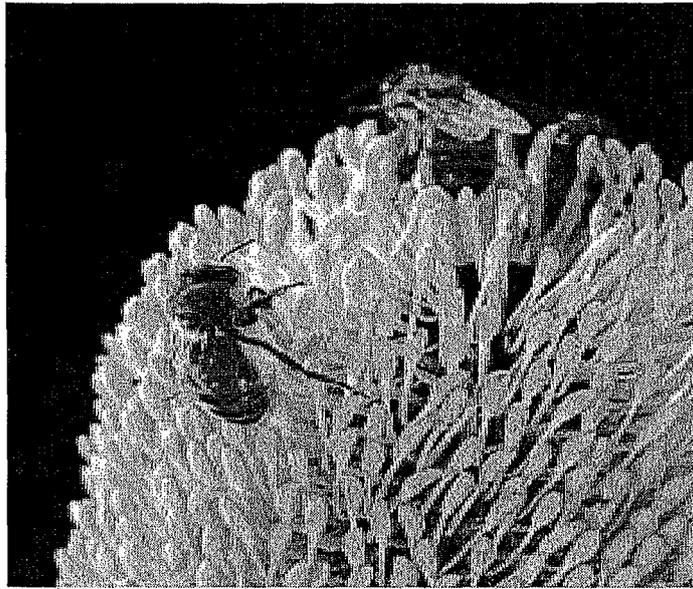


# APIARY SITE MANAGEMENT



*Bees on a Banksia flower  
Photo courtesy of the Department of Agriculture.*

## TRAINING MANUAL

JUNE 2004

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APIARY SITE OFFICER

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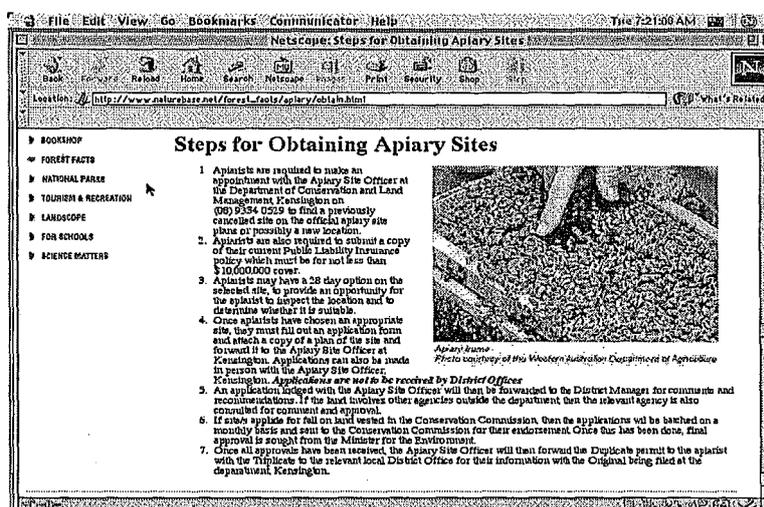
**10. APIARY SITE MAPS**

- COG Maps
- CD Rom with COG Maps
- Arcview
- Other Maps (not covered by COG Maps)

**1. HOW TO APPLY FOR AN APIARY SITE**

The instructions on how a beekeeper applies for an apiary site or the procedures to be followed to relocate or transfer an existing site is located at the following website addresses:

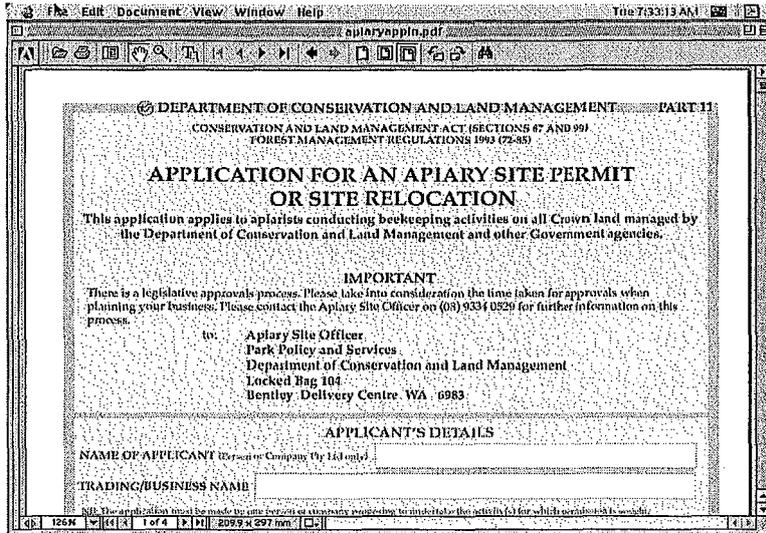
- New or Previous Site Application  
[http://www.naturebase.net/forest\\_facts/apiary/obtain.html](http://www.naturebase.net/forest_facts/apiary/obtain.html)
- Site Relocation  
[http://www.naturebase.net/forest\\_facts/apiary/relocate.html](http://www.naturebase.net/forest_facts/apiary/relocate.html)
- Site Transfer Procedures  
[http://www.naturebase.net/forest\\_facts/apiary/transfer.html](http://www.naturebase.net/forest_facts/apiary/transfer.html)



Example of website showing steps for obtaining apiary sites

## 2. APPLICATION FORM

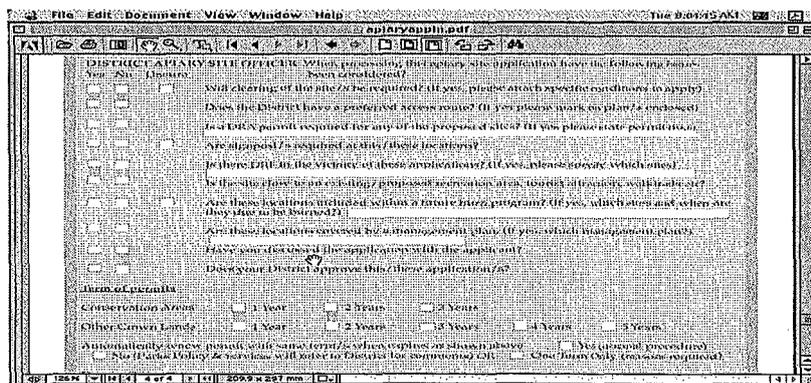
The new application form which covers new applications, previous site applications and site relocations is available in a pdf format and in future will be made available from the above website.



### 3. APIARY APPLICATION ASSESSMENTS (ON-SITE, DESKTOP)

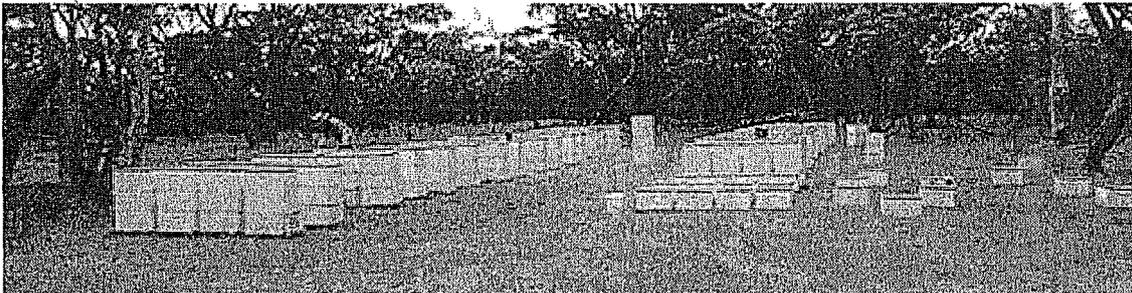
When the Department receives an apiary site application on all Crown land the application is referred to the local District Apiary Site Officer. It is the District Apiary Site Officer's responsibility to complete the last page of the application form. Once completed the complete application form should be returned to the Apiary Site Officer at CALM Kensington on 9334 0253 (Fax) so that he can continue to process the application.

