



SHIRE

Of

MEEKATHARRA

MINUTES

Of

HEALTH, BUILDING & TOWN PLANNING MEETING

Held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

On

WEDNESDAY MARCH 7, 2012

COMMENCING AT 5:00 PM

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS:

1.1 DECLARATION OF OPENING

The Committee Chairman, Cr NL Trenfield, declared the meeting open at 5:00 pm.

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 Committee Chairman, Cr NL Trenfield, read the disclaimer aloud.

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

Members

Cr NL Trenfield - Committee Chairman
Cr TR Hutchinson
Cr JE Burgemeister

Staff

Krys East - Corporate & Development Services Manager
Bill Atyeo - Principle Environmental Health Officer/Building Surveyor

Apologies

Cr PS Clancy
Cr AG Burrows

Approved Leave of Absence

Nil

Observers

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

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6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

**6.1 HEALTH, BUILDING AND TOWN PLANNING COMMITTEE MEETING HELD
DECEMBER 7, 2012.**

Committee Resolution:

Moved: Cr TR Hutchinson

Seconded: Cr JE Burgemeister

**That the minutes from the Health, Building and Town Planning Committee held
Wednesday December 7, 2011 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

December 2011

I was in attendance at the Shire from the 5th to 9th December 2011.

BUILDING LICENSES ISSUED:

There were four (4) Building Licenses processed and issued during this time.

- **BL14/11** was issued to Peter Shane CLANCY, 62 Hill Street, Meekatharra WA 6642 for the construction of an Addition of a Walk-in-wardrobe on the dwelling located at Lot 62 Hill Street.
- **BL15/11** was issued to RFDS, PO Box 113, Meekatharra WA 6642 for the construction of a Patio on Lot 891 Oliver Street.
- **BL16/11** was issued to Yulella Holdings, 848 Marmont Street, Meekatharra WA 6642 for the construction of 2x1 Bedroom Dwellings on Lot 61 Main Street in Meekatharra.
- **BL17/11** was issued to Yulella Holdings, 848 Marmont Street, Meekatharra WA 6642 for the construction of a shed for the storage of Gas bottles on Lot 755 Connaughton Street.

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.

DEMOLITION LICENSES ISSUED:

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

OTHER MATTERS:

•INQUIRIES ON LAND USES

Have had numerous (6) inquiries in regards to housing (unit) developments on town lots. Appears people are looking at maximising their large size blocks to put units on and lease to other third parties. In all cases I have stated that Town Planning is required, Building Licenses are required, and their proposals will have to include the treatment for effluent generated on the Lot.

Inquiries have also come from three (3) separate parties in regard to the requirements for establishing accommodation camps on mining leases within the Shire.

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•**DORAY MINERALS – LOT 1017 - MEEKATHARRA**

I have had a closer look at the current sewage ponds located to the west of the hospital. There are two major ponds that are relatively dry, and I am of the opinion that these two ponds will adequately service the needs of the Doray Camp for effluent disposal.

They have indicated that they would envisage the disposal of approx 16000 litres per day to the ponds, and would dispose of approx 8000 litres to sub-surface irrigation on the Camp allotment (1017). By using the current pond system there would be no need to immediately construct further ponds which would give us the opportunity to negotiate the acquisition of extra land around the current ponds, without contravening or setting up conflict with other Departments, at this stage.

I have sent a memo to the CEO and CDSM along these lines which may be useful with negotiations.

•**SURVEY BY THE DEPARTMENT PLANNING WA – SUBDIVISION PROJECTS**

The surveys keep coming. The Department wanted to know the number and barriers to achieving subdivisions which would create 5 or more allotments of land that are currently or proposed within the Shire.

As we have none to my knowledge, there was a zero return to the Department.

•**YULELLA BUILDING**

Had cause to inspect the footings of the two units to be placed on Lot 61 Main Street. The ground has been extremely hard to dig and so the footings for the transportable units have been placed on top of the ground level. On inspection I raised my concerns with the Yulella and was assured that the footings were stable.

Further to this I suggested that the lifting devices embedded in the footings would be required to be ground off so that the framing of the floor bearers were able to be placed on an even surface to stop twisting of the framing after the tie downs were secured. This will be evaluated by them at that point.

•**COMPLIANCE CERTIFICATE – GUTHRIE CONSTRUCTION - COOBINA**

Compliance and Occupation certificate was issued to Guthrie Construction for the recent building works under a building license at Coobina Mine-Site.

•**DEC NOISE SURVEY – COMPLETED AND EMAILED**

Another survey. The DEC required us to fill out a survey on the number and nature of noise complaints received by the Shire over the 2010-2011 time period. I explained to them that we do not have an authorised officer by DEP to handle noise complaints, and that there was no need for this in the country as all complaints were verbal and we could handle them through communication.

It is worthy to note that only authorised person by the DEC are able to legislatively deal with noise complaints, and when this occurred it is essential that sound recording instruments are required. These can be hired or purchased, with both options being expensive.

•**HODDER BUILDING – LOT 915 GWALIA STREET - MEEKATHARRA**

I inspected the property and the building work being conducted there. I spoke with Mr Hodder who explained to me that he was working under direction of an engineer who would draw up the plans and sign off on them shortly. I stated that this was OK but that he would be charged extra for the building license as he had already started without one.

