

**Scheme Provisions:**

TPS #9  
3.1 Zoning and Development Table  
TPS #10  
4.1 Zoning and Development Table

**Other References:**

Shire of Northampton Local  
Planning Scheme No. 10  
Shire of Northampton Town  
Planning Scheme No. 9  
Planning and Development Act  
2005  
*Construction Camp Regulations  
2004*  
*Local Government (Miscellaneous  
Provisions) Act 1960*  
*Building Regulations 1989*  
*Health Act 1911*  
*Health (Food Hygiene)  
Regulations 1993*  
*Caravan Parks and Camping  
Grounds Act 1995*  
*Caravan Parks and Camping  
Grounds Regulations 1997*

**Special procedural considerations:**

## 1.0 PURPOSE

Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. The Scheme prevails should there be any conflict between this Policy and the Scheme.

It is not intended that a policy be applied rigidly, but each application be examined on its merits, with the objectives and intent of the policy the key for assessment. However, it should not be assumed that the local government, in exercising its planning discretion, be limited to the policy provisions and that mere compliance will result in an approval. This approach has produced many examples of inappropriate built form that has a long-term impact on the amenity and sustainability of the locality.

The Shire encourages applicants to produce innovative ways of achieving the stated objectives and acknowledges that these may sit outside the more traditional planning and architectural approaches. In these instances the local government is open to considering (and encourages) well-presented cases, during pre-application consultation, having due regard to the outcome of any public consultation undertaken and the orderly and proper planning of the locality.

## 2.0 SCOPE

A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination

### 3.0 OBJECTIVE

- 3.1 To ensure that applications for the development of temporary accommodation camps are assessed in a consistent, fair, thorough and timely manner.
- 3.2 To provide guidance to staff, Councillors, other government agencies, landowners, developers, consultants and the general public regarding the assessment of applications for temporary accommodation.
- 3.3 To ensure that developers are aware of the requirements in providing, managing and removal of camps.
- 3.4 To establish guidelines to be used in considering any applications proposed for the development of these camps.

### 4.0 POLICY

#### 4.1 Definitions

**“Temporary Accommodation Camp”** or **“Construction Camp”** means any camp used for duration of more than 6 months, though not necessarily in the one location, for the accommodation of a workforce of more than 25 persons in conjunction with:

- a. The construction of a railway line or siding;
- b. The construction, structural alteration or demolition of;
  - i. A building;
  - ii. A dock, wharf, jetty, pier, breakwater, tunnel, dam, viaduct, reservoir, pipeline, gas holder; and
  - iii. Waterworks or sewerage works.
- c. The preparation of an area for mining operations; and
- d. Any other work that requires a temporary resident work force.

But does not include:

- e. Camps used for defence purposes; and
- f. Wayside camps for drovers or teamsters.

Temporary accommodation or construction camps have been divided into 2 types, being:

**“Type A Camps”** – are located in close proximity to existing urban or resident populations, typically on land zoned residential or commercial purposes, at the discretion of the local government (refer 7.0 Annexure A – For particular requirements).

**“Type B Camps”** – are considered to be remote from existing urban or resident populations, typically on land zoned rural or pastoral uses, at the discretion of the local government (refer 8.0 Annexure B – For particular requirements).

**“Accommodation Unit”** – means a cluster of a maximum of 4 accommodation rooms.

**“Ancillary Buildings”** – means any building associated with the construction camp not used for the purposes of accommodation (ie. bar area, dining hall, kitchen, offices etc.).

## 4.2 Specific Policy Requirements

- 4.2.1 For the specific policy requirements for Type 'A' temporary accommodation camps refer to Annexure A, attached to this Local Planning Policy.
- 4.2.2 For the specific policy requirements for Type 'B' temporary accommodation camps refer to Annexure B, attached to this Local Planning Policy.