Below is an example of the last page of the application form that needs to be completed by the CALM District Apiary Site Officer.



- District Apiary Site Officers are encouraged to inspect the locations where beekeepers have lodged their applications to determine if there are any issues relating to clearing of vegetation and to discuss with the beekeeper whether a botanical survey is required prior to any site preparation commences.

- If you are unable to visit the location it would be recommended that a desktop assessment be conducted with the possible use of aerial photographs etc to see if there are any possible existing clearings in the area.
- If there are no aerial photographs for the area in question and you are unable to visit the locations it is recommended the District advise the Apiary Site Officer at Kensington what conditions they want included with respect to site clearing etc. Also whether the Beekeeper is required to arrange an on-site meeting to discuss site preparation requirements.
- In the Standard Apiary Site Conditions, beekeepers are required to obtain approval of the District Manager or District Apiary Site Officer before any live vegetation is cleared.
- If beekeepers have cleared a site without approval the matter should be referred to the Apiary Site Officer in Kensington to determine what action can and will be taken.



An example of a beekeeper using an existing clearing as an apiary site.

#### Location of Hives

- The Department recommends beekeepers be located at locations that are already cleared rather than allow clearing to a new site. **If a cleared site exists within 500m from the cross shown on the plan the site does not necessarily need to be relocated on the official apiary site plan, rather a GPS reading should be taken showing where they hives are to be placed and this can be recorded on the Apiary Site Database..**

#### Applications on lands vested in other Government Agencies

- If the Department receives applications on lands vested in other Government Departments the Apiary Site Officer will refer the application to that agency for their approval. Districts are still required to assess the applications and provide their comments from a CALM perspective.

#### **Applications on Pastoral Leases**

- If the Department receives an application within a pastoral lease the beekeeper is required to obtain permission of the lessee prior issuing permits on a station. Again District still need to assess these applications. The permission sought from the lessee is handled by the Apiary Site Officer at CALM Kensington.

#### **Applications within areas affected by a management plan**

- If the Department receives an application within an area proposed or is currently affected by a management plan you need to advise the Apiary Site Officer when completing the last page of the application form.

To determine if an area is covered by a management plan you can visit the following website address: [http://www.naturebase.net/national\\_parks/management/index.html](http://www.naturebase.net/national_parks/management/index.html)

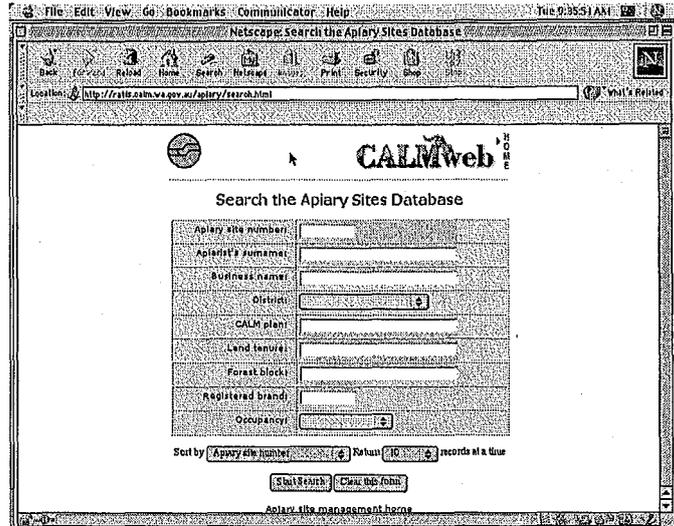
The management plans completed can also be viewed online through the above website address.

#### **Applications on Conservation Areas, State Forest & Timber Reserves**

- When the Department receives applications, site relocations or transfers on CALM managed lands they are referred to the Conservation Commission in a batch for endorsing before the batch is then forwarded to the Minister for the Environment for approval to issue a permit.

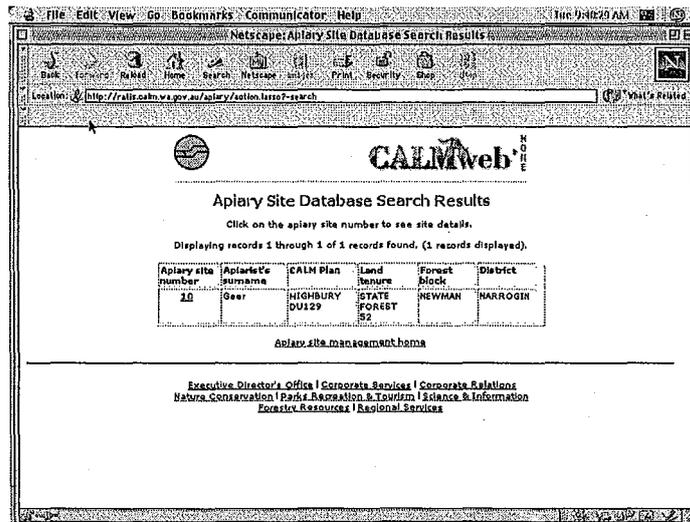
#### **4. APIARY SITE DATABASE**

An online Apiary Site Database is available for CALM Districts to access to obtain information about beekeepers. The database can be found at the following website address: <http://ratis.calm.wa.gov.au/apiary/search.html> and on the next page is an example of the main search page.

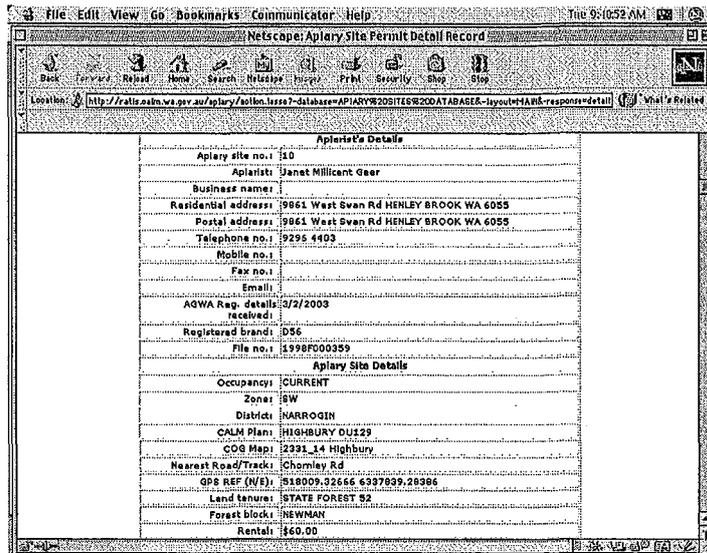


### Searching the Database

Once you have conducted a search you will be taken to a summary page with limited information. (see next page)



If you then click on the blue highlighted "Apiary Site Number" shown on the previous page then it will take you to a new screen showing more detailed information (see next page)



On the page shown here, but located further below on this page is also a field called "**Site History**". In this field CALM records any action relating to a permit from when it was first created to the present time. This includes, site usage information, wildfire information, site relocation and transfer details etc input by the Apiary Site Officer at CALM Kensington.

