



SHIRE
Of
MEEKATHARRA

MINUTES

Of

HEALTH, BUILDING & TOWN PLANNING MEETING

Held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

On

WEDNESDAY MAY 2, 2012

COMMENCING AT 5:02 PM

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:

1.1 DECLARATION OF OPENING

The Corporate Development and Services Manager, Krys East, opened the meeting at 5:02 pm.

With the Committee Chairperson, Cr NL Trenfield, and the Deputy Chairperson, Cr TR Hutchinson, being absent, Cr PS Clancy nominated Cr JE Burgemeister to chair the meeting. Cr JE Burgemeister accepted.

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

Cr JE Burgemeister read the disclaimer aloud.

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

Members

Cr JE Burgemeister

Cr PS Clancy

Cr AG Burrows

Staff

Krys East - Corporate & Development Services Manager

Bill Atyeo - Principle Environmental Health Officer/Building Surveyor

Apologies

Cr NL Trenfield - Committee Chairperson

Cr TR Hutchinson - Deputy Chairperson

Approved Leave of Absence

Nil

Observers

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 2

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

**6.1 HEALTH, BUILDING AND TOWN PLANNING COMMITTEE MEETING
HELD APRIL 4, 2012.**

Committee Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

**That the minutes from the Health, Building and Town Planning Committee held
Wednesday April 4, 2012 be confirmed.**

CARRIED 3/0

7. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS

Nil

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 PRINCIPAL ENVIRONMENTAL OFFICER/BUILDING SURVEYOR'S REPORT

Principal Environmental Health Officer/Building Surveyor's Report

Meekatharra Health, Building, Town Planning Committee

W.V. Atyeo

April 2012

I was in attendance at the Shire from the 2nd to the 6th April 2012.

BUILDING LICENSES ISSUED:

There were nil (0) Building Licenses processed and issued during this time.

Building License Statistics:

- The statistics as required by the ABS and WorkSafe, and others were dispatched accordingly within the required framework as laid down by WorkSafe. Monthly reporting is now required.

There has been a lot of time both on-site and off-site in regard to trying to draw-up application forms, information packages, registers and fee calculators in regard to the new Building Act 2011.

The committee would be pleased to know that lobbying of the Building Commission has resulted in the status quo being granted in regard to the application of the new Building Act over area outside of the town boundaries, and the fact that we do not require to engage builders that are termed as Registered under the Builders Registration Act. Very pleasing.

DEMOLITION LICENSES ISSUED:

There were Nil (0) Demolition Licenses issued during this time.

OTHER MATTERS:

•REPORT – LOT 216 DARLOT STREET – MEEKATHARRA

I was requested to inspect the house at Lot 216 Darlot Street and issue a report to the prospective purchaser (paid for by the purchaser). My Report follows (minus photos taken):

"The dwelling is timber framed with corrugated iron and fibro external cladding, corrugated steel roof, and mix of internal cladding. The house is structurally sound with little to nil defects of a significant nature. There are of course a number of issues that should be addressed before tenants are

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 4

permitted to occupy this dwelling, which revolve around maintenance and care of the asset. No termite activity was detected at the time of this inspection.

I have drawn-up a list of works below which should be addressed. While it may seem to be a long list, they are not major issues and should be considered by the purchaser of the property.

Cladding to front portion of roof:

- *The roofing iron appears to be lifting in some areas and needs to be re-fixed.*
- *Defective purlins and beams should be replaced (small area).*
- *Gutters have been removed and expose the ends of the purlins and the beams to all weather conditions.*

Lounge Room:

- *Carpets need to be thoroughly cleaned*
- *Walls and ceiling (flaking paint) need to have small holes filled, sanded smooth, and painted.*

Study and other room off the lounge:

- *Repair hole in the wall in study.*
- *Walls and ceilings need to be cleaned and painted.*
- *All small cracks and irregularities in cladding need to be repaired before painting.*
- *Carpets are required to be thoroughly cleaned.*

Kitchen:

- *Walls and ceilings need to be cleaned and painted.*
- *Floor coverings needed to area of fridge recess.*
- *Holes in pantry need fixing and painted throughout.*
- *Filters to the exhaust fan are required to be provided.*
- *Light to exhaust fan is required to be provided.*

Bathroom:

- *Vanity cupboards need replacing as it is defective.*
- *The access door is damaged and needs repairing.*
- *Grouting to shower cubicle needs to be replenished. Breaches the water proof membrane required in all wet areas.*
- *The step or doorway between bathroom and anti room off the kitchen is exposed and is required to be sealed and covered.*
- *1 small tile needs to be re-fixed to the floor.*
- *The paint flaking next to the shower cubicle on the wall needs to be stripped off and repainted. Please ensure that the seal between the wall and the cubicle frame is sealed so as to prohibit the water dispersing outside of the cubicle.*

