, seeking to utilise existing cleared areas only, minimising fire risk by keeping numbers low and numbers would be commiserate with the services proposed.
3.3 What is the minimum distance between one caravan/camp and another?
50m

Licensing Authority to complete
Ref Questions 3.1 – Has the minimum standard of one site per 50 square metres been met?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Ref Questions 3.1-3.3 – Is this density suitable for this facility?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Ref Questions 3.1-3.3 – Does the density need to be less than this to mitigate risk factors?
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Ref Questions 3.1-3.3 – If yes, what density is required?
[Click here to enter text.]

4. Infrastructure

(Sections 7, 14, 15, 16, 19 of the Guidelines)

Operator to complete
4.1 What buildings/structures will be constructed or are present on the site?
Existing – House, shed x2, caravan x2, rainwater tanks x2. Proposed – Convert existing house to caretakers, office and make the toilet, shower and laundry available to the public. Convert shed 1 to a campers kitchen, additional toilet, shower and dormitory accommodation sleeping up to 6 people.

Licensing Authority to complete
Ref Question 4.1 – Is this appropriate for a nature based park? (Refer to Schedule 7, Clause 11)

Yes No

4.1.1 Water (Section 17 of the Guidelines)

Operator to complete

4.1.1 Will the facility have a potable supply of water at least 300 litres per day?

Yes No

4.1.2 How much potable water will be supplied?

'Stage 1' of the proposed development will stipulate that only non-potable water is available. 'Stage 2' will develop a potable water source within the proposed campers kitchen.

4.1.3 Will the facility be providing a centrally located tap?

Yes No

4.1.4 Is it proposed that this facility will provide a washing up facility? (If yes, potable water is required at the washing up facility)

Yes No As part of a 'stage 2' development proposal.

Licensing Authority to complete

Ref Questions 4.1.1 and 4.1.2 – Has this arrangement received written approval of the Executive Director, Public Health or local government under delegation?

Yes No

Ref Question 4.1.3 – Is this facility given exemption from providing a centrally located tap?

Yes No

Ref Question 4.1.4 – Is this facility given exemption from providing a washing up facility?

Yes No

4.2 Power (Section 20 of the Guidelines)

Operator to complete

4.2.1 Is a power source reasonably available?

Yes No

4.2.2 Will lighting be provided to public areas?

Yes No

4.2.3 If no, how will any associated risks be minimised?

[Click here to enter text.]

4.2.4 Will the ablution block have at least 1 power point per four hand basins, with a minimum of one?

Yes No Toilet and shower developed in the camper's kitchen will fully comply with these requirements.

Licensing Authority to complete

Ref Question 4.2.1 – Is it reasonably practicable to provide a power source for lighting at the facility?

Yes No

Ref Question 4.2.2 – Is this facility given exemption from the requirements of Schedule 7 Clause 32 (lighting)?

Yes No

Ref Question 4.2.4 – Is this facility given exemption from the requirements of Schedule 7 Clause 27 (powerpoints)?

Yes No

4.3 Toilets (Section 20 of the Guidelines)

Operator to complete

4.3.1 Will the facility be providing the minimum of two toilets (unisex or otherwise) per 20 sites?

Yes (go to question 4.3.3) No

4.3.2 What is the alternative arrangement proposed? (further questions on chemical dump points below)

Initially the existing toilet, shower and laundry in the house will be made available to the travelling public. This is able to be separated from the remainder of the existing house with a lockable door and can be managed. Stage 2 will involve the development of an additional disabled unisex toilet and shower in the same building as the campers kitchen and dormitory accommodation.

4.3.3 Will the facility provide at least one toilet within 90 metres of each site?

Yes No (see question 4.3.4 below)

4.3.4 If no, provide details.

All toilets will be provided at two centrally located points on the property.

4.3.5 Detail the means and frequency of toilet maintenance.

Daily and as required by management who will be on site at all times.

Licensing Authority to complete

Ref Question **4.3.1** – Does the facility comply with the toilet number provisions?

Yes No

Ref Questions 4.3.1 and 4.3.2 – Is it reasonable for this facility to comply?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions 4.3.1 - 4.3.5 – Does the facility comply with Schedule 7, Clause 47? (See Waste Management below)
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions 4.3.1 - 4.3.5 – Is an exemption from Schedule 7, Clause 23 granted? (This can only be granted if Clause 47 is complied with)
Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Ref Questions 4.3.1 - 4.3.5 – Is the location of the toilets reasonable?
Yes <input type="checkbox"/> No <input type="checkbox"/>

4.4 Showers (Section 17 of the Guidelines)

Operator to complete
4.4.1 Will showers be provided?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4.4.2 If yes, how many?
Initially the existing shower in the house will be made available to the travelling public. This is able to be separated from the remainder of the existing house with a lockable door and can be managed. Stage 2 will involve the development of an additional shower in the same building as the campers kitchen and dormitory accommodation.

