



*SHIRE*  
*Of*  
*MEEKATHARRA*

*MINUTES*  
*of*  
*HEALTH, BUILDING & TOWN PLANNING MEETING*  
*Held*  
*AT THE COUNCIL CHAMBERS, MEEKATHARRA*  
*on*  
*SATURDAY 18 FEBRUARY 2023*  
*COMMENCING AT 8.30AM*



## **1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

### **1.1 DECLARATION OF OPENING**

The Chairperson Cr HJ Nichols opened the meeting at 8.30am

### **1.2 DISCLAIMER READING**

*No responsibility whatsoever is implied or accepted by the Shire of Meekatharra for any act, omission or statement or intimation occurring during this Meeting.*

*It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this Meeting.*

The Chairperson Cr HJ Nichols read the disclaimer out loud.

## **2. RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE**

### **Members**

Cr HJ Nichols	Chairperson
Cr M Anderson	
Cr MJ Smith	
Cr MR Hall	
Cr BM Day	

### **Staff**

Kelvin Matthews	Chief Executive Officer
Peter Dittrich	Deputy Chief Executive Officer
Svenja Clare	Community Development & Services Manager
Felicity Anderson	Executive Assistant

### **Apologies**

Nil

### **Approved Leave of Absence**

Cr JC Holden

## **3. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

##### **Committee Resolution:**

**Moved: Cr M Anderson**

**Seconded: Cr MJ Smith**

**That the minutes from the Health, Building & Town Planning Meeting held on 21 January 2023 be confirmed.**

**CARRIED 5/0**

#### **5. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS**

Nil

#### **6. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

#### **7. REPORTS OF COMMITTEES AND OFFICERS**

##### **7.1 OFFICERS MONTHLY REPORTS**

##### **7.1.1 PRINCIPAL ENVIRONMENTAL OFFICER / BUILDING SURVEYOR'S REPORT JANUARY 2023**

Nil

##### **Discussion**

CDSM provided the following information:

- the Permit for the Patio was pending
- Demolition Permit pending, the permit has been paid for however no supporting documentation provided and demolition has already commenced.

##### **7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT JANUARY 2023**

##### **• BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING**

##### **1. Entry Statements**

Received draft designs for aboriginal artwork component from Meekatharra District High School with final designs to be handed over mid-February. This will then be forwarded to the design firm to incorporate into the overall entry statement and be presented to Council for consideration and approval.

##### **2. Local Planning Scheme & Strategy**

Department to assess documents.

##### **3. Lions Park**

Design/Tender: Detailed/technical design by landscape architects in progress.

Funding: Lotterywest application lodged for \$175k. Have received confirmation of \$10k sponsorship from Greenmount Resources with a number of other companies still considering the request. Grant application for \$15k for Arts U15k grant in progress.

#### **4. Swimming Pool Basin + Toddler Pool Works**

Tender to close 13th February 2023, staff to evaluate tender responses 13-17th February. Council to decide on tender outcome in March, contract to be signed in April with works due to commence in July 2023.

#### **5. Median Strip**

Mural Design: Artist has amended design based on feedback received from Council, RAC (funding body) and surface treatment companies. See attachment 1.

Main Roads Approval: Has been received. Have also contacted Main Roads for any increased pedestrian safety strategies that may be applicable for the median strip.

Concrete: Conducted on-site meeting with Bulldog and Roads Supervisor to discuss project. This showed that the traffic island on High Street does not need any concrete works (a lot newer than the other strips/islands) but will benefit from the surface treatment.

Surface Treatment: Final artwork design has been received and is ready to be submitted to surface treatment companies for formal quote. Clarification on curing times for new concrete has been received which means surface treatment cannot immediately follow the concreting but will need to be undertaken separately in the weeks following. Two different surface applications are possible: StreetBond and coloured cement. Getting quotes for both.

Interpretive Signage: received quote for \$2,846 or \$2,046 for double or large interpretive sign respectively from WALGA preferred supplier Publik. This is to explain and show the mural artwork, Meekatharra's heritage and the community co-design process from the safety of the footpath.

Bike Racks: One of the agreed project elements under the RAC funding is increased street furniture and pedestrian and cycling amenities, e.g. shaded seating, bike parking, greenery, lighting. As the main street already has many benches and shady trees and verandas, quotes were sought for bike racks which can be powder coated matching the colours of the mural artwork. See attachment 3.

#### **6. Lloyd's Signage**

Signage has been installed on Lloyds building.

Main Roads have assessed the application for the signage on Great Northern Highway advertising the Lloyds building and have requested further information and have suggested some changes be made (e.g. replacing wording with symbols).

#### **7. Pool BBQ**

Concrete pad needs levelling. Project Officer has been liaising with concreter.

