



Policy 4.3.1. – Temporary Accommodation on Private Land

1. Policy Purpose

To establish a clear and consistent process for assessing and granting approval for temporary accommodation on privately owned land for an initial 12 months and an extended 24-month period, ensuring compliance with relevant regulations and maintaining safety, health, and amenity standards.

2. Policy Scope

This Policy applies to all land within the Shire of Harvey, excluding land zoned “Residential” with a density code of R10 or higher.

3. Application Requirements

A completed “Application for Temporary Accommodation” with the supporting documentation outlining the following information must be provided:

1. A statutory declaration confirming the purpose and an agreement to vacate upon expiration.
2. Proof of property ownership or authorization from the landowner if the applicant is not the owner.
3. A sketched site plan indicating:
 - a) Location of the temporary accommodation
 - b) Effluent disposal system
 - c) Ablution facilities.
4. Building permit for the permanent dwelling.
5. Evidence of financial arrangements for construction (e.g., loan approval)

4. Policy

1. Applications for temporary accommodation on any lots zoned “Residential” with a density code of R10 or higher will generally not be permitted.
2. When assessing applications for temporary accommodation, the Shire will consider the following:
 - a. Impact on social surrounds
 - b. Visual impact
 - c. Environmental amenity.

4.1 Approval Conditions

The following conditions may be included on an approval for temporary accommodation:

1. Duration:
 - a) Camping approval is granted for one caravan and up to 24 months, contingent upon steady progress in building the permanent dwelling.
 - b) Extensions beyond 24 months are not permitted without Ministerial approval.
2. Placement:
 - a) The caravan or temporary structure must be in accordance with the boundary setbacks stipulated by the Shire of Harvey Local Planning Scheme No. 2.
3. Utilities:
 - a) The caravan must be connected to an approved potable water source and sewer/septic system.
 - b) An effluent disposal system to be installed and a “Permit to Use” issued. (‘Application to Construct or Install an Apparatus for the Treatment of Sewerage’ is required to be submitted prior to installation)
 - c) Power connections must comply with safety standards (e.g., overhead cables or protective measures).
4. Facilities:
 - a) The accommodation must include access to a shower, toilet, hand basin, and kitchen sink with hot and cold water.
 - b) Facilities may be within the caravan or provided on-site.
5. Maintenance:
 - a) The site must remain tidy, and waste must be managed responsibly.
6. Social and Environmental Considerations:

- a) Approval will consider potential impacts on neighbours, including noise, waste management, and environmental effects
7. Temporary Accommodation facilities are to be removed within 28 days of practical completion of the dwelling or when the Temporary Accommodation approval becomes invalid.
8. Expiration or cancellation of the building permit for the dwelling will void the applicable Temporary Accommodation approval.

4.2 Approval Advice Notes

The following advice notes may be included on an approval for temporary accommodation:

Note 1. Use of an offsite dump point will not be considered an appropriate means of wastewater disposal

Note 2. A shed shall not be used as a habitable annex to a caravan. However, the following facilities may be installed in a shed to support the comfort, amenity and convenience of the caravan occupiers:



- (a) A toilet;
- (b) A sink or trough;
- (c) A shower;
- (d) A washing machine.

Note 3. Living in a shed is prohibited and temporary accommodation in tents will not be supported for approval.

Note 4. No extension of approval will be considered if building of the dwelling has not substantially commenced.

5. Strategic Objective

The policy aligns to the following strategic objective:

	<p>Sustainable built environment</p> <p>Encompassing everything human-made, a sustainable built environment is one that will meet current needs while considering the needs of future generations.</p>
	<p>Effective civic leadership</p> <p>Effective civic leadership is visionary and influential. It means listening to the community, balancing competing demands, making fair decisions and acting with integrity.</p>

6. Definitions

- As defined under the *Caravan Parks and Camping Grounds Act 1995*, the distinguishing feature of a caravan is that it is a vehicle. A vehicle is defined in the *Caravan Parks and Camping Grounds Act 1995* S. 5(1) as; “means a conveyance (other than a train, vessel or aircraft) capable of being propelled or drawn on wheels”.

7. Legislation

This policy is governed by:

- *Building Act 2011* (WA)
Building Regulations 2012 (WA)
Caravan Parks and Camping Grounds Act 1995
Shire of Harvey Local Planning Scheme No. 2

8. Related Documents

- Former Council Policy Number 4.3.3.

Responsible officer	Director of Sustainable Development		
Responsible team	Environmental Health Services		
Responsible area	Environmental Health Services		
Version control	Date	Resolution	Number
Version 1	25.02.2025	Resolution	25/32
Version 2			
Version 3			