Licensing Authority to complete
Ref Questions 4.4.1 – Is this reasonable given the location and market segment?
Yes <input type="checkbox"/> No <input type="checkbox"/>

Ref Question 4.4.2 – How many showers are required?

[Click here to enter text.]

4.5 Hand basins (Section 17 of the Guidelines)

Operator to complete

4.5.1 Will hand basins be provided?

Yes No

4.5.2 If yes, how many?

Initially the existing bathroom and laundry in the house will be made available to the travelling public. This is able to be separated from the remainder of the existing house with a lockable door and can be managed. Stage 2 will involve the development of an additional disabled unisex toilet and shower in the same building as the campers kitchen and dormitory accommodation which will fully comply with the hand basin requirements of the Regulations.

Licensing Authority to complete

Ref Questions 4.5.1 – Is this reasonable given the location and market segment?

Yes No

Ref Question 4.5.2 – How many hand basins are required?

[Click here to enter text.]

4.6 Hot water (Section 17 of the Guidelines)

Operator to complete

4.6.1 Will hot water be provided to showers and hand basins?

Yes No

Licensing Authority to complete
Ref Questions 4.6.1 – Is this reasonable?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Question 4.6.1 – Is this facility given an exemption under Schedule 7, Clauses 24, 26 and 31?
Yes <input type="checkbox"/> No <input type="checkbox"/>

5. Waste Management

(Sections 17 and 18 of the Guidelines)

5.1 Toilets and communal chemical soil waste dump/points

If the facility is providing the number of toilets specified in the Regulations i.e. 2 toilets for every 20 sites then skip to 'Grey water'

Operator to complete
5.1.1 Please outline the reasons or obstacles preventing this facility from providing the specified number of toilets?
In the first instance the expense of developing a second toilet until some income and therefore operating capital is generated. Additionally, there will be no caravans or RV's using the camp.

If a communal chemical soil waste dump point is required in accordance with the Regulations:

Operator to complete
5.1.2 Is the chemical dump point in logical proximity?
Yes <input type="checkbox"/> No <input type="checkbox"/>
5.1.3 Provide details of its location in relation to the nature-based park?

[Click here to enter text.]
5.1.4 Do park users have ready access?
Yes <input type="checkbox"/> No <input type="checkbox"/>
5.1.5 If it is not provided by the licence holder, is there a written agreement guaranteeing access?
Yes (please attach a copy to this document) <input type="checkbox"/> No <input type="checkbox"/>

Licensing Authority to complete
Ref Questions 5.1.1 - 5.1.5 – Is there compliance with Schedule 7, Clause 23?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions 5.1.1 - 5.1.5 – If No, is the requirement in Schedule 7, Clause 47 complied with?
Yes <input type="checkbox"/> No <input type="checkbox"/>

5.2 Waste disposal

Grey water

Operator to complete
5.2.1 Is the greywater system you are planning to install at the facility a Health Department approved system?
Yes <input type="checkbox"/> No <input type="checkbox"/>
5.2.2 Describe the system below
[Click here to enter text.]

Licensing Authority to complete
Ref Question 5.2.1 and 5.2.2 – Does the proposed waste management satisfy the statutory requirements?
Yes <input type="checkbox"/> No <input type="checkbox"/>

Solid

Operator to complete
5.2.3 What is the means for solid waste (rubbish) disposal at this facility?
Caged trailer with rubbish tip trip undertaken as necessary.
5.2.4 Detail the means and frequency of solid waste collection and ultimate disposal.
As required
5.2.5 Do all buildings with toilets have napkin disposal units approved by the Licensing authority?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
5.2.6 If yes to 5.2.5 , how will these disposal units be maintained?
[Click here to enter text.]

6. Infrastructure Summary

Operator to complete
6.1 How does the infrastructure align with the market segment?
Well-spaced sites in existing clearings providing privacy, space and a sense of freedom. Driveways will be improved to a standard suitable for all motorcycle access. A communal gathering point at the campers kitchen and central fire pit allow for gatherings.

7. Informing of Shortfalls in Infrastructure

(Section 12 of the Guidelines)

Operator to complete
7.1 What are the key infrastructure or amenities not provided at this facility? (Regulation 19(1)(m))
Disabled toilet and potable water in the first instance until money is raised to fund stage 2 of the development. This will consist of disabled toilets, showers, hand basins and treated rainwater.
7.2 What avenues will the operator use to ensure the target market is aware of these shortfalls?
Advertising, pamphlets and signage.

