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LOCAL PLANNING SCHEMES

POLICY MANUAL

CURRENT AS AT

23 JULY 2025

History Summary

Item	Date	Action	Description
1.	22 May 2012	Resolution (Agenda item 10.1.729)	Council adopted revised development policies D1,2,3,4,6,7,8, and retained D5.
2.	26 June 2012	Resolution (Agenda item 10.1.739)	Council adopted new policy D9. Parking of Commercial Vehicles
3.	12 February 2013	Resolution 1213.003	Council adopted new policy D10. Advertisement Design
4.	24 June 2014	Resolution 0614.82	D5. Extended Trading Hours Policy rescinded.
5.	12 July 2016	Resolution 0714.187	D1 Delegations repealed in favour of delegations 10.2, 10.3 and 10.4 contained within the Register of Delegations.
6.	3 December 2018	Editing	Insertion of Preface and formatting.
7.	3 April 2024	Resolution 270324.02	Council adopted new policy D11.
8.	6 May 2024	Editing	Adding reference to Shire of Narrogin Local Planning Scheme No 3 in the preamble to the Policy Manual.
9.	3 September 2024	Administrative Amendment	D11 – Local Planning Policy – Wind Farm/Turbines
12.	4 June 2025	Resolution 280525.03	D12 – Temporary/Transient Workforce Accommodation
13.	4 June 2025	Resolution 280525.04	D13 – Tree Farms and Carbon Farming
14.	23 June 2025	Resolution 230725.02	D14 – Social Impact Assessment

CONTENTS

CONTENTS 3
Preface 4
Former Shire of Narrogin Town Planning Scheme No 2 Local Planning Scheme Policies 6
Former Town of Narrogin Town Planning Scheme No. 2 Local Planning Scheme Policies 7
D1 – Delegated Authority 7
D2 – Subdivisions/Amalgamations 8
D3 – Residential Development in Central Business Zone 9
D4 – Home Based Business 10
D5 – Extended Trading Hours 13
D6 - Ancillary Accommodation 14
D7 – Planning Policy Relating to Bed and Breakfast Accommodation 16
D8 – Oversize Outbuildings 18
D9 – Commercial Vehicle Parking 21
D10 - Advertisement Design 25
D11 - Local Planning Policy – Wind Farm/Turbines 28
D12 – Temporary/Transient Workforce Accommodation 36
D13 – Tree Farms and Carbon Farming 47
D14 – Social Impact Assessment 50

Preface

Scheme (Text & Maps), Strategy and Policy

This Policy Manual contains all current policies of the Council adopted pursuant to the following:

- Shire of Narrogin Local Planning Scheme No 3;
- Former Shire of Narrogin Town Planning Scheme No. 2 consistent with clause 8.7 of the Scheme; and
- Former Town of Narrogin Town Planning Scheme No. 2 consistent with clauses 3.3.4 and 7.9 of the Scheme.

General

A Local Planning Scheme is subsidiary legislation of the Planning and Development Act, and therefore has the force of being enacted by Parliament, in the same way that Regulations are. Compliance with the Scheme is mandatory on both Council and community, except where the Scheme permits some discretion. Councils can and have been prosecuted for non-compliance with their Planning Schemes.

Although it is known as Council's Planning Scheme, in real terms, Council is an advisor to the WA Planning Commission (WAPC) who stipulates all aspects of review and preparation of a Scheme.

WAPC directions, instructions and policies also determine how the Scheme is to be prepared as do the Residential Design Codes of Western Australia.

Once it is prepared to their satisfaction, taking into account Council's opinions and input, the Scheme is recommended to the Minister responsible for planning, before being signed into law and published in the Government Gazette as subsidiary legislation under the Planning and Development Act.

Should provisions of the Planning Scheme ever be needed to be produced in Court, the documents that would need to be presented would be the original or certified copies as held by the WAPC.

The Planning Scheme, Maps, Strategy and Policy are generally over-ridden by –
- Commonwealth and State legislation and regulations.

The Planning Scheme Text and Maps override –
- Local Laws
- Council resolutions
- Delegations Register
- Council Policy
- Executive Instructions
- Local Government Guidelines –
  - although are not decisions of Council, close observance is strongly recommended
- Administrative directions/instructions.

The Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations, now refers to Local Planning Scheme, rather than Town Planning Scheme, as statutory planning must now be carried out for the whole of a district, and not just townsites.

Scheme amendments can be made between reviews but must follow the general process of a Scheme review/adoption. However, since an amendment is usually much smaller and dealing with just one or a few specific matters, the process is typically much quicker.

Planning Scheme

The Planning Scheme is not just the text, but includes the maps, as they are referred to in the Scheme text, and have the same force in law. Compliance with Scheme text and maps is mandatory unless discretions are provided for in the Scheme itself. Should there be an appeal against a Council planning decision, it is usually referred to the State Administrative Tribunal in the first instance.

Planning Scheme 3 – The Act also requires that a Local Planning Scheme (LPS) – strategy, text and maps – be reviewed at least once in every five years.

The Shire's Local Planning Scheme No.3 for the merged Shire of Narrogin has now been Gazetted and is now the guiding scheme.

The new LPS documents include –

- Strategy – an outline of the future intentions of Council for the control of development and guides the development of the scheme;
- Scheme Text – outlines the mandatory requirements for development, although many discretionary decisions are available;
- Scheme Maps – referred to in the text, and compliance is therefore mandatory; and
- Planning Policies – to be made under the authority of the Scheme.

Planning Strategy

WAPC also require that a Local Planning Strategy must be prepared as the first part of the Scheme process. While the Scheme itself stipulates how development (types of buildings, land use etc) is to be done, the Strategy indicates Council's intentions for development in the future and guides the development and use of the Scheme to achieve these ends.

Planning Policy

Planning Policies are made under the authority of the Scheme and are generally applied as conditions to a development. 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. Planning Policies have consequently a similar impact to that of Local Laws. However, different rules and requirements are needed for the adoption of a Planning Policy as compared to the process for adoption of a Local Law.

Former Shire of Narrogin Town Planning Scheme No 2 Local Planning Scheme Policies

Nil

Former Town of Narrogin Town Planning Scheme No. 2 Local Planning Scheme Policies

D1 – Delegated Authority

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Repealed 12 July 2016 (Resolution No. 0714.187)

D2 – Subdivisions/Amalgamations

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

To ensure that proposals for subdivision and/or the amalgamation of land occurs in accordance with the principals of orderly and proper planning and do not prejudice the future development of the townsite.

Purpose

The purpose of this policy is to outline the circumstances in which the Town of Narrogin may be prepared to support applications for subdivision/amalgamation with the Town.

Interpretation

For the purpose of this policy, all terms and references shall have the same meaning as given by the provisions of the Town of Narrogin's Town Planning Scheme No 2 and the Planning and Development Act.

Permissibility

All applications for Subdivision/Amalgamation are lodged with, and determined by the Western Australian Planning Commission who generally take into account the comments of the Local Authority.

Assessment

Prior to providing comment on any application for subdivision/amalgamation for land within the Town of Narrogin, the following matters shall be taken into account:

a. The Town of Narrogin does not support the amalgamation of more than two residential lots within the townsite, unless prior planning consent has been granted to a co-ordinated development over the land;
b. All applications for subdivision are to be assessed against the criteria for minimum lot size as identified by the Residential Design Codes of Western Australia for the density identified by TPS No 2.
c. All new lots should be physically capable of development and use in accordance with the Scheme and other normal requirements for the intended purpose.
d. Any proposal for the amalgamation of more than two lots may only be determined by Council.
e. Any application for subdivision of any land into more than 5 lots shall only be determined by Council.
f. The Chief Executive Officer is granted delegated authority to determine applications for subdivision proposing the creation of 5 lots or less, applications seeking to amalgamate not more than two existing residential lots and all other amalgamations.
g. The Town of Narrogin shall utilise, where possible, standard conditions of subdivision approval as endorsed by the Western Australian Planning Commission.

D3 – Residential Development in Central Business Zone

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

To ensure that proposals for residential development in the Central Business Zone are compatible with and do not prejudice the primary purpose of the Zone or the Heritage Values of existing buildings in the precinct.

Purpose

The purpose of this policy is to outline the circumstances in which the Town of Narrogin may be prepared to conditionally approve the establishment of Residential Development within the Central Business Zone and the procedure to be followed by Town of Narrogin staff when considering such applications.

Interpretation

For the purpose of this policy, all terms and references shall have the same meaning as given by the provisions of the Town of Narrogin's Town Planning Scheme No 2.

Permissibility

The provisions of the Town of Narrogin's TPS No 2 permit the establishment of residential accommodation in the form of "Shop with Dwelling Above" only. Such a use is "PS" use in the Zone, being a use that is not permitted unless special approval is granted by the Town.

No other form of residential development may be approved within the Central Business Zone.

Assessment

In assessing the suitability of establishing a Shop with Dwelling Above, the following matters shall be taken into account:

a. The development shall comply with the Multiple Dwelling Requirements as identified by the Residential Design Codes of Western Australia
b. No residential use may be proposed within ground floor areas (including outdoor) with exception of required parking.
c. The form, design and location of the residential development (including private open space) must be compatible with the primary purpose of the Zone, being as a regional centre for retailing, employment, entertainment, cultural and other non-residential activities; and
d. The development, including the proposed appearance, must be in the opinion of Council, compatible with existing commercial premises in the area (including any heritage buildings).
e. The proposed development must be located so as not to result in land use conflict with other established commercial premises in the vicinity.

D4 – Home Based Business

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

The objective of this policy is to guide the establishment and ongoing operation of residential based business activity within the Single Residential, Other Residential, Rural-Residential and Rural Zones within the Town of Narrogin in manner so as to protect the amenity of the area and ongoing viability of commercial and Industrial Areas within the Town.

Purpose

The purpose of this policy is outline the requirements for all forms of Home Based Business within the Town of Narrogin and the procedure to be followed by Town of Narrogin staff when considering such applications.

Interpretation

For the purpose of this Policy the following definitions, as identified by TPS No 2 and the Planning and Development Act 2005, shall apply:

Commercial Vehicle: means a vehicle whether licensed or not, and shall include motor propelled caravans, trailers, semi-trailers, earth moving machines whether self propelled or not, motor wagons, buses and tractors and their attachments but shall not include any, motor car or any other vehicle whatsoever the weight of which is less than 3.5 tonnes.

Cottage Industry: being a small arts and craft home based business which occupies not more than 55m² that does not employ persons not members of the family as identified by the provisions of TPS No 2 relating to Industry - Cottage.

Home Business: "home business" means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

(a) does not employ more than 2 people not members of the occupier's household;
(b) will not cause injury to or adversely affect the amenity of the neighbourhood;
(c) does not occupy an area greater than 50 square metres;
(d) does not involve the retail sale, display or hire of goods of any nature;
(e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
(f) does not involve the use of an essential service of greater capacity than normally required in the zone;

Home Occupation: being a small based home business occupying not more than 20m², employment of persons not members of the family, retailing or a commercial vehicle more than 2 tonnes as defined by the provisions of Town Planning Scheme No 2.

Home Office: means a home occupation limited to a business carried out solely within a dwelling by a resident of the dwelling but which does not –

(a) entail clients or customers travelling to and from the dwelling;
(b) involve any advertising signs on the premises; or
(c) require any external change to the appearance of the dwelling;

Permissibility

The provisions of the Town of Narrogin's TPS No 2 list Home-Occupation as an 'IP' use within the Single Residential Zone. That is a use which may be permitted as incidental to the predominant use.

A Cottage Industry is identified by the Scheme as being an "AP" use within the Rural and Rural Residential Zones. That is a use which may be permitted by Council after advertising of the proposal.

The Town of Narrogin is unable to legally approve a Home-Occupation outside of the Single Residential Zone or a Cottage Industry outside of the Rural/Rural-Residential Zone, given the current provisions of the Scheme (ie clause 2.2.1-2.2.3 of the Scheme).

The Scheme does not define or list Home Office or Home Business as permissible uses in any zone within the Town of Narrogin. As a result all applications for a Home Office may only be considered in accordance with clause 2.2.5 of the Scheme.

By adopting this policy, the Council has determined that:

i. a Home Office may be established within the Single Residential, Other Residential, Rural-Residential and Rural Zones only.
ii. A Home Business may be established within the Rural-Residential and Rural Zones only.

Approval Not Required

The Town of Narrogin has determined that home based business complying with the definition of a Home Office is not considered development under the Scheme given that the activity will not impact on the character or amenity of the area. As a result such businesses are exempt from the need to apply for Council's prior planning consent.

Application

Where an application is to be made for Council's Planning Consent, the submitted details should include:

- A completed Application for Planning Consent (Form 1) and payment of the required fee in accordance with the Town of Narrogin's adopted budget;
- Payment of all costs associated with advertising of the proposal for public comment (where required);
- Site and Floor Plans plan confirming the area of the home and associated outbuildings to be utilised for the business.
- Confirmation of all activities to be undertaken;

- Confirmation of the proposed number of employees associated with the business and their relationship to the occupier of the home.

Assessment of Proposals

In considering applications for approval to Home Based Business, Council shall have regard to the following:

a. Compliance with the respective definitions for Home Business, Home Office, Home-Occupation and Cottage Industry and those matters detailed in clause 3.1.5 of TPS No 4.
b. The provision of off street /on site parking for the business requirements.
c. Any application for approval to a home based business involving more than one commercial vehicles shall only be determined by Council following advertising of the proposal.
d. No Home based business shall employ a maximum of three (3) staff, including members of the family.
e. No Home Occupation or Home Business proposed within the Residential Zone may involve the parking of a commercial vehicle at the property.
f. Where no objections are received in response to advertising of the proposal, the Chief Executive Officer is granted delegated authority to conditionally approve the application without any further consideration of Council.
g. All applications for Home Business, Home Occupation and Cottage Industry shall be advertised in accordance with clause 3.1.4 and 6.4 of TPS No 4.
h. All permits for Home Business, Home Occupation and Cottage Industry shall be limited to 12 months in accordance with clause 3.1.5 of TPS No 2.

