



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?
Initially we will be targeting self-contained campers/caravanners who will have their own water, power and toilets. Typically families, grey nomads and caravan clubs.
1.2 How does this facility seek to meet the expectations of the target market?
Although the property is farmland with a vineyard it is very scenic with plentiful natural vegetation. The site will be kept as natural as possible to ensure a serene experience for guests. Sites will be sparse and well separated by hills or bushland to reduce the impact on other campers. No buildings will be constructed on the sites and sites will be secluded from the farmstead. The property also contains some farming experiences such as the vineyard, apiary and other farm animals.

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?
Over 1km of the Coolakin Creek meanders through the bottom of the property. Towards the rear the hills are covered in granite outcroppings and natural bushland thick with wildflowers, grasstrees and other native plants filled with Kangaroo, rabbits, kookaburras and black cockatoos. The property has a 10 acre vineyard which provides a unique outlook for guests to enjoy.
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"/>
The main risks to the environment are from effluent disposal and waste.
2.4 What steps will be taken to minimise any potential environmental impact caused by the target market?
By limiting the number of sites we will be able to keep the environmental impact to a minimum. We will also restrict camping to self-contained campers and ensure they remove their effluent, grey water and hard waste. Caretakers will be available to ensure hard waste is removed or cleaned up if left behind.
Licensing Authority to complete
Ref Questions 2.1-2.4 – Do additional licence conditions need to be imposed?
Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please list below
[Click here to enter text.]

3. Site Planning

(Sections 5, 6 of the Guidelines)

Operator to complete
3.1 What is the proposed density (one site per ____ square metres)?
There will be less than 30 sites on the 160 acre property. This equates to 1 site per 30,000 m2.
3.2 What are the key considerations in arriving at this figure? (Examples may include environmental sustainability, fire risk and other safety issues)
The key consideration for this number is our vision for the property and guest experience. We wish to protect the serenity of the property, give our guests privacy and avoid a high level of environmental impact and local traffic. This also helps align

with bushfire risk factors in the future if being used during the summer/bushfire season.

3.3 What is the minimum distance between one caravan/camp and another?

The property will offer a number of nodes that include multiple sites from 1 – 4. On a node the sites will be a minimum of 5m apart but we envisage these will be booked by groups who wish to stay together. Each node will be separated by at least 50m distance and usually separated by trees or hills to provide greater privacy.

Licensing Authority to complete

Ref Questions **3.1** – Has the minimum standard of one site per 50 square metres been met?

Yes No

Ref Questions **3.1-3.3** – Is this density suitable for this facility?

Yes No

Ref Questions **3.1-3.3** – Does the density need to be less than this to mitigate risk factors?

Yes No

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?

The property currently contains a Farmstead comprising of a 4 bedroom home, shed, machinery shed and water tanks. The remainder of the property is without structures.

Stage 1 (ASAP): Nature- based self-contained campsites in non-bushfire seasons.

- For this stage no structures will be constructed on site.

Stage 2 (6 months): Glamping tent or mobile tiny home for use in non-bushfire season

- All structures will be temporary or mobile ie the tents will be removed and the Tiny Home will be on wheels (ie a caravan) and moved during bushfire season

Stage 3 (6-12 months): To allow for longer stays we will install a septic with a dump point for black water disposal and a communal area with shower, camp kitchen and toilets.

Stage 4 (18 months plus): Above usage during bushfire season.

- As per the requirements of the bushfire Management Plan to be able to open in bushfire season we will install a dedicated firefighting water tank.
- A second access driveway will be added as per the guidelines.

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?

There is a significant potable water supply available at the farmstead, however the sites will be advertised as providing no potable water and for self contained campers

only. We will be limiting the number of nights guests can stay to coincide with their self-contained water and waste storage capacity.

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

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?

All advertising materials will clearly outline the need for guests to provide everything including power and lighting. We will be adding solar lights around the property to help with walking between areas in the dark and providing landmarks. However there will be no need for guest to walk around the property after dark to access facilities.

