

# Technical Paper

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## Camping Prescriptions

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# **CAMPING MANAGEMENT PLAN**

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North Byron Parklands

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Tweed Valley Way and Jones Road, Yelgun

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# **1. INTRODUCTION**

## ***1.1 Purpose of this Report***

This report provides a camping management plan for the North Byron Parklands (Parklands) project.

The project is to establish a sustainable cultural events site within an enhanced ecological setting and has been designated as a Major Project pursuant to Section 75E of the Environmental Planning & Assessment (EP&A) Act and Clause 6 of the State Environmental Planning Policy (Major Projects) 2005.

Camping will occur as an ancillary activity in association with cultural events being undertaken on the site.

This Camping Management Plan applies to all patrons, staff, guests, workers and contractors temporarily camping at Parklands in association with cultural events.

Campers will either camp in their own tents, in hired tents, in campervans or recreational vehicles.

This plan of management provides the basis for demonstrating how camping will be managed at the Parklands site. The primary objectives of this plan of management are:

- (a) To provide a superior event experience for event patrons camping at the Parklands site while also minimising offsite impacts such as traffic peaks;
- (b) To protect the environment;
- (c) To protect public health and safety;
- (d) To provide for consideration of any items of cultural and heritage significance which might be affected.

## ***1.2 Objectives***

The specific objectives in this plan are described in the part related to that matter. The general objectives of this plan are:

- To encourage the proper management and use of land for temporary camping ancillary to cultural events and ensure the protection of the environment and any items of cultural and heritage significance.
- To provide specific camping management criteria to monitor and assess performance of temporary camping activities associated with various cultural events.

To provide management strategies and facilities for camping ancillary to cultural events to the degree necessary to ensure the health, safety and convenience of occupants is maintained and appropriate to:

- (a) the temporary function and use;
- (b) the period of occupation;
- (c) the operation and management of the event;.
- (d) the location and proximity to other property;
- (e) the circumstances of the site; and
- (f) the provision of necessary services.

## **2. CAMPING MANAGEMENT**

Management of camping will occur in accordance with NBP Standard 011 – Camping Management. This standard is part of the Parklands Environmental Health and Safety Management Manual (EHSMM).

Parkland's EHSMM sets out the organisation's guiding policies, objectives and targets for the management of identified significant environmental, health and safety risks across all event activities conducted at the site. The EHSMM provides the overarching framework for operating events in a safe and environmentally responsible manner. It sets Standards across a range of important environmental and safety aspects and documents an in-depth range of event management requirements and controls to mitigate potential impacts

All event operators are required to comply with the requirements of this standard where applicable (based on event category requirements within Section 3 of the standard).

The standard documents certain actions, risk assessments, plans and/or processes required to be undertaken by event operators in order to successfully host an event at Parklands. This standard also documents certain roles and responsibilities covering event operators and Parklands management.

### **Standard Parameters Camping Management**

1. Develop a camping management plan in accordance with the project application approved camping prescriptions covering but not limited to camping layout, toilets and shower amenities, camp marshal and fire marshal locations, potable water suppliers, waste water storage tanks, fire fighting water tanks and fire extinguishers;
2. Vehicle speed limits in camp areas shall be limited to 15 km/h;
3. All camping areas are to be provided with camp marshals for the purposes of monitoring and maintaining camper safety and amenity and any fire safety provisions ancillary to the event fire fighting services.
4. All camping areas are to be provided with fire marshals (in addition to the camping marshals who oversee the general patron camping areas). All fire

marshals will be trained and competent in the use of portable fire extinguishers and emergency management procedures;

5. An area shall be designated for disabled campers adjacent to the disabled toilet and shower amenities, and adjoining the all weather surface road providing direct access to the event site; and
6. Appoint a dedicated camping coordinator for the duration of the event.

### Event Category Requirements

Standard parameters listed in Section 2 are applicable to the following event categories:

<b>Parameter</b>	<b>Small &lt; 300</b>	<b>Minor 301 to 3,000</b>	<b>Moderate 3,001 to 10,000</b>	<b>Major &gt; 10,001</b>
<b>1</b>	<b>x</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>
<b>2</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>
<b>3</b>	<b>x</b>	<b>x</b>	<b>✓</b>	<b>✓</b>
<b>4</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>✓</b>
<b>5</b>	<b>x</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>
<b>6</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>

### Actions and Responsibilities of Parklands

- Provide advice to event operators regarding the requirements of this standard;
- Review the camping management plan management covering the event and provide any comments and/or recommendations;
- Liaise as required with the event's nominated camping co-ordinator; and
- Audit event operator's compliance with camping management requirements.

### Event Operators

Event Operators shall:

- Develop an event specific camping management plan addressing relevant requirements stipulated in Section 2 of this standard and provide to the General Manager, Parklands at least four weeks prior to commencement of bump in for review and comment;

- Provide contact details to the General Manager, Parklands of the event's camping co-ordinator representative responsible for managing camping activities; and
- Report any non-compliance(s) with camping management requirements within 24 hours to the General Manager, Parklands. Serious incidents (such as unintended fires, no matter how small) shall be immediately reported verbally to the General Manager.

