

# Shire of Wiluna Policy Manual

## WILUNA CARAVAN PARK RULES

### Policy 1.27

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#### WILUNA CARAVAN PARK PARK RULES (Terms & Conditions)

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1. **Check in time**
  - From 11.00am
2. **Check out time**
  - By 10.00am
3. **Site Fees**
  - Site Fees must be paid in advance and no refund will be allowed due to cancelled bookings.
  - Site Fees will be reviewed at least once every year.
4. **Office Hours**
  - Office opening hours are 8.00 am – 4.30 pm (week days).
5. **Noise**
  - Patrons must be respectful at all times to each other and not make any noise that may offend others including neighbouring properties.
  - Quiet time in the Caravan Park is between the hours of 10.00pm to 6.00am each day.
6. **Speed**
  - The speed limit within the Caravan Park is strictly 8km per hour (walking pace). This speed limit also includes the use of bicycles and other similar type vehicles.
7. **Pets**
  - Pets are only allowed in the Caravan Park with the Caretaker's/Other authorised Shire Staff approval.
  - The Caretaker will only approve pets that appear to be friendly to people and other animals and can be appropriately secured.
  - Pets that have been declared dangerous are not permitted in the Caravan Park under any circumstances.
  - Pets must be secured on a leash while walking around the Caravan Park.
  - No pets are allowed in the ablution blocks, campers' kitchen or recreational area.
  - Owners are requested to please clean up after their pets and dispose of their waste in bins provided.
8. **Smoking**
  - Smoking is not permitted inside the caretaker's cottage, ablution block, campers' kitchen or recreational area.
  - Smokers are requested to use the ashtrays as provided and are requested to please not put their cigarette butts on the ground.
9. **Visitors**
  - Visitors must report to the Caretaker/Other authorised Shire Staff on arrival.
  - Visitors must park their vehicles in the designated visitors' parking area.
  - Visitors are not allowed to use the Caravan Park's ablution block facilities.

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### 10. Excessive use of Power

- The use of power tools such as welders and grinders are not permitted in the Caravan Park.

### 11. Water Conservation

- The Shire encourages the responsible use of water within the Caravan Park.
- Patrons are only allowed to take up to a maximum time of 5 minutes per shower.
- All private gardens must be approved by the Caretaker/Other authorised Shire Staff.
- Private washing machines can only be used if approval is given by the Caretaker or other authorised Shire Staff.

### 12. Car Parking

- Only one car is strictly permitted per site.
- Approval may be given by the Caretaker or other authorised Shire Officer, to park more than one vehicle on site.
- All on-site cars must be registered at the Caravan Park reception on arrival.
- All other vehicles or visitors' vehicles must remain in the visitors' parking area.

### 13. Quad Bikes / Recreational Motor Bikes

- No quad bikes, trail bikes or recreational motor bikes are to be ridden in the park under any circumstances.

### 14. Open Fires

- Open fires are not permitted in the Caravan Park.

### 15. Setting Up on Site

- All caravans/camper trailers must have their draw bars facing the roadway in accordance with the Caravan Parks and Camping Grounds Regulations 1997.
- All caravans/camp sites must be 3 metres away from each other. This is the Patron's responsibility and failure to comply may result in the Caretaker/Other authorised Shire Staff moving their tent or caravan to adhere to these regulations.
- No canopy is to be installed with star pickets unless approved by the Caretaker or other authorised Shire Staff.

### 16. Use of Power Cables and Hoses

- The Shire will only allow well-maintained power cables and hoses to be connected to its power outlets, water taps and drainage system.
- The Caretaker may remove any power cable and/or hose that is considered not to be well maintained or dangerous without notice.
- Patrons are not to dispose of wastewater directly on to the ground and must use the Caravan Park's designated drainage system.

### 17. Washing

- Washing can only be hung out on the Caravan Park's approved clothes lines.
- Permission is needed from the Caretaker/Other authorised Shire Staff to use a private washing machine in the Caravan Park.

### 18. Supervision of children

- Children must be appropriately supervised by an adult whilst in the Caravan Park at all times.

### 19. Cancellation Policy

- The Shire will not refund any Site Fees it has already received if a Tenant cancels their booking.

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### 20. Responsible use of Alcohol

- The Shire does encourage the responsible consumption of alcohol.
- Person who become intoxicated may be asked to leave the Caravan Park
- The driving of a vehicle within the Caravan Park whilst under the influence of drugs or alcohol is not permitted.

### 21. Illegal Drugs

- The possession or use of illegal drugs within the Caravan Park is not permitted. Offenders will be reported to the Police and evicted from the Caravan Park.

### 22. Trucks Parking

- Trucks are not permitted to be parked in the Caravan Park.

### 23. Use of Ablution Blocks

- Patrons may not provide any other person the Ablution Block key or otherwise allow access to the Ablution Blocks facilities.
- Patrons are not allowed provide the keypad code to any third person.
- Wastewater and sewerage is not to be disposed of in the Ablution Blocks.
- Only Patrons and approved persons may use the Ablution Blocks.
- The washing kitchen dishes/utensils in the Ablution block is not permitted, a campers Kitchen is provided for this purpose.

### 24. Campers Kitchen and Recreation Area

- Only Patrons can use the Campers Kitchen and Recreational Area.

### 25. Sleeping in Unauthorised Buildings

- Under no circumstances are Patrons allowed to camp or sleep in the Ablution Blocks, Campers Kitchen or other recreational areas.

### 26. Portable Toilet Wastewater Disposal Facility (Dump Point)

- Only Patrons may use the Portable Toilet Wastewater Disposal Facility.
- Key to the Toilet Wastewater Disposal Facility can be obtained from the Caretaker/Other authorised Shire Staff.

### 27. Tents

- Patrons can only camp in a tent for a maximum of 14 days within any three month period. The Caretaker/Other authorised Shire Staff may approve an additional 14 days stay.
- No tent is allowed to be setup directly below a large tree.

### 28. Lease Agreements

- Long stay Patrons will be offered a maximum of a three-month lease which may be renewed.

### 29. Annual Site Fees & Charges Review

- Site Fees will be reviewed at least once every year.

### 30. Sale of Caravans, Furniture and Equipment

- No sale of tenant's caravans, furniture and equipment is allowed within the Caravan Park.

### 31. Structures

- Patrons are not to erect or construct a permanent type structure without the Shires approval.

### 32. Boundary Fence

- No one is allowed to climb over/under or otherwise interfere with the boundary fence.
- Entry to the Caravan Park is to be via the official entry areas.
- Any Patrons or Visitor that is caught breaching this rule may be asked to leave the Caravan Park.

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- Any other person who is caught breaching this rule without a legitimate reason for being in the Caravan Park maybe prosecuted with trespassing.
- 33. Dongas/Park Homes/Transportable Buildings (Private Ownership)**
- Under no circumstances are privately owned dongas; park homes or other transportable buildings allowed in the Caravan Park.
- 34. Compliance to Park Rules**
- All persons are expected to behave in a manner which is conducive to the safety, comfort and convenience of others in the Caravan Park.
  - A breach of the Park Rules may result in the summary eviction of the offender at the discretion of the Caretaker/Other authorised Shire Staff.

Note: Unless provided for in these Park Rules (Terms & Conditions), patrons and visitors must follow all reasonable and lawful directions given to them by the Caretaker or other authorised Shire Officers.

Document Control	
Responsible Directorate	Office of the CEO
Relevant Section	Governance
Legislative Requirement	
Council Meeting Held & Adopted, Resolution #	11 October 2017 152/17
Amendments, Date & Resolution #	
Review Dates & Resolution #	
Next Review Date	