## 4.3 Application Requirements and Procedure

4.3.1 The following information is to be provided with an application for planning approval:

- (a) A minimum of 4 sets of accurately scaled and dimensioned locality plans, site plans, floor plans, elevations (generally north, south, east and west elevations showing all buildings proposed for the site, rather than elevations of individual buildings, or as otherwise agreed by Council;
- (b) An analysis of the physical characteristics of the site (on sloping sites topographic mapping may be required);
- (c) Details of how the development is to be staged;
- (d) Information regarding how essential services are to be provided to the site;
- (e) An indication from the proposed/intended accommodation purchaser/s (i.e. whose workforce is the camp intended to house);
- (f) Details of proposed/intended accommodation purchaser/s of the suitability of the proposal for their accommodation needs (i.e. in terms of size, location layout, facilities and detailed design does it meet their requirements for accommodating their workforce);
- (g) Details of any prior consultation with local communities and government agencies;
- (h) Details of any ongoing community benefit that will result from development of the camp;
- (i) In "Type A" Camp situations, details of landscaping, fencing, internal access roads and building materials and finishes;
- (j) A Camp Management Plan; and
- (k) A Decommissioning Plan.

4.3.2 The following process is to be undertaken for the assessment of an application for a temporary accommodation camp:

### Step 1 – Preliminaries

The proposal should generally be discussed with Council's senior staff prior to an application being submitted and in some instances preliminary, written advice will be provided. Applicants should ensure, in consultation with Council staff, that their application contains all the required information.

### Step 2 – Initial Consideration by Council

Council staff will present a report to Council detailing the application and addressing all aspects of the policy and any other relevant considerations, including details of a site inspection.

### Step 3 – Referral and Advertising

The application will be advertised for public comment and referred to relevant stakeholders for a minimum of 14 days in accordance with the Scheme requirements. During that period advertisements will be placed in a newspaper/s that has circulation within the Shire, a sign erected shall be erected on site and plans/documents detailing the application shall be made available for inspection at

Council's offices.

Step 4 – Final Consideration by Council

The application will be considered in light of any submissions received during the advertising period. Council staff will present a report to Council presenting relevant facts and discussion sufficient to enable Council to make an informed decision.

<b>5.0 RESPONSIBILITY</b>	The Principal Planner/Chief Executive Officer as per the Delegations Policy and Register		
<b>6.0 ADOPTION</b>	16 November 2007	Advertising	(Minutes 11.6.1)
	19 March 2008	Final Adoption	(Minutes 3.7.8)
	V2 16 June 2014	Advertising / Final Approval	(Minutes 6.8.1)



## 7.0 ANNEXURE A – POLICY TYPE ‘A’ CAMPS

### 7.1 Location of Camps

The particular location of any proposed camp is at the discretion of the local government and will depend on the capability, suitability and appropriateness of the site for the proposal. In general, unless the local government grants approval otherwise, temporary accommodation camps shall not be located:

- a) in a position or area that would adversely affect residential, rural residential or rural smallholdings uses or lifestyles or that would detract from any particular scenic or visual attraction;
- b) adjacent to recognised tourist routes; and
- c) within any sensitive areas such as industrial zone buffers or waste water treatment plant buffers.

### 7.2 Density of Development

7.2.1 Type A Camps shall not exceed 200 accommodation rooms.

7.2.2 The overall density of development of the camp should not exceed 100 persons per hectare.

7.2.3 The local government may consider variations to the above requirements subject to the proponent providing adequate justification for the proposed variation(s) to the satisfaction of the local government.

### 7.3 Design Requirements and Building Materials of Structures

7.3.1 All materials used and construction of accommodation and ancillary buildings shall be in accordance with the Building Code of Australia 1996 and Health Act (Construction Camp Regulations).

7.3.2 The use of reflective cladding materials on buildings shall not be permitted.

7.3.3 The building materials shall be of the earth brown, vegetation green or local landscape colours range to blend with the surroundings.

7.3.4 The use of second hand materials is not supported.

7.3.5 Each accommodation unit must be designed such that each accommodation room meets the following criteria:

- a) the ventilation and air space is to be in accordance with the requirements of the Health Act 1911 Construction Camp Regulations;
- b) adequate provisions are to be made for heating and cooling systems for each accommodation room;
- c) an ensuite is to be provided for each accommodation room within Type A Camps, though the local government may consider the use of shared ensuite facilities between two (2) accommodation rooms. The ensuite shall contain a shower, toilet and hand basin. Each ensuite shall have a door that opens outwards or can be readily removed from

the outside. In the case of a shared ensuite, the door/s must be capable of being locked. The requirements for the ensuite must be in accordance with Health Act 1911 and the Building Code of Australia, 1996;

- d) each accommodation room should be provided with a bed, clothes storage, table/desk and any other necessary furniture, as may be required;
- e) each accommodation room is to have at least 2 double power points; and
- f) each accommodation room is to be provided with both natural and artificial light, in accordance with the requirements of the Health Act 1911 Construction Camp Regulations.