#### Reports from the Apiary Site Database

If you are wanting a particular report and the database does not is not suitable for your request then contact the Apiary Site Officer at CALM Kensington who can export data from the Apiary Site Database and can import details into a Excel Spreadsheet.

#### Historical Information

From August 2001 the Department has been backing up the Apiary Site Database so that we can keep historical information.

For example if Districts wished to know how many current apiary sites there are within their District in July 2002, this information can be provided.

If you have any request for historical information please contact the Apiary Site Officer at CALM Kensington.

### **5.KEY APIARY SITE DOCUMENTS & WEBPAGES**

Standard Apiary Site Conditions

<http://calmweb.calm.wa.gov.au/drb/rptd/pptb/apiaryconds.html>

Pastoral Lease Conditions

<http://calmweb.calm.wa.gov.au/drb/rptd/pptb/pastoral.html>

Water & Rivers Commission Water Quality Protection Note

<http://calmweb.calm.wa.gov.au/drb/rptd/pptb/war.html>

Forest Management Regulations - relating to Beekeeping

<http://calmweb.calm.wa.gov.au/drb/rptd/pptb/amanage.html>

Code of Practice for Beekeepers

<http://calmweb.calm.wa.gov.au/drb/rptd/pptb/acode.html>

Policy Statement 41 - Beekeeping on Public Land (Current being revised)

<http://calmweb.calm.wa.gov.au/drb/edo/mab/ps41.pdf>

Annual Report Information

[http://www.naturebase.net/forest\\_facts/apiary/annual\\_report.html](http://www.naturebase.net/forest_facts/apiary/annual_report.html)

Access to Apiary Sites and Track Maintenance

[http://www.naturebase.net/forest\\_facts/apiary/access.html](http://www.naturebase.net/forest_facts/apiary/access.html)

Adequate Water Supplies

[http://www.naturebase.net/forest\\_facts/apiary/water.html](http://www.naturebase.net/forest_facts/apiary/water.html)

Wildfire Procedures

[http://www.naturebase.net/forest\\_facts/apiary/wildfires.html](http://www.naturebase.net/forest_facts/apiary/wildfires.html)

Feral Swarm Removal List

[http://www.naturebase.net/forest\\_facts/apiary/swarm\\_list.html](http://www.naturebase.net/forest_facts/apiary/swarm_list.html)

Beekeeping on Crown land in Western Australia (Naturebase website)

[http://www.naturebase.net/forest\\_facts/apiary/index.html](http://www.naturebase.net/forest_facts/apiary/index.html)

List of Beekeeping Industry Groups

[http://www.naturebase.net/forest\\_facts/apiary/industry\\_groups.html](http://www.naturebase.net/forest_facts/apiary/industry_groups.html)

List of members on the Beekeeping Consultative Committee

[http://www.naturebase.net/forest\\_facts/apiary/bcc\\_members.html](http://www.naturebase.net/forest_facts/apiary/bcc_members.html)

List of CALM District Apiary Site Officers

[http://www.naturebase.net/forest\\_facts/apiary/contacts.html](http://www.naturebase.net/forest_facts/apiary/contacts.html)

Government Beekeeping Links

[http://www.naturebase.net/forest\\_facts/apiary/links.html](http://www.naturebase.net/forest_facts/apiary/links.html)

Education on honeybees, native bees and feral bees

[http://www.naturebase.net/forest\\_facts/apiary/links.html](http://www.naturebase.net/forest_facts/apiary/links.html)

Acts & Legislation

[http://www.naturebase.net/forest\\_facts/apiary/links.html](http://www.naturebase.net/forest_facts/apiary/links.html)

Naturebase Pages with information of interest to the Beekeeping Industry

[http://www.naturebase.net/forest\\_facts/apiary/links.html](http://www.naturebase.net/forest_facts/apiary/links.html)

## **6. SITE USAGE**

When a beekeeper plans on visiting an apiary site they are required to contact the District Apiary Site Officer to discuss the following issues:

- a) advise the anticipated length of time the permit area will be used
- b) the permit numbers to be used
- c) the person/s visiting the permit area
- d) which access route they will be taking (especially in quarantine areas)
- e) whether a botanical survey is required (if the site is fully overgrown or is a new site)
- f) whether a Disease Risk Area permit is required
- g) arrange an on-site meeting if the site has not been used previously
- h) arrange signposting of the site
- i) advise how the water supply for the hives will be maintained.
- j) obtain permission for camping if required and depending on land tenure
- k) obtain permission to use any gates for access to permit area
- l) advise when a permit area has been vacated.

### Recording information in the District Apiary Logbook

When beekeepers notify the District Apiary Site Officer or the front receptionist details should be completed on a receipt in the "District Apiary Site Logbook".

Once the details have been completed in the logbook the original should be forwarded to the Apiary Site Officer at CALM Kensington, with the pink copy being sent to the permit holder. The Blue copy remains in the book for District records.

Further information can be found at the following website address:

<http://calmweb/drb/rptd/pptb/logbook.html>

The information in the District Logbook becomes the District's record of which beekeepers are using sites on all Crown land.

CALM Staff should ask the beekeeper what month they plan on moving out and should note the last day of that month on the receipt in the logbook.

In future CALM plans on using this information to create a map showing the site usage per year, per District.

District Logbooks can be ordered from the Apiary Site Officer at CALM Kensington.

## Fire Management

### **Wildfires**

In the event of a wildfire the local CALM District Office is responsible for contacting any apiarists who have notified the local District Office when they place hives on-site.

Beekeepers have been advised that if they do not contact the local CALM Office when using an apiary site then CALM will assume these sites are "**Unoccupied**". District Staff should check the District Apiary Logbook to determine which beekeepers are using their apiary sites in the event of a wildfire and make contact with these beekeepers should a wildfire possibly threaten their hives/sites.

The contact details for apiarists can be found using the Apiary Site Database at the following website address: <http://ratis.calm.wa.gov.au/apiary/search.html>

OR if you have access to apiary sites through ARView on your computer then you can run your cursor over the apiary site on the screen and the contact details should appear for each permit holder.

To see the Procedures to be followed in the event of a wildfire visit :

[http://www.naturebase.net/forest\\_facts/apiary/wildfires.html](http://www.naturebase.net/forest_facts/apiary/wildfires.html)

Fire and Emergency Services Authority have also recently developed a new website alert page which will show any current media releases on wildfires or other emergencies. The page can be found at the following address: <http://www.fesa.wa.gov.au/Alerts/Index.aspx> and is not listed in the Wildfire Procedures.

### **Prescribed Burning**

CALM District Offices when preparing prescribed burning operations are required to notify the permit holder by way of a letter prior to the burn being conducted.

Just prior to the burn it may also be worth checking the District Logbook to determine if there are any hives placed within the proposed burn area.

