Camp management plan template

Introduction
The following template guides local government in compiling a Camp Management Plan that will facilitate licensing of camp management actions for a five-year period. It does not apply to land that is declared as critical habitat.

When preparing the Camp Management Plan, you may wish to refer to available literature and expert opinions, or consider establishing an advisory committee to help guide the development of the plan. It is recommended that the Camp Management Plan be developed as part of a community engagement strategy for flying-fox management, and that it be publicly exhibited.

The template
A Camp Management Plan should contain the following elements.

1. Overview

1.1 Objectives: The objectives should be consistent with the objectives of the Flying-fox Camp Management Policy 2014.

1.2 Purpose and intention: The purpose and intention of the Camp Management Plan should be clearly specified, including the reason why it is being prepared.

2. Context
This section should provide background information on the specific camp and the general issues that need to be addressed, including:

2.1 Camp area: include a description of the camp area such as its location and size, and include photos and high resolution maps of the area. This section should also identify the vegetation composition and structure of the camp, whether it is a Threatened Ecological Community (TEC) or includes threatened tree species and how much of the camp area is used by flying-foxes.

2.2 History of the camp: indicate how long the camp has been occupied and where possible, outline occupancy data across years and seasons and identify yearly and seasonal changes in camp boundaries (e.g. have flying-foxes changed their roost trees depending on season?).

2.3 Identification of flying-fox issues: identify problems such as noise early in the morning for residents, flying-foxes roosting closer to buildings because their preferred roost areas have become degraded and droppings falling on walkways or washing lines. This section should also identify the number of complaints and the number of complainants as a proportion of the total population living near the camp. Once you understand the specific issues, you can develop the solutions that will be the most targeted and most appropriate.
2.4 **Classification of the land:** identify whether the land is council or Crown land or private land, and should establish who has legal responsibilities for the camp area and its surroundings. This section should indicate whether this Camp Management Plan is being prepared by a council so a licence application can be made on behalf of third parties (i.e., resident landholders).

2.5 **Management response to date:** what has been the management response so far? Has it been successful or not, and why?

2.6 **Stakeholders:** identify the stakeholders affected by flying-foxes both directly and indirectly, e.g., community members, schools, local councils, farmers, adjoining landholders, OEH and Local Land Services. This section should also identify ways in which these stakeholders are affected.

2.7 **Other legislation:** this section should identify any additional approvals that may be required (e.g., Environmental Planning and Assessment Act, Environment Protection and Biodiversity Conservation Act, Crown Lands Act, Local Government Act).

3. **Community considerations**

This section should identify issues that have led to the plan being developed, including specific impacts of the camp on the local community. Issues may include health, amenity and safety concerns relating to the camp.

4. **Ecological considerations**

4.1 **Flying-fox ecology:** describe which species are present, in what numbers, age groups (flightless young, sub-adults, adults), sex, reproductive status (pregnant females, weaning females, lactating females). This section should also explain why flying-foxes are present, if known, e.g., there is suitable foraging habitat nearby, the flying-foxes moved to this camp after being disturbed elsewhere, the camp is a maternity camp.

Applicants may choose to submit a Species Impact Statement under the Threatened Species Conservation Act with their Camp Management Plan if they wish. However, unless proposed camp management actions outlined in the Camp Management Plan are likely to have a significant effect on threatened species, populations or ecological communities, or the camp has been declared as critical habitat, this is not expected and is not necessary. If actions are likely to have a significant effect on threatened species, a Species Impact Statement will be required.

5. **Identification of camp management actions**

The Camp Management Plan should identify any camp management actions that are intended to be undertaken over a five-year period.

Camp management actions should be consistent with the NSW Flying-fox Camp Management Policy and be described in sufficient detail so the licence application can refer to them, and OEH can determine whether they are likely to significantly affect threatened species. The following procedure should be adopted:

5.1 **Identify legally available camp management actions and consider** which camp management actions will work and why. Include potential impacts on residents and other councils based on the local context.

5.2 **Clearly identify the available camp management actions you intend to pursue and categorise them according to the guidance provided in the Flying-fox Camp Management Policy 2014** as:

- routine camp management actions (Level 1)
- creation of buffers (Level 2) or
- camp disturbance or dispersals (Level 3).
This section should also include details on evaluation of camp management actions, and the trigger for moving to Level 3 camp management actions.

Further consultation with OEH regional staff will be required when the trigger for Level 3 camp management actions is reached. It is likely that the land manager will require a variation to their existing licence or a new licence.

Consult your regional OEH contact if you require assistance.

