

**ACCOMMODATION STANDARDS (NO. 2)**  
**CARAVAN PARK**  
**LIQUOR AND ACCOMMODATION ACT 1990**  
**PART 3, SECTION 109**  
**PROVISION OF TOURIST ACCOMMODATION**

**1. PROVISION OF TOURIST ACCOMMODATION DEFINED**

A person is to be taken to be providing tourist accommodation if that person provides overnight lodging facilities for tourists or travellers for a consideration (s 104).

**2. ACCOMMODATION STANDARDS**

The Board shall from time to time and in consultation with the Director of Tourism formulate and publish accommodation standards, which prescribe -

- (a) various classifications of tourist accommodation; and
- (b) the minimum standards of amenities and facilities which must be met by tourist accommodation in each classification (s 109)

**3. CLASSIFICATIONS**

In accordance with 2. (a) above the following classification of tourist accommodation is hereby defined:-

A CARAVAN PARK shall:-

- (a) be an area of land set aside for the accommodation of relocatable cabin, caravans, campervans, tents and may include other classes of accommodation;
- (b) have suitable communal or en suite bathing and toilet facilities provided in accordance with the relevant Building Code;
- (c) have suitable laundry facilities provided in accordance with the relevant Building Code;
- (d) have water supply, power supply, and garbage disposal provided to most sites as described in these standards;
- (e) where a connection to town sewerage is available sewerage disposal facilities are to be provided; and
- (f) have a reception facility provided as described in these standards.
- (g) have sullage and drainage to the satisfaction of the local council.

NOTE: Where on site vans and relocatable cabins are provided they are to comply with Accommodation Standards No. 5 in respect of RELOCATABLE CABIN.

**4.0 OTHER REQUIREMENTS**

**4.1 GUEST INFORMATION**

- (a) Where practicable a plan of the caravan park showing the location of communal bathing and toilet facilities and each site with its number is to be prominently displayed in or near the reception area.
- (b) A sign is to be displayed at or near the entrance to a park displaying clearly the name of the caravan park.
- (c) Helpful information for guests should be provided, in an area near the caravan park reception facility in the form of a notice board. Such information is to include emergency telephone numbers, check out time, reception hours, an after hours contact number or address and details relevant to any other service or facility offered by the establishment or nearby.

#### 4.2 COMMUNAL BATHING AND TOILET FACILITIES

- (a) Separate male and female facilities are to be provided in accordance with the relevant Building Code or Regulations and may be included in the one building and be conveniently situated:-
  - (i) being no more than 100 metres or less than 6 metres from any of those sites;
  - (ii) in such a position as to be entered from within the caravan park;
  - (iii) the entrance area shall be paved and, where access to different parts of the building is provided by more than one entrance, those entrances shall be linked by an exterior paved area; and
  - (iv) the surrounding area shall be stabilized by adequate means to protect it from wear by foot traffic; and
- (b) These facilities shall be provided with:-
  - (i) must be easily opened from outside in an emergency.

##### 4.2.1 BATHING FACILITIES

There shall be provided in a suitable position in each shower cubicle or bath area:-

- (a) a soap holder;
- (b) a dry area for the storage of clothes, with a seat, double coat hooks and an area large enough for a person to dress/undress; and
- (c) a door to give privacy, fitted with an approved latching device.
- (d) where coin operated devices are provided the apparatus to operate the device is to be situated within the cubicle.

##### 4.2.1A AGED, INFIRMED AND INFANT BATHING AND TOILET FACILITIES

Provide bathing and toilet facilities specifically designed to accommodate the aged, infirmed and infants and to which access is available for a carer of either gender.

##### 4.2.2. TOILETS

Communal toilets shall be provided (in each cubicle) with:-

- (a) sufficient coat hooks;
- (b) sufficient toilet paper dispensers, kept supplied with toilet paper; and
- (c) a door to give privacy fitted with an approved latching device.

#### 4.2.3 GENERAL REQUIREMENTS

Communal bathing and toilet facilities shall be provided with:-

- (a) an adequate number of mirrors of sufficient size (recommended size 600mm x 450mm) fixed at a convenient height above each handbasin;
- (b) vanity unit or equivalent shelving or bench space;
- (c) sufficient power points, conveniently located;
- (d) adequate coat hooks or towel rails;
- (e) adequate lighting;
- (f) a washable waste container; and
- (g) an extractor fan or other form of approved ventilation.

#### 4.2.4. PRIVATE EN SUITE FACILITIES

Where private en suite facilities are provided they are to be fitted out and finished to the satisfaction of the Commissioner for Licensing.

#### 4.3 LAUNDRY FACILITIES

Laundry facilities shall be provided either on a individual or communal basis.

Where communal laundry facilities are provided they must:-

- (a) be of adequate size;
- (b) have impervious floors;
- (c) have washing machines, dryers, sufficient tubs with hot and cold water, bench space, or outdoor drying facilities; and
- (d) have available sufficient irons and ironing boards.

