

# Checklists for Planning

## A tool for proponents of Tourism Development

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Exert from the Kangaroo Island Strategic Tourism Plan

Prepared June 2006

Adopted January 2007

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A Joint initiative of:



# Principles of Sustainable Tourism

*Principles of Sustainable Tourism, Sustainable Tourism Package, Prepared by the Tourism Policy and Planning Group (SATC) for the SATC*

The following 12 principles, based on the triple bottom line are intended to guide South Australia's Tourism Strategy. These are:

1. **Being different** from other competing destinations (achieved by basing development and marketing on the attributes and strengths of the destination);
2. **Achieving authenticity** by being genuinely relevant to the history, industry, culture, lifestyle and natural resources of the district;
3. **Reflecting community values** by representing the past, present and future aspirations of the local community in a living and dynamic way (achieved by listening to and responding to the community);
4. **Understanding and targeting the market** (broad market trends and the needs of specific market segments) by developing specialised products based on the inherent attributes of an area;
5. **Enhancing the experience** for travellers by providing them with something they cannot experience at home (achieved by 'bundling' attributes to enhance the appeal of a place and the likelihood of visitation);
6. **Adding value** to existing area attributes to realise a richer tourism experience and diversify the local economy (achieved by including accommodation, sales outlets, conference facilities and dining in association with established industries);
7. **Respecting natural and cultural venues** which forms the basis of sustainable tourism development and importantly respects ecological processes;
8. **Achieving conservation outcomes** through developing mutually beneficial partnerships between tourism and conservation;
9. **Having good 'content' ('telling the story')** by interpreting (presenting and explaining) natural, social, historic and ecological features;
10. **Achieving excellence and innovation in design** by respecting the resource, reflecting community values, being able to 'tell the story' and achieving good conservation outcomes;
11. **Providing mutual benefits to visitors and hosts** by promoting economic and community development for the benefits of both the host community and visitor;
12. **Building local capacity** by integrating tourism businesses with the local communities they operate within.

# Checklists for Property Owners Planning a Tourism Development

Are you thinking of buying property to use for tourism purposes?  
Do you own land that you would like to develop for tourism accommodation?  
If you answered yes to one of these questions then Part A of this checklist is intended to assist you in addressing those matters required as part of your planning application.

Part B of the checklist is designed to help you get the right advice to give you the best chance of establishing a successful business.

Contact details for the organisations mentioned are provided in Part C.

## PART A: ENVIRONMENT, INFRASTRUCTURE AND AMENITY

QUESTIONS	KEY CONTACT
<b>About the Site</b>	
What are the main conservation values of the site and adjoining land? What impacts could your development have and how will you manage these?	Department for Environment and Heritage (DEH) KI NRM Board
Will this development require a change of land use? Is this a permitted activity for this zone?	KI Council
Will you need to clear native vegetation?	Native Vegetation Council
How will you manage bushfire risk?	CFS
What impacts will your development have on water resources?	KI Natural Resource Management Board
<b>Infrastructure Availability</b>	
Does the site have adequate power supply to meet the needs of the development?	ETSA Utilities
Is the volume and pressure of mains water adequate? What rainwater storage capacity will you need for the size of your development?	SA Water KI NRM Board KI Council
How will you manage wastewater on the site?	KI Council
How will you manage stormwater run-off leaving the site?	KI Council KI NRM Board

QUESTIONS	KEY CONTACT
<b>Site Planning and Design</b>	
What is the nature of adjoining land, eg, conservation values, land uses? How will you achieve access to the site?	DEH / KI Council KI NRM Board KI Council or Transport Department

What are the assets of the site that you want to capitalise on, eg, views, vegetation, access to wildlife sightings? What is the best location on your site for the development to achieve: x positive experiences for visitors; x minimal disruption for neighbours; x minimal impacts on biodiversity habitat?	SATC Planning and Policy Unit Consultants in Planning, Design, Environmental Engineering KI NRM Board Council DEH
How will you construct the development so that it complies with principles of sustainable design in: ④ Energy efficiency; ④ Water; ④ Materials; x Wastewater treatment and re-use?	KIDB ESCOSA NRM Board Business SA EPA
How will you manage and operate the development so that it complies with these sustainability principles?	EPA NRM Board KIDB

To give your business a competitive edge, it is worth investing in:

- Context and Site Analysis Plans;
- Sensitive Site and Building Design;
- Eco-accreditation through a programme such as Green Stars or NTEAP(speak to staff at KIDB)

## PART B: PLANNING FOR A SUCCESSFUL BUSINESS

Ideally you should undertake this process before you purchase a property.

Certainly you would need to consider these questions before you seek finance for your development.

QUESTIONS	KEY CONTACT
<b>Tourism Demand</b>	
Is this kind of tourism needed on Kangaroo Island? What markets are likely to be attracted to this product and how do I connect with them?	TKI, SATC, KIDB TKI, SATC, KIDB
<b>Business Planning</b>	
How do I make sure my business is viable?	KIDB
What are the legal requirements I have to satisfy?	KIDB, Council
Who else has done this kind of development that I could talk with?	KIDB, SATC
What sort of data is available to assist in developing my business plan?	TOMM, KIDB
What data could I collect in my business to enable me to compare my performance to Kangaroo Island as a whole?	TOMM / KIDB
What kinds of staff will be required and where will I find them? Will training and support be required?	KIDB