7.3.6 Adequate provisions are to be made for verandas for each accommodation unit or alternatively, the supply of common covered outdoor areas, to the satisfaction of the local government.

#### 7.4 Landscaping & Aesthetics

7.4.1 All accommodation units, ancillary buildings and car parking areas will be setback in accordance with the Town Planning Scheme.

7.4.2 All boundary setback areas with frontage to roads will be required to be landscaped with appropriate fast growing trees and shrubs, to the satisfaction of the local government.

7.4.3 The internal camp area is to be landscaped for screening and shade purposes, in accordance with an approved landscape plan, to the satisfaction of the local government.

7.4.4 Landscaping works are to be commenced within 30 days of the completion of construction of the camp, and are to be maintained by the developer/manager of the camp throughout the duration of the camp. The local government may require that a bond be provided to ensure that the landscaping is maintained.

7.4.5 The developer is to provide footpaths which are a minimum of 1.2 metres wide between all accommodation units, outdoor areas, ancillary buildings, car parks and bus bays. The footpaths shall be shown on the site plan at the time of making the application. The materials used to construct such footpaths are to be to the satisfaction of the local government.

#### 7.5 Fencing

The developer is to install uniform boundary fencing, such as plain post and wire around the property boundary, to the satisfaction of the local government.

#### 7.6 Water Supply

7.6.1 Arrangements are to be made with the Water Corporation so that connection to a water supply service will be available to the proposed camp.

7.6.2 In the event that no reticulated water supply can be provided to the land, arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by the local government subject to any conditions which may be laid down by the Commissioner for Health.

7.6.3 All tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.

7.6.4 The potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day.

## 7.7 Stormwater Drainage

All stormwater from roofed and paved areas shall be collected and disposed of on site to the satisfaction of the Shire's EHO/Building Surveyor.

## 7.8 Effluent Disposal and Toilet Facilities

All ablution facilities shall be connected to an appropriate approved effluent disposal system, in accordance with the requirements of the Department of Environment and Conservation and the Health Department of WA.

In addition to the ablution facilities provided for each accommodation room, suitable provisions are to be made for ablution facilities, in common areas (i.e. dining rooms, offices etc.).

## 7.9 Laundry Facilities

7.9.1 Minimum laundry facilities shall be provided to the following scale:

Up to 100 persons	1 unit to 10 persons
Over 100 up to 200 persons	1 unit to 12 persons
Over 200 up to 300 persons	1 unit to 15 persons

or

Otherwise in accordance with the Health Act (Construction Camp Regulations).

7.9.2 Such laundry facilities will include:

- a) at least 1 washing machine connected to hot and cold running water;
- b) a trough with a drain plug and hot and cold running water;
- c) at least 0.3 metres of bench space for ironing clothes, with access to a power point;
- d) an electric clothes dryer or 60m of washing line; and
- e) supplied with artificial light.

## 7.10 Rubbish Disposal

7.10.1 The developer/manager of the facility will be required to negotiate with the local government for the provision of rubbish disposal services.

7.10.2 The developer/manager is to provide at least 1 common area for rubbish collection which may be easily accessed by the local government. This area is to contain bin wash down areas and be appropriately setback and screened from adjoining buildings, to the satisfaction of the local government.

7.10.3 Bins to be provided in all common areas.

7.10.4 All putrescible waste is to be disposed of in 240 litre MGB's or other approved fly proof receptacle. All other wastes are to be disposed of in accordance with the requirements of the Shire's EHO/Building Surveyor.

## 7.11 Lighting

7.11.1 Appropriate night time security lighting is to be provided within the camp site to the satisfaction of the local government.

7.11.2 All lighting shall be required to adopt shading measures and be directed to minimise any unnecessary light spill and impacts on the surrounding locality.

#### 7.12 Emergency Services, Fire and First Aid

- 7.12.1 The developer/manager will be required to make adequate provisions for emergency fire services, including fire breaks, fire fighting equipment and water supplies in accordance with the relevant legislation.
- 7.12.2 The proponent will be required to make suitable provisions for first aid facilities in accordance with the Health Department regulations.
- 7.12.3 All emergency services shall be adequately marked and located to ensure emergency vehicle access.

#### 7.13 Access and Parking Provisions

All access and car parking areas shall be located, designed and constructed to the satisfaction of the local government.