In identifying the available camp management actions, it may be beneficial to consider which suite of actions is most likely to be efficient and effective and legally defensible in balancing community concerns and neighbourhood amenity with environmental outcomes. Justify the decision by referring to available advice, community consultation, available literature, scientific reports, other camp management plans and the OEH Flying-fox Camp Management Policy 2014.

6. Assessment of Impacts

The Camp Management Plan should address the impacts of the proposed camp management actions, to help the land manager in preparing their licence application and OEH in processing the application. This assessment can be undertaken for each category of camp management actions (i.e. Level 1, 2 or 3 as above). While not necessary, it is anticipated that a section 91 licence application will be accompanied by a copy of the Camp Management Plan and any other supporting documents, for example a Species Impact Statement.

To assist the landholder in fast tracking its preparation of the licence application form, and OEH in assessing its licence application, the assessment section should address the following issues if it is submitted without a Species Impact Statement:

6.1 Licensing assessment: The Camp Management Plan should include:

- details of the types and condition of habitats in and adjacent to the camp to be affected by the action
- particulars of any known records of for Grey-headed Flying-foxes in the same or similar known habitats in the locality
- details of any known or potential habitat for Grey-headed Flying-foxes in the camp to be affected by the action
- details of the amount of Grey-headed Flying-fox habitat to be affected by the actions proposed in relation to the known distribution of the species and its habitat in the locality and region
- an assessment of the likely nature and intensity of the effect of the actions on the life cycle and habitat of the species
- details of possible measures to avoid or ameliorate the effect of the actions.

6.2 Matters for consideration

The Camp Management Plan should provide information on the following, so a determination can be made by the Chief-Executive of OEH as to whether the proposed action is likely to significantly affect threatened species, populations or ecological communities, or their habitats:

Specifically it should address, for each proposed action:

- whether the actions proposed in the Camp Management Plan are likely to have an adverse effect on the life cycle of the species so a viable local population is likely to be placed at risk of extinction
- in the case of an endangered population, whether any actions proposed in the Camp Management Plan are likely to have an adverse effect on the life cycle of the species so a viable local population is likely to be placed at risk of extinction
• in the case of an endangered ecological community or critically endangered community, whether the action proposed in the Camp Management Plan:
  – is likely to have an adverse effect on the extent of the ecological community so it is locally likely to be placed at risk of extinction, or
  – is likely to substantially and adversely modify the composition of the ecological community so it is locally likely to be placed at risk of extinction

• in relation to the habitat for grey-headed flying-foxes, or other threatened species, populations or ecological communities:
  – the extent to which habitat is likely to be removed or modified as a result of any actions proposed
  – whether an area of habitat is likely to become fragmented or isolated from other areas of habitat as a result of any of the proposed actions identified in the Camp Management Plan
  – the importance of the habitat to be removed, modified, fragmented or isolated to the long-term survival of the species, population or ecological community in the locality
  – whether any actions proposed in the Camp Management Plan are likely to have an adverse effect on critical habitat (either directly or indirectly)
  – whether the actions proposed in the Camp Management Plan are consistent with the objectives or actions of a recovery plan or threat abatement plan
  – whether any actions proposed in the Camp Management Plan constitute or are part of a key threatening process or are likely to result in the operation of, or increase the impact of, a key threatening process.

7. Implementation of camp management actions

This section of the Camp Management Plan should outline ways in which camp management actions will be implemented, including:

• **roles and responsibilities**: identify who is responsible for what.
• **consents**: have all landowners, both public and private, provided their consent?
• **planning for Camp Management Actions**: include triggers that necessitate stopping the camp management actions and establishing animal welfare and environmental safeguards where applicable. Work with other councils and other residents if there may be impacts. Further guidance can be found in the Flying-fox Camp Management Policy 2014 and supporting resources.
• **timing**: define when the proposed camp management actions are proposed to take place and the various timing restrictions that apply to some camp management actions (e.g. no dispersals during the breeding season).
• **costs**: who pays? Consider the estimated costs of the proposed camp management actions. Local government, public authorities and land managers should be aware that there are substantial costs associated with dispersals.
• **monitoring and adaptive management**: include details on proposed monitoring and evaluation (including performance indicators) of the Camp Management Plan. These could be linked to the National Flying-fox Monitoring Plan and national census data.
• **plan review**: identify a timeframe or triggers for the review of the Camp Management Plan.

**Attachment – section 91 licence application form**

At the time the Camp Management Plan is submitted to OEH for approval, it should include a completed section 91 licence application form. The form can include information already contained in the Camp Management Plan.
Note that OEH is obliged to place licence application forms on its website, and the application, accompanying documentation and approval form part of the public register for the Threatened Species Conservation Act 1995. The licence application is available at www.environment.nsw.gov.au/resources/nature/S91ApplicationForm.pdf.