<insert name> Trail/Network

Trail Development Framework

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| --- | --- | --- |
| Project Name |  | |
| Project Location |  | |
| Project Area |  | Plan Attached |
| Tenure |  | |

|  |  |
| --- | --- |
| Background |  |
| Steering Group |  |
| Objectives |  |
| Meetings |  |
| Management Model |  |
| Scope and Scale |  |
| User Types and Styles |  |
| Trail System/Model |  |
| Agreed Standards |  |
| Funding |  |
| Delivery |  |
| Evaluation |  |

(Based on work by D. Davis, 2010)

# Stakeholder Approval

|  |  |  |
| --- | --- | --- |
| Signature |  | |
| Name |  | |
| Organisation |  | |
| Date |  |

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| --- | --- | --- |
| Signature |  | |
| Name |  | |
| Organisation |  | |
| Date |  |

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| Organisation |  | |
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| Name |  | |
| Organisation |  | |
| Date |  |

# Appendix 4A: Explanatory Notes

The development of a framework for proposed trail developments will ensure clarity with all stakeholders working towards agreed objectives and outcomes, along with assisting and informing the trail planning, design, construction and management stages. The following notes have been provided as a general guide to the development of the framework.

|  |  |
| --- | --- |
| Location | *Provide a description of the proposed location.* |
| Project Area | *Provide details of the boundaries of the planning area for the proposed trails.* |
| Tenure | *Provide details as to the land tenure, or mix of land tenures applicable to the project area* |
| Background | *Provide the background as how the project area has been identified and why it is being considered.*   * *Has it been identified in trail master planning?* * *Is there community support/demand?* * *Is it supported by land managers & local government?* * *What is the rationale of the trail – why is it being proposed?* |
| Steering Group | *Developing a framework can only be done through clear and formal consultation with all relevant stakeholders and partners. It is crucial that all key stakeholders and partners are identified, understand and support the planning, design and delivery process.*  *Provide a list the key agencies/groups and persons who will form the steering group, such as other government agencies, local government, local trail groups, recreation clubs, environment groups, etc.*  *If the project is of national significance, you may also wish to include relevant peak bodies, such as the Westcycle or the WA 4WD Association*  *Include contact details – phone & email as minimum.*  *Consider also listing interested stakeholders (in addition to the steering group) to keep informed on the trail development process.* |
| Meetings | *Identify an indicative timeframe of how often and where the Steering Group will meet for the duration of the project.* |
| Objectives | *Project objectives should define the overall aim and outcomes of the project, clearly setting out what the project is trying to achieve and* ***why****.*  *Objectives may include environmental, economic, social and/or community outcomes.*  *All objectives should be high-level and SMART – Specific, Measurable, Achievable, Realistic and Timely.* |
| Management Model | *To ensure long term sustainability, it is essential to identify who is the* ***trail owner*** *and* ***trail operator****.*  *(The trail owner is the entity that owns the physical structure of the trail and manager of the land and carries the liability for the health and safety of all users. The operator is generally the entity that maintains the trail to the agreed standards of the owner. It can be the same organisation)*   * *Who is the trail owner?* * *Who is the trail operator?* * *How will visitor use be monitored?* * *Who will undertake the maintenance – owner, operator, volunteers?* * *If the owner and operator are different, what instrument of agreement is to be used – trail adoption, MOU, etc?* |
| Scope and Scale | *The scope and scale clearly identify the significance and size of the project and are closely linked to achieving the project objectives.*   * *What is the proposed trail/networks level of significance – is a nationally, regionally or locally significant trail?* * *What size is the project?* * *How many kilometres of trail is planned?* * *What infrastructure is required?* * *Is the project development to be staged?* * *What type of use is proposed – recreational and/or event?* |
| User Types and Styles | *It is essential to define the target users of the trails as part of the framework to ensure that they meet the needs and expectations of the intended users.*   * *What are the different types of users being targeted?* * *What are the abilities of target users?* * *Is universal access required e.g. wheelchair access on walk trails, or adaptive cycle access on mountain bike trails?* * *What are the appropriate trail classifications for the targeted users?* * *What are the different styles of activities that will take place on the trails (if appropriate) e.g. trail running on walking trails, cross country vs downhill for mountain bike trails* * *Is the trail single use or multi use?* |
| Trail System/Model | *Outline the trail system being proposed.*   * *Is it linear or looped trail?* * *If looped, is it a core trail, stacked loop, cloverleaf, or finger style?* * *Is it single or dual direction?* * *Is it a single trail or a network of trails?* * *Is it part of a trail centre or trail town?* |
| Agreed Standards | *These standards must be agreed by the Steering Group and applied consistently to all aspects of:*   * *Design,* * *Planning,* * *Construction and* * *Maintenance.* |
| Funding | *Outline how the project will be funded.*  *For larger projects with multiple funding sources, it may be beneficial to outline the sources for the specific stages of trail development e.g. Site Assessments, Concept Plan, Corridor Evaluations, Design, Construction and Management.* |
| Delivery | *Confirming the way the project will be delivered requires the Steering Group to agree on the following key issues:*   * *Who will deliver the project?* * *How will the project be delivered – internal staff or external contracts?* * *Will stages (e.g. Site Assessments, Concept Plan, Corridor Evaluations, Design, Construction) be addressed separately?* * *Will volunteers be involved? If so how and at what stage?* * *Who will manage the project?* * *How will the project be managed?* * *Who will take responsibility for delivering different aspects of the project?* * *Will the project be staged?* * *What are the proposed timelines?* |
| Evaluation | *Evaluation of the project is essential to find out if the project has met its objectives and to improve future trail developments.*   * *How is the steering group planning to evaluate the success of the project?* * *Has the project met its planned objectives?* * *Are the trails being used by the intended target market?* * *Are then any unforeseen issues/impacts (environmental, economic or social)?* |
| Stakeholder Approval | *Document the steering group approval of completed and agreed framework.* |