District should also be aware that when preparing for prescribed burning operations if any apiary sites are shown on the other side of the road outside of the burn area these beekeepers should also be notified as their hives could possibly be placed on the wrong side of the road.

To check that the correct contact details for the beekeepers please check the Apiary Site Database at the following address:

## **7. FEES & CHARGES**

The fees and charges for apiary site management can be found at the following website address: [http://www.naturebase.net/forest\\_facts/apiary/fees\\_charges.html](http://www.naturebase.net/forest_facts/apiary/fees_charges.html)

### Fee Waivers

The only time the Department issues fee waivers to permit holders is when their apiary site is directly affected by a wildfire. The Apiary Site Officer is normally advised by a beekeeper that his site has been burnt in a wildfire.

The Apiary Site Officer then approaches the local District Apiary Site Officer to obtain a plan showing the boundary of the wildfire. The Apiary Site Officer then investigates if any other sites have been affected by the wildfire.

Once the sites affected have been determined CALM writes to the Minister for the Environment seeking permission to waive the rental.

Once approval is received CALM advises the beekeeper that their fees are to be waived. However should a beekeeper use an apiary site while it is covered by a rental waiver they are required to contact the District Apiary Site Officer at CALM Kensington to commence a reduced rental rate of \$30 per year in the south west zone and \$6 per year in the remote zone.

## **8.HIVE DUMPING OR ILLEGAL PLACEMENT OF HIVES**

Normally in times of good honeyflows some desperate beekeepers have been known to place hives on Crown land without a registered permit.

If this occurs the CALM Staff should visit the hives to see if the hives have a registered Brand on the side of the hive (eg BA6 or K66). Once you have this information you should send a plan by fax to the Apiary Site Officer on 9334 0253 so that the Apiary Site Officer can determine who owns the hives.

The Apiary Site Officer will write to the beekeeper advising he has seven days to remove his bees otherwise in conjunction with both the District, Head Office and staff from the Department of Agriculture, CALM will arrange to relocate the hives and the cost will be passed onto the beekeeper.

CALM District Staff can also go to the following website to try and find the owner of the hives by checking the Brand details:

<http://calmweb/drb/rptd/pptb/AgWARegDetails.html>

If you are unable to find the beekeeper and you know the brand from the side of the hives you can also contact Mr Bill Trend at the Department of Agriculture who should be able to advise you who has dumped the hives.

## **9. PUBLIC LIABILITY INSURANCE**

All Crown land Beekeepers are required to obtain Public Liability Insurance with a minimum of \$10,000,000 cover prior to being issued with a permit.

The Apiary Site Officer at Kensington ensures that beekeepers insurance policies are up-to-date.

To reduce the premiums to Beekeepers Wescobee have organised a blanket policy of which currently 33 out of 96 beekeepers have joined this policy. The beekeepers pay approx \$120 per year for their cover under this policy rather than the normally charge of \$400-\$1000 per year.

For further information on Wescobee's Policy please contact the Apiary Site Officer at CALM Kensington.

## **10. APIARY SITE MAPS**

### **COG Maps**

Currently those Districts that have COG Map coverage can order maps showing apiary sites for their District's by contacting the Craig Thurley at CALM's GIS Section, CALM

Kensington. Craig will be able to advise you of the current prices for maps. The COG Map coverage covers from Dongara following the coast with the eastern boundary being the Wheatbelt and there is also coverage in the South Coast Region.

#### CD ROM with COG Maps

Shortly the Department plans on making available to all Crown land beekeepers a CD which will have every COG Map on it. It will also show all the apiary sites on each plan. The beekeepers will be able to purchase the CD through Wescobee Limited or WA Beekeepers Association.

#### Arcview

This year through Arcview you can now view apiary sites that have been digitised from the COG map coverage. Districts should be able to view the apiary sites within their District and then click on an apiary site and all the contact details for the beekeeper holding that permit should be displayed on the screen. This information will be updated annually.

#### Other Maps (Not covered by COG Maps)

In areas where there is currently no COG Map coverage ie Geraldton, Wheatbelt Offices, Goldfields etc the Apiary Site Officer at Kensington can arrange to copy any existing 1:100 000 maps showing apiary sites on requests.

The Apiary Site Officer has requested that apiary sites in the Wheatbelt and Goldfields be digitised and I have been advised this will be done in approximately 2-3 years.

# STANDARD APIARY SITE CONDITIONS

## GENERAL CONDITIONS

1. The permit holder will be responsible for the actions of any person associated with implementing or assisting with the implementation of the activities authorised by this permit.
2. Based on environmental, safety or management concerns, the Department of Conservation and Land Management ("the Department") may at any time restrict the permit holder's access to an area.
3. The permit holder in exercising his or her rights under this permit is to comply with any legislation including but not limited to:-
  - a) the Conservation and Land Management Act 1984;
  - b) the Forest Management Regulations 1993;
  - c) the Bush Fires Act 1954;
  - d) the Beekeepers Act 1963;
  - e) the Health Act 1911;
  - f) any relevant subsidiary legislation made under an Act.
  - g) Any local government regulations, by-laws or acts relating to the keeping of bees, for the local government in which the permit is located.
4. The permit holder is required to co-operate with the Department in gathering and providing any data that may be required for research and management purposes.

## NOTIFICATION REQUIREMENTS - (Prior to using the permit area)

### Department of Conservation and Land Management

5. Permit holders are required to contact the relevant Department of Conservation and Land Management District Office prior to placing or removing beehives within their permit area to:
  - a) advise the anticipated length of time the permit area will be used.
  - b) advise the permit number/s being used.
  - c) advise of the person/s visiting the permit area.
  - d) advise which access route they will be taking (especially within quarantine areas)
  - e) ascertain whether a Rare Flora Survey is required (if site is fully overgrown or is a new site).
  - f) determine whether a Disease Risk Area permit is required and dieback hygiene requirements.
  - g) arrange an on-site meeting if the site has not been used previously.
  - h) arrange signposting of the site.
  - i) advise how the water supply for hives will be maintained.
  - j) obtain permission for camping if required and depending on tenure.
  - k) obtain permission to use any gates for access to permit area.
  - l) advise when a permit area has been vacated.
6. Once the permit holder has contacted the District Office and provided the required information stipulated within condition 5, the Department will forward the permit holder an acknowledgement docket for their records that must be shown on request. (Refer also to condition 28).
7. Permit holders using registered apiary sites that are not located on land managed by the Department, are still required to provide the information in condition 5 to the local District Office (eg pastoral leases & other government land).

### PASTORAL LEASES

8. The permit holder shall give (24 hours) notice to pastoral lessees or station managers when using and vacating permits on pastoral leases and discuss items (a, b, c, d, g, i, j, k, l) in condition 5.

### WATER CORPORATION/WATER AND RIVERS COMMISSION

9. For apiary sites within a Public Drinking Water Source Area (PDWSA) between Mundaring Weir and South Dandalup Dam, the permit holder is required to contact the Water Catchment Officer at the Water Corporation, Kelmscott (9495 8829) to discuss condition 5 (a, b, c, d, g, j, k, l). If the apiary site is within a PDWSA located outside of the Mundaring Weir to South Dandalup Dam area, the permit holder is required to discuss condition 5 (a, b, c, d, g, j, k, l) information to the nearest Regional Office of the Water and Rivers Commission (please see attached map for Water and Rivers Commission regions and contact details), (see also condition 25 and 39).