Laundry and Toilet:

- *Sliding door between bathroom and laundry is defective and needs to be fixed.*
- *Defective floor coverings to laundry and toilet need replacing.*

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 5

- *Fix holes in the wall adjacent to the toilet cistern.*
- *Walls and ceilings need to be cleaned and painted.*
- *Replace defective toilet door.*

Anti Room off Kitchen:

- *There is a bow in the lower portion of the wall which backs onto the kitchen. This appears to be non-structural and it is assumed here that this is due to the added on rooms and area.*
- *Ceilings need to be cleaned and painted.*

Passage to rooms:

- *Floor covering is defected and needs replacing.*
- *Replace Louvre window that is missing.*
- *Skirtings to the passage need fixing.*
- *Walls and ceilings need to be cleaned and painted.*

Bedroom 1 (first on the left of passage):

- *Repair small hole in the wall.*
- *Walls and ceilings need to be cleaned and painted.*
- *Carpets are required to be thoroughly cleaned.*

Bedroom 2 (second on the left of passage):

- *Replace defective carpet.*
- *Paint skirtings.*
- *Paint door.*

Bedroom 3 (second on the right of passage):

- *Paint door.*
- *Carpets are required to be thoroughly cleaned.*
- *Repair evaporative cooler vents to the room.*

Bedroom 4 (first on the right of passage):

- *Strip and paint ceiling of room.*
- *Carpets are required to be thoroughly cleaned.*

It needs to be further investigated as to the reason why paint is flaking from the ceiling in this bedroom. It is suspected that there were problems with the evaporative air conditioner with leaking water, which has affected the paint work. It also appears that there is a slight bowing in the ceiling which may mean that the ceiling cladding may have shifted away from the support beams. (Further investigation should take place at the time of dealing with the flaking paint)

Other matters that need to be considered:

- *Swimming Pool: This is an illegal pool as it has not been registered with the Shire and appropriate permits issued by the Shire. This needs to be emptied (currently a health risk as no maintenance carried out and mosquito breeding evident) or removed from site. The*

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 6

discharge of backwash water is illegal as it is now, and would therefore not be granted permission by the Shire to be installed and used.

- *Vent to Sewerage system: The required vent to the sewerage system drains is missing and needs to be replaced.*
- *Evaporative Air Conditioner: This needs to be checked right throughout the house. The venting shafts and vents to the rooms appear to have a build-up of dirt etc around and on them. These need to be thoroughly cleaned of all matter and vents re-instated to ensure control of the flow of air. When running the system needs to be checked for water leaks as these will end up on the ceiling panels throughout the house, leading to significant damage to panels and to the painted surfaces.*
- *Architraves around doorways: Nearly all of these are required to be stripped back, sanded and painted.*
- *Facia Boards (external): Facia boards and exposed timber beams etc are required to be sanded back and painted in order to preserve the wood and protect it to the extreme elements.*

I have attached some photos (I apologise for some being out of focus) of the house which you should look at and make some assessment of the house.

I trust that I have been able to assist you. If you have any questions on any matters stated here, please contact me.

Following this I received a inquiry from the owner of the premises in regard to the status of the swimming pool and a couple of matters including the use of my report by the prospective purchaser. My reply follows:

"Thank you for your inquiry this morning in regard to the swimming pool located at Lot 216 Darlot Street. In order to make the pool compliant you would be required to submit an application to the Shire for its installation. In this you would have to address issues such as pool safety fencing and disposal of the backwash water from the filtration system.

This can be quite expensive as it will require the installation of a tank and leach drains to handle the backwash water, and some amendments to the pool fencing. My recommendation to you if you do not wish to have a pool at these premises is to drain the pool of the water and remove the lining to the pool so that it cannot hold water. If the new owners require a pool then they will need to go through the same processes as stated above. However, that is their decision, and you must make the decision that is right for you.

In regard to your reference to the report I issued to Ms Moon at her request, I am disappointed in deed that they would use it in such a manner. I was told by Ms Moon that they had inspected the property prior to purchasing or signing a contract to purchase the property. This indicated to me that they were aware or should have been aware of all of the little issues present at that time.

For them to now turn around and insist that these be fixed as part of the price they were willing to purchase the property for in the first instance, at a significantly reduced price, I feel in unethical and an abuse of the report I submitted to Ms Moon. Yes, those items do need attention, but I would argue

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 7

that they reduced their offering price knowing full well that there were defects that they would have to fix before allowing paying tenants to occupy the premises.