Approval Conditions

Conditions of approval shall be applicable as deemed necessary by the Director of Technical and Environmental Services. Without limiting the generality of the foregoing, approvals are to contain conditions to address the following:

a. The development hereby approved shall occur in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council. (P)
b. All parking associated with the activity hereby approval shall be wholly contained on site to the satisfaction of the Director of Technical and Environmental Services.
c. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise.
d. In the case of a Home Occupation, Home Office, or a Cottage Industry, the activity must not employ any person not a member of the occupier's family;
e. In the case of Home Business, Home-Occupation and Cottage Industry the activity must not display a sign exceeding one fifth of a square metre in area. No signs shall be permitted for a home office unless otherwise approved by Council;
f. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to Council, is granted by it in writing.

D5 – Extended Trading Hours

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Repealed 24 June 2014 (Resolution No. 0614.82)

D6 - Ancillary Accommodation

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

1. To provide for a housing type that accommodates the needs of large or extended families without compromising the landscape, character, environmental attributes and amenity of the area.
2. To allow greater flexibility in the size of ancillary accommodation in rural areas whilst ensuring that it remains related to and subordinate to the main dwelling.
3. Ensure the development of ancillary accommodation does not encourage the future subdivision of land.

Purpose

The purpose of this policy is to outline the circumstances in which the Town of Narrogin may be prepared to conditionally approve the establishment of Ancillary Accommodation within the Town and the procedure to be followed by Town of Narrogin staff when considering such applications.

Interpretation

For the purpose of this policy, Ancillary Accommodation shall have the same meaning as given to the terms in the Residential Design Codes of Western Australia, being:

> **Ancillary Accommodation:** means self contains living accommodation on the same lot as a single house that may be attached or detached from the single house, occupied by members of the same family as the occupiers of the main dwelling.

Permissibility

The current provisions of the Town of Narrogin's TPS No 2 do not define or list Ancillary Accommodation as a permissible use in any zone within the Town of Narrogin. As a result all applications for Ancillary Accommodation are to be considered as a "use not listed" in accordance with clause 2.2.5 of the Scheme.

By adopting this policy, the Council has determined that Ancillary Accommodation may be considered within the Single Residential, Other Residential, Rural-Residential and Rural Zones only. The Council considers that the location of Ancillary Accommodation in other zones shall not be permitted.

Assessment

In assessing the suitability of establishing Ancillary Accommodation, Council shall have regard to the following:

a) A single house must have already been established on the land or be intended to be established on the land concurrent with the construction of the ancillary accommodation.
b) Not more than one ancillary accommodation unit is to be constructed on any property.
c) The ancillary accommodation may either be attached or detached from the main dwelling.

d) The maximum floor area for ancillary accommodation approved under this policy is 100 square metres. Any proposal for larger than 100 square metres may only be determined by Council.
e) The occupant(s) of the ancillary accommodation are to be members of the family occupying the main dwelling.
f) Approval to an ancillary accommodation unit shall not be used to support in any way the future subdivision or strata subdivision of the lot.
g) One additional parking space is to be provided for the ancillary accommodation unit, whether in the form of a garage or carport.
h) Within the Rural and Rural-Residential Zones, the ancillary accommodation is to be sited in close proximity to the existing residence, to give the appearance of one development and shall utilise the same driveway access as the main dwelling.
i) All services for the Ancillary Accommodation Unit including water and electricity shall be connected to the same service point/metre as the main dwelling.

Conditions of Approval

Conditions will be applied to approvals as deemed necessary. Without limiting the generality of Council discretion, approvals are to contain the following conditions:

1. The development hereby approved shall occur in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council. (P)

2. The applicant entering into a deed of agreement restricting the occupancy of Accommodation to members of the same family occupying the main dwelling. This deed, which must result in a memorial being placed on the title of the land shall be prepared at the applicants cost.

3. Approval to Ancillary Accommodation is not to be used as justification for subdivision or strata titling of the land.

4. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to Council, is granted by it in writing.

D7 – Planning Policy Relating to Bed and Breakfast Accommodation

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

The objective of this policy is to guide the establishment of Bed and Breakfast Accommodation within the Town of Narrogin so as to ensure that the establishment does not detract from the surrounding residential area.

Purpose

The purpose of this policy is outline the requirements for Bed and Breakfast Accommodation in the Town and the procedure to be followed by Council staff when considering such applications.

Interpretation

For the purpose of this Policy "Bed and Breakfast Accommodation" shall be defined as follows:

> **Bed & Breakfast Accommodation:** *means a dwelling, or associated residential building on the same property, used by a resident of the dwelling, to provide accommodation for persons away from normal place of residence on a short-term commercial basis and includes the provision of breakfast.*

Permissibility

The current provisions of the Town of Narrogin's TPS No 2 does not define or list Bed and Breakfast as a permissible use in any zone within the Town of Narrogin. As a result all applications for Bed and Breakfast Accommodation are to be considered as incidental to the predominant use (residential) in accordance with clause 2.2.5 of the Scheme.

By adopting this policy, the Council has determined that a Bed and Breakfast Facility may be considered within the Single Residential, Other Residential, Rural-Residential and Rural Zones only. The Council considers that the location of Bed and Breakfast accommodation in other zones shall not be permitted.

Application

Where an application is to be made for Council's Planning Consent, the submitted details should include:

- A completed Application for Planning Consent (Form 1)
- A site plan confirming the parking available for both residents and guests;
- A floor plan confirming those rooms that are to be used for Bed & Breakfast Accommodation (maximum of two bedrooms, one bathroom)
- Confirmation of how many guests will be catered for at any one time (maximum of four guests).

Assessment of Proposals

In considering applications for approval to Bed and Breakfast Accommodation, Council shall have regard to the following:

a) A maximum of two bedrooms and one bathroom shall be used for Bed & Breakfast Accommodation and these rooms shall be located under the main roof of the dwelling on site.
b) Off street/on site parking to be provided at the ratio of one car bay for every guest bedroom, in addition to two carparking bays required for the dwelling.
c) Prior to the consideration of an application for Bed and Breakfast Accommodation, the proposal shall be advertised for public comment in accordance with 6.3.2 of the Scheme.
d) Where no objections are received in response to advertising of the proposal, the Chief Executive Officer is granted delegated authority to conditionally approve the application without any further consideration of Council.

Approval Conditions

Conditions of approval shall be applicable as deemed necessary by the Director of Technical and Environmental Services. Without limiting the generality of the foregoing, approvals are to contain the following conditions:

a) The development hereby approved shall occur in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council. (P)
b) All parking associated with the activity hereby approval shall be wholly contained on site to the satisfaction of the Director of Technical and Environmental Services.
c) The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason or appearance or the emission of noise, vibration, odour, vapour, dust, waste water, waste products or otherwise.
d) The activity must not employ any person not a member of the occupier's family;
e) The activity must not display a sign exceeding one fifth of a square metre in area;
f) This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to Council, is granted by it in writing.

D8 – Oversize Outbuildings

History: Adopted 22 May 2012 (Agenda Item 10.1.729)

Objectives

The objective of this policy is to guide the establishment of outbuildings within the Rural and Rural Residential Zones and Residential outbuildings in the Single Residential and Other Residential Zones where the proposed building will exceed the maximum specifications identified by Town Planning Scheme No 2.

Purpose

The purpose of this policy is clarify/review the maximum size outbuildings that may be permitted within the Town of Narrogin.

Interpretation

For the purpose of this Policy all terms shall have the same meaning as defined by TPS No 2 and the Planning and Development Act 2005, shall apply:

Permissibility

Clause 3.4.9 of the Town of Narrogin's TPS No 2 stipulates that within the Single Residential and Other Residential Zone, Council's prior planning consent will be granted for outbuildings with a maximum wall height of 3.0 metres that complies with the following:

a. a non-masonry outbuilding that does not exceed 55m² in area, with a total of 75m²; and
b. a masonry outbuilding having the same appearance of the house that does not exceed 75m², provided such outbuildings do not have a wall length of more than 8 metres or involve a parapet wall (ie nil setback to boundary).

Where a parapet wall is proposed to be constructed the scheme requires that the written agreement of the affected adjoining landowner will be required.

Pursuant to Part 6.2 of the Scheme, the Council may relax a requirement or standard prescribed by the Scheme provided that it is satisfied that approval to the variation will not detrimentally impact on the amenity of the area or adversely impact on the inhabitants of the locality amongst other things.

By adopting this policy, the Council has determined that standards and requirements of the scheme in relation to the maximum size of outbuildings may be relaxed where such outbuildings comply with the requirements of this policy.

Approval Not Required

Council's prior planning consent is not required for any masonry outbuilding less than 75m² in area, or 55m² in the case of non-masonry construction, provided that the development will not involve the construction of a parapet wall.

Application

Where an application is to be made for Council's Planning Consent, the submitted details should include:

- A completed Application for Planning Consent (Form 1) and payment of the required fee;
- Payment of all costs associated with advertising of the proposal for public comment (where required);
- Site, Floor Plans and elevations demonstrating the proposed floor area and wall heights of the proposed outbuilding; and
- Confirmation of the purpose of the outbuilding.

Assessment of Proposals

1) Notwithstanding the provisions of clause 3.4.9, the following maximum sizes shall apply to outbuildings proposed within the Single Residential, Other Residential, Rural-Residential and Rural Zones:

Zone	Size	Maximum Wall Height
Single Residential	10% of the lot size or 60m² whichever is the great	As per Residential Design Codes
Other Residential	10% of the lot size or 60m² whichever is the great	As per Residential Design Codes
Rural & Rural Residential	10% of the lot size	N/A

2) Side setbacks for outbuildings within the Single Residential & Other Residential Zones shall comply with clause 3.4.9 of the Scheme.

3) Within the Single Residential & Other Residential Zones outbuildings that are not of masonry construction shall be constructed using non-reflective materials (ie colourbond).

4) Proposals that comply with the above criteria, may be approved by the Chief Executive Officer under delegated authority.

5) Any proposal to vary the above sizes, required setbacks or building materials may only be determined by Council.

Approval Conditions

Conditions of approval shall be applicable as deemed necessary by the Director of Technical and Environmental Services. Without limiting the generality of the foregoing, approvals are to contain conditions to address the following:

1. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.

2. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.

3. Unless otherwise approved by Council, the outbuilding hereby approved shall be used for domestic purposes only including the storage, garaging of vehicles or other approved purposes associated with the property, **excluding human habitation**.

4. Building materials to be of a colour not detrimental to the character of the natural landscape of the locality, that is colours to be non-reflective and of muted tones, ie. muted tones of colour not zincalume.

Advice to Applicant:
Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.

D9 – Commercial Vehicle Parking

History: Adopted 26 June 2012 (Agenda Item 10.1.739)

Objectives

To facilitate the controlled parking of commercial vehicles in Residential and Rural Environments, in circumstances where it can be demonstrated that the parking will not detrimentally impact on the amenity of the adjacent property or the locality in general.

Purpose

The purpose of this policy is to outline the circumstances in which the Town of Narrogin may be prepared to conditionally approve the parking of Commercial Vehicles and the procedure to be followed by Town of Narrogin staff when considering such applications.

Interpretation

For the purpose of this policy, all terms and references shall have the same meaning as given by the provisions of the Town of Narrogin's Town Planning Scheme No 2 (TPS No 2). Commercial Vehicle, which is not defined by the provisions of TPS No 2, is defined as follows for the purposes of this policy.

> *"Commercial Vehicle – means a vehicle whether licensed or not, and shall include motor propelled caravans, trailers, semi-trailers, earth moving machines whether self propelled or not, motor wagons, buss and tractors and their attachments, but shall not include any motor car, or any vehicle what so ever the weight of which is less than 3.5 tonnes."*

Application of Policy

This Policy applies to the Single Residential, Other Residential, Rural-Residential (Special Rural) and Rural Zones following zones as identified by TPS No 2.

Statutory Environment

The provisions of Town Planning Scheme No 2 define a "Transport Depot" as follows:

> *"Transport Depot – means land and buildings used for the garaging of motor vehicles used, or intended to be used for carrying goods or persons for hire or reward or for any consideration, or for the transfer of goods or persons from one such motor vehicle to another such motor vehicle, and includes maintenance, management and repair of the vehicles used, but not of other vehicles"*

TPS No 2 provisions recognise that not all commercial vehicle parking falls with the definition of Transport Depot. To this end, clause 3.1.6 of TPS No 2 regulates the parking of commercial vehicles within a residential zone. The Scheme does not however define the terms "Commercial Vehicle" or "Commercial Vehicle Parking", nor does it identify commercial vehicle parking as a use within the Zoning and Development Table.

In addition to the above, the State Administrative Tribunal has made a number of decisions in respect to classifying the parking of commercial vehicles as a use. In each case the Tribunal has made a determination having regard to the scale of the activities being undertaken and whether the drivers resided on the site. For example where a single vehicle is stored, the

driver resides on site and the activity only involves the parking of the vehicle, the Tribunal has determined this does not constitute a Transport Depot, but should be classified as Parking of a Commercial Vehicle.

Permissibility

The Parking of Commercial Vehicles is not a listed use within Town Planning Scheme No 2. Where a proposal does not in the opinion of Council constitute a Transport Depot, Council may at its discretion consider approving the use as a "Use not listed" in accordance with clauses 2.2.5 to 2.2.7 of TPS No 2. However prior to approving such a use, the application must be advertised for public comment.

