# Storage Container Policy

## Purpose and scope

The ASC does not support the medium or long term placement of shipping containers, demountable work sheds or similar at the AIS Campus, Bruce, except if there are business requirements or exceptional, one-off, circumstances.

This policy provides guidance, where requirements are deemed appropriate for medium term (>10days and <6 months) location of storage containers at the AIS Campus, Bruce.

## Background

The AIS Campus, Bruce, became a ‘Designated Area’ under the National Capital Authority (NCA) on 11 May 2016. This has now placed a requirement on the ASC to seek ‘Works Approval’ from the NCA for any works, as defined within their Act and incurs an application fee. This applies to the location of storage containers on this site for greater than 10 days.

## Issues

The AIS Campus, Bruce, is a high profile Commonwealth Government facility which must present well at all times to the community and other stakeholders as a professional and well managed establishment. Inappropriate, non-permanent, facilities detract from the Brand and are to be controlled.

ASC/AIS departments, National Sporting Organisations (NSO’s), State Sporting Organisations (SSO’s), community organisations, local sporting organisations and contractors request location of storage containers at the AIS Campus, Bruce, from time to time. Requests may be considered on a case-by-case basis but as a general principle location of storage containers on this site is not supported and no long-term storage (>6 months) will be approved.

If there are business requirements or exceptional circumstances, a request for siting is to be submitted by the proponent to Director Facilities Management in the first instance. The request is to be based on a limited siting duration (<6 months), the proponent being a recognised NSO/SSO (support being consistent with ASC strategies), and agreed by the delegate (DGM AIS Site Services) to progress.

Following delegate agreement to the siting of a container on the Bruce campus, the proponent is to prepare a ‘Works Approval’ request to NCA <https://www.nca.gov.au/planning-and-heritage/works-approval>, for clearance through ASC Facilities Management, and pay NCA costs associated with the approval. NCA will assess the ‘Works Approval’ against the Plan (including [4.16 AIS Precinct Code](https://www.nca.gov.au/consolidated-national-capital-plan/precinct-codes-0#ais)).

If agreed, strict controls are to be met by the proponent and form part of the NCA ‘Works Approval’ request as follows:

* All costs associated with the request are to be met by the proponent
* The storage container is to be located in a non-public, low profile area of the campus
* The site(s) will not be inconsistent with the *AIS Precinct Code* and [*The National Capital Plan (The Plan)*](https://www.nca.gov.au/planning-heritage/national-capital-plan)
* Delivery, set-up and removal is to be at the cost of the proponent
* Access for delivery, storage and removal of the container is to be safe and not cause damage to surrounds
* Management and removal of contents will be the responsibility of the proponent
* The ASC will not accept liability for the security of the container or contents
* A strict duration (< 6 months) is to be established and adhered to
* As per the NCA requirements, any storage container would be:
* neutral colour
* in good condition
* advertisement free with no words on the elevations
* an agreed size

**Note:** that ‘Works Approval’ for an ASC Facilities managed project, which includes contractor storage containers and/or contractor sheds, will be managed as part of the project.

## Related legislation

The NCA is constituted under the *Australian Capital Territory (Planning and Land Management) Act 1988*.

***Plan*** means the National Capital Plan prepared by the Authority under Part III of *the Act*.

***Designated Area*** means an area of land specified in the Plan under section 10 of *the Act*.

***Works*** under *the Act* includes:

(a)  the construction, alteration, extension or demolition of buildings or

structures;

                     (b)  landscaping;

                     (c)  tree‑felling; or

                     (d)  excavations;

but excludes anything done inside buildings or structures.

## Policy

No storage containers will be permanently located at the AIS Campus, Bruce.

Short-term container storage (1-10 days) is managed under a standing approval from NCA which is renewed yearly and is managed by Events and Sports Camps (ESC).

***The Plan*** does not have any specific policy about storage containers, therefore it is not prohibited.

Medium term storage will be approved by DGM AIS Site Services (as delegate), for periods not greater than six months, in accordance with this policy and be compliant with NCA approvals.

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