



***HEALTH, BUILDING & TOWN PLANNING
COMMITTEE MEETING***

22 April 2023

AGENDA

Dear Health, Building & Town Planning Committee Member,

The next Health, Building & Town Planning Meeting of the Shire of Meekatharra will be held on Saturday 22 April 2023 in the Council Chambers, Main Street Meekatharra commencing at 8.30am.

A handwritten signature in black ink, appearing to read 'Peter Dittrich', is positioned above the typed name.

Peter Dittrich
Acting Chief Executive Officer
17 April 2023

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

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.

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

Members

Staff

Apologies

Approved Leave of Absence

3. APPLICATIONS FOR LEAVE OF ABSENCE

Committee Resolution:

Moved:

Seconded:

That Cr _____ be granted Leave of Absence for the 20 May 2023 Health Building & Town Planning Meeting.

CARRIED / LOST

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Committee Resolution:

Moved:

Seconded:

That the minutes from the Health, Building & Town Planning Meeting held on 18 March 2023 be confirmed.

CARRIED / LOST

5. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS

6. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

7. REPORTS OF COMMITTEES AND OFFICERS

7.1 OFFICERS MONTHLY REPORTS

7.1.1 BUILDING, PLANNING AND ENVIRONMENTAL HEALTH OFFICER'S REPORT MARCH 2023

**Prepared by Shire of East Pilbara
On Date 6 April 2023**

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for March 2023. This includes all activities, the progress of ongoing situations and concerns related to the required services raised by the Shire of East Pilbara.

Building

No Building Permit Applications have been received however verbal advice on whether or not the removal of a Fuel tank required a Demolition Permit was provided to Shire of Meekatharra staff.

Planning

On 9 March 2023, planning input was provided regarding the proposed 'Project Horizon' fibre optic network installation from Geraldton to Port Hedland. Part of the proposal will pass through the Shire and planning comment was provided.

On 24 March 2023, planning advice was provided to the Shire regarding a possible unauthorised business operating from Lot 74 (13) Main Street, Meekatharra. A proforma letter was prepared in order to assist the Shire in resolving the matter.

Environmental Health

The EHO attended the Shire of Meekatharra on the 23rd/24th March. During this visit the EHO conducted inspections at three food businesses in Meekatharra and conducted a site visit in relation to a concern raised regarding a property at the Yugunga-Nya Village.

While at Yugunga-Nya Village a drainage problem was observed at the same property which was relayed to the Administration Service for the Village to be investigated and remedied by a plumber. A site visit at 19 McCleary St was also conducted with respect to proposed works to be undertaken to the onsite wastewater disposal system. Subsequent advice was provided on the size of the waste water disposal system required.

A trading application on Council land was reviewed and input provided for the approval to be issued.

Further advice was provided for effluent disposal at the MTM Project south of Meekatharra.

The wastewater disposal application for the mobile construction camp at Kumarina Roadhouse was assessed by the Shire of Meekatharra and has since been approved by the Department of Health WA.

Queries in progress are –

Effluent disposal query at Plutonic mine;

Effluent disposal at Lot 41 and 43 McCleary St Meekatharra;

Use of the common building at the Yugunga-Nya Village;

Food business registration for the Coles/Shell service station.

Officers Recommendation / Committee Resolution:

Moved:

Seconded:

That the Building, Planning and Environmental Health Officer's report be accepted.

CARRIED / LOST

7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT MARCH 2023

• BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING

1. Entry Statements

Purchase order for Entry Statements has been issued. Target completion date for fabrication of sign is 18th May.

Main Roads have approved the design and proposed locations.

Timeline and logistics for wall and installation yet to be set.

2. Local Planning Scheme & Strategy

Department assessing documents.

3. Lions Park

Design/Tender: Presented to April Ordinary Council Meeting to resolve to go to tender.

Funding: Lotterywest considering increasing their grant funding to meet the expected increase in cost halfway (from \$175k to \$240k funding), providing Council find or allocate funding for the remaining gap. Grant application for \$15k for Arts U15k grant in progress pending quotes from artists.

4. Swimming Pool Basin + Toddler Pool Works

Tender awarded as per March Ordinary Council Meeting. Works scheduled to start in June, earlier than originally planned, as approved by DLGSCI (funding body), to allow sufficient time for completion prior to pool season start.

5. Median Strip

Funding: Reporting and liaison with RAC ongoing to ensure satisfaction of funding agreement.

Pedestrian Safety: Main Roads confirmed that zebra crossings or speed reduction are not an option. Suggested grab rails and reviewing parking arrangements for increased visibility.

Concrete: Currently underway, will be complete by this meeting.

Surface Treatment: Application of spray on pavers and mural artwork scheduled for 7-13 May 2023.

Interpretive Signage: Revising quote for getting sign wall mounted instead of post mounted. Using signage supplier who did other trail signage in Meeka.

Street Furniture: Ordering bike/scooter racks as per Works Group discussing.

6. Lloyd's Signage

Great Northern Highway signage design being amended in accordance with Main Roads suggestions.

7. Pool BBQ

Electric BBQ has arrived.

Concrete pad needs levelling. Project Officer has been liaising with concreter (concreter currently engaged with other projects).

OTHER MATTERS

1. Events Update

Events held since last council meeting:

6th – 10th April 2023 – Easter Egg Hunt at Oval and 4 day mystery Easter egg hunt through town

Planning undertaken for upcoming events:

19-21st April 2023 – Murdoch Vet Sterilisation Program

20th April 2023 – Solar Eclipse event

2. Tourism Update

Visage Production offering a “Our Town” series of the GeoRegion towns – seeking proposal at this stage

Svenja Clare

Community Development & Services Manager

13/04/2023

Officers Recommendation / Committee Resolution:

Moved:

Seconded:

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

CARRIED / LOST

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

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

Nil

10. CLOSURE OF MEETING