Assessment Criteria

The following criteria and attached Commercial Vehicle Parking Table will be used by the Town of Narrogin in assessing all applications seeking approval to, or involving the parking of commercial vehicles within the Single Residential, Other Residential, Special Rural (Rural-Residential) and Rural Zones:

a. All applications for the parking of commercial vehicles must be advertised in accordance with clause 2.2.7 and clause 6.3.2 of Town Planning Scheme No 2, prior to being considered by Council.
b. As detailed by clause 3.1.6 of Town Planning Scheme No 2, the parking of more than one commercial vehicle is not permitted within the Single Residential or Other Residential Zone as identified by the Scheme.
c. An application for planning consent is not required for the parking of a single commercial vehicle in the Single Residential and Other Residential Zone, however the parking of a commercial vehicle must comply with clause 3.1.6 of the Scheme and the provisions of this policy.
d. Within the Special Rural (Rural-Residential) and Rural Zone, Council's prior planning consent is required for the parking of a commercial vehicle. Parking of a commercial vehicle without Council's prior planning consent is an offence.
e. Council will only approve the parking of a commercial vehicle where that vehicle forms an essential part of the occupants occupation, or is necessary for the use and management of the subject land. Only bona-fide residents on the property may drive the commercial vehicles approved for commercial vehicle parking on any lot in any zone.
f. The maximum number of commercial vehicles on any land shall comply with Table No 1 attached to this policy.
g. The parking of commercial vehicles shall not involve the storage of a load, or equipment ancillary to the commercial vehicles and shall only relate to the parking and the general movements or operation of that vehicle.
h. Unless otherwise approved by Council, commercial vehicles approved for parking on any lot shall be parked behind the front setback line, screened from view or within a garage.
i. The parking of a commercial vehicle and its associated movements shall not, in the opinion of Council adversely impact on the amenity of the adjacent land, or land within the locality in general and must be consistent with the objectives of the relevant zone;
j. Council may vary the requirements of this policy and permit the parking of commercial vehicles in excess of the numbers prescribed in Table No 1, provided that the application has been advertised for public comment and Council is of the opinion that approval to the application will not result in detrimental impacts on the landscape and amenity of the area.

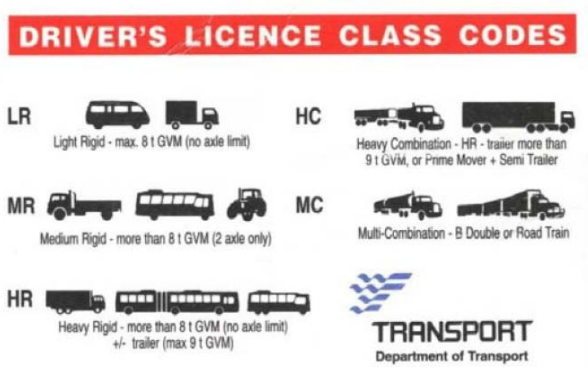
k. Where the parking and associated vehicle movements are found to be detrimentally impacting on the amenity of the adjacent lots, or the locality in general, Council may revoke the approval to park the commercial vehicle.

Standard Conditions to be Applied

Without limiting the conditions that may be imposed, where Council approves the parking of a commercial vehicle, the following conditions will generally be applied:

i) Any commercial vehicle approved for parking shall be accommodated within a garage or outbuilding, or shall be parked behind the front setback and screened from the street and adjacent properties in a manner satisfactory to Council.
ii) The Parking of any commercial vehicle shall not detrimentally impact on the amenity of the adjacent property or the locality in general through the emission of light, noise, vibration, smell, fumes, smoke or dust.
iii) No vehicle repairs, other than minor servicing shall be permitted in the Single Residential, Other Residential or Rural-Residential Zones. Where servicing is undertaken this shall only occur within a garage or other outbuilding.
iv) No commercial vehicle movements associated with commercial vehicle parking are permitted between the hours of 8pm and 6am.
v) The approval shall be personal to the applicant and shall not run with the land, or be transferrable to any other person.
vi) If in the opinion of Council, approval to the parking of a commercial vehicle results in a nuisance or annoyance to the owners or occupiers of the adjacent land or the locality in general, the Council may revoke the approval.
vii) Any other conditions as deemed applicable.

Table No 1 – Parking of Commercial Vehicles



Zoning	License Class Code that may be permitted	Council will generally not support the parking of commercial vehicles in excess of the following:
Single Residential & Other Residential	LR	Single Vehicle Garaged or Adequately screened; and May include trailer subject to adequate screening
Special Rural/Rural (Rural-Residential) Greater than less than 2ha	LR or MR	Maximum of Two LR Vehicles or One MR Garaged or Adequately screened; and May include trailer subject to adequate screening
Special Rural/Rural (Rural-Residential) Greater than 2ha but less than 5ha	LR or MR	Maximum of Two LR Vehicles or One MR Adequately screened; and May include trailer subject to adequate screening
	HR	Single Vehicle Garaged or adequately screened May include trailer subject to adequate screening
Rural Greater than 5ha	LR, MR or HR	Maximum of Two vehicles Adequately screened May include trailer subject to adequate screening.
	HC	Single vehicle; and Garaged or adequately screened;
	MC	Single Vehicle; Direct access or lot frontage to a distributor or major road.

*Note: The parking of more than two commercial on any lot falls within the land use classification of Transport Depot and shall not be approved under the guidelines for Parking of a Commercial Vehicle.

D10 - Advertisement Design

History: Adopted 12 February 2013 (Resolution No. 0213.003)

Objectives

It is Council's objective to regulate advertisements within the Town of Narrogin in a manner so as to protect the amenity of the area, whilst still allowing adequate signage to promote local business.

Purpose

The purpose of this policy is to:

a. Outline all Council requirements and assessment criteria for the erection or display of advertising devices within the Town of Narrogin.
b. Advise potential advertisers of the specifications and arrangements for the manufacture and erection of signs and devices within the Town of Narrogin.

Interpretation

Except as detailed below, all terms and references shall having the meaning applied by the Town of Narrogin Town Planning Scheme No 2 and the Town of Narrogin By-Laws relating to Signs, Hoardings and Bill Posting. Where there is a conflict between the Scheme and By-Laws, the provisions of the Scheme shall prevail.

Application Requirements

Except those advertisements that are exempt under Clause 5.4 of the Scheme, all advertisements, whether fixed or freestanding, require the Planning Consent of Council, in addition to a Sign Licence. Applications for Council's Planning Consent shall consist of the following:

- A completed Application for Planning Consent detailing the sign type (ie Civil, commercial, directional).
- A detailed site plan outlining all existing improvements on the site and the location of the proposed sign.
- Dimensions, style of sign, including lettering type and size.
- Electrical connection details and Western Power approval, where applicable.
- Applications for Freestanding or Sandwich board signs shall detail the method of securing the sign.

Assessment of Proposals

Size, Location and Minimum Standards

Except where specified by this Policy, all signs shall comply with the maximum size, location criteria and minimum standards prescribed by the Town of Narrogin By-Laws Relating to Sign, Hoardings and Bill Posting.

Physical Characteristics

Within the Town of Narrogin rotating, flashing or pulsating signs are not permitted.

Erection, Maintenance and Alteration of Signs and Devices

The sign owner is responsible for the erection, maintenance and any alteration to a sign or device. The sign or device shall be kept in a clean, tidy and safe condition in accordance with the requirements of Town of Narrogin Town Planning Scheme No 2.

Prohibited Signs

No sign shall be approved, erected or maintained:

a. So as to obstruct the view from a street or public place, of traffic in the same street or public place.

b. So as to be likely confused with, or mistaken for, an official traffic light or sign, or so as to contravene the Road Traffic Act 1974 or the Traffic Regulations.
c. Except with the specific approval of Council, on any ornamental tower, spire, dome or similar architectural feature or on a lift machinery room, bulkhead over stairs or other superstructure over the main roof of a building.
d. On any land classified by Council's adopted Town Planning Scheme for residential or grouped dwelling development.
e. On any building of which the stability is, in the opinion of the Principal Building Surveyor, likely to be affected by the sign.

Variations

Where a proposed sign does not conform to the requirements of this Policy, conditional Approval may be granted by Council provided that:

a. The proposal is consistent with the provisions and objectives of the Town of Narrogin Town Planning Scheme No. 2 and the Town of Narrogin Local Laws and Local By-Laws.
b. The proposal will not detrimentally impact on the amenity of the area, or obscure attractive streets or landscaping.

Commercial Signs

Not more than one freestanding sign may be permitted per business.

Not more than one sandwich board sign, not exceeding 900mm in width and 1200mm in height, shall be permitted per business. Such signage shall be located a minimum distance of 200mm from the kerb line and shall not interfere with the free movement of pedestrians or vehicular movements. With the exception of directional signs, commercial signs shall only be approved on the site of the business to which they relate.

Heritage Buildings

Heritage Buildings as Identified in the Town of Narrogin Town Planning Scheme 2, signs which extend the height of a building, dominate the building or screen parts of the building are not appropriate. Signs should be located on the gable end, parapet, verandah or awning edge or end, or above and below windows and generally, should not be fixed to windows.

In addition to the provisions for Commercial signs, signs within these Buildings shall generally conform to the design guidelines shown in the Town Planning Scheme 2 and comply with the following requirements:

Physical Characteristics

Style and colour are not restricted; however they should be consistent with the building style and period, to the satisfaction of Council. Where possible, externally illuminated signs should be used. Flashing, pulsating or rotating signs are not appropriate. Internally illuminated and neon signs may only be permitted at the discretion of Council where the proposed sign refers to the Business Name only.

Freestanding Signs

Where approved by Council, freestanding or sandwich board signs shall be of routed wood construction, consistent with the Heritage concept and shall be of a style and colour, which promotes this theme.

Main Roads

All signs within and abutting Clayton Road, Great Southern Highway, Williams Road, Herald Street and Kipling Street shall accord with the requirements of Main Roads WA. Signs shall only be permitted where promoting a function or event, or an approved subdivision as outlined below. Commercial signs not relating to the site will not be permitted.

Subdivisional Signs

Where the Western Australian Planning Commission approves a subdivision and substantial subdivisional works have commenced, Council may permit signage promoting the sale of the land.

Preferably, such signage should be erected on the land being subdivided. However, where this is not possible Council may permit one sign within or adjacent to main distributor roads subject to the following conditions:

a. The sign having a maximum area of 20m².
b. The sign being within 1.5km to the turn-off from the main distributor road to the subdivision.
c. Approval being obtained from Main Roads WA.

Temporary Signs

Council may approve a temporary Community Banner or Sign on land under the care and control of Council. The banner shall:

a. Advise of a meeting, show, fete or exhibition conducted by a community service club, sporting religious, or other non-profit organisations.
b. Be no greater than six metres in area.
c. Be placed or erected not more than fourteen days prior to the event and removed the day after the event.
d. Not to be fixed to a street tree.

Election Signage (Temporary)

An election sign is a sign which encourages persons to vote for a candidate, political party or matter, relating to any federal, state or local government election.

Election signs are exempt where they:

- Are erected on private property with the approval of the landowner of that property;
- Do not exceed one such sign per street frontage;
- Do not exceed 0.75m2 in area;
- Are erected no more than 28 days prior to the date of the election to which it relates; and
- Are removed within 7 days of the date of the election.

Civil Signs:

Except where outlined by this Policy only civil signs may be located at intersections within the Town. All civil signs shall have a 105mm width blade, with100 mm high lettering.

Within the municipality civil signs fall into the following categories:

- Street Signs – being Black on Yellow background.
- Directional Signs - white on blue background with crest and distance, eg Narrogin 6km.
- Heritage Signs - Leaf brown background with white upper case CLARENDON style lettering, or alternatively of approved Heritage Colours.
- Tourist Signs - Off-white or beige background with upper case CLARENDON style,
- Heritage coloured lettering, eg brown, deep reds, deep greens etc.
- Townsite or Approach Sign - being green background with white lettering.

Parkland Signs

Where a reserve has been, or is proposed to be, vested with the Town of Narrogin then signage advising of the reserve purpose may be erected with the approval of Council. Such signs shall be:

a. White lettering on brown background.
b. Consistent with a post and rail (three rail) concept of routed wood construction.
c. Erected on two supporting poles having a maximum height of two metres.

D11 - Local Planning Policy – Wind Farm/Turbines

History:	Adopted 27 March 2024 (Resolution No. 270324.02)
Statutory context	Shire of Narrogin Local Planning Scheme No 3 (LPS 3) Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015(Regulations) DPLH Position Statement: Renewable energy facilities (March 2020)

Background

This local planning policy is formulated within the framework of the Shire of Narrogin Local Planning Scheme No. 3, guided by the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015. It aims to provide clear guidelines for the establishment and operation of wind farms and turbines within the Shire of Narrogin while adhering to legislative requirements.

Wind energy represents a clean and sustainable source of power, contributing to the reduction of greenhouse gas emissions. In recognising the potential benefits of wind farms and turbines, the Shire of Narrogin acknowledges the need to strike a balance between promoting renewable energy and safeguarding the interests and well-being of the community.

Purpose

The purpose of this policy is to provide a framework for the assessment, approval, and regulation of wind farms and turbines within the Shire of Narrogin. This policy seeks to ensure that any proposed wind energy projects are developed in a manner that minimises negative impacts and maximises the benefits to the community and the environment.

Policy Basis

This Policy has been prepared in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 Deemed provisions Schedule 2 Part 2 Division 2 – Local Planning Policies. This Policy may be cited as Local Planning Policy No. D11 – Wind Farm/Turbines.

The Policy does not bind the local government in respect of any application for development approval, but the local government is to have due regard to the provisions of this Policy and the objectives which the Policy is designed to achieve before making its determination.

Objective

The objectives of the Wind farms/Turbines Local Planning Policy are:

- To promote the responsible development of wind farms and turbines, supporting renewable energy generation within the Shire;
- To protect the health, safety, and amenities of the community and the environment;
- To provide clear guidelines for assessing and approving wind energy projects;
- To facilitate community consultation and engagement throughout the development process;
- To address potential impacts, including environmental, visual and landscape, noise, and other relevant factors; and
- To set out minimum standards and requirements.