### **• OTHER MATTERS**

#### **1. Events Update**

Events held since last council meeting:

- 26 January 2023 – Australia Day Community Awards – good turnout (approx. 60 people) despite drizzly weather. Well received with positive feedback.

Planning undertaken for upcoming events:

- 17 February 2023 – Welcome to Meeka
- 17 March 2023 – Bingo Night (to be confirmed)

## **2. Tourism Update**

- Murchison Georegion
  - Project Officer position has been filled
  - Signage footings are at depot. Signage to be installed within 8 weeks pending contractor availability.
- Visitor Centre
  - Community Resource Centre have been successful in attracting a number of funding sources for visitor centre fit out and are planning on moving late March 2023.
- Storytowns
  - Meekatharra Podcast nearing finalisation and publication (part of a regional podcast audio trail)

**Svenja Clare**

**Community Development & Services Manager**

**09/02/2023**

### **Discussion**

1. Entry Statements – Council were shown the entry statement aboriginal artwork which had been created by the Meekatharra District High School and advised that the artwork will eventually be displayed in the Visitor Centre once they move into the Lloyds Building.
3. Lions Park – Widening of Savage Street was not yet scheduled and therefore rocks would need to be sourced. An application has been submitted to Horizon Power and Corsign has committed to providing in kind sponsorship.
4. Swimming Pool - tender agenda item will be provided at the March Council Meeting.
5. Median Strip – quote has been sent out for surface treatment. Part of the requirement for the RAC grant is that there is increased street furniture. As a result quotes have been sought for bike racks. Council suggested that CDSM look into possible e-scooter racks. Interpretive signage was discussed and CDSM to investigate further designs in line with current signage.
7. Pool BBQ has been ordered along with a hood.

Cemeteries Heritage workshops will be held on 11<sup>th</sup> and 14<sup>th</sup> March.

### **Officers Recommendation / Committee Resolution:**

**Moved: Cr MR Hall**

**Seconded: Cr BM Day**

**That the Community Development & Services Manager's report be accepted.**

**CARRIED 5/0**

Attachment 1: Median Strip Murals Design Concepts



## Attachment 2: Median Strip Interpretive Signage style

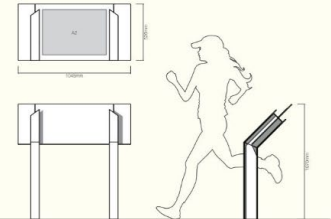


### Brolga Double

Brolga Double doesn't want to get in the way, but it does deliver large scale graphics to help visitors connect to places or find their way around.

Double makes a large impact with a wide surface area, while maintaining an unobstructed view of the environment around it by lying low.

Its double legs ensure the Brolga Double is a sturdy, durable addition to any environment. Double has a large A2 size graphics panel, perfect for maps within a wayfinding system.



P. 18

## Attachment 3: Median Strip Bike Rack Quotes and Styles

Kiama Bike Rail  
\$503 + GST  
bolt down  
by Draffin Street Furniture





Campus Bike Racks  
\$460 + GST uni-colour  
\$660 + GST multi-colour



in-ground or base plate  
by Spark Furniture





<p>Single \$895 + GST bolt down by Woodlands</p>	
<p>Art Bike Rack, Tubular \$2,740 + GST on stand by Moodie Outdoor Products</p>	

### 7.1.3 TOWN PLANNING – TP23-001 – DEMOLITION OF LOT 184 DARLOT STREET (OLD CONVENTG)

<b>Applicant:</b>	Mr David Hodder	
<b>File Ref:</b>	A7037	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	9 February 2023	
<b>Author:</b>	Svenja Clare Community Development and Services Manager	 Signature of Author
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 Signature of Author

#### **Summary/Matter for Consideration:**

Council to consider an application for planning approval from David Hodder for the proposed demolition of the building located at 68 (Lot 184) Darlot Street.

#### **Attachments:**

- Development Application
- Application for Demolition Permit
- Landgate Aerial View
- Photos from 2009 December Council Minutes

#### **Background:**

The building on this lot, also known as the “Convent of Our Lady of the Holy Rosary” is listed on Council’s municipal heritage register. The heritage listing provides the following background information:

*“In 1909, the Lennonville Catholic Church was acquired and rebuilt by Harry Pidgeon on the corner of High & Regan streets, Meekatharra. It was opened 9 May 1909 by Bishop Kelly as the Church of the Most Holy Redeemer. In 1911, the adjoining Lot 184 was purchased and the Convent of Our Lady of the Holy Rosary was built for the Dominican Sisters. The foundation at Meekatharra was founded on 16 May 1911 with three Sisters from the Mother House at Dongara. Classes of the Dominican Convent School began in the Church on 22 May with 40 pupils. A presbytery was built in 1912. The school soon grew to 100 pupils and in 1916 a School building, 60ft x 25 ft with verandahs on 3 sides, was constructed between the Church and the Convent. By 1970, the number of pupils had fallen to 30 and the School closed on 16 December that year and the Sisters withdrew from the town. 1400 children attended the School at Meekatharra over the 60 years of its operation and it was the last of the Murchison convent schools to close.*