If this is not the case, then I would argue that you might as well do the work yourself and put the house back on the market at your original asking price. You settlement or selling agent I feel needs to support you in this and deny the requests of the current purchaser, but this will depend on the contract you signed. As I stated to you, the items I stated in the report do not constitute a breach of any legislation, but would constitute maintenance issues that prospective tenants would most probably require fixing before occupation.

I trust that I have clarified the issues for you. If you require further explanation or have further queries please contact me."

•**REPORT – LOTS 2 AND 836 MAIN STREET - A169 and A2531**

The properties above are being purchased and I was asked to look at the structural soundness of the buildings on both lots. I issued the following advice to the new purchaser:

"I inspected the properties on Tuesday 3rd April 2012 at your request in regard to structural soundness and any other issues that may be relevant. Both Lots are zoned "Commercial" under the Meekatharra Town Planning Scheme No3, and are able to be used for commercial purposes as stated in the relevant Town Planning Scheme.

The shed on Lot 836 was erected in April 1998 as a Class 10 at that point in time under Building Licence BL06/98. This was to be ancillary to the business conducted on Lot 2 Main Street and used for the storage of equipment and servicing of vehicles used by the owner in his small mining operations.

The shed is structurally sound but obviously not completely fitted out or eaves to the eastern side of the shed fully completed. However, the shed is serviceable, usable and structurally sound.

The shop located on Lot 2 Main Street has been built for many years now and was found to be structurally sound. It is obvious that this shed has been converted over time to include offices, workrooms, and accommodation, with the inclusion of non-structural walls. The only matter that concerns me with all the additions is the fire safety features of the building which would not comply with the requirements of ingress and egress under the relevant standards required under the Building Code of Australia.

Should this building be altered to any extent, then fire safety will be of premium concern, and the developer would have to attend to this in any submission to the Council for any approvals. The building is currently classified as a Class 6 under the BCA and any alterations to it would require a Classification change with compliance with the BCA requirements. The issues surrounding this can be discussed further should the owner/developer of the premises envisage changes to it."

•**INSPECTION LOT 246 DARLOT STREET– A2880:**

I was informed that there were dead poultry in the back yard, and that they had been mauled by a dog. I inspected the property and found that there were two carcasses but that they were dry and not a cause for concern.

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 8

There was no-one living in the house at the time of the inspection, and I was informed that the tenant had gone to Perth some time ago and had not returned. However, given that there was no concern in regard to Health matters, I considered that there was no need for further action at this time.

•SEWERAGE PADDY'S FLAT

I received notice that there was a foul smell in the vicinity of Paddy's Flat and in my drive around I detected a large pooling of what appeared to be sewage outside of the south western fence. It appeared that it had been leaking for some time and needed to be fixed as soon as possible.

It was explained to me that the line running from Paddy's flat pump pit to the effluent pond (almost dry) passes outside of the fence for a short distance and then moves inside the fence and then under the southern fence and out to the pond.

It was arranged that the problem area of the pipe would be fixed and then we would re-access the set-up to see if we are able to place the line wholly within the fence so that it is accessible and repairable at all times when required.

This will be assessed when next in Meekatharra.

•URGENT AGENDA ITEMS FOR COMMITTEE MEETING

I prepared and presented three urgent agenda items regarding the authorisations, fees, and delegations under the new Building Act 2011.



Principal Environmental Health Officer
Building Surveyor

Committee Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That the Principal Environmental Officer/Buildings Surveyor's Report for April 2012 be received.

CARRIED 3/0

10. STATUS REPORT

DATE	SUBJECT	PROPERTY	ACTION REQUIRED	RESPONSIBLE PERSON	STATUS	ACTION TAKEN	DATE
June 2011	Staff Housing	Lot 208 Hill St	Council at Ordinary Council Meeting resolved to engage designer to draw up plans and specifications for renovations to Lot 208 Hill St for conversion of existing dwelling into two self contained 1 bedroom units	CDSM	Ongoing	Contacted Architect re quote for design	20.06.11
						Quote accepted.	
						Draft design presented to Councillors at Ordinary Council meeting held 19.08.11 for comments/suggestions/alterations	19.08.11
						Architect commenced preparation of tender documents on agreed draft plan.	07.10.11

Committee Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That the Status Report for April 2012 be received.

CARRIED 3/0

MINUTES OF THE HEALTH, BUILDING AND TOWN PLANNING COMMITTEE
MEETING HELD WEDNESDAY 2 MAY 2012

Page 10

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

Nil

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

Nil

13. CLOSURE OF MEETING

Cr JE Burgemeister declared the meeting closed at 5:31 pm.