**PART C: CONTACT DETAILS FOR ORGANISATIONS WHO CAN PROVIDE INFORMATION, ADVICE AND SUPPORT**

KIDB	Kangaroo Island Development Board
	Phone: 8553 3211
	Email: kidb@kin.net.au
KI Council	Kangaroo Island Council
	Phone: 8553 2015
	Email: kicouncil@kicouncil.sa.gov.au
TKI	Tourism Kangaroo Island
	Phone: 8553 1185
	Email: marketing@tourkangarooisland.com.au
DEH	Department for Environment and Heritage
	Phone: 8553 2381
TOMM	Tourism Optimisation Management Model
	Phone: 8553 4518
	Email: info@tomm.info
KINRM Board	Kangaroo Island Natural Resources Management Board
	Phone: (08) 8553 0111
	Email: info.kinrmboard@bigpond.com
SATC	South Australian Tourism Commission, Planning and Policy Unit
	Phone: 8463 4500
Vegetation Clearance	Native Vegetation Council
	Phone: 8124 7400
CFS	CFS Planning and Development
	Phone: 8339 6900
	Email: www.cfs.org.au
Electricity	ETSA Utilities
	Phone: 13 12 61
Mains Water	SA Water
	Phone: 8204 1000
	Email: customerservice@sawater.com.au
DTEI	Department of Transport, Energy and Infrastructure
	Phone: 13 10 84
EPA	Environment Protection Authority
	Ph one: 8204 2000
ESCOSA	Essential Services Commission SA (Regulatory body for energy)
	Phone: 8463 4444

## Checklist for Planning and Design of Tourism Developments in Natural Environments

The Design Guidelines for Sustainable Tourism Development prepared by the South Australian Tourism Commission are accessible on [www.tourism.sa.gov.au / tourism](http://www.tourism.sa.gov.au/tourism). These Guidelines provide details on all of the natural resource elements and systems to be addressed in the location and design of tourism developments. These are applicable to any site. Locations in natural environments require even greater attention to detail.

Land is made up of a number of elements and systems that interact to form natural landscapes. The checklist below provides examples of a range of issues that need to be addressed, the primary sources of information about that issue and possible responses at the planning, construction and operational stage.

<b>HYDROLOGY – Surface and groundwater flows and rainfall / stormwater flows</b>		
<b>Examples of Issues for Development</b>	<b>Key Information Source</b>	<b>Desirable Response</b>
Increased surface water runoff and risk of erosion Interruptions to and decrease in natural flow regimes Pollution of water sources	DWLBC KI NRM Board DWLBC KI NRM Board DWLBC, EPA KI NRM Board	Install rainwater tanks or other storage devices Avoid / minimise changes in flow regimes or remediate flows downstream of any structures Avoid or minimise use of chemicals
<b>SOILS</b>		
Loss of topsoil and essential nutrients Spread of soil borne disease, eg, phytophthora	KI NRM Board KI NRM Board	Limit clearance of vegetation and/or site excavations. Revegetate with local indigenous species. Implement effective machinery hygiene practices. Minimise disturbance by foot and vehicle traffic.

<b>VEGETATION</b>		
<b>Examples of Issues for Development</b>	<b>Key Information Source</b>	<b>Desirable Response</b>
Vegetation clearance or removal Potential impacts on habitat of rare and endangered species Weed invasion or spread of existing weeds	Native Vegetation Council DEH, Environment Australia for nationally endangered species KI NRM Board	Native vegetation in South Australia is protected by law. Seek advice if proposed development is in or near native vegetation. If limited clearance is required, offset by vegetation conservation initiatives to ensure net biodiversity gain. Identify and protect any areas of vegetation significance and significant or endangered species.
<b>FAUNA</b> Potential impacts on native fauna, eg, through interference with their habitat, movement corridors Seasonal impacts at times of nesting and breeding Human behaviour can modify species behaviour and leave them vulnerable	DEH KI NRM Board DEH KI NRM Board DEH	Identify and protect important fauna habitat and threatened species. Exclude or restrict access to these areas at sensitive times for identified species. Do not force interaction with animals or feed them to encourage dependency.

<b>BUSHFIRE PROTECTION</b> Potential conflict between requirements for clearance of vegetation around buildings and minimising impacts on vegetation and providing quality visitor experience	CFS, Development Assessment Unit	Investigate and install both passive and active fire protection measures. Ensure regular monitoring and maintenance.
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<b>TOPOGRAPHY</b>		
<b>Examples of Issues for Development</b>	<b>Key Information Source</b>	<b>Possible Response</b>
Extensive cut and fill on sloping sites increases risk to vegetation and fauna habitat and can lead to loss of topsoil and unsightly erosion	KI NRM Board Architects and Design Professionals with expertise on sloping sites. SATC Planning & Policy Unit	Design buildings that work with the slope of the land to minimise cut and fill.

### KEY CONTACTS ON KANGAROO ISLAND

**Vegetation, Fauna** DEH (Department for Environment and Heritage)

Phone: 8553 2381

**Vegetation Clearance** Native Vegetation Council

Phone: 8124 4700

**Water** DWLBC (Department of Water, Land and Biodiversity Conservation)

Phone: 8553 0111

**Soils, Weed Management** KINRM (Kangaroo Island Natural Resource Management Board)

Phone: 8553 0111

**Bushfire Prevention** CFS Development Assessment Unit – [www.cfs.org.au](http://www.cfs.org.au)

Phone: 8339 6900

**Topography** SATC Planning and Policy Unit – [www.tourism.sa.gov.au / tourism](http://www.tourism.sa.gov.au/tourism)

Phone: 8463 4500

**Architects and Design Professionals** Royal Australian Institute of Architects

Phone: 8228 9100