#### 7.14 Road Standards

The local government will consider the existing road network adjacent to the development site and may require that the developer construct, upgrade the existing road(s) and/or contribute towards the additional maintenance of the existing road(s) if it is considered that the development of the site for these purposes and subsequent additional vehicle movements warrants such action.

#### 7.15 Signage

- 7.15.1 Signage shall be in accordance with the Town Planning Scheme and relevant Policy requirements.
- 7.15.2 A 1800mm x 1800mm information sign shall be provided at the entrance to the development site to indicate such information as:
- Owner of the site;
  - Manager of the site;
  - Specific Rules for the Camp Area;
  - Map of the Camp Area; and
  - Emergency Contact Phone Number(s).

#### 7.16 Catering and Meals Areas

All kitchen and meal areas shall comply with the relevant standards as prescribed by the Health Act and other relevant legislation to the satisfaction of the local government.

#### 7.17 Removal of Structures and Rehabilitation of Site

- 7.17.1 The local government shall require that all temporary structures, waste disposal facilities, roads, parking areas and drainage facilities are permanently removed from the site at the cessation of the Planning Approval granted by the local government for the camp.
- 7.17.2 The local government shall require that the site is left in a neat and tidy condition following the removal of the structures and a statement to this effect shall be provided by the developer/manager.



## 8.0 ANNEXURE B – POLICY TYPE ‘B’ CAMPS

### 8.1 Location of Camps

The particular location of any proposed camp is at the discretion of the local government and will depend on the capability, suitability and appropriateness of the site for the proposal. In general, unless the local government grants approval otherwise, temporary accommodation camps shall not be located:

- a) in a position or area that would adversely affect residential, rural residential or rural smallholdings uses or lifestyles or that would detract from any particular scenic or visual attraction;
- b) adjacent to recognised tourist routes; and
- c) within any sensitive areas such as industrial zone buffers or waste water treatment plant buffers.

### 8.2 Density of Development

8.2.1 Type B Camps shall not exceed 500 accommodation rooms.

8.2.2 The overall density of development of the camp should not exceed 100 persons per hectare.

8.2.3 The local government may consider variations to the above requirements subject to the proponent providing adequate justification for the proposed variation(s) to the satisfaction of the local government.

### 8.3 Design Requirements and Building Materials of Structures

8.3.1 All materials used and construction of accommodation and ancillary buildings shall be in accordance with the Building Code of Australia 1996 and Health Act (Construction Camp Regulations).

8.3.2 The local government may consider the approval to use second hand materials and/or buildings in Type B camps, and all applications to do so must be accompanied by the following information:

- a) photographs clearly showing four separate elevations of the used buildings;
- b) an inspection report from an approved Building Surveyor, Structural Engineer or other authorised person; and
- c) the standard building and site plans as would be required for such an application.

8.3.3 Each accommodation unit must be designed such that each accommodation room meets the following criteria:

- a) the ventilation and air space is to be in accordance with the requirements of the Health Act 1911 Construction Camp Regulations;
- b) adequate provisions are to be made for heating and cooling systems for each accommodation room;
- c) an ensuite is to be provided for each accommodation room within Type A Camps, though the local government may consider the use of shared ensuite facilities between

two (2) accommodation rooms. The ensuite shall contain a shower, toilet and hand basin. Each ensuite shall have a door that opens outwards or can be readily removed from the outside. In the case of a shared ensuite, the door/s must be capable of being locked. The requirements for the ensuite must be in accordance with Health Act 1911 and the Building Code of Australia, 1996;

- d) each accommodation room should be provided with a bed, clothes storage, table/desk and any other necessary furniture, as may be required;
- e) each accommodation room is to have at least 2 double power points; and
- f) each accommodation room is to be provided with both natural and artificial light, in accordance with the requirements of the Health Act 1911 Construction Camp Regulations.

8.3.4 Adequate provisions are to be made for verandas for each accommodation unit or alternatively, the supply of common covered outdoor areas, to the satisfaction of the local government.

#### 8.4 Setback Requirements

All accommodation units, ancillary buildings and car parking areas will be setback in accordance with the Town Planning Scheme.

#### 8.5 Fencing

The developer is to install uniform boundary fencing, such as plain post and wire around the property boundary, to the satisfaction of the local government.

#### 8.6 Water Supply

8.6.1 Arrangements are to be made with the Water Corporation so that connection to a water supply service will be available to the proposed camp.