*Holy Rosary Convent & Catholic Church are significant for the associations with the Catholic community and the sense of place for events that have taken place. The convent’s significance also lies in the education role and associations during its 60 years.*

*Constructed from 1967 to 1975”*

In December 2009 Council received correspondence from the Outback Catholic Parishes, stating they don't have the resources for the upkeep of the building and asked whether Council would be interested in refurbishing and utilizing, or would consider demolishing the building. The Health, Building and Town Planning Committee and Council deliberated on the issue and resolved:

*“Committee Recommendation/Council Resolution:*

*Moved: Cr RK Howden*

*Seconded: Cr HJ Nichols*

*That Council does not get involved with the Demolition or Refurbishment of the Convent Building.*

*CARRIED 7/0”*

In July 2012 the property was sold to a private person who then on-sold the property to the current owner in September 2021.

The adjoining lots 183 and 182 (also part of the same heritage listing) still belong to the Roman Catholic Church.

**Comment:**

The site has a 'Category C' listing under the Shire's Municipal Heritage Listing. Category C means: *Some heritage significance at a local level; places to be ideally retained and conserved; endeavour to conserve the significance of the place through recognised design guidelines; an Heritage Assessment / Impact Statement may be required as corollary to a development application, particularly in considering demolition of the place. Further development is required to be within recognised design guidelines. Incentives should be considered where the condition or relative significance is served through retention and conservation.*

Clause 5.14 of the Shire of Meekatharra Town Planning Scheme No 3 (TPS3) states that the places listed in Schedule V of the Scheme are “considered to be of historic, architectural, scientific, scenic or other value and should be retained in their present state or restored to their original state or to a state acceptable to the Council”. However, the convent is not listed in Schedule V and therefore this section of the scheme does not necessarily apply.

Given the Category C status, and lack of a listing in both Schedule V of TPS3 and at a State Level, a condition of approval of the demolition could be to document the site through photography and a summary acceptable to the Council prior to issuing of a building permit for the demolition.

Considering that the Catholic Church in 2009 suggested Council demolish the building and then consequently sold this property it is assumed they do not have any interest in preserving the heritage.

The building has been vacant ever since and has been extensively vandalized.

The lot is zoned “Civic/Cultural”. The applicant is planning to demolish the house and sell the block as vacant land.

The Convent and adjoining Church are part of the Meekatharra Heritage Trail.

The applicant has lodged both an application for a demolition permit as well as an application for planning approval. No supporting documentation has been submitted at this stage.

In an email received 09/02/2023 the applicant advised that he had already commenced the demolition as he thought payment for the application meant the demolition had been approved. He was asked to cease any further demolition works and await Council consideration and formal approval.

**Consultation:**

Bill Atyeo – Environmental Health Officer, Building Surveyor, Town Planner

Peter Edwards – Manager Building Services, Shire of East Pilbara

Malcolm Somers - Manager Strategic & Statutory Planning, Shire of East Pilbara

**Statutory Environment:**

Shire of Meekatharra Town Planning Scheme No 3

Planning and Development (Local Planning Schemes) Regulations 2015

Building Act 2011

Building Regulations 2012

**Policy Implications:**

06.01 Municipal Heritage Inventory Policy on Development of Listed Places

*“Where a proposal will result in a physical change to any external part of a building or a significant alteration to a place then a photographic record will be taken by council prior to such works taking place.”*

**Budget/Financial Implications:**

Marginally reduced rating income (vacant block vs house)

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Committee Resolution:**

**Moved: Cr MJ Smith**

**Seconded: Cr MR Hall**

**That the Committee recommend that Council, pursuant to Section 6.3 of the Meekatharra Town Planning Scheme No 3, grant planning approval for the demolition of the building located on Lot 184 Darlot Street in Meekatharra on the provision that the applicant supplies photographs and, if required, gives Shire staff access to the building to take further photographs prior to demolition; and such development be subject to an appropriate demolition permit being issued to this effect.**

**CARRIED 5/0**











## Application for demolition permit

Building Act 2011, section 15, 16  
Building Regulations 2012, regulation 4, 16

PERMIT AUTHORITY  
USE ONLY

Reference number

Permit authority

## 1. Property this application relates to

Property street  
address (provide lot  
number where street  
number is not  
known)

Unit no	Street no <b>68</b>	Level	Lot no <b>184</b>
Street name <b>DARLOT ST</b>		Street type <b>ST.</b>	Street suffix
Suburb <b>MEEKATHARRA</b>		State <b>WA</b>	Postcode <b>6642</b>
Certificate of title (if known)	Volume <b>484/192</b>	Folio <b>192</b>	

