

# Template for a reserve activity management plan— *example only.*

*This template is provided as an example of how information may be organised and presented when preparing a reserve activity management plan. Information may be presented in a different format if the applicant prefers (for example, presenting the information in the risk section in tabular form). The lists of topics presented below, e.g. sections 3.5 and 4.1 are not exhaustive and not all these topics may need to be addressed in every reserve activity management plan.*

- i. Title
- ii. Version control
- iii. Corporate endorsement
- iv. Completed reserve activity management plan checklist
- v. Table of contents

## **1 Introduction**

## **2 Proposed activities**

### 2.1 Exploration program

- 2.1.1 Information on proposed activities
- 2.1.2 Clearing limits
- 2.1.3 Other considerations, if applicable

### 2.2 Spatial information

- 2.2.1 Maps
- 2.2.2 Shapefiles for all proposed activities

## **3 Reserve information, environment and values**

### 3.1 Reserves identified

### 3.2 Location

### 3.3 Purpose, history and context

### 3.4 Relevant information

- 3.4.1 Reserve management plans
- 3.4.2 Surveys
- 3.4.3 Reports
- 3.4.4 Other relevant information

### 3.5 Identified reserve values

- 3.5.1 Biogeography
- 3.5.2 Landscape features
- 3.5.3 Flora and vegetation
- 3.5.4 Fauna species and fauna habitat
- 3.5.5 Culture and heritage values including Aboriginal and non-Aboriginal
- 3.5.6 Human use values
- 3.5.7 Other, as discussed in scoping meeting

## 4 Risks and impacts

### 4.1 Identification of risks and proposed impacts on the reserve

- 4.1.1 Conservation significant flora, fauna and ecological communities
- 4.1.2 Culture and heritage values
- 4.1.3 Vegetation
- 4.1.4 Fauna habitats
- 4.1.5 Soil
- 4.1.6 Hydrology
- 4.1.7 Recreational use
- 4.1.8 Ecological thinning
- 4.1.9 Commercial uses
- 4.1.10 Educational and scientific sites
- 4.1.11 Introduction and spread of weeds, disease, pest animals
- 4.1.12 *Phytophthora* Dieback Risk Assessment (where activities are located in the Dieback Vulnerable Zone)
- 4.1.13 Bushfire
- 4.1.14 Unauthorised (third party) access
- 4.1.15 Waste, rubbish and contamination
- 4.1.16 Successful rehabilitation

### 4.2 Assessment of risks of identified impacts on reserve and reserve values

### 4.3 Assessment of significance and extent of impacts

## 5 Management

### 5.1 Management of impacts identified

- 5.1.1 Collection, dissemination and use of information
- 5.1.2 Biophysical impact avoidance
- 5.1.3 Prevention of pollution, contamination and waste/rubbish
- 5.1.4 Management of clearing

- 5.1.5 Biosecurity and hygiene
- 5.1.6 Dieback Management Plan (where assessed as moderate to high risk in dieback vulnerable zone)
- 5.1.7 Fire prevention and preparedness
- 5.1.8 Prevention of erosion, sedimentation and ponding
- 5.1.9 Communication with DBCA
- 5.1.10 Public interaction, safety and access

## **6 Aboriginal culture and heritage management**

### 6.1 Protection of Aboriginal culture and heritage

- 6.1.1 Groups with an interest in the reserve area
- 6.1.2 Demonstration of investigation and consultation
- 6.1.3 Impact of proposed activities to culture and heritage values
- 6.1.4 Information regarding consultation that occurred
- 6.1.5 Commitment to undertake ongoing communications
- 6.1.6 Records of outcomes of communication

### 6.2 Details of adaptive management for Aboriginal culture and heritage values

- 6.2.1 Action to be undertaken if sites or values identified
- 6.2.2 Reassessing native title claim status
- 6.2.3 Addressing outcomes of additional consultation

## **7 Rehabilitation**

### 7.1 Commitment to undertake rehabilitation of all areas cleared

### 7.2 Rehabilitation objectives identified

- 7.2.1 Predicted outcomes
- 7.2.2 Management measures to achieve objectives
- 7.2.3 Targets/criteria
- 7.2.4 Monitoring and contingency actions
- 7.2.5 Timeframes for rehabilitation

## **8 Communication and reporting**

### 8.1 Reporting and communication commitments

- 8.1.1 Development of reserve(s) annual activity reports
- 8.1.2 Development of reserve(s) activity completion report

### 8.2 Contact details of applicant

## 9 References

## 10 Appendices

For example:

- a. relevant stakeholder consultation table
- b. standard management procedures
- c. risk assessment table