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

Yes No

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) <input type="checkbox"/> No <input checked="" type="checkbox"/>
4.3.2 What is the alternative arrangement proposed? (further questions on chemical dump points below)
Initially, we will be targeting fully self-contained campers and all advertising will clearly outline the need to utilise a chemical toilet and take the waste away on departure. Bookings will be limited in duration to ensure effluent can be stored until departure and emptied at a chemical dump point eg Boddington, Williams, Dwellingup. Later we intend to add a septic, dump point and ablutions to allow for expansion of the campgrounds offering and longevity of stays.
4.3.3 Will the facility provide at least one toilet within 90 metres of each site?
Yes <input type="checkbox"/> No (see question 4.3.4 below) <input checked="" type="checkbox"/>
4.3.4 If no, provide details.
As the sites will be for self-contained campers no toilets will be provided.
4.3.5 Detail the means and frequency of toilet maintenance.
[Click here to enter text.]

Licensing Authority to complete
Ref Question 4.3.1 – Does the facility comply with the toilet number provisions?
Yes <input type="checkbox"/> No <input type="checkbox"/>
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 No NA

Ref Questions **4.3.1 - 4.3.5** – Is the location of the toilets reasonable?

Yes No

4.4 Showers (Section 17 of the Guidelines)

Operator to complete

4.4.1 Will showers be provided?

Yes No

4.4.2 If yes, how many?

[Click here to enter text.]

Licensing Authority to complete

Ref Questions **4.4.1** – Is this reasonable given the location and market segment?

Yes No

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?

[Click here to enter text.]

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 No

Ref Question **4.6.1** – Is this facility given an exemption under Schedule 7, Clauses 24, 26 and 31?

Yes No

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?
The property will be marketed to self-contained campers only and stays limited. The property is 160 acres with sites spread sparsely across this area to protect the nature based feel of the sites. Providing toilets in this rural setting would destroy the natural feel and providing one set in the centre of the property would mean too far a distance for guests to access easily.

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 checked="" type="checkbox"/> No <input type="checkbox"/>
5.1.3 Provide details of its location in relation to the nature-based park?
As the length of stays will be limited to cover the capacity of a guests waste storage, the chemical dump points available in the nearest towns will be suitable to empty their waste once they have left the park. We do not envisage that guests will need to dump their waste during a stay due to the short duration. Our marketing materials and guest booking communications will all clearly state the location of dump points for guests to use before and after their stay and that there are no facilities to use during their stay. Currently there are public dump points in Williams, Collie, Boddington and Dwellingup which will cover travellers from all directions.
5.1.4 Do park users have ready access?

Yes No

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) No

Licensing Authority to complete

Ref Questions **5.1.1 - 5.1.5** – Is there compliance with Schedule 7, Clause 23?

Yes No

Ref Questions **5.1.1 - 5.1.5** – If No, is the requirement in Schedule 7, Clause 47 complied with?

Yes No

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 No

5.2.2 Describe the system below

No system being installed. Self-contained campers will store and remove their grey water from the property. The sites will be advertised as self-contained and signs will be placed on site to reiterate these rules. Caretakers will be able to monitor.

Licensing Authority to complete

Ref Question 5.2.1 and 5.2.2 – Does the proposed waste management satisfy the statutory requirements?

Yes No

Solid

Operator to complete

5.2.3 What is the means for solid waste (rubbish) disposal at this facility?

A Containers for Change bin will be provided on site for guests to leave their recyclable items if they do not want to remove them. Guests will also be required to remove all hard waste. As per other areas advertising and booking communications will cover that campers are required to remove their waste. A Caretaker will be onsite regularly to keep an eye on waste removal and cleanup if required. As the home requires rubbish disposal any rubbish left behind by the guests will be collected and disposed of as needed at the rubbish tip with the household waste. Usually fortnightly.

5.2.4 Detail the means and frequency of solid waste collection and ultimate disposal.

As above.

5.2.5 Do all buildings with toilets have napkin disposal units approved by the Licensing authority?

Yes No NA

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?

As the property will be advertised as nature based / farm based camp grounds the lack of infrastructure/farm infrastructure will be perfectly aligned to the self-contained

market we are targeting. This market does not require power, water or facilities and the natural environment and serenity is what appeals to them.

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))

The facility will not be providing infrastructure and amenities for campers and will require them to be self-contained. The shortfalls include no waste disposal, power, water, showers or communal facilities initially.

