

TEMPORARY WORKFORCE ACCOMMODATION

LOCAL PLANNING POLICY



1. 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. 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. OBJECTIVE

- 3.1 To ensure that applications for the development of temporary workforce accommodation 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 workforce accommodation; and
- 3.3 To provide, where necessary, for the development of temporary workforce accommodation in a way that maximises social benefits whilst minimising social costs.

4. POLICY STATEMENT

4.1 Definitions

'Temporary Workforce Accommodation is defined within Shire of Chapman Valley Local Planning Scheme No.2:

"temporary workforce accommodation" means building/s or dwellings, and may include caravans and dongas, used for exclusive accommodation or staff engaged in temporary construction, mining activities or other seasonal or temporary work, and may include incidental facilities such as catering, sporting and recreational facilities for the exclusive use of the staff, and is removed upon completion of work/s, but does not include a dwelling or residential building as defined in the Residential Design Codes, motel, hotel, hostel or boarding/lodging house.

4.2 Application requirements

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

- 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 regarding the maximum number of persons to be housed at the site, including breakdown into numbers of single, married/de facto and dependents respectively;
- d. Details of how development is to be staged;
- e. Information regarding how essential services are to be provided to the site;
- f. Details of proposed/intended accommodation purchaser/s (i.e. whose workforce is the camp intended to house);
- g. An indication from the 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);
- h. Details of any prior consultation with local communities and government agencies;
- i. Details of any ongoing community benefit that will result from development of the camp;
- j. In urban or near-urban situations, details of landscaping, fencing, internal access roads and building materials and finishes;
- k. A Camp Management Plan; and
- l. A Decommissioning Plan.

- m. Applications are to indicate the time period over which the camp is expected to be required (generally for a period of between 6 months and 5 years);

4.3 Additional considerations

Applications must demonstrate that there is a need to develop a camp facility of the size and at the location proposed for the period of time for which approval is sought, and additionally:

- a. For Industrial and Port Development the proposed temporary workforce accommodation site/s should:
 - i. Be located on 'Rural' zoned land within the Shire;
 - ii. Be strategically located within close proximity (i.e. 10 kilometre radius) to the primary construction site, and is within reasonable commuting distance to a range of services including social, recreational, commercial, retail and medical;
 - iii. Have direct access to an established 'road of regional significance' as classified by Main Roads WA;
 - iv. In the opinion of the Council, not be located in an area of perceived environmental, social or visual sensitivity;
 - v. Accord with the Shire's current planning instruments (i.e. Local Planning Strategy, Coastal Management Strategy in demonstrating a 'value added' benefit for re-use of the camp infrastructure, either in part or in whole, beyond the life of the temporary accommodation camp use.
- b. For Rail and Infrastructure/Services the proposed temporary workforce accommodation site/s should:
 - i. Be strategically located within reasonable commuting distance (ie 50 kilometre radius) to the primary construction site and provide a range of services on-site including social, recreational, small retail and medical;
 - ii. Where possible have direct access to a bitumen seal road;
 - iii. In the opinion of the Council, not be located in an area of perceived environmental, social or visual sensitivity;
 - iv. Where possible demonstrate some level of 'value added' benefit for re-use of the camp infrastructure, either in part or in whole, beyond the life of the temporary workforce accommodation use.

4.4 General Requirements

A temporary workforce accommodation:

- a. Is not permitted within close proximity to 'socially sensitive' facilities such as schools or day-care centres;
- b. Is to be located within reasonable proximity to commercial, educational, recreational and community facilities that are capable of coping with the anticipated increases in demand;
- c. Is to be well screened from view and result in minimal site disturbance;

- d. Is to be adequately serviced by way of constructed road access to 7.0 metre bitumen seal and availability of services and infrastructure.

4.5 Management Plan

Applications must also demonstrate the camp will be effectively and appropriately managed, with management practices outlined in a Management Plan to be submitted with the application for planning consent. The Management Plan should address:

- a. Strategies ensuring that noise, dust, odour, lightspill and litter are acceptably managed;
- b. Strategies resolving conflict with owners and/or occupiers of land within the vicinity of the site that may be affected by the operation of the camp;
- c. Transportation of workers to the site where construction is taking place;
- d. Strategies for managing the consumption of alcohol in the camp (if applicable); and
- e. Strategies for preventing the consumption of illicit drugs in the camp.

4.6 Decommissioning Plan

Applications shall be accompanied by a Decommissioning Plan committed to by the applicant by means of a legal agreement, that addresses the following issues:

- a. When the camp shall be decommissioned;
- b. Works that shall remain in place following decommissioning;
- c. The clean-up and rehabilitation of the site; and
- d. The transfer of assets to public ownership where this has been committed to.

4.7 Application process

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

Step 1 – Preliminaries

The proposal should generally be discussed with Council planning 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 & advertising

The application will be advertised for public comment and referred to relevant stakeholders for a minimum of 21 days in accordance with Scheme requirements. During that period adverts will be placed in local newspaper/s, a sign/s erected on site and plans/documents detailing the application 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 comment period. Council staff will present a report to Council presenting relevant facts and discussion sufficient to enable Council to make an informed decision

5. REFERENCES AND ADOPTION

Shire of Chapman Valley Local Planning Scheme No.2
Planning & Development Act 2005

Adopted at the 19 February 2014 Ordinary Meeting of Council