

# Operational policy

## Visitor Management

### Fee exemptions for vehicle access permits on QPWS managed recreation areas

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*Operational policies provide a framework for consistent application and interpretation of legislation and for the management of non-legislative matters by the Department of National Parks, Sport and Racing (incorporating the Queensland Parks and Wildlife Service). Operational policies are not intended to be applied inflexibly in all circumstances. Individual circumstances may require a modified application of policy.*

#### Purpose

This policy identifies who is eligible for an exemption when applying for a vehicle access permit to traverse recreation areas under the *Recreation Areas Management Act 2006* (the RAM Act) and the number of permits they are eligible for.

#### Background

A vehicle access permit is required to use a motor vehicle (other than those exempted by law) in the Bribie Island, Cooloola, Fraser Island, Minjerribah (North Stradbroke Island) and Moreton Island recreation areas.

Vehicle access permits are not required for the following exempt vehicles:

- emergency vehicles
- Commonwealth, State and local government vehicles (when used for official purposes)
- vehicles authorised under a commercial activity permit or agreement (private vehicles participating in an authorised commercial activity are exempt from the requirement to obtain a vehicle access permit).
- Inskip Peninsula or Green Island recreation areas.

Vehicle access permits are usually provided for a fee, however, residents, landholders, visiting close relatives of residents, educational groups and workers who need to travel through the recreation area may qualify for a fee exemption and therefore may obtain a vehicle access permit free of charge.

Vehicle permit exemptions can be applied for:

- online via websites [www.qld.gov.au/camping](http://www.qld.gov.au/camping) or [www.npsr.qld.gov.au](http://www.npsr.qld.gov.au)
- over the counter at nominated booking offices [www.npsr.qld.gov.au/experiences/over-counter-permits.html](http://www.npsr.qld.gov.au/experiences/over-counter-permits.html)
- For Minjerribah (North Stradbroke Island) recreation area; [www.straddiecamping.com.au](http://www.straddiecamping.com.au) or phone (07) 3409 9668.

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**Definitions**  
**Close relative** means a resident's parent, grandparent, brother, sister, child or grandchild or of the resident's spouse (such as the resident's mother-in-law, father-in-law, grandparent-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law), including step and/or adopted children.

**Emergency vehicle** means an ambulance, fire engine, police vehicle or another vehicle, including a tow truck, helicopter or mobile crane, if used in emergency circumstances.

**Exempt vehicles** are emergency vehicles, government vehicles and vehicles authorised under a commercial activity permit or agreement.

**Government vehicle** means a motor vehicle used for official purposes whose registered operator is a local government or State or Commonwealth department.

**Motor vehicle** includes a bus, car, motor bike, quad, tractor, trike or truck, but does not include an aircraft, bicycle, hovercraft or motorised wheelchair.

**Person** means an individual or a corporate entity (such as a company, incorporated association or trust).

**Principal place of residence** refers to the address predominantly lived at and which is stated on a person's driver licence and electoral enrolment records.

**Recreation area** means an area declared under Section 7 of the RAM Act to be managed as a recreation area.

**Rental vehicle** means a vehicle that is rented without a driver for the vehicle being offered or made available by, through, or on behalf of the person providing the vehicle for rent.

**Time share** scheme has the meaning given in Schedule 2 of the *Land Title Act 1994*.

### Policy Statements

Vehicle access permits may be granted free of charge to residents if the Chief Executive is satisfied that the person receiving the permit reasonably requires it to access the person's residence, land holding, the residence of a close relative, or place of work.

#### Eligibility criteria for residents

Residents are people whose reasonable vehicular access to and from their principal place of residence requires travel through the recreation area. Ownership under a timeshare scheme is not included.

Residents may be issued with a vehicle access permit free of charge for a maximum term of one (1) year.

Exemptions are not automatically renewed; the resident must apply for a vehicle access permit exemption for each subsequent year of eligibility.

#### Eligibility criteria for non-resident landholder

Non-residential landholders are people whose reasonable vehicular access to and from land to which the person holds title requires travel through the recreation area. Ownership under a timeshare scheme is not included.

Non-residential landholders must be individuals or corporate entities (such as a company, club or trust) registered on the property land title. Individuals who are not registered on the land title do not qualify e.g. club members or shareholders of a corporate entity.

Corporate entities can apply for each property registered under the business, club or trust name and are entitled to up to two (2) fee exempt vehicle access permits for motor vehicles registered to, or nominated by, them.

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Each individual listed as having a registered interest in a property is entitled to apply for a fee exempt vehicle access permit to a maximum of three (3) permits. A new application must be completed for each subsequent fee exemption vehicle access permit.

### **Eligibility criteria for close relatives of resident landholder**

Close relatives of residents may be issued with a fee exempt vehicle access permit for a maximum duration of one (1) year.

A new application must be completed for each subsequent fee exempt vehicle access permit.

Fee exemptions are not available to close relatives of non-resident landholders.

### **Eligibility criteria for workers**

Workers are people who need to travel through the recreation area to carry out a trade, business or profession. Soliciting for employment, trade or business, or work that could readily be done elsewhere does not qualify.

Workers are eligible for a fee exemption for each relevant motor vehicle limited to the period for which the person will need access for work, or for a pre-determined duration (for example one month), with further applications required to extend. Additional conditions may be applied.

### **Eligibility criteria for educational groups**

In the case of approved educational group excursions, tours or camps, being conducted independently, under Section 54 of the RAM Regulation 2007, a fee exemption applies to vehicle access permits for motor vehicles used on 'official educational business'.