Licensing Authority to complete
Ref Questions 7.1 and 7.2 – Does this need to form a licence condition?
Yes <input type="checkbox"/> No <input type="checkbox"/>

8. Traffic Management

(Section 13 of the Guidelines)

Operator to complete
8.1 Are the one-way roads within the facility 4 metres wide?
Yes <input type="checkbox"/> No (go to question 8.2) <input checked="" type="checkbox"/>
8.2 If no, what is the minimum width?
3m
8.3 Are the two-way roads within the facility at least 6 metres wide?

Yes <input checked="" type="checkbox"/> No (go to question 8.4) <input type="checkbox"/>
8.4 If no, what is the minimum width?
4m
8.5 If no to 8.1 or 8.3, what system of ingress and egress is to be put in place to minimise risk?
Access width is adequate to cater for the odd car. Motorcycle traffic requires less space.
8.6 How do the roads and paths identified in the facility plan meet the needs of the market segment?
Narrower driveway widths will assist in keeping the nature based focus by minimising clearing

Licensing Authority to complete
Ref Questions 8.1 - 8.4 – Is approval given under Schedule 7, Clause 16A for narrower roads?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions 8.5 and 8.6 – Does the proposed traffic management plan minimise risk?
Yes <input type="checkbox"/> No <input type="checkbox"/>

9. Risk Management

(Sections 20-22 of the Guidelines)

9.1 Fire

Operator to complete
9.1.1 Is every site within the reach of the nozzle end of a fire hose as required?

Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
9.1.2 Does the facility have at least one fire extinguisher?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
9.1.3 Will every person in the facility be able to access the fire extinguisher?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
9.1.4 How will this facility continue to keep the firefighting equipment accessible and ready for use at all times?
A centrally located 600l fire-fighting unit on the back of a 4WD ute, water for firefighting available in the rainwater tanks and in the dam. Existing dam pump, pipes from dam to house with an outlet adjacent to the house. Existing fire breaks, exits and well maintained low fuel areas around all buildings.
9.1.5 How is the risk of fire and any loss due to fires to be managed?
Good communication of mitigation measures and evacuation planning and control of fire pits.

Licensing Authority to complete
Ref Question 9.1.1 – Is the water supply adequate to operate fire hoses effectively?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Question 9.1.5 and 3.3 – Is the power to increase minimum distances between camps at this facility being exercised?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Question 9.1.5 – If yes, what is the distance that is required between camps at this facility?
[Click here to enter text.]

9.2 Cyclone (if the facility is in a cyclonic region)

Operator to complete
9.2.1 Where is the manager or other responsible person for the facility residing?
[Click here to enter text.]
9.2.2 What communication system is available for the manager or other responsible person in case of a cyclone?
[Click here to enter text.]
9.2.3 How will the manager or other responsible person notify all occupants in a timely manner?
[Click here to enter text.]

9.3 Other

Operator to complete
9.3.1 Detail any other risks that require consideration in the area this facility is located.
[Click here to enter text.]
9.3.2 What steps are being taken to minimise the impact?
[Click here to enter text.]

9.4 Communications / Emergency Contacts

Operator to complete
9.4.1 Will a public telephone be provided?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
9.4.2 Will there be a sign or a point at the facility providing emergency contact details?

Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
9.4.3 How will communication be addressed in an emergency situation?
Plan of facility and emergency evacuation plan on display at the centrally located campers kitchen. Briefing of guests on arrival.
9.4.4 Name and contact details of manager at facility
Mr Stuart Brown, 98353032, 0428353032

Licensing Authority to complete
Ref Questions 9.1 – 9.4 – Does the facility have an adequate risk mitigation and management plan?
Yes <input type="checkbox"/> No <input type="checkbox"/>

10. Length of Stay

(Section 9 of the Guidelines)

Operator to complete
10.1 Based on the above information, what is the appropriate length of stay for users of this facility?
Up to 2 weeks
10.2 How will the length of stay be monitored?
Management will be on site at all times.

Licensing Authority to complete
Ref Questions 10.1 and 10.2 – Detail any restrictions on the 28 day length of stay in a three month period for any market segment at this facility.

[Click here to enter text.]

Signatures

1. Operator to sign:

I provide the above information as an accurate reflection of the proposed nature based park.

Operator Name

Signature

Date

2. Licensing Authority to sign:

I have assessed the information provided and determine that a licence should be offered subject to the above conditions.

Operator Name

Signature

Date

3. Operator to sign:

I accept the terms and conditions on this nature based park licence.

Operator Name

Signature

Date

Licensing Authority: Signed copy provided to operator?

Yes <input type="checkbox"/> No <input type="checkbox"/>
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For more information, please contact:

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