Definitions

Renewable Energy Facility:

The Shire of Narrogin Local Planning Scheme No 3 defines Renewable Energy Facility as – *Premises used to generate energy from a renewable energy source and includes any buildings or other structure*

used in, or relating to, the generation of energy by a renewable source. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Sensitive Land Use:

Means land uses that are residential or institutional in nature where people live or regularly spend extended periods of time. These include, but are not limited to dwellings, short stay accommodation, hospitals, educational establishments, childcare centres, corrective institutions and places of worship.

Shadow Flicker:

This is a result of the sun's position in relation to the wind turbine blades as they rotate. This occurs under certain combinations of geographical position and time of day. The seasonal duration of this effect can be calculated from the machine's geometry and the site's latitude. Shadow Flicker can be modelled in advance and siting and design can mitigate the problem. This is more likely to be an issue for turbines located to the east or west of a dwelling.

Acoustic Consultant:

A person who meets all of the following criteria:

- holds a tertiary academic qualification that can be applied to the field of acoustics and the measurement and management of environmental noise.
- Has a minimum of three years of experience working in the field of acoustics and the measurement and management of environmental noise.
- holds membership of grade Member or Fellow in the Australian Acoustical Society or membership of the Association of Australasian Acoustical Consultants, or international equivalent.

Policy Provisions

General Requirements

In accordance with the Shire of Narrogin Local Planning Scheme No. 3, ''Renewable Energy Facility" is listed as an "A" use under "Rural" and "General Industry" zones, which is defined as:

"Means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions."

Planning Approval is required for all Wind Farms/Turbines under the respective zones. In addition to the completed application form and relevant fee, applicants must submit a location plan, site plan, elevations and manufacturer's specifications, decommissioning and end of life plan, and details demonstrating compliance with the Shire of Narrogin Local Planning Scheme No. 3 and relevant legislation including the Environmental Protection (Noise) Regulations 1997.

Applications for Wind Turbines located on properties/buildings identified on the Shire's Heritage List or Municipal Inventory of Heritage Places, will require submission of written justification by a suitably qualified person (e.g. a qualified Heritage Advisor), unless determined otherwise by the Shire's Planning Services in consultation with the State Heritage Office.

Wind farms and turbines shall be sited and designed to minimise adverse impacts on the environment and the community, based on best industry standards.

Adequate setbacks and safety measures shall be incorporated to protect public health and safety against major breakdown of, or incidents at, the wind turbine generator and associated infrastructure.

The minimum recommended setback from property boundaries shall be a minimum of 3 times the total height of the structure including, the propellor blades at the highest point or 500 metres, whichever is greater.

Decommissioning plans must be submitted and approved as part of the development application demonstrating principles of recycling, repurposing and rehabilitation. This should include the following:

1. Life Cycle Reusability Assessment:
    - Proponents must provide a comprehensive plan demonstrating the purposeful and sustainable reuse of engineering structures and concrete footings at the end of their useful life.
    - Examples of demonstrable suggestions for useful lives, specifically for masts, blades, and infrastructure, based on the design life cycle, should be included.
2. Financial Responsibility for End-of-Life Measures:
    - Proponents are required to predict and finance the costs associated with ensuring a sustainable end product at the conclusion of the wind farm's life cycle.
    - Options for financing include:
        a. Costs borne by the landowner.
        b. Establishment of a sinking fund.
        c. Creation of a protected, cash-backed asset, serving as a condition on the land with obligations passed on to successive landowners.
3. Protection Against Financial Instability:
    - Proponents must address potential risks associated with the longevity of companies involved in wind farm development.
    - Mechanisms should be in place to ensure that finances for the removal of infrastructure remain secure even if the original company ceases to exist or lacks sufficient funds.
4. Compliance and Monitoring:
    - Ongoing monitoring will be conducted to ensure compliance with the sustainable end-of-life measures outlined in the proposal.
    - Non-compliance may result in penalties and revocation of development approvals.
5. Community Engagement:
    - Proponents are encouraged to engage with the local community to address concerns and provide transparency regarding the sustainable practices adopted.

Developers are also required to include a Site Rehabilitation Plan detailing the steps for future decommissioning of facilities. The plan should consider the impact of buried cables and turbine foundations on seeding depth and crop/pasture root potential. Decommissioning to "normal deep ripping depth" to ensure adequate depth for breaking up compacted soil layers in the future.

Community and Stakeholder Consultation

Developers must actively engage in meaningful community and stakeholder consultation prior to lodgment of any formal development application, ensuring that residents and stakeholders are informed and have opportunities to provide feedback. Consultation shall include public meetings, information sessions, and other appropriate methods to engage with the community. It is also encouraged for the developer to make reference to the "*Guide to Best Practice Planning Engagement in Western Australia (2023)*", published by DPLH, when implementing Community Consultation.

Developers should also liaise with relevant key stakeholders early in the process, including the Shire, Main Roads WA, Western Power, Civil Aviation Safety Authority (CASA), Air Services Australia, Royal Flying Doctor Service (RFDS), Department of Fire and Emergency Services (DFES), Department of Planning, Lands and Heritage (DPLH), Department of Water and Environmental Regulation (DWER), Department of Biodiversity, Conservation and Attractions (DBCA), Department of Primary Industries

and Regional Development (DPIRD), Environmental Protection Authority (EPA), Local aerial spraying contractors, unlicenced airstrip owners (within a 5km radius of a turbine) and any relevant incorporated local aeronautical associations.

The outcome of the Community and Stakeholder Consultation should be included in the lodgement of a detailed Community and Stakeholder Engagement Plan outlining the outcomes of the pre-lodgement Community and Stakeholder consultation.

Community Enhancement Fund

The NSW Office of Environment and Heritage underscores the significance of integrating benefit sharing mechanisms into wind energy projects to cultivate widespread community support. In their report titled 'Strategic Options for delivering ownership and benefit models for wind farms in NSW,' it is highlighted that projects offering such mechanisms are more likely to garner backing from various stakeholders, including businesses, community groups, landowners, and neighbours. By demonstrating long-term benefits during the consultation phase, particularly those that extend broadly to the community, proponents can foster greater acceptance, support and cooperation. One effective approach involves establishing a 'Community Enhancement Fund' (CEF) in collaboration with local government to enhance the liveability and sustainability of the Shire and its Towns.

This could encompass initiatives in;

- Arts and Culture (including Public Art, Sculptures & Murals);
- Community and Recreational Infrastructure;
- Tourism Facilities; and
- Recreational Reserves and Activation.

A recommended best practice approach entails initiating early engagement with the local government to devise a thematic approach (such as listed above) for community enhancement projects, facilitated through an annual competitive grant round funded by a percentage of the Construction Investment Value (CIV) over the project's operating life. For instance, a suggested percentage could be calculated by dividing the initial CIV by the accepted operating life, then multiplying by 1.5%. For instance, a wind energy facility with a construction cost of $200,000,000 may allocate $100,000 annually to the CEF over a 30-year period.

Additionally, consideration could be given to investing part or all of the CEF into initiatives aimed at reducing energy costs for the community, thereby furthering the project's positive impact. Projects that demonstrate outcomes from their Community and Stakeholder Consultation such as that listed above, together with how local business could benefit and how ‘buy local’ will be implemented, where reasonable and practical to do so, will be highly regarded.

In exchange for contributing to a CEF as outlined, the Shire of Narrogin will enter into an agreement with the proponent. This agreement provides clarity and surety to the proponent for budgeting purposes for the life of the project, protects the landowner from unintended or foreseen consequences and potentially eroding the sustainability of the agricultural entity, and entails the local government refraining from seeking rating of the wind farm, its turbines, or associated infrastructure based on gross rental value under Section 6.28 of the Local Government Act 1995.

Instead, revenues from the CEF will be allocated to the proposed initiatives for the betterment of the community. This agreement also ensures that the current landowner is not unfairly affected by subsequent additional rating measures. However, it acknowledges that the wind farm activity will have ongoing adverse effects on civic infrastructure throughout the project's lifespan, leading to increased costs for the local government. These costs include expenses related to road construction, repairs, and sourcing materials like gravel, as well as increased regulatory compliance and monitoring associated with perceived or real noise and environmental impacts, not normally associated with traditional rural or general agricultural pursuits.

Environmental Impact

A comprehensive environmental impact assessment by suitably qualified environmental consultants (independent of the developer), including flora and fauna studies, shall be conducted and submitted as part of the development application. Consideration is required of environmental impacts both during the construction and operational stages of the development.

Developers must implement measures to mitigate and manage potential environmental impacts, including habitat protection and rehabilitation, such as:

- Stopover sites, local bird species roosting and nesting sites for birds of conservation significance;
- Location of bird of conservation significance colonies;
- Areas of high raptor activity;
- Livestock disturbance; and
- The accumulative impact of wind turbines on migration routes.

Developers are to submit a management plan on biosecurity management plan to ensure all excavation equipment/drilling rigs and the likes are thoroughly cleaned and free from any soil/plant material prior to leaving paddocks and especially moving from property to property.

Visual and Landscape Impact

Wind farms and turbines shall be designed to integrate to the greatest extent possible into the natural and rural landscape setting. A visual and Landscape Impact Assessment is required that addresses the following:

- landscape significance and sensitivity to change, site earthworks, topography, the extent and type of vegetation, clearing and rehabilitation areas, land use patterns, built form character, public amenity and community values.
- likely impact on views including the visibility of the facility using view shed analysis and simulations of views from significant viewing locations including residential areas, major scenic drives and lookouts.
- layout of the facility including the number, height, scale, spacing, colour, surface reflectivity and design of components, including any ancillary buildings, signage, access roads, and incidental facilities.
- measures proposed to minimise unwanted, unacceptable or adverse visual impacts.

It is also recommended that the developer include reference to the WAPC Visual Landscape Planning Manual, and the Wind farm and Landscape Values (2005) published by the Western Australian Wind Energy Association and Australian Council of National Trust.

Noise Impact

Wind turbines shall be designed and operated to minimise noise emissions.

A noise impact assessment, including infrasound and ground vibration, to be completed by an acoustic consultant, shall be prepared demonstrating compliance with the Environmental Protection (Noise) Regulations 1997 for both construction and operational phases. The noise impact assessment is to have due regard to future land uses.

Regardless of the noise impact assessment, which may determine turbines should be located further away from noise sensitive premises, it is required that any wind farm/turbine be located ***a minimum*** of 2.0 kilometres or 10 times the height of the structure, at its highest point inclusive of the blade, whichever is the greater, from any dwelling or sensitive land use, unless a written agreement is entered into with impacted landowners prior to construction of the structure and a notification to that effect is imposed on the title of that lot or location.

The Environmental Noise Branch section of the Department of Water and Environmental Regulation recommend an alternative noise criterion of 40dBLA10, whichever is the greater or the applicable LA10 assigned noise level, to be achieved at those residences associated with the project (accommodation for wind farm staff, or caretaker residence).

In order to accurately assess noise levels from wind turbines, measurements shall be taken from the

extremity or tip of the blade of the wind turbine in its horizontal position, which is closest to the noise-sensitive premise being measured against or for. It is acknowledged that the head of the turbine rotates with wind direction, and consequently, the blades themselves, depending on their length, may extend up to 100 metres closer to the noise-impacted premise that the structure. This approach ensures that noise measurements capture the most relevant and representative data regarding potential impacts on nearby premises.

Noise impact measurements, conducted over a minimum period as defined by relevant standards, must consider atmospheric and climatic conditions that promote noise transmission, particularly during times typically experienced at the location. This includes early morning periods, low wind conditions, and early morning fog, all of which can amplify noise transmission. Additionally, seasonal or prevailing winds that may enhance noise transmission towards the relevant premise must also be taken into account during the assessment.

Safe Work Zone

Developers must provide the local government with a copy of any safe work method statement relating to the operation of the proposed turbines for when they are operational. This information will assist in evaluating and determining any setback from boundaries and additionally any adverse potential impact on adjoining landowners and neighbours, who are entitled to full enjoyment of maintaining and improving their property at all times, unless a written agreement with that landowner states otherwise.

Tourism

Developers are to consider the impact of tourism traffic and the risk of traffic congestion or vehicle accidents by providing a suitable viewing platform or pull off bays with appropriate interpretation and signage and to liaise with the Shire of Narrogin and / or Main Roads WA on suitable and agreed location(s).

Bushfire

Developers are to provide a Bushfire Management Plan for areas that fall within the Bushfire Prone Area. Reference should be made to *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* (SPP 3.7). It is also recommended that the developer review the Victorian Country Fire Associations document - Design Guidelines and Model Requirements for Renewable Energy Facilities v4 (2023), as this document provides a best practice approach to considering bushfire risk and fire safety measures in the design, construction and operation of renewable energy facilities (including windfarms).

Other Potential Impacts

Developers must assess and address any other potential impacts, such as electromagnetic interference to mobile telephones, radio reception and television reception or shadow flicker.

All potential impacts that are identified shall be mitigated to the greatest extent possible by the developer, to protect the interests of the community.

Developers are required to take into consideration the Narrogin Airport and the Airport Master Plan's future planning, when developing wind farm/turbines within close proximity to the area, so as not to impact the operation and activities of the Airport users including any aeronautical, gliding and flying associations operating within the Shire. Consultation with relevant government authorities and airport operators will be required.

Developers of wind turbine proposals should refer to the National Aviation Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installations (Wind Farms) / Wind Monitoring Towers to determine any potential aviation safety risks and possible mitigation measures. Any potential aviation safety risks identified require consultation with the Civil Aviation Safety Authority (CASA), Air Services Australia and/or the Commonwealth Department of Defence.

The NSAF guideline identifies consultation with unlicensed airstrip owners and CASA/Air Services. CASA

has released an advisory circular AC 139.E-05v1.1 Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome.