### DEFENCE ESTATE AREAS (Defence Department)

10. The permit holder prior to using a site within any Army Training Areas and Bombing Ranges is required to contact the WA Property Officer at the Defence Estate Organisation on (08) 9311 2685 to confirm that a current Indemnity form has been completed.

## MINING AREAS

11. The permit holder, when using a registered site within a mining lease, must contact the Mine Site Manager to arrange a vehicle inspection and obtain a mine site drivers licence.

## SITE IDENTIFICATION

12. Each permit area must be marked, at the permit holders expense, by a Department approved signpost bearing the apiary site permit number (eg. AS 428), in the position agreed to by the permit holder and the local District Apiary Officer. The sign must not be placed at the registered site by the permit holder only, unless prior District Office approval is obtained.
13. Any apiary site granted, re-issued, transferred or relocated after the 01/06/2002 (*revised conditions implementation date*) must be signposted, as stipulated within condition 12, prior to placing or removing beehives within the permit area. Any permit area current as of the 01/06/02 that has not since been re-issued, transferred or relocated must be signposted by the 01/06/07 (*5 yrs from implementation of revised conditions*).

## ACCESS TRACKS

14. Where possible, vehicle routes in all locations should be chosen to avoid environmentally sensitive areas such as wetlands, creek banks and locations subject to erosion.

### Existing Tracks

15. Access must be of an acceptable standard to the Department in terms of protecting conservation and landscape values and must be free draining and of a minimal width.
16. If access is below a standard acceptable to the Department, and if the access is open exclusively for beekeeping, it is the permit holder's responsibility to upgrade the access, under Department supervision, to an acceptable standard. If the access also serves the Department for management purposes and the Department wishes to carry out an operation, upgrading may be carried out at the Department's expense, or on the basis of an agreed sharing of costs. (If track maintenance is required by District staff, permit holders need to provide the District with at least a months notice so it can be built into monthly work programs in forest areas.)
17. If after an on-site meeting between Department District Officers and the permit holder upgrading access is not a feasible option, there are three courses of action that may be taken:
  - a) Relocate the registered site (where possible).
  - b) Construct a new access track. This is not a favoured option and will be considered on examination of each individual case.
  - c) Cancel the permit if no suitable access is available.
18. To reduce dust nuisance and disturbance of livestock on pastoral leases, extra caution must be taken when driving near homesteads, water points, dams and areas where people are working.

### New Tracks

19. No tracks are to be cleared of live vegetation without the approval of the District Manager or his/her nominee.
20. The construction of any new tracks will be entirely at the beekeepers expense, unless the track is of management value to the Department. Responsibility for rehabilitation of the old track will depend on the circumstances, and is at the Regional/District Manager's discretion (eg. if the track is for the exclusive use of the permit holder then they will be responsible for any rehabilitation required).
21. Pastoral Lands Board permission is required by the permit holder for clearing new tracks on pastoral leases.

## PLACEMENT OF BEEHIVES ON-SITE

22. A minimum spacing of 200 metres from the following locations/activities should be determined in consultation with the District Manager and the individual apiarist to minimise potential conflict between bees and the public and other/government agencies.
  - a) tourist attractions;
  - b) picnic sites;
  - c) timber operations;
  - d) the high water mark of any drinking water reservoir, or any watercourse located in a PDWSA;
  - e) walktrails and campsites (ie Bibbulmun Track);
  - f) from the outside edge of wetland dependant vegetation.
23. The placement of beehives must avoid close proximity to locations of declared rare flora and fauna. Where there appears to be a conflict, the local District Officer will examine each situation on its merits.
24. In a PDWSA the permit area shall be located on the uphill side of and as close as possible to existing tracks.
25. Wellhead Protection Zones (WHPZ) protect the immediate vicinity around a water supply production bore to protect the water source from immediate contamination risks. Sites must not be located within WHPZ (unless modelling has been done, WHPZ will be circular, with a 500m radius from any bores

within a Priority 1 source protection area). These WHPZ are found at Jandakot Underground Water Pollution Control Area (UWPCA), Gwelup UWPCA, Mirabooka UWPCA, Wanneroo UWPCA and Gnangara UWPCA in the metropolitan region and within Water Reserves outside the metropolitan region. To determine whether your permit is within close proximity to WHPZ, permit holders will need to contact the relevant Regional Office of the Waters and Rivers Commission or Water Corporation. See condition 9 and the attached map.

26. The permit holder is not to place beehives within 1km of a pastoral lease homestead or livestock watering points. If problems occur sites may need to be relocated further away from homesteads and water points.

#### **PRODUCING YOUR PERMIT**

27. The permit holder must provide evidence of having an apiary site permit when requested by any:
- Department of Conservation and Land Management Officer.
  - Lessee on whose pastoral lease the apiary site is located.
  - Officer of the Water and Rivers Commission or Water Corporation if the permit area is located within a PDWSA.
  - Any officers from the Department of Defence or Mine-Site Managers if the permit area is within Defence Estate or mine sites.

#### **SITE PREPARATION**

28. The permit holder is to use existing tracks and clearings wherever practical and use minimal impact methods for site preparation (eg. Hand mowers or raking etc).
29. It shall be at the discretion of the District Manager or District Apiary Site Officer in applying further clearing conditions to individual sites, should they be deemed necessary. Approval from the Water and Rivers Commission or Water Corporation (where delegated) is required where vegetation clearing is proposed in Public Drinking Water Source Areas.
30. Should the site fall within a PDWSA, the permit holder must contact the Department of Conservation and Land Management District Office and Water and Rivers Commission, or Water Corporation, to determine what method of site preparation can be used on the permit area. This includes the preparation of a new track and clearing of stream-zone vegetation for the purpose of placing beehives.
31. Should the local District Office request a rare flora survey, the following actions must be adhered to:
- An on-site meeting should be arranged between the permit holder and the District Officer.
  - The District Officer will apply a standard impact evaluation checklist to the area to be prepared for use.
  - The District Officer will investigate the option of relocating the apiary site to an already cleared area (eg. firebreak, track, natural clearing etc.). Liaison with the beekeeper needs to occur with this option, although it should be remembered that a three-kilometre distance between sites is still mandatory.
  - The permit holder is to organise a qualified botanist to check the site for rare flora. The botanist should be experienced in this type of work and be able to produce a short written report attached to the beekeeper's written request to prepare the site.
  - The botanist should check 5 metres either side of the marked access track alignment, and at the apiary site. If any rare flora is found then the botanist should check prospective and nearby alternative alignments of tracks or apiary sites. The botanist/ permit holder should consult with the local District Office should this occur.
  - The cost of the botanical survey will be at the expense of the permit holder (approx \$500 - \$1000).

#### **LENDING OF APIARY SITE PERMITS**

32. Apiarists wanting to borrow a registered apiary site from another permit holder are required to contact the Apiary Site Officer (9334 0529) to obtain a Temporary Occupancy Form which must be completed by both parties and returned to the Apiary Site Officer (Fax 9334 0253) prior to beehives being placed on-site.
33. Apiarists borrowing a site from a permit holder must hold at least 25 hives and be registered as a beekeeper with the Department of Agriculture.