8.6.2 In the event that no reticulated water supply can be provided to the land, arrangements are to be made to provide an adequate water supply of potable water. Potable water is defined as water in which levels of physical, chemical and microbiological constituents does not exceed the guideline values set out in the National Health and Medical Research Council and Australian Water Resources Council publication "Guidelines for Drinking Water quality in Australia 1987", which has been approved by the local government subject to any conditions which may be laid down by the Commissioner for Health.

8.6.3 All tanks and vessels used for the storage of drinking water shall be so constructed and covered as to prevent water stored therein from becoming polluted or contaminated.

8.6.4 The potable water supply shall be of a capacity to provide a minimum of 80 litres per person per day.

#### 8.7 Stormwater Drainage

All stormwater from roofed and paved areas shall be collected and disposed of on site to the satisfaction of the Shire's EHO/Building Surveyor.

#### 8.8 Effluent Disposal and Toilet Facilities

8.8.1 All ablution facilities shall be connected to an appropriate approved effluent disposal system, in accordance with the requirements of the Department of Environment and Conservation and the Health Department of WA.

8.8.2 In addition to the ablution facilities provided for each accommodation room, suitable provisions are to be made for ablution facilities, in common areas (i.e. dining rooms, offices etc.).

## 8.9 Laundry Facilities

8.9.1 Minimum laundry facilities shall be provided to the following scale:

Up to 100 persons	1 unit to 10 persons
Over 100 up to 200 persons	1 unit to 12 persons
Over 200 up to 300 persons	1 unit to 15 persons

or

Otherwise in accordance with the Health Act (Construction Camp Regulations).

8.9.2 Such laundry facilities will include:

- a) at least 1 washing machine connected to hot and cold running water;
- b) a trough with a drain plug and hot and cold running water;
- c) at least 0.3 metres of bench space for ironing clothes, with access to a power point;
- d) an electric clothes dryer or 60m of washing line;  
supplied with artificial light.

## 8.10 Rubbish Disposal

8.10.1 The developer/manager of the facility will be required to negotiate with the local government for the provision of rubbish disposal services.

8.10.2 The developer/manager is to provide at least 1 common area for rubbish collection which may be easily accessed by the local government. This area is to contain bin wash down areas and be appropriately setback and screened from adjoining buildings, to the satisfaction of the local government.

8.10.3 Bins to be provided in all common areas.

8.10.4 All putrescible waste is to be disposed of in 240 litre MGB's or other approved fly proof receptacle. All other wastes are to be disposed of in accordance with the requirements of the Shire's EHO/Building Surveyor.

## 8.11 Lighting

8.11.1 Appropriate night time security lighting is to be provided within the camp site to the satisfaction of the local government.

8.11.2 All lighting shall be required to adopt shading measures and be directed to minimise any unnecessary light spill and impacts on the surrounding locality.

## 8.12 Emergency Services, Fire and First Aid

8.12.1 The developer/manager will be required to make adequate provisions for emergency fire services, including fire breaks, fire fighting equipment and water supplies in accordance with the relevant legislation.

8.12.2 The proponent will be required to make suitable provisions for first aid facilities in accordance with the Health Department regulations.

8.12.3 All emergency services shall be adequately marked and located to ensure emergency vehicle access.

8.13 Access and Parking Provisions

All access and car parking areas shall be located, designed and constructed to the satisfaction of the local government.

8.14 Road Standards

The local government will consider the existing road network adjacent to the development site and may require that the developer construct, upgrade the existing road(s) and/or contribute towards the additional maintenance of the existing road(s) if it is considered that the development of the site for these purposes and subsequent additional vehicle movements warrants such action.

8.15 Signage

8.15.1 No signs are to be erected on the lot without the local government's approval.

8.15.2 Signage shall be in accordance with the Town Planning Scheme and relevant Policy requirements.

8.16 Catering and Meals Areas

All kitchen and meal areas shall comply with the relevant standards as prescribed by the Health Act and other relevant legislation to the satisfaction of the local government.

8.17 Removal of Structures and Rehabilitation of Site

8.17.1 The local government shall require that all temporary structures, waste disposal facilities, roads, parking areas and drainage facilities are permanently removed from the site at the cessation of the Planning Approval granted by the local government for the camp.

8.17.2 The local government shall require that the site is left in a neat and tidy condition following the removal of the structures and a statement to this effect shall be provided by the developer/manager.