All wind farm and turbine developments must adhere to and comply with the regulations, specifications, and requirements outlined by the Civil Aviation Safety Authority (CASA), as though the Narrogin Airport and Airstrips were registered. This ensures that the development does not impede the potential future upgrade of the Narrogin Airport from its current unregistered CASA uncertified status to that of a Registered CASA certified Airport.

Consultation with relevant government authorities and airport operators will be required.

Wind farm proposals should not have a negative impact through interference with normal agricultural or farming activities of nearby rural properties, such as aerial spraying. An aviation assessment by a suitable qualified aviation consultant will be required to demonstrate turbines will not impact on aerial spraying activities of surrounding farms or unlicensed airstrips unless a written agreement with the impacted landowner is provided.

Developers are required to provide a surface water management plan, incorporating appropriate design methods to manage water erosion from intense summer or winter rainfall events.

This local planning policy on Wind Farms/Turbines is designed to guide future development while ensuring the preservation of the Shire of Narrogin's unique character and the well-being of its residents. Developers and relevant authorities are encouraged to adhere to these guidelines for the responsible and sustainable development of wind energy projects within the Shire.

Road Contributions for Wind Energy Facility Developments

The Shire of Narrogin recognises that the development of wind energy facilities may have significant impacts on the condition and serviceability of the local road network, especially during the construction phase. The Shire of Narrogin requires proponents of wind energy facilities to be assessed for any road contributions for repairs or upgrades to sealed and/or unsealed roads managed by the Shire of Narrogin as a result of construction or ongoing activities associated with the development beyond those considered normal day to day access and egress.

Reference should be made to the WAPC Transport Assessment Guidelines. The Traffic Assessment should consider:

- Operation and Maintenance Agreements to Access State Road Network – Main Roads Western Australia.
- Route Assessments for the transport of dangerous goods on road network.
- A traffic management plan in conjunction with an application for a permit that requires vehicle and machinery access and movement for Restricted Access Vehicles shall be submitted for approval to the satisfaction of Heavy Vehicle Services – Main Roads Western Australia. (e.g., Transport of large wind turbine blades and towers).

The Developer will be responsible for:

- Preparation of a pre-development ‘’Road and Shire infrastructure condition’’ report, that identifies and records the conditions of any local roads and the Shire Infrastructure that will be affected by any route for heavy vehicles and delivery trucks needed for the construction phase;
- The costs associated with any damage caused to the roads or Shire infrastructure attributed to the construction phase of the development. Any damage shall be rectified by the developer to the standard identified in the pre-lodgment ‘’Road and Shire Infrastructure Condition’’ report.
- All costs of any upgrading required for construction transport routes and/or the development.

The road contributions will be calculated based on the Western Australia Local Government Association’s (WALGA) Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads, which provides a fair and transparent method for determining the additional maintenance and reconstruction costs attributable to the increased heavy vehicle traffic generated by the wind energy facility

development. Any contributions need to be consistent with the principles that underpin the State Planning Policy 3.6 – Infrastructure Contributions.

The road contributions will be negotiated and agreed upon between the Shire of Narrogin and the developer prior to the approval of the development application. The road contributions will be paid by the developer to the Shire of Narrogin in accordance with the terms and conditions of the agreement. The Shire of Narrogin will use the road contributions to fund the necessary road works to maintain and improve the safety and functionality of the local road network.

No works can occur within a State Road Reserve without Main Roads approval.

– End of Policy

D12 – Temporary/Transient Workforce Accommodation

History	Draft 25 March 2025 (Resolution No. 260325.12) Adopted 28 May 2025 (Resolution No. 280525.03)
Statutory Context	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Narrogin Local Planning Scheme No. 3 (LPS3) State Planning Policy 2.5: Rural Planning WAPC's Position Statement on Workforce Accommodation

Introduction

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Narrogin Local Planning Scheme No. 3. This policy may be cited as Local Planning Policy (LPP) – Temporary/Transient Workforce Accommodation.

Purpose

This Local Planning Policy ("the Policy") provides guidance for the establishment of temporary or transient workforce accommodation within the Shire of Narrogin. It aims to ensure that such accommodation is developed in an appropriate location, to a high standard, and in a manner that delivers lasting benefits to the community. The Policy aligns with the Western Australian Planning Commission (WAPC) state planning framework for workforce accommodation and establishes criteria to manage workforce housing proposals, so they support the Shire's long-term planning objectives and community wellbeing. In doing so, the Policy seeks to balance the short-term needs of industry with the sustainable growth of Narrogin's permanent residential population.

The Shire will have due regard to this policy when determining applications but is not bound by it. Where there is an inconsistency between this policy and LPS3, the provisions of LPS3 shall prevail.

This policy aims to:

- Align with State Planning Policies – Ensure consistency with relevant State planning policies and WAPC guidelines for workforce accommodation and land use planning, including the WAPC's Position Statement on Workforce Accommodation and State Planning Policy framework.
- Appropriate Zoning and Location – Identify suitable land for workforce accommodation (including the Shire's freehold "inglobo" residential landholding and similarly zoned areas) and outline any necessary zoning or scheme amendments. Facilitate the preparation of a Structure Plan to guide rezoning, site layout, and integration of workforce accommodation with intended future land uses.
- Best Practice Integration – Incorporate best-practice principles from other jurisdictions (e.g., Town of Port Hedland, Shire of Wyndham–East Kimberley) to ensure workforce accommodation is well-designed, integrated with the town, and not developed as isolated "camps." The Policy encourages high-quality design that can serve longer-term purposes and fosters social cohesion.
- Infrastructure and Servicing Contributions – Require proponents to provide or fund necessary infrastructure extensions to service the development (e.g., sewer, water, power) and to demonstrate how the site will connect to or augment existing utilities. Ensure that workforce accommodation proposals include plans for infrastructure delivery that can also support future permanent housing on the site.
- Legacy Housing and Community Benefit – Prioritise proposals that offer lasting community benefits. Accommodation villages should be designed for transitional use, capable of conversion into permanent housing or other legacy community assets after the temporary workforce need has passed. In particular, the Shire encourages models that can evolve into over-50s lifestyle villages or other forms of housing for the local community. Wherever feasible, workforce accommodation should be developed in a manner that allows the housing units or facilities to be retained by the

Shire or community for long-term use (e.g., seniors' accommodation or lifestyle village) once the transient workforce demand subsides.

- Statutory Compliance and Defensibility – Ensure the Policy provisions and approval conditions are clear, justifiable, and capable of withstanding appeal to the State Administrative Tribunal (SAT). This includes referencing relevant legal precedents (such as the City of Kalgoorlie–Boulder SAT case) to support the imposition of conditions (e.g., time-limited approvals 2 -5 years) and other requirements that uphold orderly and proper planning.

Application

This Policy applies to all development applications for "Workforce Accommodation" (also referred to as transient or temporary workforce accommodation) within the Shire of Narrogin, made under Local Planning Scheme No. 3 ("the Scheme"). For the purposes of this Policy, Workforce Accommodation is defined as per the Planning and Development (Local Planning Schemes) Regulations 2015 and the Scheme:

"*premises, which may include modular or relocatable buildings, used:*

(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and

(b) for any associated catering, sporting and recreation facilities for occupants and authorised visitors.".

This Policy is concerned with temporary workforce housing (typically to service a defined project or short-term need) rather than standard permanent residential development.

Relationship to Scheme and State Acts

The provisions of this Policy are to be read in conjunction with the Scheme and the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. Where there is any inconsistency, the Scheme and Regulations prevail to the extent of that inconsistency. It is noted that certain mining or resource-related camps may be exempt from local planning approval under the Mining Act 1978 or State Agreement Acts; however, the Shire will use this Policy to guide its recommendations or responses in such cases, to advocate for outcomes consistent with the Policy's objectives.

Assessment Guidance

In exercising discretion for workforce accommodation proposals (a use class defined in the Scheme), Council shall have due regard to this Policy as a local planning policy under Schedule 2, Clause 67 of the Regulations. Matters addressed in this Policy – including location, design quality, infrastructure servicing, management, and duration of approval – will form key considerations in determining applications. Proponents should address each relevant section of this Policy in their development application submission.

Exclusions

This Policy does not retroactively apply to workforce accommodation developments already approved prior to its adoption, except where an applicant seeks to amend or extend such an approval. It is also not intended to govern standard residential housing or tourist accommodation (which are covered by other provisions), nor "fly-camps" or informal transient quarters established under emergency or short-term (less than 3 months typically) arrangements (these may be dealt with case-by-case or under separate policy if needed).

Policy Provisions

1. Alignment with State Planning Framework

    1.1. State Planning Policies: Workforce accommodation proposals must be consistent with the State Planning Framework, including the State Planning Strategy and any relevant State

Planning Policies (SPPs). In particular, SPP 3 – Urban Growth and Settlement promotes a sustainable settlement pattern that builds on existing towns and communities. Consistent with this, the WAPC's Position Statement on Workforce Accommodation (2018) directs that, where practicable, workforce accommodation should be located within established townsites in a manner suited to the local context, to support ongoing town sustainability. The Shire will have regard to these state policy principles, seeking to ensure that workforce accommodation developments complement rather than detract from Narrogin's long-term growth and community development.

1.2. Local and Regional Strategies: The Shire's Local Planning Strategy and any regional planning strategies should be considered. Proposals need to demonstrate consistency with strategic objectives for housing and population. (For example, if the Shire's strategy identifies a need to grow the permanent population or provide more seniors' housing, a workforce accommodation project that can transition into such housing would align with strategic goals.) The proponent should outline how their proposal supports the strategic intent for the subject land and does not undermine planned future uses.

1.3. Sustainability of Towns: The Shire supports the widely held planning position that temporary workforce accommodation should not become an entrenched substitute for permanent housing in the community. FIFO/DIDO (fly-in/fly-out or drive-in/drive-out) workforce practices should be managed so they do not erode the liveability or economic base of regional towns. This Policy uses tools (such as time-limited approvals and integration requirements) to encourage workers to reside within the community where possible, in line with the findings of the Parliamentary inquiry into FIFO impacts and WAPC policy direction.

2. Location and Zoning Requirements

2.1. Permissible Zones: Under LPS No.3, "Workforce Accommodation" is a discretionary land use in limited zones (e.g., Rural Townsite and Rural zones) and is not permitted ("X") in most other zones, including the standard Residential zone. Accordingly, new workforce accommodation should be sited on land where the use is permissible or on land that can be appropriately rezoned or designated for that purpose. The Shire identifies the following lands as potentially suitable, subject to detailed planning:

2.1.1. Shire "Inglobo" Residential Land – The Shire's freehold residential development land (held inglobo) within but on the perimeter of Narrogin townsite is a primary candidate for transient workforce accommodation, given its ownership and intended development purpose. This land is currently zoned Urban Development (or a similar deferred urban zoning) under LPS3, meaning a structure plan is required prior to subdivision or development. The Shire may support a Scheme Amendment or Special Use Zone to facilitate workforce accommodation on this site, provided it is implemented via an endorsed Structure Plan (see 2.2) that coordinates the use with future residential outcomes.

2.1.2. Other Urban Development or Future Residential Areas – Any other land zoned "Urban Development" (or earmarked for future residential expansion) could be considered for temporary workforce accommodation if a planning framework is put in place to integrate the use with the long-term development of the area. This would typically involve structure planning and possibly a temporary Special Use classification to allow workforce accommodation for a defined period or stage.

2.1.3. Rural and Rural Townsite Zones – Proposals in the Rural zone (e.g., for an agricultural workforce or a remote construction camp) or in a Rural Townsite (small settlement) zone will be assessed on their merits. The location should be close to the workforce's place of employment or an established settlement. Isolated camps in pure rural areas are

generally discouraged unless no reasonable alternative exists, and impacts can be managed (see 3.3).

2.1.4. Industrial/Commercial Zones – The Scheme currently prohibits workforce accommodation in industrial and commercial zones (use class "X"). The Shire will not support workforce accommodation in core industrial estates or the town commercial centre, as this is inconsistent with zone objectives. (For example, SAT has agreed that permanent workforce accommodation in industrial zones can hinder industrial land use potential and conflict with zone purpose.) However, if a proposal can demonstrate a unique circumstance (e.g., use of under-utilized industrial land on a strictly temporary basis without sterilizing future industry), a Scheme Amendment to allow a time-limited "Additional Use" might be contemplated, subject to strict conditions and alignment with this Policy's objectives.

2.2. Structure Plan Requirement: For any large-scale workforce accommodation village, or any proposal on land zoned Urban Development or similarly requiring coordinated planning, a Local Structure Plan (or Local Development Plan, as applicable) shall be prepared and approved in accordance with the Planning and Development Regulations 2015. The structure plan must indicate land use layout, road/access network, servicing strategy, open space, interface with surrounding areas, and the staged transition of the site to long-term uses (e.g., conventional housing). This ensures that the workforce accommodation is not ad hoc, but rather forms an integrated part of the planned development of the area. The structure plan should designate specific precinct(s) for the workforce accommodation and demonstrate how those precincts can be converted to permanent housing or other compatible uses in the future. Rezoning to a Special Use zone may be used to implement this, with conditions in the Scheme tying development to the structure plan.

2.3. Rezoning and Land Use Controls: Where the current zoning of a site does not allow workforce accommodation, proponents must secure the appropriate zoning or approval pathway before development can proceed. The Shire may consider initiating a Scheme Amendment to facilitate a well-planned workforce accommodation proposal, particularly on Shire-owned land or strategic sites, provided the proponent agrees to the Policy's requirements (including time limits and legacy outcomes). Any such amendment should include mechanisms (such as sunset clauses or scheme text provisions) to ensure the workforce accommodation use is either time-limited or can transition to an acceptable long-term use in line with the local planning strategy.