#### **NON-INDIGENOUS FLORA**

34. The permit holder shall not take upon, or place within, any nature reserve, national park, conservation park or State forest any plant species not indigenous to that immediate area. This includes the planting of non-indigenous flora for the purpose of shading and sheltering beehives.
35. The permit holder shall take all reasonable care to ensure that any vehicle entering a nature reserve, national park, conservation park or State forest is clean of soil, seed and plant matter.

#### **CAMPING**

36. Written permission is required from the local District Office to camp in the following areas, unless the permit holder is using a designated recreation camping area.

- national parks
- nature reserves
- conservation parks

37. The permit holder is not permitted to light, or make use of, an open fire when in national parks, nature reserves, conservation parks or State forest areas.

38. Although camping is not permitted within the Reservoir Protection Zone (the part of the catchment which lies upstream of a reservoir and is within 2 km of the top water level of a public water supply dam), or the Wellhead Protection Zone (WHPZ, see condition 25 for definition), the permit holder may stay at the site overnight for the sole purpose of unloading the apiary in the following morning. To determine whether your permit is within close proximity to Reservoir Protection Zones or WHPZ, permit holders will need to contact the relevant Regional Office of the Waters and Rivers Commission or Water Corporation. See condition 9 and the attached map.
39. The permit holder shall not camp more than two consecutive nights on land within a Public Drinking Water Source Area, except where the proviso to condition 38 is applied, in which case the period shall be limited to one night.
40. Camping at sites within a Public Drinking Water Source Area shall be on the uphill side of the access track.
41. Camping activities such as cooking, washing etc are not permitted within the Reservoir Protection Zone or Wellhead Protection Zone within a PDWSA area.
42. Camping wastewaters (other than human waste) should be disposed of at the campsite by spreading them on the ground.
43. Where the permit holder is camping within a Public Drinking Water Source Area, chemical toilets shall be used and the wastes from these shall be disposed of outside of the area in accordance with the Health Act (1911). Disposal of human wastes onto/into the ground is strictly forbidden within a PDWSA. For this reason, the permit holder is required to carry chemical toilets whenever camping overnight.
44. On pastoral leases the location of temporary or semi-permanent campsites should be discussed and agreed upon with the lessee or station manager prior to their establishment.

#### ADEQUATE WATER SUPPLY

45. The permit holder shall provide and maintain adequate water supplies for all apiary requirements on the apiary site permit area. The permit holder must bring all necessary water onto the site.
46. Water must not be taken from pastoral leaseholder's bores, dams, troughs or other improvements, without the prior agreement of the pastoral lessee.
47. Within a pastoral lease, water from natural pools, springs, soaks, lakes, streams etc should be used with discretion. If large quantities are to be drawn from these sources, the lessee must be informed.

#### EXTRACTION

48. Written permission is required from the local District Office to extract honey or pollen within national parks, nature reserves and conservation parks.

#### DIEBACK HYGIENE

49. The permit holder is required to minimise the risk of soil and plant tissue transportation from areas infested with dieback to less or uninfected areas. All vehicles (including caravans), machinery and equipment must be cleaned down before entering a restricted area.
50. Cleaning down of vehicles may be carried out using a variety of equipment including water, compressed air and brushes. During wet conditions thorough cleaning is essential.
51. If water is used, then fungicide sodium hypochlorite (Chlorine) may be added to the wash down water at the rate of 1:1500. Chlorine is very corrosive, especially to vehicles, and must not be added to drinking water. It has an effective life of only 24 hours. A new dosage must therefore be added to washdown water as soon as any additional water is placed into the tank.
52. To avoid turbidity in nearby waterways, there must be at least 50 metres of vegetation buffer between the wash-down site and a waterway, or a silt trap or sump must be constructed.
53. The permit holder must consult the local Department of Conservation and Land Management District Office regarding the inspection of vehicles and the location where they can clean down vehicles, machinery and equipment.

#### FIRE MANAGEMENT

54. The permit holder must report any outbreak of fire on the permit area to the nearest District Office of the Department of Conservation and Land Management. The permit holder, together with all persons employed by him at the registered site, shall at all times co-operate with officers of the Department of Conservation and Land Management in preventing and suppressing bush fires and shall, when called upon by any such officer, act under his instructions in fire fighting or preventing outbreaks of fire.
55. In event of any fire occurring in any scrub or forest land within a registered site, this permit may be immediately cancelled and all rights thereunder forfeited, unless the permit holder can prove to the satisfaction of the Executive Director that such fire or fires originated at a location separate to the registered site or arose through some cause beyond his control.

56. The permit holder must adhere to the following safety practices when using bee smoker devices on any day when the fire danger forecast issued by the Bureau of Meteorology is 'very high' or 'extreme' [Regulation 39CA Bush Fires Act]:

- (a) At least one fire extinguisher (containing a minimum of 7.5 litres of water) is to be provided.
- (b) The ground for 3 metres around the apiary or the place where the bee smoker device is being used is to be sufficiently damped down with water, so as to prevent the escape of fire.
- (c) The person operating the device is to ensure that no fires start outside of the device itself.
- (d) Once alight, the device must not be set down unless it is into a fire resistant container.
- (e) Any directions issued by bush fire control officers must be complied with.

*( Dates of restricted or prohibited burning times may be obtained from the local Shire office )*

57. The annual burning program for Department only managed lands may be available at District Offices for the permit holder to view and discuss. The permit holder is encouraged to view these plans if available otherwise they need to contact Fire Management Services to obtain copies of burn plans.
58. It is the permit holder's responsibility to contact Fire and Emergency Services (FESA) to determine if they are to be affected by their annual burning programs. (for land not managed by the Department of Conservation and Land Management.)
59. The right is reserved for the Department to construct and maintain firebreaks both by clearing, burning or any other method and to carry out prescribed burning operation at such times and over such areas, as they may consider necessary.
60. Fire prevention on pastoral leases is essential. The permit holder will consult both the local authority and the pastoral lessee and abide by any fire bans in force.

#### **RUBBISH/EQUIPMENT DISPOSAL**

61. All rubbish, disused hives, used beekeeping equipment including drums etc is to be collected from the registered site. The site must be kept in a neat and tidy condition at all times.

#### **PESTICIDES**

62. Certain pesticides may be used for ant control. The permit holder must discuss the use of any pesticides with the local District Apiary Officer.
63. The Water and Rivers Commission recommends that effective non-chemical methods of pest control shall be explored before considering the use of pesticides. However, if pesticides are still proposed to be used in PDWSAs, the use should be in accordance with the Water and Rivers Commission's Statewide Policy No 2: Pesticide use in Public Drinking Water Source Areas and conform with Health Department of Western Australia guidelines.

#### **DAMAGE**

64. Any damage to Department property, or injuries to client(s) of the permit holder arising out of the implementation of the permit, must be reported to the local District Office within seven (7) days.
65. In consideration of the permit, the Department takes no responsibility for the security, loss, damage or otherwise of any machinery, equipment or other goods owned or under the control of the permit holder.
66. In wet conditions vehicle movement may be restricted to avoid undue damage to roads. The permit holder will repair any damage at his own cost caused by such movements as soon as possible.
67. Access roads within pastoral leases are the responsibility of the lessee and as such the permit holder must discuss their movements with the lessee, especially during or after wet conditions.
68. The permit holder will use all reasonable endeavours to avoid any damage to pastoral lease improvements. Any damage caused to such improvements by the permit holder should be reported to the pastoral lessee without delay. The cost of damage will be at the expense of the permit holder.