Year of construction of oldest  
building to be demolished

**1967/1975**

Local government area (if different  
from permit authority)

**AS ABOVE**

## 2. Details of demolition work

Project name (if any)

**HODD2**

Type of demolition

☒ Full demolition

☐ Partial demolition

☐ Relocation of a building  
from this site to another

Description of the  
demolition work

**Demolish House & clean up Block**

Building Code of  
Australia (BCA)  
class of the  
building(s) to be  
demolished

Main BCA class

Secondary BCA  
class (for multi-  
purpose buildings)

Third BCA class (for  
multi-purpose  
buildings)

Occupancy permit  
number of the  
building(s) (if known)

**ONE**

Number of dwellings  
relocated FROM this  
site to another site

**NIL**

Floor area to be  
demolished (m<sup>2</sup>)

**9 SQUARE**

Site (lot) area (m<sup>2</sup>)

**1025m<sup>2</sup>**

Number of dwellings  
to be demolished

**ONE**

Estimated value of  
demolition work  
(including GST)

**\$ 8,000**

Number of storeys of  
the highest building  
(above ground)

**ONE**

Number of basement  
storeys of the building  
(below ground)

**NIL**



### 3. Owner details

Where there are multiple owners, please attach a list with the names and signatures of each owner. If each of those owners requires a copy of the demolition permit, please also provide forwarding details for each owner.

Owner's name

DAVID KENNETH HODDER

Street address  
(provide lot number  
where street  
number is not  
known)

Unit no	Street no LOT 915	Level	Lot no 915
Street name GWALIA		Street type ST	Street suffix
Suburb meekatharra	State WA	Postcode 6642	Country (if not Australia)

OR

PO Box address

PO Box no Box 417			
Suburb meekatharra	State WA	Postcode 6642	Country (if not Australia)

Email address

davidhodder45@hotmail.com

Phone/fax

Phone no 0417904954	Fax
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Owner's signature\*

*[Signature]* Date 23/1/23

\*If you are authorised to sign on behalf of the owner, please provide your written legal authorisation with your application.

### 4. Demolition contractor details

Demolition  
contractor's name

AS ABOVE. DAVID HODDER

Street address  
(provide lot number  
where street number  
is not known)

Unit no	Street no 10	Level	Lot no 915
Street name GWALIA		Street type ST	Street suffix
Suburb meekatharra	State WA	Postcode 6642	Country (if not Australia)

OR

PO Box address

PO Box no P.O. Box 417			
Suburb meekatharra	State WA	Postcode 6642	Country (if not Australia)

Email address

AS ABOVE

Phone/fax

Phone no 0417904954	Fax
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Demolition licence  
number

Issued under the Occupational Safety and Health Regulations 1996 (if applicable)  
N/A

Demolition  
contractor's  
signature

Name (print) <b>DAVID KENNETH HODDER.</b>	
Signature <b>David Hodder</b>	Date <b>23/1/23</b>

## 5. Applicant details

Who is the  
applicant?  
(Tick one box)

<input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Demolition contractor	<input type="checkbox"/> Other
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If 'Other' was selected above, complete the following details:

**Applicant's name**

--

Street address  
(provide lot number  
where street number  
is not known)

Unit no	Street no	Level	Lot no
Street name		Street type	Street suffix
Suburb	State	Postcode	Country (if not Australia)

**OR**

PO Box address

PO Box no			
Suburb	State	Postcode	Country (if not Australia)

Email address

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Phone/fax

Phone no	Fax
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## 6. Statement by applicant

I understand that a demolition permit cannot be granted unless:

1. All the prescribed information is provided with this application
2. In accordance with section 20 of the *Building Act 2011* and regulation 19 of the Building Regulations 2012:
  - all relevant prescribed authorities have been obtained and have been or are being complied with; and
  - all prescribed notifications have been given.

**Provide evidence of compliance with approvals given.**

3. All consents or court orders have been obtained if the demolition work may adversely affect land beyond the boundaries of the works land.

Does the proposed work adversely affect other land? ☐ Yes ☒ No

If yes, has consent or a court order been obtained? ☐ Yes ☒ No

**Attach a copy of each consent (form BA20) or court order obtained.**

Applicant's  
signature

Name (print)	David K Hodder	
Signature	D K Hodder	Date 23/1/23

**8. NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING**

Nil

**9. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**10. CLOSURE OF MEETING**

The Chairperson Cr JH Nichols declared the meeting closed at 8.57am.

**CERTIFICATION BY PRESIDENT**

I certify these minutes to be those that were confirmed.

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**Cr HJ Nichols**

**Date: 18 March 2023**