Where an educational group uses its own transport in recreation areas that is not a registered government vehicle, the group organiser should apply to obtain the necessary (fee exempt) vehicle access permits for each motor vehicle, and is responsible for displaying the permits on each motor vehicle.

If an educational group hires a motor vehicle, or motor vehicles, to supplement its transport needs, (e.g. hires a four wheel drive vehicle to be driven by a group leader or teacher), the group organiser will need to obtain a (fee exempt) vehicle access permit for that motor vehicle, or those motor vehicles, as well.

### **Eligibility criteria for motor vehicles**

To be considered for a vehicle access permit all motor vehicles must be registered.

Fee exempt vehicle access permits may only be used to authorise the use of conditionally registered motor vehicles used by workers operating in the recreation area, or Moreton Island residents and landholders (see below).

All approvals for conditionally registered motor vehicles must be in keeping with the Operational policy: Conditional registration of motor vehicles on QPWS managed areas and the Procedural guide: Authorising conditionally registered motor vehicles.

### **Workers**

Conditionally registered agricultural and construction motor vehicles may be authorised under the worker eligibility criteria where the need for that type of motor vehicle can be clearly demonstrated.

### **Moreton Island residents and landholders**

The Moreton Island National Park, Cape Moreton Conservation Park & Moreton Island Recreation Area Management Plan April 2007 allows continued access for quads, trikes and trail bikes under a motor vehicle access permit, for Moreton Island residents and landholders only.

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Conditionally registered quads, trikes and trail bikes:

- must hold the LO6 (A) access condition limiting their use to designated routes; and
- must hold a valid Police permit

### Supporting documentation

| Motor vehicle type:                                  | Substantiation required (must be current):                                |
|--|---|
| Conventional Vehicles                                | Current vehicle registration certificate                                  |
| Conditionally Registered Vehicle (QTMR class LO6(A)) | Current conditional registration certificate <b>and</b> QLD Police permit |

| Fee exempt category:   | Substantiation required (must be current):  |
|--|---|
| Resident (non-landholder, e.g. renter)   | 1. Photo driver's license, <b>and</b> one of the following documents:<br>2. Electoral enrolment card, OR<br>3. Property lease agreement, OR<br>4. Utility account.  |
| Landholder (individual/s)<br>(e.g. includes both resident, and non-resident property owners) | 1. Photo driver's license, <b>and</b> one of the following documents:<br>2. DNRM property valuation certificate, OR<br>3. Property rates notice, OR<br>4. Letter / email from Tangalooma Resort (Moreton Is. Villa owners only)                                   |
| Landholder (corporate entity)  | 1. Copy of ASIC register print out (of company details), <b>and</b> one of the following documents:<br>2. DNRM property valuation certificate, OR<br>3. Property rates notice, OR<br>4. Letter / email from Tangalooma Resort (for Moreton Is. Villa owners only) |
| Close relative of resident   | 1. Photo driver's license, <b>and</b> ,<br>2. Statutory declaration from resident   |
| Business Person / Worker (Professional person, Trades person)                                | 1. Photo driver's license, <b>and</b> ,<br>2. Statutory declaration from employer / business  |
| Business person (Licenced fishery)   | 1. Photo driver's license, <b>and</b><br>2. Copy of commercial fisher license, <b>and</b><br>3. Copy of commercial fishery boat license<br>4. If not the license holder, a statutory declaration from the principal license holder confirming you are permitted   |

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| Fee exempt category:   | Substantiation required (must be current):  |
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|  | to operate under the license  |
| Traditional Owner  | 1. Photo driver's license, <b>and</b> ,<br>2. Written confirmation from the appropriate Native Title body for the area (e.g. Native Title claimant, Land Council, Native Title Prescribed Body Corporate, Registered Native Title Body Corporate) |
| Close relative of <b>non-resident</b> landholder                                 | Not eligible.   |
| Member or shareholder of <b>club, trust or company that holds property title</b> | Not eligible.   |

### Avenue for appeal

The legislation does not provide any formal avenue for review and appeal of permit decisions for vehicle access permits, including decisions about fee exempt vehicle access permits. However, this does not prevent the applicant contacting the Queensland Parks and Wildlife Service to ask for a decision to be reconsidered.

### Reference materials

*Operational policy: Conditional registration of vehicles on QPWS managed areas*

*Operational policy: Fee concessions for educational excursions, tours and camps on QPWS managed areas*

### Authorities

*Recreation Areas Management Act 2006*

*Recreation Areas Management Regulation 2007*

*Moreton Island National Park, Cape Moreton Conservation Park & Moreton Island Recreation Area Management Plan April 2007*

### Further information

Refer to Section 109 of the RAM Act and Section 9 of the RAM Regulation set out requirements for vehicle access permits. Section 54 of the RAM Regulation sets out the grounds for granting an exemption from the payment of a fee for a vehicle access permit.

### Disclaimer

While this document has been prepared with care, it contains general information and does not profess to offer legal, professional or commercial advice. The Queensland Government accepts no liability for any external decisions or actions taken on the basis of this document. Persons external to the Department of National Parks, Recreation, Sport and Racing should satisfy themselves independently and by consulting their own professional advisors before embarking on any proposed course of action.

**Approved By**

Ben Klaassen

Signature

17 October 2014

Date

Deputy Director-General  
Queensland Parks and Wildlife Service  
Department of National Parks, Sport and Racing

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