



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

***22 JULY 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 July 2023 in the Council Chambers, Main Street Meekatharra commencing at 8.30am.

A handwritten signature in black ink, appearing to read "Kelvin Matthews".

Kelvin Matthews  
Chief Executive Officer  
17 July 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 19 August 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 24 June 2023 be confirmed.**

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

Prepared by        Shire of East Pilbara  
On Date            11 July 2023

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for June 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 this month. We have had several queries and provided advice on the following items:

- Renovating a Shire owned Building.
- Demolition Permits & Unauthorised Demolitions.
- Antenna Modifications.
- Dilapidated buildings.

##### **Planning**

Planning information and advice was provided to the Shire of Meekatharra including general advice on mobile telecommunications upgrades as well as leasing queries.

Advice was provided to the Shire regarding a potential third party signage application as well as confirming that no development application would be required for the Royal Flying Doctors proposal.

##### **Environmental Health**

Environmental Health staff provided remote services during the month of June.

Environmental Health staff assisted with matters that were raised or occurred in June including:

- Shire was advised that the use of the common building at Yugunga-Nya Village was resolved.

- Wastewater application for Road Construction Village at Kumarina Roadhouse is ongoing pending further information requested.
- Food business renewals have begun to be received and assessed.
- The food business registration certificate and annual fee payment process may be reviewed to reduce administrative burden and align with legislative requirements.
- Account Enquiry and Advice of Sale (O&R) received for 114 Darlot St Meekatharra.
- Request for assessment of the structures at Meekatharra Speedway (Health/Building).
- DWER Stakeholder Notification – Abra Mining Pty Ltd.
- Additional complaint received regarding Meekatharra Caravan Park with respect to maintenance and hygiene issues. Shire staff will continue to work with the park operators.
- Change of food business owners for Capricorn Hotel.
- Caravan Park renewals begun to be received.
- Wastewater application received for 32 Hill St Meekatharra.
- Query on registration of food business for a mobile food van in Meekatharra.
- Wastewater approvals issued for Lot 41 & 43 McCleary St Meekatharra.
- Ongoing review of Detailed Site Investigation for former Meekatharra Power Station.

**Officers Recommendation / Committee Resolution:**

**Moved:**

**Seconded:**

**That the Environmental Health / Building Officer's report be accepted.**

**CARRIED / LOST**

## 7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT JUNE 2023

### • BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING

#### 1. Entry Statements

Entry statement signs have arrived and are stored at the depot.

Wall build and installation sent to concrete panel members for quoting.

#### 2. Local Planning Scheme & Strategy

Department assessing documents. Followed up with Department who advised package for review for Shire would be available prior to Council meeting. This will allow the Shire to review and discuss prior to the documents being sent to the minister.

#### 3. Lions Park

Tenders weren't accepted at 24 June 2023 Ordinary Council Meeting. Staff have prepared a staged approach in liaison with the Works Group.

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

Works have commenced and are approximately 20% complete, on schedule.

#### 5. Median Strip – 'Meekatharra's Streetscape Art Project'

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

Surface Treatment: Discussions with Main Roads as yet unsuccessful about reducing or avoiding the rubber tyre marks left by oversize/overmass vehicles on the surface. Surface can be pressure washed with CT18 water-based truck degreaser/cleaner which may need to be done periodically or before significant events (e.g. festival).

Sign and Art Wall:

- Mural at Youth Focus building was completed and revealed as part of NAIDOC week.
- Interpretive signage for median murals has been ordered.
- A0 frames for simple changeable outdoor gallery have arrived, pending installation.
- Canvas print replications of median murals have been ordered (to be displayed at Visitor Centre with signage explaining Meekatharra's heritage).
- 'Yarn Bombing' activity commencing 15th July to run weekly until September, crocheting/knitting yarn squares as community activity to then decorate the new street furniture at Lloyds for the launch event.

Street Furniture: Bike racks have arrived. Seating has been ordered with dispatch date 4<sup>th</sup> August 2023. Drinking water fountain has been ordered, to be installed outside Youth Focus building.

Launch Event: Will be held as part of Meeka Outback Festival in September.

#### 6. Lloyd's Signage

Great Northern Highway signage design being amended in accordance with Main Roads suggestions. Signage designers have provided quote for \$4.3k including new poles (total).

#### 7. Pool BBQ

Installation in progress.

- **OTHER MATTERS**

1. **Events Update**

Events held since last report:

- 2nd to 9th July – NAIDOC week – in conjunction with Yulella and other agencies – successful week with a variety of events each day, good attendance throughout.

Planning undertaken for upcoming events:

- 15th July and then weekly – Yarn Bombing Crochet/Knitting get-together.
- 7th August – Friendship Day at Kidzone.
- 7th September – Circuitwest ‘Kalyakoorl, ngalak warangka’ (Together, we Sing) Performance.
- 9th September – Headstone Cleaning Workshop.
- 22-24th September – Meeka Outback Festival.

2. **Tourism Update**

- New tourism brochure has arrived
- Storytowns marketing package sponsored by RDAMWG (Regional Development Australia Mid West Gascoyne) has launched

**Svenja Clare**

**Community Development & Services Manager**

**12/07/2023**

**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**
  
- 10. CLOSURE OF MEETING**