



LPP18 Temporary Accommodation Policy

Policy Objective

This policy provides guidance to support applications seeking an approval for temporary accommodation on private property or in an area other than a caravan park.

Policy Statement

A person may stay in temporary accommodation on a property for up to 5 nights per 28-day consecutive period without a shire approval. Any period greater than this requires an application to the local government for assessment and possible approval for a maximum of 24 consecutive months. An applicant may reapply after 24 months with a new application. If an applicant is seeking to camp on a state or federal reserve, approval must be obtained from the relevant authority who manages that land. If there is more than one proposed caravan on a private lot approval is required from the Minister for Local Government.

Policy Purpose

The applicant must own or have a legal right to occupy the land and is to complete the application form and submit to the Shire with the applicable fee, per the Shires annual fees and charges.

Applications can be received in the following zoned areas;

- Residential
- Rural Residential
- Rural Smallholdings
- Commercial
- Rural
- Tourism

Any camp is to be located wholly on the property and be at least one (1) metre from the property boundary, at least one (1) metre from vehicle access areas, and at least three (3) metres from structures.

Occupiers of adjacent properties will be notified in writing and the responses will be considered prior to the approval of any application.

Approvals will only be granted where health, safety and hygiene requirements have been met. This includes the following requirements;

- power
- potable water
 - waste water management
 - cooking and laundry facilities
 - emergency management (fire suppression and smoke detection)
 - waste and recycling (rubbish collection service or waste management plan is required)
 - any other requirement at the request of the Shire.



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Upon receipt of an application and fee, the Shire Environmental Health Officer will assess the application, conduct an evaluation of the site, and issue a permit where the application is approved. Follow-up site assessments may be conducted throughout the duration of the approval period.

Approval can be for a maximum period for 24 months, and any reapplication will require the completion of a new form, fee payable, and be accompanied by a structural report confirming the integrity of the habitable camp.

If the temporary accommodation is leased out for money or reward, it will be deemed to be a caravan park and any approval issued will be cancelled.

Any unauthorised development, in association with the temporary accommodation will result in the approval being cancelled.

Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified. No refund will be applicable.

The Shire reserves the right to withdraw an approval at any stage.

Any refused application can be referred to the Minister for Local Government for review.

[Related Documents](#)

- Local Government Act 1995
- Caravan Park and Camping Ground Act 1995
- Caravan and Camping Ground Regulations 1997 (as amended 1 September 2024)
- Health (Miscellaneous Provisions) Act 1911
- National Construction Code (Building Code of Australia)
- Shire of Ravensthorpe Planning Scheme 6 (Amendment 3)

DOCUMENT CONTROL BOX		
Custodian: Chief Executive Officer		Decision Maker: Council
Compliance Requirements:		
Legislation: Local Government Act 1995. Caravan and Camping Ground Act 1995 Health (Miscellaneous Provisions) Act 1911		
Industry:		
Organisational:		
Document Management:		
Risk Rating: Medium	Review Frequency: 2 Years	Next Due:
Version #	Decision Reference:	Description:
a		New Policy