

TEMPORARY ACCOMMODATION (CONSTRUCTION) CAMPS POLICY

**TEMPORARY ACCOMMODATION (CONSTRUCTION) CAMPS**

**Local Planning Policy**

1.0 PURPOSE

2.0 SCOPE

3.0 OBJECTIVE

4.0 POLICY STATEMENT

4.1 Definitions

4.2 Location of Camps

4.3 Density of Development

4.4 Variety of Accommodation

4.5 Design Requirements & Building Materials of Structures

4.6 Landscaping & Aesthetics

4.7 Fencing

4.8 Water Supply

4.9 Stormwater Drainage

4.10 Effluent Disposal & Toilet Facilities

4.11 Laundry Facilities

4.12 Rubbish Disposal

4.13 Lighting

4.14 Emergency Services, Fire, First Aid

4.15 Parking Provisions

4.16 Internal Road Standards

4.17 Road Frontage Standards

4.18 Signage

4.19 Public Transportation Provisions

4.20 Recreation & Community Facilities

4.21 Liquor Licensing

4.22 Catering & Meal areas

4.23 Telephones

4.24 Review of Development

4.25 Removal of Structures and Rehabilitation of Site

4.26 Keeping of Pets

5.0 REFERENCE

6.0 RESPONSIBILITIES

7.0 ADOPTION **TEMPORARY ACCOMMODATION (CONSTRUCTION) CAMPS**

**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.

**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 OBJECTIVES:**

3.1 To provide advice for potential developers of temporary, low cost accommodation or construction camps.

3.2 To ensure that developers are aware of the requirements in providing, managing and removal of the camps.

3.3 To establish guidelines to be used in considering any applications proposed for the development of these camps.

3.4 To specify a time period for approval of these camps.

**4.0 POLICY:**

**4.1 Definitions**

For the purpose of this policy:

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

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

**“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** which are located in close proximity to existing urban or resident populations, typically on land zoned for residential or commercial purposes, at the discretion of the local government.

**TYPE B Camps** which 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.

**4.2 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 or construction 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, unless suitably screened or designed for permanent use;

c. within any environmentally sensitive areas or buffer zones; and

d. the local government would give favourable consideration to proposals which enhance existing tourist accommodation facilities.

**4.3 Density of Development**

4.3.1 Type A camps should not exceed 200 accommodation rooms.

4.3.2 Type B camps shall not exceed 500 accommodation rooms.

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

4.3.4 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.

**4.4 Variety of Accommodation**

4.4.1 Council's preference is for the camp(s) to provide for a variety of accommodation (married and single) units within any camp to promote good social integration and well-being in keeping with local community aspirations and standards.

4.4.2 Council's preference is for geographically separated areas for single and married accommodation.

**4.5 Design Requirements & Building Materials of Structures**

4.5.1 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).

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

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

4.5.4 The use of second hand materials is not supported in Type A camps.

4.5.5 The local government may consider approval to use second hand materials and/or buildings in Type A 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; and

c. the standard building and site plans as would be required for such an application.

4.5.6 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 en suite 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 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.

**TEMPORARY ACCOMMODATION (CONSTRUCTION) CAMPS**

The requirements for the ensuite must be in accordance with the 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.

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

**4.6 Landscaping & Aesthetics**

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

4.6.2 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.

4.6.3 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.

4.6.4 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.

4.6.5 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.

**4.7 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.

**4.8 Water Supply**

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

4.8.2 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 the 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.

4.8.3 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.

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

**4.9 Stormwater Drainage**

All stormwater from roofed and paved areas shall be collected and disposed on site to the satisfaction of the local government.

**4.10 Effluent Disposal & Toilet Facilities**

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

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

**4.11 Laundry Facilities**

4.11.1 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).

4.11.2 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 drier or 60m of washing line;

e. supplied with artificial light.

**4.12 Rubbish Disposal**

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

4.12.2 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.

4.12.3 Bins to be provided in all common areas.

4.12.4 All putrescible waste is to be disposed of in 240 litre MGB's. All others wastes are to be disposed of in skip bins.

**4.13 Lighting**

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

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

**4.14 Emergency Services, Fire, First Aid**

4.14.1 Type A camps will be required to provide emergency fire services in accordance with relevant legislation.

4.14.2 Type B camps 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.

4.14.3 The local government will require that the proponent prepare emergency fire procedures plan.

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

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

**4.15 Parking Provisions**

4.15.1 Car parking shall be determined upon application.

4.15.2 Provisions shall be made for bus parking and pick-up / set-down areas within the site, or as required.

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

**4.16 Internal Road Standards**

4.16.1 All internal roads shall be a minimum of 4m in width and designed and constructed to the satisfaction of the local government.

4.16.2 A one-way system of vehicle movement throughout the site and a maximum speed of 8 km/h is preferred.

**4.17 Road Frontage 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 roads(s) if it is considered that the development of the site for these purposes and subsequent additional vehicle movements warrants such action.

**4.18 Signage**

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

4.18.2 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

 Emergency Contact Phone Number(s)

**4.19 Public Transportation Provisions**

It is preferred that workers are transported to and from the work site by a coach or bus service.

**4.20 Recreation & Community Facilities**

It is preferred that the workers utilise the recreation and community services available within the existing towns and settlements throughout the region when the camp is located within reasonable proximity to these facilities.

**4.21 Liquor Licensing**

4.21.1 It is preferred that the workers utilise the liquor outlets available within the existing towns and settlements throughout the region when the camp is located in reasonable proximity to these facilities.

4.21.2 On-site facilities will be subject to the standards under the relevant legislation.

**4.22 Catering & Meal 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.

**4.23 Telephones**

It is preferred that an adequate number of public phones be provided throughout the camp.

**4.24 Review of Development**

4.24.1 The local government shall undertake regular inspections of the camp and surrounding area and provide written notification to the camp manager of any breaches or problems identified during the inspection.

4.24.2 The camp manager shall rectify those breaches or problems immediately, unless the local government grants an extension in accordance with a written request from the camp manager which details the reasons for the extension being requested.

**4.25 Removal of Structures and Rehabilitation of Site**

4.25.1 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 Consent granted by the local government for the camp.

4.25.2 The local government shall require that the site is left in a neat and tidy condition following the removal of the structures and may require the revegetation of the site.

4.25.3 The local government shall require a written agreement be provided by the developer/manager to this effect.

**4.26 Keeping of Pets**

No pets are to be kept within the camp area and the local government will require that a written agreement be provided by the developer/manager to this effect.

**5.0 REFERENCE:**

The Shire of Moora Town Planning Scheme(s) and the Planning & Development Act 2005.

**6.0 RESPONSIBILITIES:**

The Town Planning Department as per the Delegations Policy and Register and further authority is delegated to the Chief Executive Officer for the following:

**7.0 ADOPTION:**

Version 1 (draft for advertising) 21st November 2012 (3 submissions received – residents agreed to await more information)

Version 2 - Adopted by Council 20th February 2013 (Resolution No. 17/13)