2.4. Avoidance of Sensitive Locations: Workforce accommodation should not be located in areas that would conflict with existing sensitive land uses or constrain the intended function of zones. For instance, siting a transient workforce camp adjacent to established residential neighbourhoods is generally inappropriate due to potential amenity impacts. Likewise, locating a camp in a planned growth area without proper structure planning could prejudice the orderly development of that area. Proponents must carefully select sites that minimise land use conflicts and are either within or directly adjacent to built-up areas (to maximise integration benefits) or completely separated if integration is not feasible (in which case self-contained camps must be justified as a last resort).

3. <u>Design, Integration and Best Practice</u>

3.1. Integration with Community: The design and location of workforce accommodation should facilitate integration with the local community rather than isolation. Urban integration is the preferred model, meaning accommodation villages should be within or near Narrogin's townsite (or the relevant settlement) and linked to existing commercial and community services. By being in proximity to shops, recreation, and town infrastructure, the workforce residents are more likely to patronise local businesses and participate in community life. This reciprocal benefit approach is a key aim – the development should, wherever possible, function

as part of the town, not a closed compound. Proposals that are located far from any town or that are designed as self-sufficient "quasi-towns" with no need for residents to leave the site are strongly discouraged unless no other practical solution exists for the project's location.

3.2. Site Planning and Amenity: High-quality site planning and built form are required for workforce accommodation projects. The development should be laid out in a manner akin to a residential neighbourhood or lifestyle village, with appropriate road hierarchy, landscaping, outdoor recreation areas and building orientation that considers climate and privacy. Demountable or modular buildings (if used) must be arranged and treated (e.g., with facades, colours, and screening) to present an aesthetically pleasing, locally appropriate design. The aim is to avoid a sterile "mining camp" look and instead create a pleasant living environment that is harmonious with the character of Narrogin. Use of landscaping (including retention of existing vegetation where possible) is important to soften the development's appearance and provide shade and amenity for occupants. The Policy recognises that these facilities may be temporary in nature, but it encourages designs that can perform longer-term functions rather than being disposable after a short use.

3.3. Best Practice Examples: In formulating and assessing proposals, reference should be made to successful approaches in other regions:

3.3.1. Town of Port Hedland – Port Hedland's Workforce Accommodation Policy emphasises integration into town fabric, multi-purpose design, and high-quality built form that can endure beyond the life of the resource project. For example, it encourages workforce housing near commercial centres so that facilities serve a dual purpose in the community. Narrogin's Policy similarly encourages central or well-connected locations for workforce accommodation to leverage existing services.

3.3.2. Shire of Wyndham–East Kimberley – This Shire distinguishes between permanent workforce accommodation and temporary construction camps, ensuring each is treated with appropriate controls. Notably, it views workforce accommodation for agriculture/tourism as a "semi-permanent facility for seasonal workers" and discourages it where adequate permanent housing in town is available. The lesson is to use workforce housing as a solution only when ordinary housing supply cannot meet demand. Narrogin will likewise consider local rental housing availability – if a project's needs can be met by existing accommodation stock or new standard dwellings, purpose-built camps may not be supported.

3.3.3. Shire of Waroona – The Shire of Waroona's policy provides useful guidance on management and social integration. It requires that workforce accommodation be accompanied by management plans and has provisions to ensure developments do not negatively impact town amenity or social cohesion. Narrogin's Policy adopts a similar stance: proponents must demonstrate how they will manage worker behaviour, facility security, and interaction with the community to avoid adverse impacts (see 3.5 below).

3.4. Development Standards: Workforce accommodation developments should, at minimum, meet the development standards ordinarily applicable to residential or tourist developments of a similar scale. This includes compliance with health and building codes for lodging, bushfire safety requirements if in a bushfire prone area (per SPP 3.7), and appropriate parking and vehicle access standards. Provision for vehicle parking should consider buses or shuttles if used to transport workers, as well as private vehicles if workers will keep cars on-site. Waste management, lighting (avoiding light spill to neighbours), noise control (e.g., generators, recreation facilities), and security must all be addressed in the design phase. Any onsite facilities (mess hall, gym, etc.) should be centrally located and accessible to occupants, and their scale should be ancillary to the accommodation use (not serving the general public like a commercial operation, unless approved separately).

3.5. Management Plan: Council shall require a detailed Workforce Accommodation Management Plan with any development application. This plan should outline:

3.5.1. Staffing and supervision arrangements for the facility (e.g., presence of a camp manager or 24/7 supervisor).

3.5.2. Rules and code of conduct for occupants, including measures to control noise, antisocial behaviour, and interaction with the public. For example, policies on alcohol consumption on-site, visitor protocols, and any curfews or quiet hours should be detailed.

3.5.3. Strategies for encouraging positive integration, such as providing information to workers about local services, events, and encouraging patronage of local businesses.

3.5.4. Security measures (lighting, fencing, access control) that keep the site secure without unduly isolating or fortress-like designs. (A balance is needed between security and welcoming appearance).

3.5.5. Complaints management process for nearby residents or businesses, with a nominated liaison person to address any issues arising from the workforce accommodation.

3.5.6. Decommissioning and Transition Plan (see also 5.2) outlining how the facility will be removed or repurposed when no longer required for workforce housing.

Requiring a robust management plan will help ensure the facility operates smoothly and mitigates potential negative impacts on the community, making the development more acceptable in a town setting. The management measures will be enforced via conditions of approval.

3.6. Need and Justification: The onus is on the proponent to demonstrate the need for a workforce accommodation facility. In line with best practice, applications should include a Needs Assessment detailing: the project or industry the accommodation is serving; why existing housing or rentals cannot adequately host the workers; the number of workers, their roles (construction vs operational, etc.), and the expected duration of their stay (project timeline). Proposals of a speculative nature (e.g., a “open” workforce camp not tied to a specific project or proponent) will generally not be supported, as they can undermine local housing investment and are harder to integrate. The workforce accommodation should be linked to a particular employer, project, or industry cluster, and not serve as an indefinite cheap lodging option. Council will assess whether the scale of the proposal is commensurate with the demonstrated need and may refuse or require downsizing of camps that significantly exceed the justified demand.

4. Infrastructure and Servicing Contributions

4.1. Servicing Plan: All workforce accommodation proposals must include an Infrastructure Servicing Plan showing how the development will be supplied with essential services – water, wastewater disposal, electricity, and road access – to a standard acceptable to the Shire and relevant service agencies. Wherever feasible, the accommodation should be connected to existing town infrastructure networks to enable quality service and facilitate future permanent use of the site. If the site is within or near the Narrogin townsite, connection to the reticulated sewerage system and town water supply will be required. The proponent is responsible for any extensions of mains or network upgrades necessary to service the development. For electricity, connection to the grid is preferred; if mains power is unavailable, on-site generation may be considered but must comply with noise regulations and be interim only. All service designs must adhere to the standards of the utility providers (e.g., Water Corporation, Western Power).

4.2. Proponent Contributions: As a condition of approval, developers of workforce accommodation will be required to undertake or fund infrastructure upgrades to support their development. This includes, but is not limited to:

4.2.1. Roads and Access – Upgrading of access roads to an appropriate standard (seal, widen, install drainage) if increased traffic from the camp will impact local roads. Intersection improvements or new access points must meet Main Roads standards where applicable. Internal roads within the facility should be all-weather, drained, and safe.

4.2.2. Water & Sewer – Extension of water pipelines and sewer lines to the site (or construction of approved onsite wastewater treatment systems if reticulation is truly not available and or needs to be staged be post the initial temporary workforce planning needs). The capacity of existing sewer/water infrastructure in town must be analysed; if the development's demand requires augmentation (e.g., pump station upgrades, additional water supply capacity), the proponent will either fund these works or contribute an appropriate share in accordance with State Planning Policy 3.6 – Infrastructure Contributions and the Shire's developer contributions framework, if any.

4.2.3. Electricity – Any necessary extension of the electricity network (new transformers, substations, or lines) to serve the site shall be at the cost of the development. Backup power or renewable energy integration is encouraged to improve reliability, but primary reliance on diesel generators is discouraged for anything but short-term use, due to noise and pollution.

4.2.4. Drainage – The site must be drained such that stormwater is managed on-site or through suitable discharge without impacting surrounding properties. If connection to the town stormwater system is needed, capacity impacts should be assessed and mitigated by the developer.

4.2.5. Other Services – Telecommunications (internet/phone) should be provided to a modern standard to serve the occupants. Waste collection arrangements must be made (e.g., kerbside pickup if available or private waste removal). Any common facilities (canteen, laundry etc.) must have appropriate trade waste connected to sewer or otherwise approved disposal. Proponents should engage early with service agencies to confirm requirements and include evidence of such consultation in their application.

4.3. Staging of Infrastructure: In some cases, a workforce accommodation project may be developed in stages (for example, initially 50 units expanding to 100 units if a second project phase commences). The Shire may allow staging of infrastructure provision accordingly, but the approval will clearly condition which works are required before occupancy of each stage. Essential services for health and safety (potable water, firefighting supply, effluent disposal, etc.) must be operational from day one; later stages might trigger upgrades like doubling of wastewater capacity or additional accommodation blocks. The structure plan (if applicable) and servicing plan should outline any such staging.

4.4. Integration with Future Networks: The infrastructure installed for the workforce accommodation should be planned with a view to servicing future development on the site or vicinity. For example, if a sewer line is extended to the site for the camp, its alignment and capacity should consider the ultimate residential subdivision (legacy) so that it can be re-used. The Shire may require the proponent to oversize certain infrastructure (at the proponent's cost or via cost-sharing if other parties benefit) to avoid redundant works later. In some instances, the State Government or Shire may seek development contributions from the project towards broader community infrastructure, especially if a large influx of workers places demands on community services (e.g., health, recreation). Any such contributions will be negotiated in line with legal frameworks (e.g., via voluntary agreement or a Development Contribution Plan, consistent with SPP 3.6).

4.5. Financial Assurances: Council may require the proponent to enter into a legal agreement or provide bonds to ensure infrastructure commitments are delivered. For example, a condition may require a deed of agreement between the developer and the Shire/utility provider for specific works, or a bank guarantee to cover road damage from heavy construction vehicles. This protects the Shire and community from incurring costs related to the development.

5. Legacy and Long-Term Housing Outcomes

5.1. Transitional Design: A core principle of this Policy is that temporary workforce accommodation should leave a positive legacy. Proponents are strongly encouraged to design and construct facilities that can be repurposed into permanent housing or tourist accommodation, or otherwise serve the community after the transient workforce has gone. This may involve using transportable homes or units that can be converted to standard housing (for example, modular units that can be reconfigured into 1-2 bedroom dwellings for seniors) or constructing certain permanent structures (such as a clubhouse or communal facilities) that would form the nucleus of a future lifestyle village. The layout of the accommodation village should, if possible, mimic a future residential layout – for instance, road patterns and unit placements that could later become residential lots or long-term rental cabins. The proponent should outline in their application how each element of the development might be adapted or retained. Creative solutions are encouraged: e.g., developing an initial "workers village" that after 5-10 years is marketed as an over-50s lifestyle village with minimal retrofit. Prioritising single-storey, accessible designs and a mix of unit types can facilitate this transition to seniors housing (which is a noted need in the Narrogin community).

5.2. Decommissioning and Handover: A Decommissioning Plan must be submitted and will be conditioned as part of any approval. This plan should detail the trigger events or timeframe for decommissioning (such as the end of the construction project or a specified approval expiry date) and the actions to be taken. These actions may include removal of all temporary buildings and restoration of the site to a subdivisible standard (cleared of any temporary works); or, if conversion is intended, the steps to physically convert or refurbish buildings for their new purpose. The plan should also address the disposal of facilities – for example, will the dwellings be sold to the Shire or a community housing provider at nominal cost, or will the proponent retain ownership and lease them as affordable housing? The Shire's preference is that assets created for workforce accommodation be retained locally rather than removed from the district, to maximise community benefit. To this end, the Shire may negotiate with proponents on legacy arrangements, such as transferring ownership of on-site infrastructure (dwellings, recreation buildings, etc.) to the Shire or a not-for-profit housing body after a certain period in exchange for example the Council permitting heavily discounted access and enjoyment of relevant suitable land during the interim period. While this Policy cannot mandate transfer of ownership, demonstrating a commitment to an enduring community housing outcome will make a proposal more favourable in Council's assessment.

5.3. Over-50s and Lifestyle Villages: When designing legacy housing solutions, particular emphasis should be on housing for people aged 50 and over (retirees or downsizers) and "lifestyle village" style living. Narrogin, like many regional communities, has demand for quality seniors' accommodation that is low-maintenance and close to services. A workforce accommodation village that is planned to morph into an over-50s lifestyle village is an ideal scenario. This typically means incorporating features such as: a communal hall or recreation space (which could serve as a community centre for the lifestyle village), a pedestrian-friendly layout, gardens or communal open space, and universal design principles in the units (e.g., ramp access, wider doorways, etc., making them suitable for older residents). By embedding these features from the start, the proponent can avoid extensive modifications later. Council will look very favourably on proposals that include a documented pathway for transition to over-50s housing, including any partnership with the Council or aged housing providers. This not

only addresses the transient workforce need but proactively contributes to Narrogin's housing diversity in the long term.

5.4. Community Ownership and Management: Legacy housing that is retained by the Shire or local community entities (such as a housing co-operative or community organisation, if relevant) is encouraged. The Policy supports innovative delivery models – for example, the Shire could lease its land to a proponent to build a workforce village, on the condition that after (say) 2-5 years, the buildings become the property of the Shire. Such arrangements would be subject to separate agreements and Council decisions, but this Policy framework is supportive of them. Any proposal suggesting community ownership transfer will still be assessed on planning merits, but the added social benefit will be taken into account. Proponents should note that any permanent retention of accommodation will likely require a fresh development approval (for the new use, such as a park home park or grouped dwelling development) at the transition stage – the Policy's encouragement of legacy outcomes does not guarantee automatic approval of the converted use, which must be consistent with the Scheme. Early dialogue with the Shire on how a camp could transition (zoning, permissibility, development standards for the new use) is recommended to ensure feasibility.