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The structure is sound, and I have requested that he remove one sheet of roofing iron as it is affected by rust. He stated that he would do this, and would submit the plans shortly. Mr Hodder is intending to extend the new building works to the existing low shed, and I have stated that I will also require this to be incorporated in the new application so that all proposed works are covered.

I also looked at the donga type building to the rear of the premises that had previously been burnt in a fire some time ago. He is removing the majority of wood framing that has been adversely affected, and has removed and re-sheeted the floor along with replacing the wooden floor bearers with steel ones. The flooring is solid and the end product will be solid and structurally sound.

All the electrical wiring has been replaced as well as the plumbing fixtures. Where the wall framing and the roof framing is slightly affected by the fire, steel columns either side of the affected timbers is being inserted. Again the structure is extremely solid and sound, and will be covered with new and improved cladding. Again, building license will be required as stated to Mr Hodder.

● **SECOND SLEEPING UNIT TO A RESIDENTIAL LOT**

I have responded to an inquiry in regard to the placement of a transportable sleeping unit to the rear of an existing house within the town. I have responded to the relevant person and advised him that:

"It is possible to do as you have asked in regard to placing a sleeping unit to the rear of the yard (noted that there is no cooking facilities... so assume using existing in your house).

It will require approval by the Council, and for this you will need to fill in the attached application form and submit it to the Shire along with the fees applicable for a Planning approval application (\$139.00)... With the completed form I will require a layout plan showing where you want to put it, and its distances from all other buildings, and also include the leach drains (no building over or within approx 2 metres of the leach drains).. I will also require photos of the unit you want to install if it is second hand, showing all elevations and the interior.. Council may ask for repairs or painting if it is second hand.... I will also require to know if it is timber or steel framed, and the floor construction (wood or concrete)."



Principal Environmental Health Officer
Building Surveyor

Principal Environmental Health Officer/Building Surveyor's Report

Meekatharra Health, Building, Town Planning Committee

W.V. Atyeo

February 2012

I was in attendance at the Shire from the 6th to 10th February 2012.

BUILDING LICENSES ISSUED:

There were four (4) Building Licenses processed and issued during this time.

- BL01/12 was issued to Yulella Building, PO Box 107, Meekatharra WA 6642 for the construction of a Carport located at Lot 955 Hill Street.

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.

DEMOLITION LICENSES ISSUED:

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

OTHER MATTERS:

● **REQUEST FOR INFORMATION – Temporary Camps**

There is an obvious increase in the number of firms approaching me for information in regard to the establishment of temporary camps on mining leases.

● **HOUSE INSPECTION LOT 369 HILL STREET– A103:**

I again inspected the dwelling at Lot 369 Hill Street (Dershaw) and spoke with the owner in regard to the failure of the sewerage system. It was obvious that there were blockages to the system, and that there was effluent pooling on the ground adjacent to the leach drains.

Mr Dershaw was advised that this was unacceptable and that the issues had to be addressed immediately as I would issue a Notice under the Health Act declaring the premises Unfit for Human Habitation which would mean that the dwelling had to be vacated until all problems had been fixed.

Mr Dershaw informed me that he had the people coming to pump out the system that afternoon, and then he would try and fix the problems. I indicated that just pumping the system out would not fix the problems and that he will need to outlay sufficient monies in order to have the system comply, which would require new septic tanks, new drains from the house to the tanks, and possibly new or reconditioned leach drains.

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A time limit of one month was given to Mr Dershaw in order to complete the works otherwise the Notice would be issued.

•DERELICT CARS

I approached Alex from Homeswest regarding the build-up of cars at houses. He informed me that this matter had already been discussed at a meeting earlier, and that he was investigating and trying to arrange for their removal. On the next visit to Meeka I will meet with Alex to see what has progressed and whether or not we can be of some support for him and the Department of Housing.

•OCCUPATION NUMBERS - Hotels

The hotels have approached me to issue Certificates of Occupation numbers for their Hotels and also food registrations. I started with the Royal Mail, but have refused to go further until a number of things I have identified are addressed. I will further this at my next visit.

•NEW BUILDING ACT – 2nd APRIL 2012

The New Act is due to come into effect on the 2nd April. However, there are a number of issues that have not been finalised. Delegations of officers, exemption to the mining industry, port authorities, Rail authorities, etc., plus there are no sanctioned forms (12) for applications and certificates required to be issued, and no finalisation of the fees to be charged.

I will attend a meeting in Geraldton on the 16th March to advance my knowledge of these matters. In the meantime, the forms etc that I have been preparing are required to first be adopted by regulation. They are leaving things to the last minute which means that there will be a lot of chaos in the first few months of this. My preference would be to postpone the New Building Act's introduction until they have their place in order.



Principal Environmental Health Officer
Building Surveyor

Committee Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr TR Hutchinson

That the Principal Environmental Officer/Buildings Surveyor's Reports for December 2011 and February 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 TR Hutchinson

Seconded: Cr JE Burgemeister

That the Status Report for February 2012 be received.

CARRIED 3/0

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**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

The Committee Chairman, Cr NL Trenfield, declared the meeting closed at 5:48 pm.