#### **RENTAL REQUIREMENTS**

69. Rent at the rate shown on the front page of the permit, or as notified in writing by the Department, shall be payable in advance to the Executive Director, at the office of the Department of Conservation and Land Management, Kensington.
70. All rental invoices must be paid within 30 days of the issue date.
71. Should the permit holder suffer financial hardship and seek an extension to paying their invoice, the permit holder must write to the Department seeking extension (max 90 days) providing details as to why they cannot pay on time and the expected date in which the amount will be paid. The written advice must be forwarded to the Department before the due date on the invoice.

72. Should the location covered by this permit be burnt by a wildfire, the Department on request from the permit holder may seek the Minister's approval to waive the rental until such time the vegetation recovers to a level suitable for honey production. (approx 5-8 years)
73. If a permit area is covered by a rental waiver and the permit holder wishes to use the site prior to the waiver expiring, the permit holder must contact the Apiary Site Officer at the Department's Kensington office who will reintroduce a reduced rental of 50% of the normal fee. (\$30 per year SW, \$6 per year RZ)

#### TERMINATION OF A PERMIT

74. The Department in accordance with the Forest Management Regulations may give the permit holder one month's notice in writing withdraw this permit wholly or in part, if the land is required for forestry purposes or any purposes of public utility or convenience, or if the area is not being used to the best advantage.
75. If a Department management plan recommends cancellation or relocation of a permit or permits, then the Department will endeavour to relocate the permit holder (where possible) within close proximity of the current permit. Should the Department be unable to relocate the site, the permit will not be renewed beyond the current expiry date.
76. In default of payment by the permit holder of the rent hereby reserved or of the due observance and performance by him the conditions of this permit, and observance by him of the provisions of the said Acts and Regulations, or any of them, to which this permit is subject, the Department may suspend this permit for such time as it may think fit, or, by notice in writing to the permit holder, cancel and determine this permit, and there upon any deposit held may be forfeited, together with all improvements effected by the permit holder on the said area.
77. If a permit holder fails to contact the required District Office, or any other required authority when using or vacating the apiary permit area, the Department reserves the right to cancel or not renew the permit beyond the current expiry date.
78. The permit holder shall observe and comply with the by-laws and requirements of the Water and Rivers Commission, Water Corporation or any other government agency and take all necessary action in order to prevent the pollution of any PDWSA and shall observe such requirements as may be prescribed from time to time by the Water and Rivers Commission, Water Corporation or any of its authorised officers or any other government agency. Failure to do so may result in the permit holder's permit not being renewed beyond the current expiry date.

#### TRANSFERRING A PERMIT

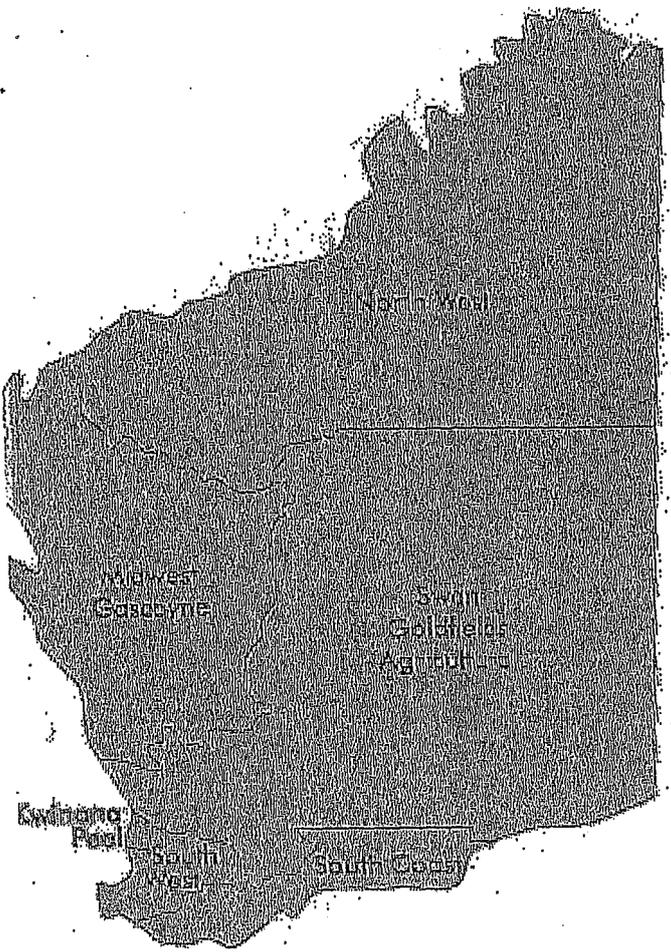
79. This permit shall not be exercised otherwise than bona fide in the permit holder's own interest and only for the purpose specified, and shall not be transferred without the consent in writing of the Department.
80. Permits cannot be sold. However a permit may be transferred for no monetary gain (*This condition subject to the outcome of the Trading of Apiary Sites submission paper*). The Department reserves the right to not transfer a permit.

#### NEGLECTED/ABANDONED HIVES

81. Should the permit holder have neglected or abandoned hives on lands managed by the Department, arrangements will be made to remove and dispose (if necessary) those hives at the cost of the permit holder.
82. The permit holder must adhere to Department of Agriculture's Policy on Neglected and Abandoned Hives and the Policy on AFB infected apiaries which can be obtained from the Department of Agriculture.

#### PUBLIC LIABILITY INSURANCE

83. The permit holder also agrees that prior to the issue of a new or renewed permit the Department will be provided with a Certificate of Currency, and a copy of the insurance policy verifying the permit holder holds for the period of the operation of the permit an appropriate Public Liability Insurance cover for a minimum amount of \$10 000 000 together with a written acknowledgement by the insurer that liabilities arising out of the contractual indemnity given by the permit holder in favour of the Department are an accepted risk under the terms of the policy.



**Kalgoorlie Office**

Address: Viskovich House  
377 Hannan Street  
Kalgoorlie  
Western Australia 66430