#### 4.4. SITES

##### 4.4.1 GENERAL

Sites must be level, drained and well maintained. Throughout the park caravan pads constructed of concrete or other approved materials shall be available. Each site shall be clearly defined and numbered.

An adequate number of refuse receptacles shall be conveniently located throughout the park to service the number of guests accommodated. Big bins or dumpsters are acceptable provided that they are not located near sites so as to cause a nuisance.

Generally garbage must be removed daily or as the need arises and where individual site rubbish receptacles are provided the following is required:-

- (a) the rubbish receptacle be anchored down;
- (b) shall be fly-proof, vermin proof and water proof;
- (c) shall be fitted with a close fitting lid; and
- (d) shall be so installed as to be inaccessible to animals.

#### 4.4.2 SITE SIZES

- (a) Sites for tents are to be of a size large enough to allow surrounding space for reasonable movement around the site.
- (b) Sites for campervans shall be a minimum of 45 square metres in area, with a minimum frontage of 5 metres.
- (c) Sites for caravans, or on site vans shall be a minimum of 80 square metres in area, with a minimum frontage of 7 metres.
- (d) Sites for moveable holiday cabins shall be a minimum of 80 square metres in area.
- (e) There shall be an uninterrupted buffer zone of 2.4 metres between each site.
- (f) Minimum buffer between internal roadway and sites is to be 1.2 metres.

#### 4.5 ROADWAYS

- (a) A caravan park shall be provided with cambered and drained, and paved or metalled roadways to give all weather access to all sites in it from the point of entry into and to the point of egress from, the caravan park.
- (b) The roadway at the entrance or reception area of a caravan park shall be wide enough to allow incoming vehicles to be parked temporarily so as to avoid disruption to other traffic entering or leaving the caravan park.
- (c) The width of every roadway in a caravan park:-
  - (i) shall not be less than 3.5 metres, if it provides one-way access to sites;
  - or
  - (ii) shall not be less than 5 metres, if it provides two-way access to sites.

#### 4.6 ILLUMINATION

Adequate lighting shall be provided:-

- (a) at the entrance and reception area;
- (b) at all external entrances to buildings housing communal bathing and toilet facilities or laundry units;
- (c) in the interior of buildings referred to in sub-paragraph (b) continuously from sunset to sunrise; and
- (d) throughout the area of the park other than that referred to in sub-paragraph (c), on a subdued basis from sunset to sunrise.

#### 4.7 RECEPTION

The minimum requirements are as follows:-

- (a) a bell or other device to enable a person to attract attention to his or her presence in the reception area; and
- (b) provide information or brochures on local activities and points of interest to visitors.

#### 4.8 SUPERVISION

The licensee or his representative shall reside on site, adjacent to the caravan park or be available at short notice if required to ensure proper supervision of the caravan park.

### 5. GENERAL REQUIREMENTS

- 5.1 Notwithstanding anything contained elsewhere in these Standards and subject to the Liquor and Accommodation Act, 1990 if, in relation to any particular accommodation premises the Commissioner is satisfied that having regard to the relevant circumstances, compliance with any of the provisions of these Accommodation Standards would impose undue hardship on the applicant or licensee or that for any reason considered by the Commissioner to be sufficient the Commissioner may vary, modify or exempt the applicant or licensee from any requirement(s) of these Accommodation Standards.
- 5.2 The number of persons capable of being accommodated shall be as approved by the Commissioner.
- 5.3 All premises licensed under the authority of an Accommodation Licence must comply with the requirements of any relevant statutory authority.
- 5.4 Where a caravan park provides accommodation for permanent residents the area used for the accommodation of tourists or travellers is to be separated from the permanent residents in a manner approved by the Commissioner.
- 5.5 Any landscaping and paving that is provided is to be maintained in good condition.
- 5.6 Any car parks that are provided are to be surfaced and maintained in good condition.
- 5.7 The exterior of each sleeping accommodation unit is to be numbered or named.
- 5.8 The licensee of a caravan park shall not in any way represent the premises as being classified other than the classification specified in the Accommodation Licence. Other classifications of accommodation premises may be provided within a caravan park if specified in the Accommodation Licence.
- 5.9 Where facilities for the disabled are provided they shall conform to the relevant Australian Standard.

### 6. DESIRABLE FACILITIES

Facilities considered desirable to enhance the attraction of a caravan park to guests include:-

- (a) infant washing facilities;
- (b) a playground;

- (c) an outdoor recreation and barbecue area;
- (d) campers kitchen;
- (e) recreation room / television lounge;
- (f) shop / kiosk;
- (g) swimming pool;
- (h) drive through sites i.e. provision for car with caravan attached for one night stays;
- (i) a horizontal hand rail at a height of approximately one metre above the base of each shower bay;
- (j) mixer taps to basins;
- (k) a boat parking area if location requires;
- (l) a car and boat washing facility;
- (m) in communal bathing and toilet facilities towels, sufficient paper towels, paper towel dispensers (kept supplied with paper towels) or heated hand drying devices;
- (n) a pay telephone;
- (o) linen available for hire (if not included in the tariff charged to guests);  
and
- (p) cots available on request.

Dated:- 21/6/95