### **3. OPERATIONAL MANAGEMENT**

#### **Objective**

- To ensure the effective operation of the camping ground

All temporary camping areas will be managed by the camping coordinator in accordance with the specific camping management plan prepared and approved for the specific event in accordance with NBP Standard 011 – Camping Management. Where applicable, Camp Marshalls, Fire Marshals and Security Services, with a Private First Aid Service Provider, will ensure public health and safety.

All occupiers of the camping area are to be registered and provided with applicable terms and conditions at the time of purchase of a camping ticket.

Camp Marshals shall be stationed at various locations throughout the campgrounds. They will camp for the duration of the event. The role of the Marshals begins with being available to greet the campers when they arrive and ensure they set up using in a way that maximises the campground available; after patrons have arrived and settled in, marshals are to be a contact in the campgrounds & a link between the event & campers. Whilst they are not security personnel, their role is to keep an eye out for security issues & report back to management, or directly to Security, of any incidents that may require security assistance. They are also an information source for campers and a point of contact for campers requiring assistance and directions. Marshals are required to carry out regular patrols of their area to and where possible to get to know campers, those that may be difficult, need special attention or need extra assistance.

Marshals will be provide with programme times, opening times, directions, and information on how to contact first aid or security but are not expected to offer first aid, security or be enforcers. At other events the presence of these marshals has given the campgrounds a certain sense of safety. In addition to these marshals there will also be registered security at each of the 9 locations throughout the camping area to serve as an extra presence. It is the intention that these security officers are 'seen and not heard' and the marshals play the role as the eyes and the ears of Splendour In The Grass

Campers will be required to provide registration details prior to entering the camping area including:

- a) the person's name and address;
- b) the date of arrival; and
- c) the mobile contact phone number if available.

The administration and maintenance of that register will be the responsibility of the camping coordinator.

It is intended that details will be provided to any prospective camper prior to purchasing their ticket, that on purchasing of that ticket, they will be entering into an

agreement addressing such matters as the rules of the camping ground and restriction of specific activities i.e. no glass, no pets or any other matters which may affect the safety or amenity of the campsite or the use of the services provided.

## **4. SITE LAYOUT**

### **Objective**

- To safeguard occupants within a defined area for temporary camping use.

The temporary camping for each event is to occur within a controlled and defined environment where site access is via the approved traffic control and ticketing system under the direct operation of the appointed camping coordinator.

The overall control of the site is 24 hour monitored and controlled by licensed security personnel working in conjunction with Police, First Aid Service Provider and the NSW Rural Fire Service.

Camping will occur within the specified camping area for each event. Camping areas are restricted to the Event Area within the Parklands site.

In coordinating the allocation of camping spaces, the camping coordinator will be responsible for ensuring that camping areas are established and occupied in a manner that ensures ease of access for Emergency Vehicles and the separation of temporary structures for fire protection purposes.

By coordinating the rate of occupation of each camping zone, the camping coordinator will be able to direct patron's to areas which are not yet occupied, whilst maintaining pedestrian thoroughfares throughout those zones.

Where applicable, each temporary camping zone is managed and maintained by a Camping Marshal to coordinate the siting of campers, together with a Fire Marshal, competent in fire fighting and emergency evacuation procedures, to respond and control to the fire safety and management of an emergency, and will be sited strategically to ensure the ongoing monitoring of that area for the safety and security of the occupants.

Disabled camping and carparking is to be provided at the rate of 1 per 100 sites or part thereof.

The area designated for disabled campers is to be adjacent to the disabled toilet and shower amenities, and adjoining an all weather surface road providing direct access to the event site. Access to the disabled camping area will be required to be registered in the purchase of a camping ticket.

## **5. ROADS AND CARPARKING**

### **Objectives**

- To provide an adequate level of access to and within the camping site.

Temporary camping areas will be serviced by the spine road and event laneways and footpath access ways.

The approved camping management plan for each event will provide for ease of access for Emergency Vehicles.

Vehicle speed limits in camp grounds shall be limited to 15 km/h.

## **6. WATER SUPPLY**

### **Objectives**

- To provide an adequate and effective potable water supply.

The camping management plan prepared for each specific event will be in accordance with NBP Standard 004 – Water Management.

Water supply for the camping areas is provided in centralised locations via standpipes and hose taps.

## **7. FACILITIES AND SERVICES**

### **Objectives**

- To ensure all camping occupants are provided with an adequate level of amenity services.

All temporary amenities are provided with hot and cold water, mirrors and hand basins, as well as sanitary facilities in accordance with NBP Standard 005 – Waste Water Management.

All camp sites will have convenient access to an adequate provision of shower or toilet facilities.

Garbage collection and removal to and within the camping grounds will be co-ordinated together with the Event Waste Management Strategy.

The provision of medical services within the camping grounds will be co-ordinated together with the overall event medical services.

The camping management plan will provide for an adequate level of food and recreational facilities for campers, either by access to such facilities within the event area or providing such facilities within the camping area.

## **8. FIRE FIGHTING SERVICES**

### **Objectives**

- To provide for an adequate level of fire fighting services.

The camping management plan prepared for each specific event will be in accordance with NBP Standard 006 – Fire Management.

Fire marshals will provide with portable fire extinguishers to each area, for the purposes of monitoring and maintaining camper fire safety ancillary to the existing fire fighting services.