5.5. Avoiding Stranded Assets: In cases where workforce accommodation is approved without a clear legacy plan (for instance, a purely temporary construction camp using basic dongas), strict conditions will ensure that no disused or derelict infrastructure remains on-site at the end of the project. The proponent will be responsible for full removal and rehabilitation of the land (e.g., soil stabilisation, re-vegetation if in a rural area, or preparation for next stage development if in urban area). Bonds or guarantees may be required by the Shire to cover decommissioning costs if the proponent fails to carry them out. The intent is to avoid scenarios where a transient camp is abandoned and becomes a blight or safety hazard. This ties back to orderly planning – the end state of the site post-occupation must be addressed from the outset.

6. Approval Conditions and Legal Considerations

6.1. Time-Limited Approvals: The Shire of Narrogin will generally impose a time limit on development approvals for workforce accommodation. A standard approval period will be in the order of 2-5 years (or a timeframe aligning with the project construction period plus demobilisation time). This reflects the Policy position that workforce accommodation is a temporary land use and should be reviewed periodically. Granting an open-ended or permanent approval for what is essentially transient housing is not supported, as it may unintentionally allow a "camp" to become a de facto permanent settlement contrary to the Scheme intent. Notably, the SAT has upheld the validity of time-limited conditions for workforce accommodation were justified by planning policy. In Goldfields Villages Pty Ltd vs City of Kalgoorlie–Boulder [2023] WASAT 6, the Tribunal confirmed that it is within a local government's policy discretion to limit the duration of approval to encourage more permanent residency in the long run. Consistent with this legal precedent, Narrogin will apply temporary approval periods and require proponents to either cease the use or seek renewal upon expiry. Any renewal will be subject to assessment of ongoing need and compliance with the Policy at that future time (and may involve additional conditions or requirements to align with contemporary policy or community expectations).

6.2. Occupancy and Use Restrictions: Conditions will tie the use of the development to workforce accommodation purposes only. Occupancy should be restricted to bona fide workers (and their supervisory staff) associated with the project(s) named in the application. The camp must not be used for general tenancy or tourist accommodation unless a separate approval is obtained for such use. This ensures the facility operates as presented in the proposal (serving a defined transient workforce) and not morph into an unregulated boarding house or caravan park. The Shire may require an annual (or periodic) report from the operator listing the number of

occupants and confirming the continued workforce-related usage, as a means of monitoring compliance.

6.3. Management and Conduct Conditions: Key elements from the proponent's Management Plan (per 3.5) will be enforced via conditions. For example, a condition may require the implementation of the submitted Code of Conduct for occupants at all times, or that an on-site manager be present. Non-compliance with these could lead to compliance action or jeopardise any extension of approval. Council can also impose specific operational conditions such as limits on music/noise after certain hours, lighting to be baffled, and no alcohol or drugs policy (particularly if that was a community concern). The aim is to legally solidify the commitments made by the proponent to ensure community amenity is protected.

6.4. Infrastructure Contributions Conditions: As noted in 4.4, conditions will be used to require necessary infrastructure works. For instance, a condition may state that "the developer shall, at its cost, connect the development to the town's sewer and water network prior to occupation, to the satisfaction of the local government and service providers." Another example is a condition for a bond to be lodged for road repairs. Such conditions must meet the legal tests for valid planning conditions (serving a planning purpose, fairly and reasonably related to the development, and not unduly onerous). This Policy provides the rationale that infrastructure upgrades are directly related to enabling the accommodation use, and therefore conditions or agreements for contributions are justified. The Shire will ensure any required contribution is proportionate to the proposal's impact (for example, not asking a small 20-person camp to fund an upgrade far beyond what its presence necessitates).

6.5. Link to Structure Plan or Staging: If a Structure Plan is required (as in 2.2), a condition of development approval will typically mandate that the development comply with the adopted Structure Plan. If the workforce accommodation is only one stage of a larger development, the approval may be conditioned to lapse if the broader subdivision or development does not proceed, to avoid a standalone camp remaining without the planned context. The Scheme's provisions for structure plans and staging will guide such conditions.

6.6. SAT and Legal Defensibility: In formulating this Policy, the Shire has considered relevant SAT determinations and legal guidance to ensure the Policy provisions are sound. Aside from the Kalgoorlie case mentioned, the Policy takes into account that certain requirements (e.g., demanding community "legacy benefits" or monetary contributions) cannot be imposed unless properly founded in planning law. This Policy uses encouragement and negotiates outcomes for legacy housing, rather than purporting to compel a developer to hand over assets, to remain on firm legal ground. Likewise, while community infrastructure contributions are desirable, any such condition will be based on established frameworks (such as a Developer Contribution Plan or voluntary agreement) consistent with SPP 3.6. By clearly documenting the assessment criteria and expectations in this Policy, Council's decisions on workforce accommodation are less likely to be seen as arbitrary if challenged. Each application will be judged against these published criteria, providing transparency. Conditions applied will directly reference Policy requirements (for example, time limit, management measures, servicing) that have a proven planning purpose. This approach positions the Shire to robustly defend its decisions, as the SAT gives weight to properly adopted local planning policies under the Planning and Development Act. Applicants are urged to familiarise themselves with this Policy and ensure their proposals are compliant, to avoid refusals or onerous conditions that could otherwise have been addressed at the design stage.

6.7. Monitoring and Review: The Shire will monitor the outcomes of approved workforce accommodation against the objectives of this Policy. If a development is found to consistently breach conditions or create unanticipated issues, it will inform future decisions (for instance, Council may be more restrictive or require additional safeguards on subsequent applications). This Policy itself may be reviewed and updated in response to evolving State policies or local

experiences. Notably, should the State Government introduce any new legislation or policy specifically governing transient workforce accommodation, this Policy will be amended to align with those requirements.

– End of Policy

References

1) Relevant sources and reference documents that have informed this Policy include:
2) WAPC Position Statement: Workforce Accommodation (January 2018).
3) State Planning Policy 3.6 Infrastructure Contributions and WAPC guidelines on developer contributions.
4) Town of Port Hedland Local Planning Policy 05/2020 Workforce Accommodation.
5) Shire of Waroona Local Planning Policy 14 Workforce Accommodation.
6) Shire of Wyndham–East Kimberley Local Planning Policy 11 Workforce Accommodation (2020) and LPP 12 Temporary Workforce Camps.
7) SAT case: Goldfield Villages Pty Ltd vs City of Kalgoorlie–Boulder [2023] WASAT 6 (upholding time-limited approval for workforce accommodation).
8) City of Kalgoorlie–Boulder Workforce Accommodation Policy (2021) and City of Karratha DP10 Workforce Accommodation Policy – for best practice context on integration and term of approvals.

D13 – Tree Farms and Carbon Farming

History	Draft 25 March 2025 (Resolution No. 260325.12) Adopted 28 May 2025 (Resolution No. 280525.04)
Statutory Context	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Narrogin Local Planning Scheme No. 3 (LPS3) State Planning Policy 2.5: Rural Planning State Planning Policy 3.7: Planning in Bushfire Prone Areas State Planning Policy 2.9: Water Resources Carbon Rights Act 2003

Introduction

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Narrogin Local Planning Scheme No. 3. This policy may be cited as Local Planning Policy (LPP) – Tree Farms and Carbon Farming.

Policy Statement

The Shire of Narrogin recognises the role of Tree Farms and Carbon Farming in sustainable rural land use. This policy provides a framework for the appropriate location, assessment, and management of Tree Farms to ensure compatibility with existing rural land uses and compliance with LPS3, State Planning Policies, and other regulatory requirements.

This policy does not override the provisions of LPS3 but provides guidance to landowners and applicants on how Tree Farm proposals will be assessed within the Shire.

Purpose

The purpose of this policy is to provide clear guidance on the establishment of Tree Farms in the Shire of Narrogin, ensuring compatibility with surrounding rural and agricultural land uses.

The Shire will have due regard to this policy when determining applications but is not bound by it. Where there is an inconsistency between this policy and LPS3, the provisions of LPS3 shall prevail.

This policy aims to:

- Ensure that Tree Farms are established in appropriate locations without conflicting with existing rural or agricultural land uses;
- Ensure compliance with statutory bushfire risk management requirements, including SPP 3.7 and the Department of Fire and Emergency Services guidelines;
- Manage transport and road infrastructure impacts associated with Tree Farms, particularly those involving commercial harvesting;
- Ensure that Tree Farms do not adversely impact groundwater recharge areas or natural watercourses, in accordance with SPP 2.9;
- Encourage the integration of Tree Farms with agricultural activities, where appropriate;
- Protect and enhance native vegetation, wetlands and water courses and assist in the reduction of salinity, waterlogging and erosion; and
- Promote responsible management and ongoing compliance with approved tree farming activities.

Definitions

Tree Farm: As defined under LPS3, "Tree Farm" means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003, section 5.

Carbon Right: As defined in Part 2, Section 5 of the Carbon Rights Act 2003:

- A carbon right is a right to the benefits associated with carbon sequestration through tree growth on the specified land.

Statement

Clause 4.38 of the Shire of Narrogin Local Planning Scheme No. 3 (LPS3) provides:

4.38 Vegetation Protection:

(1) The local government may require the rehabilitation of degraded land, the fencing of remnant vegetation, and the revegetation of areas considered to be deficient in tree cover.

While tree farming involves planting trees for commercial production, it is distinct from vegetation protection objectives within the Scheme, which focus on conserving natural habitats rather than commercial cultivation.

Policy Provisions

1. Planning Approval for Tree Farms

   a) While Tree Farms are a permitted ('P') use in the Rural zone under LPS3, development approval may still be required where the proposal does not comply with Scheme provisions. Where development approval is required, the application will be assessed with due regard to the relevant provisions of LPS3, the Deemed Provisions, and applicable State Planning Policies.
   b) In zones where the Tree Farms are not permitted or require discretion, development approval will be required in accordance with LPS3. Such applications will be assessed with due regard to the relevant provisions of LPS3, the Deemed Provisions, and applicable State Planning Policies.
      (i) A site plan identifying the plantation area, access points, internal roads, and buffer areas.
      (ii) A Bushfire Management Plan where required under SPP 3.7.
      (iii) A Traffic Impact Statement where haulage activities may impact the State Road Network as well as the local road network.
      (iv) An Environmental Impact Assessment where a Tree Farm is proposed near watercourses, wetlands, or remnant vegetation.
      (v) A Hydrological Assessment where irrigation is proposed.

2. Bushfire Management Requirements

   2.1. Where a Tree Farm is located within a designated bushfire-prone area, the proponent shall prepare a Bushfire Management Plan in accordance with SPP 3.7 - Planning in Bushfire Prone Areas, the Planning for Bushfire Protection Guidelines, and the DFES Guidelines for Plantation Fire Protection 2011.

   2.2. Firebreaks, access routes, and water points must be maintained to a standard specified by the Shire of Narrogin's Firebreak Notice. Applications shall demonstrate the location and specification of external firebreaks, fuel reduction zones, and fire access tracks, consistent with Section 2 of the Plantation Fire Protection Guidelines.

   2.3. The Shire may impose conditions requiring additional fire mitigation measures including alignment with the Sustainable Forest Management Standard (AS/NZS 4708) where applicable.

3. Traffic and Road Infrastructure

   3.1. The Shire and Main Roads Western Australia may require a Traffic Impact Assessment for applications where tree harvesting or associated heavy vehicle movements are proposed and likely impact the local or State Road network.

   3.2. Where a development is likely to result in significant wear or damage to road infrastructure, proponents may be required, via condition of development approval or agreement, to

contribute to the maintenance or upgrade of affected local roads or the State Road Network, in consultation with the relevant road authority.

3.3. The Shire may request a road bond or contribution as a condition of development approval to cover potential damage to local roads resulting from heavy vehicle use. Where applicable, the involvement of Main Roads WA will be required for impacts to the State Road Network.

3.4. The Applicant is recommended to consult with Western Power and use the Before You Dig and mapping tools.

4. Environmental and Water Management

4.1. Where a Tree Farm is proposed to be in proximity to wetlands, watercourses, or remnant vegetation, the application must demonstrate that environmental impacts have been appropriately considered and mitigated. The use of invasive or high-risk species (e.g., Eucalyptus camaldulensis) may not be supported. The Shire may request an Environmental Impact Assessment or similar report where development is likely to impact native vegetation, wetland buffers, or riparian corridors.

4.2. Non-planted buffers of no less than 50 metres must be maintained around permanent water bodies and be 30 metres around ephemeral streams: or as determined by Operational Policy 4.3 – Identifying and establishing waterway foreshore areas (2012) and the Code of Practice for Timber Plantations in Western Australia (2014) depending upon the site bio-physical characteristics.

4.3. A Minimum 6 metre non-planted buffer must be provided beyond the edge of the identified foreshore area, unless otherwise supported by the relevant referral agency.

4.4. Tree Farms are not permitted within dam buffer zones or Public Drinking Water Source Areas (PDWSAs) without prior written approval from Water Corporation.

4.5. Where a Tree Farm forms part of a recognised carbon sequestration project, preference will be given to proposals that use locally native, multi-species revegetation. Reduced buffers may be supported for environmental restoration projects using native species and plantings aligned to the objectives of the Australian Carbon Credit Unit (ACCU) Scheme or regional Natural Resource Management (NRM) plans.

5. Agricultural Land Retention

5.1. The Shire encourages the integration of Tree Farms with existing agricultural uses.

5.2. Where a Tree Farm proposal seeks to occupy more than 35% of a lot, a Farm Management Plan shall be required, demonstrating:

(i) Environmental benefits, or
(ii) Justification for the extent of tree planting.