7.2 What avenues will the operator use to ensure the target market is aware of these shortfalls?

The facility will be advertised through Wikicamps and Hipcamp who target self-contained campers which have a leave no trace philosophy. All advertisements will stipulate the lack of facilities and the requirements to remove waste and be self contained. When a guest books we will also send automated booking emails outlining the shortfalls and offer full refunds to guests who booked without this understanding.

Licensing Authority to complete

Ref Questions **7.1** and **7.2** – Does this need to form a licence condition?

Yes No

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 No (go to question 8.2)

8.2 If no, what is the minimum width?

[Click here to enter text.]

8.3 Are the two-way roads within the facility at least 6 metres wide?

Yes No (go to question 8.4)

8.4 If no, what is the minimum width?

The road access to camp sites are 4 m minimum and in most areas have additional width either side of the road to allow passing.

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?

A loop road will be used to provide easy flow of traffic to the majority of the camp sites. Where roads are 2-way there will be 6 metre wide sections every 200 metre minimum to allow for passing. Dead ends will have suitable turning circles or intersections to allow caravans and motorhomes to turn. Each site will have suitable space to allow all vehicles to have egress without requiring other vehicles to move in case of emergency.

8.6 How do the roads and paths identified in the facility plan meet the needs of the market segment?

The majority of the campsites are suitable for larger vehicles and caravans and accessible with 2wd vehicles via a gravel road. Our target market include grey nomads and off-road campers so this will be suitable as most will have 4WD vehicles. Some sites which are harder to access will be advertised as 4wd access only to ensure guests are prepared for the access.

Licensing Authority to complete

Ref Questions **8.1 - 8.4** – Is approval given under Schedule 7, Clause 16A for narrower roads?

Yes No

Ref Questions 8.5 and 8.6 – Does the proposed traffic management plan minimise risk?

Yes No

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 No

9.1.2 Does the facility have at least one fire extinguisher?

Yes No

9.1.3 Will every person in the facility be able to access the fire extinguisher?

Yes No

9.1.4 How will this facility continue to keep the firefighting equipment accessible and ready for use at all times?

A firefighting trailer is maintained and available at the Farmstead to help manage larger fires. A portable fire extinguisher will be available for quicker access whilst the firefighting unit is engaged. Self-contained travellers will also be encouraged to bring their own firefighting equipment.

9.1.5 How is the risk of fire and any loss due to fires to be managed?

Initially the facility will only be utilised outside of bushfire season to minimise the risk of fires spreading and causing damage to property and persons. All advertising materials will outline the fire risk and lack of firefighting facilities readily accessible at each site and encourage them to bring their own equipment. Sites will have a cleared area with

a gravel base to allow for campfires during season. Significant distance between sites will minimise risk of a fire at one site (outside of bushfire season) spreading to another site. A Bushfire Management plan including Asset Protection Zones has been developed separately and is attached with the application.

Licensing Authority to complete

Ref Question **9.1.1** – Is the water supply adequate to operate fire hoses effectively?

Yes No

Ref Question **9.1.5 and 3.3** – Is the power to **increase** minimum distances between camps at this facility being exercised?

Yes No

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?

NA

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.
NA
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 type="checkbox"/> No <input checked="" 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?
The property has adequate 4G signal across most of the area. Guests will be provided with emergency contacts and Management contacts as part of their booking communications.
9.4.4 Name and contact details of manager at facility
Emma Rattigan – 0432 392 189 is the Manager of the property. However, a Caretaker will be appointed and available at the property most of the time. There details will be provided to each guest when they book and displayed at the entrance of the property.

Licensing Authority to complete
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Ref Questions **9.1 – 9.4** – Does the facility have an adequate risk mitigation and management plan?

Yes No

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?

As most self-contained vehicles have a limited storage capacity, we will limit stays to 4 nights unless the vehicle has a composting toilet or larger storage capacity. Extensions beyond this will be via negotiation if the guest can prove this feature of their vehicle.

10.2 How will the length of stay be monitored?

Bookings will be taken through online booking systems which will limit the ability for guests to book longer. These booking sites also utilise guest ratings which impact their future ability to book sites. To ensure guests do not outstay their bookings they will be monitored by onsite Caretakers or cleaners and owners visits when Caretakers are not present. We will also install Cameras at the entrance to monitor vehicle arrivals and departures.

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"/>

For more information, please contact:

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