Postal Address: As above

Telephone: (08) 9021 3243

Facsimile: (08) 9021 3529

Office hours: 8am - 5pm

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**South West Region**

**Regional Office**

Address: Unit 2 Leschena  
Austral Parade  
Bunbury  
Western Austral

Postal Address: PO Box 261  
Bunbury  
Western Australi

Telephone: (08) 9721 0666

Facsimile: (08) 9721 0600

Office hours: 8am - 5pm

**Swan Catchment Centre**

Address: 80 Great Northern Highway  
Midland  
Western Australia 6056

Postal Address: PO Box 1906  
Midland  
Western Australia 6936

Telephone: (08) 9374 3333

Facsimile: (08) 9374 0685

Office hours: 8am - 5pm

**Manjimup Office**

Address: 52 Bath Street  
Manjimup  
Western Australi

Postal Address: As above

Telephone: (08) 9771 1878

Facsimile: (08) 9771 8108

Office hours: 8am - 5pm

**Mid West Gascoyne Region**

**Regional Office**

Address: 25 Forrest Street  
Geraldton  
Western Australia 6530

Postal Address: PO Box 73  
Geraldton  
Western Australia 6531

Telephone: (08) 9964 5978

Facsimile: (08) 9964 5983

Office hours: 8am - 5pm

**Geocatch Network Centre**

Address: Unit 2, Palm Cou  
62 Kent Street  
Busselton  
Western Australia

**Swan Goldfields Agricultural Region**

**Regional Office**

Address: 7 Ellam Street  
Victoria Park  
WA 6100

Postal Address: As above

Telephone: (08) 6250 8000

Facsimile: (08) 6250 8050

Office hours: 8am - 5pm

**Northam Office**

Address: 254 Fitzgerald Street  
Northam  
Western Australia 6401

Postal Address: PO Box 497  
Northam  
Western Australia 6401

Telephone: (08) 9622 7055

Facsimile: (08) 9622 7155

Office hours: 8am - 5pm

**Carnarvon Office**

Address: 82 Olivia Terrace  
Carnarvon  
Western Australia 6701

Postal Address: PO Box 81  
Carnarvon  
Western Australia 6701

Telephone: (08) 9941 4921

Facsimile: (08) 9941 4931

Office hours: 8am - 5pm

**South Coast Region**

**Regional Office**

Address: 5 Bevan Street  
Albany  
Western Australi

Postal Address: PO Box 525  
Albany  
Western Australi

Telephone: (08) 9842 5760

Facsimile: (08) 9842 1204

Office hours: 8am - 5pm

**Denmark Office**

Address: Suite 1, 55 Strick  
Denmark  
Western Australia

Postal Address: PO Box 353  
Denmark  
Western Australia

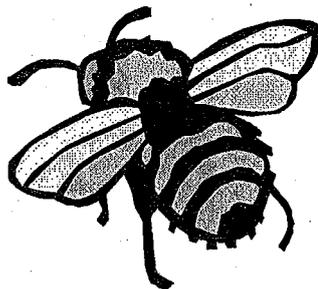
Telephone: (08) 9848 1866

Facsimile: (08) 9848 1733

Office hours: 8am - 5pm

## Department of Conservation and Land Management

### District Apiary Contacts



As at 25 May 2004

<u>DISTRICT</u>	<u>CONTACT</u>	<u>EMAIL</u>	<u>TELE</u>	<u>FAX</u>	<u>MOBILE</u>
Albany	Peter Collins	<a href="mailto:peterc@calm.wa.gov.au">peterc@calm.wa.gov.au</a>	9842 4512	9841 7105	0417900518
Blackwood	Greg Voigt	<a href="mailto:djs.busselton@calm.wa.gov.au">djs.busselton@calm.wa.gov.au</a>	9752 1677	9752 1432	0417918026
Donnelly	Ian Wilson	<a href="mailto:ianw@calm.wa.gov.au">ianw@calm.wa.gov.au</a>	9771 7903	9771 2677	no mobile
Esperance	Les Coyne	<a href="mailto:lesc@calm.wa.gov.au">lesc@calm.wa.gov.au</a>	9071 3733	9071 3657	no mobile
Frankland	Karlene Bain	<a href="mailto:karleneb@calm.wa.gov.au">karleneb@calm.wa.gov.au</a>	9840 1027	9840 1251	no mobile
Geraldton	Greg Kitson	<a href="mailto:gregoryk@calm.wa.gov.au">gregoryk@calm.wa.gov.au</a>	9921 5955	9921 5713	0417975455
Goldfields	Sarah Adriano	<a href="mailto:saraha@calm.wa.gov.au">saraha@calm.wa.gov.au</a>	9021 2677	9021 7831	no mobile
Karratha	George Watson	<a href="mailto:georgew@calm.wa.gov.au">georgew@calm.wa.gov.au</a>	9143 1625	9144 1118	no mobile
Katanning	Mitchell Davies	<a href="mailto:mitchelld@calm.wa.gov.au">mitchelld@calm.wa.gov.au</a>	9821 1296	9821 2633	no mobile
Merredin	Greg Chant	<a href="mailto:gregc@calm.wa.gov.au">gregc@calm.wa.gov.au</a>	9041 2488	9041 2454	no mobile
Moora	Dave Atkins	<a href="mailto:daveat@calm.wa.gov.au">daveat@calm.wa.gov.au</a>	9652 1911	9652 1922	0429600680
Narrogin	Steve Gorton	<a href="mailto:stevego@calm.wa.gov.au">stevego@calm.wa.gov.au</a>	9881 1113	9881 1645	0427858213
Perth Hills*	Kristian Pollock	<a href="mailto:krisp@calm.wa.gov.au">krisp@calm.wa.gov.au</a>	9525 5955	9525 5547	0427443425
Ravensthorpe	Mal Grant	<a href="mailto:malcolmg@calm.wa.gov.au">malcolmg@calm.wa.gov.au</a>	9838 1967	9838 1965	0428381967
Swan Coastal	Myles Mulvay	<a href="mailto:mylesm@calm.wa.gov.au">mylesm@calm.wa.gov.au</a>	9405 0725	9405 0777	0438568464
Wellington	Charlie Downes	<a href="mailto:charlied@calm.wa.gov.au">charlied@calm.wa.gov.au</a>	9734 1988	9734 4539	0428552793
Head Office	Sean Bryce	<a href="mailto:seanb@calm.wa.gov.au">seanb@calm.wa.gov.au</a>	9334 0529	9334 0253	no mobile

**APIARY SITE OFFICER**

Yes N/A

Have you arranged to invoice beekeeper for Application Fee and first year's rental (in advance) for sites?

Have you included the application in the next batch for the Conservation Commission of Western Australia and the Minister for the Environment. (CALM managed lands only)?

Have you referred any of the enclosed site applications to any other government departments? If so which Department?

Are all sites applied for 3km from sites held by other beekeepers? (FMR 83)

Have you faxed the application to the District Apiary Site Officer for their comments?

**DISTRICT APIARY SITE OFFICER** When processing this apiary site application have the following issues been considered?

Yes No Unsure

Will clearing of the site/s be required? (If yes, please attach specific conditions to apply)

Does the District have a preferred access route? (If yes please mark on plan/s enclosed)

Is a DRA permit required for any of the proposed sites? (If yes please state permit no.s)

Are signpost/s required at this/these locations?

Is there DRF in the vicinity of these applications? (If yes, please specify which sites)

Is the site close to an existing/proposed recreation area, tourist attraction, walktrails etc?

Are these locations included within a future burn program? (If yes, which sites and when are they due to be burned?)

Are these locations covered by a management plan, (If yes, which management plan?)

Have you discussed the application with the applicant?

Does your District approve this/these application/s?

**Term of permits**

Conservation Areas  1 Year  2 Years  3 Years

Other Crown Lands  1 Year  2 Years  3 Years  4 Years  5 Years

Automatically renew permit with same term/s when expires as shown above  Yes (normal procedure)  
 No (Parks Policy & Services will refer to District for comments) OR  One Term Only (reasons required)

**District Comments**

Signed by District Apiary Site Officer

Date

Signed by District Manager

Date

Once completed please fax application back to Apiary Site Officer on 9334 0253.