5.3. Where tree farms or carbon farming proposals are submitted, the Shire encourages the use of multi-species plantings and locally native species, particularly where proposals adjoin remnant vegetation, waterways, or areas of high environmental value. This approach supports biodiversity outcomes, ecological connectivity, and long-term landscape resilience.

5.4. Proponents are also encouraged to consult with the relevant Natural Resource Management (NRM) body to ensure that proposals align with regional environmental objectives and best-practice restoration principles. While NRM engagement is not mandatory, it is strongly supported as part of a responsible and integrated land-use planning approach.

– End of Policy

D14 – Social Impact Assessment

History	Draft 28 May 2025 (Resolution No. 280525.05) Adopted 23 July 2025 (Resolution No. 230725.02)
Statutory Context	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Narrogin Local Planning Scheme No. 3 (LPS3)

Introduction

This is a Local Planning Policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the Shire of Narrogin Local Planning Scheme No. 3. This policy may be cited as Local Planning Policy (LPP) – Social Impact Assessment.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

Purpose

This Local Planning Policy ("the Policy") provides guidance for the preparation, submission, and assessment of Social Impact Assessments (SIA) within the Shire of Narrogin. It seeks to ensure that land use planning decisions consider the full range of potential social impacts arising from significant development proposals. By doing so, the Policy aims to promote informed, transparent, and balanced decision-making that supports community wellbeing, sustainable growth, and the long-term vision for Narrogin.

The Policy outlines the circumstances in which a Social Impact Assessment is required, the expectations for consultation and engagement, and the matters to be addressed in both Social Impact Assessments and accompanying Social Impact Statements. It aligns with the *Planning and Development Act 2005*, relevant State Planning Policies, and the Shire's Local Planning Scheme No. 3 (LPS3).

The Shire will have due regard to this Policy when determining planning proposals. In the event of any inconsistency between this Policy and LPS3, the provisions of LPS3 shall prevail.

This policy aims to:

- Facilitate a consistent and transparent approach to the consideration of local social impacts, both positive and negative, in land use planning decision-making.
- Minimise adverse impacts and maximise beneficial impacts of proposed developments.
- Provide clear guidance as to the specific development types and circumstances where a social impact assessment is required.
- Encourage upfront and ongoing engagement with the community and other key stakeholders regarding potential impacts of a proposed development.
- Assist agencies and proponents to minimise the amount of time taken to prepare social impact assessment plans for major projects.
- Consider a wide range of issues that have social implications, including infrastructure, resource issues (and access to those resources), heritage impacts, landform impacts, economic and fiscal impacts, community impacts, indigenous rights impacts, demographic impacts, transport impacts, and other relevant considerations.

Definitions

Social Impact Assessment (SIA)

The processes of analysing, monitoring, and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be made in respect of a particular development proposal and any social change process that results from that decision.

Social Impact Statement (SIS)

A SIS forms part of the SIA process and is a report that summarises findings of the SIA which includes the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.

Application

This Policy applies to the following:

1. All Standard and Complex scheme amendment proposals (including amendment to the Local Planning Scheme) under Local Planning Scheme No. 10 and/or Local Planning Scheme No. 3 of State or regional significance that would have a substantial impact on the Shire of Narrogin.
2. All proposals for Structure Plans and Local Development Plans.
3. All proposals subject to a community consultation/advertising public notice process where the land or development or land use is considered by the Shire to result in significant social impact.
4. All proposals that consist of one or more of the following use classes being on land that is zoned 'Rural':
    - Industry;
    - Mining Operations;
    - Renewable Energy Facility; and
    - Workforce Accommodation.
5. Applications for development approval that relate to existing development/land uses that fall within clause 4 and consist of one or more of the following:
    - An extension of time in excess of 12 months; and/or
    - An extension to the scale of the project in excess of 10%, as determined by either the capacity of the development or the development value (whichever is the greater).
6. Where the Shire is consulted on uses of proposals listed below, a Social Impact Assessment shall be recommended:
    - Proposals under the *Mining Act 1978*;
    - Proposals covered by a State Agreement; and
    - Proposed Development of State Significance under the *Planning and Development Act 2005*.

Policy Measures

The local government shall have regard to the following provisions when assessing Social Impact Assessments:

1. A SIA is to be prepared by a suitably qualified and experienced person with specific demonstrated expertise in the completion of SIAs.
2. The level of detail, consultation and investigation should relate directly to the scale of the development proposed and the extent of issues inherent in the consideration of the proposal.

3. Proposals that have the potential for social impacts will be required to be accompanied by a comprehensive SIA prepared on the basis of pre-lodgement consultation and liaison with the local community and stakeholder consultation.
4. A SIS may form part of the SIA process and is a statement that provides strategies and monitoring mechanisms for impacts identified in the SIA process. Where a SIS is prepared as a stand-alone document, the replication of information may be required to ensure that the proposal, its context, and its potential impacts are fully described in the SIS.
5. The following matters shall be addressed in a SIA/SIS, to the satisfaction of the local government:

5.1 Economic Impact

- Employment opportunities and estimate of number of jobs that will be created directly and indirectly as a result of the proposal;
- Income generation (short and long term);
- Impact on the local economy; including the engagement of local labour, local goods and services in the proposal;
- Provision of capital infrastructure; and
- Provision of telecommunications and advanced technology.

5.2 Social Impact

- Benefits to existing community services;
- Impact on existing community facilities;
- Provision of affordable housing;
- Impact on quality of life;
- Provision of useable open space;
- Identify stakeholders, the consultation level required and possible strategies to engage community and maximise the informed debate on the proposal, including an outline of the process for approval;
- Long term costs and benefits to the community;
- Requirements for additional facilities;
- Access to resources;
- Impact on community safety, security and social amenity;
- Noise and acoustic impacts (may require a separate technical report); and
- Visual Impact assessment impacts (may require a separate technical report).

5.3 Transport Issues

- Traffic Impact Statement.
- Examination of pedestrian and cycle trips.

5.4 Ecological Impact

- Environmental Impact Assessment where required to address potential impacts on the environment.
- Sustainability principles to be used in development and ongoing operation of the proposal.

5.5 Cultural Impact

- Impact on local character, amenity and ‘sense of place’;
- Impact on historic built form and cultural landscapes;
- Form partnerships with community;
- Impact on attractions of the area; and
- Impact on places of heritage significance, both indigenous and post European settlement.

5.6 Other relevant considerations

- Construction impacts (short to medium term);
- Operational impacts (long term); and
- Likely flow on and cumulative impacts arising from the likely precedent a favourable planning decision may create.
- Identify management and monitoring measures for all potentially significant adverse impacts and demonstrate hierarchy of avoidance and mitigation options.
- Establish roles and responsibilities of the proponent, stakeholders, and potential partnerships throughout life of a proposal.

6. The local government recognises that a SIA may be incorporated into other project assessment processes (i.e., A State-level Infrastructure Assessment Framework). This policy is not intended to duplicate such processes but rather to assist in guiding, informing, and streamlining them.

Approval Requirements

Where a SIA is to be completed for a development proposal or a Scheme Amendment in accordance with Policy Measures, the SIA shall be required to be lodged with, and form part of the formal application.

1. It is recommended that a SIA report is a standalone document that is appended to the balance of the development proposal. The SIA report shall include the following information:

   - A brief description of the subject site and surrounds.
   - A description of the development project.
   - Likely direct and indirect impacts and the potential for cumulative impacts.
   - The significance of likely and potential impacts.
   - Completed SIA findings report (being the SIS) outlining the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.

2. The structure of a SIA should generally be in accordance with Attachment 1 of this Policy.

3. In considering a SIA the local government will have regard to:

   - The degree of change likely to arise from the proposed development, relative to existing circumstances and consideration of the alignment of the change with the long-term vision for the Shire.
   - The number and nature of people likely to be affected, both positively and negatively.
   - Whether the impact will be direct or indirect.
   - The potential for cumulative impacts as a result of the development.

4. In preparing a SIA, proponents may be required to undertake consultation with relevant stakeholders and/or the community as outlined in the Advertising and Consultation Requirements of this Policy.

5. A SIA shall include a Social Impact Statement to provide strategies and monitoring mechanisms for impacts identified through the process generally set out under the Approval Requirements of this Policy and in accordance with Attachment 2 of this Policy. A Social Impact Statement is required to form part of the SIA to be provided as part of an application lodged with the Council and shall contain:

   - Proposed measures to enhance positive impacts and mitigate negative impacts.
   - A monitoring program for assessing performance of the mitigation and enhancement measures.
   - Details of how the community will be involved in the monitoring and evaluation process, if appropriate.
   - Procedures for periodically reviewing and updating the SIS.

Advertising and Consultation Requirements

Consultation is required to meet the needs of the community based upon the principle that as the complexity and scale of a proposal increases, so does the community's need for constructive engagement in the planning process. A SIA prepared in accordance with this policy shall address the following requirements:

1. Stakeholder and community consultation shall be the responsibility of the proponent in accordance with this policy, including the identification of key stakeholders and the expected methods of community consultation to be undertaken by the proponent.
2. The local government will be responsible for the statutory responsibility to advertise, inform and respond to submissions lodged during the formal advertising period. The local government acknowledges submissions and informs submitters of the relevant process in respect to a final decision on the proposal. The local government will make available a SIA prepared in support of a proposal and relevant associated documentation to whomever it is appropriate to consult in order to consider the proposal during the formal advertising.
3. Where warranted by wider implications of social impacts, the local government may refer a SIA to adjacent local governments and relevant agencies and community groups for comment.
4. Following the conclusion of the advertising period the local government may require further information or details to modify an SIA where any inconsistencies within the document have been highlighted, the accuracy of the original information is questionable or unclear or the statements made in the SIA are subjective and not verifiable based on acceptable technical or professional details. The local government may highlight issues of the proponent as a result of submissions received, to which the proponent may be invited to respond.
5. The local government strongly recommends that the proponent initiates constructive engagement between the applicant and the community/stakeholders before, during and after the formal advertising period for all levels of consultation.
6. In assessing the appropriateness of consultation methods for a proposal, due regard should be given to the likely social impacts and the methods to be adopted to reduce or resolve these social impacts including the level and type of consultation proposed by the applicant.
7. A record of consultation undertaken by the proponent is to be provided as part of any initial proposal and must form part of a SIA.

Attachment 1 – Potential Social Impacts and Scoping Questions

Impact	Baseline Information/Scoping Questions
Demographic and Population Change	• Would the development result in a change to the age structure, household structure or permanence of the resident population in the immediate/broader locality? • To what degree will the development increase the permanent and temporary population of the Shire of Narrogin? • Would the development result in the displacement of current residents, visitors and/or workers? • Would the development increase the size of the population significantly in a short period of time?
Accommodation and Housing	• Would the development result in a mix of housing types and sizes? • Is the development targeted at specific groups in the community? • Would the development alter the availability of affordable housing in the community (either net increase or net loss)? • Would the development have a significant effect on the local housing market?
Accessibility to Community Services and Facilities	• Is the development appropriately located to maximise accessibility to existing towns/settlements, pedestrian/cycle networks? • Will the proposed development increase demand for community services and facilities? • Where an increased demand for services and facilities has been identified, how does this relate to existing capacity?
Social Infrastructure	• Will the development have implications on community and social infrastructure and services, either positively or negatively?
Cultural Values and Beliefs	• Will the development significantly affect cultural or community values and beliefs (positively or negatively)?
Community Values, Identity and Cohesion	• Would the development impact on an area/place/site/item of value or significance to the community? • Will the development promote integration with adjacent communities (e.g., through design, facilities etc.)? • Would the development affect the capacity for people to participate in community affairs or other social interactions?
Health and Wellbeing	• Will the development affect local health and wellbeing (either positively or negatively)? • Will the development contribute to the location's walkability (in terms of connectivity, density, and land use mix)?
Crime and Public Safety	• Will the development and associated operations provide opportunities for criminal or anti-social behaviour? • Will the development significantly impact on perceived or actual public safety?
Economic Considerations	• Will the development have an impact on local businesses (positively or negatively)?
Employment and Local Benefits	• How will the community benefit from this project? • What benefits can be offered to offset any adverse effect of the development on increasing the permanent population of the Shire of Narrogin. • Will the development provide diverse local employment opportunities?

Attachment 2 – Outline of Social Impact Assessment Process

Heading	Process/Scope
Context, Scoping, and Profiling	• Define the study area. • Prepare a baseline demographic profile of the community. Identification of key stakeholders (neighbours, stakeholder groups, community groups and organisations, Government stakeholders, industry). • Identify existing data relating to social conditions in the locality, existing community facilities and services etc. • Preparation of a community/stakeholder engagement plan.
Prediction	• Utilising the baseline data prepared in the section above, consider general community trends in the locality. • Facilitate a community/stakeholder engagement process. • Identify ways in which stakeholders are likely to be affected by the development. • Predict how the development will alter or influence existing trends, either positively or negatively.
Assessment and Evaluation	• Assess the significance of each predicted impact and the potential for cumulative impacts. • Identify possible alternatives and their advantages and disadvantages for different stakeholders. • Assess the alternatives. • Document outcomes of stakeholder and community consultation.
Recommendations	• Identify strategies that may enhance positive impacts and mitigate negative impacts. • Evaluate alternative enhancement and mitigation strategies, the likelihood of implementation and ongoing management, costs and benefits and effects on project viability. • Make recommendations about: • Whether positive social impacts outweigh negative social impacts. • Whether negative impacts and risks can be satisfactorily mitigated to acceptable levels. • The likely effectiveness of strategies to enhance positive impacts.
Social Impact Statement	• Develop a SIS which: ○ Detail strategies required to enhance positive impacts and mitigate negative impacts. ○ Develop contingency plans to identify and respond to future problems. ○ Develop monitoring and response plans. ○ Outline community/stakeholder consultation programs relevant to the proposed strategies. ○ Identify procedures for periodically reviewing and updating the SIS (if necessary).

– End of Policy