



*SHIRE*

*Of*

*MEEKATHARRA*

MINUTES

Of

HEALTH, BUILDING & TOWN PLANNING MEETING

Held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

On

WEDNESDAY SEPTEMBER 7, 2011

COMMENCING AT 5:06 PM



## ***MINUTES***

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

#### ***1.1 DECLARATION OF OPENING***

**The Committee chairperson, Cr NL Trenfield, declared the meeting open at 5:06 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 chairperson, Cr NL Trenfield, read the disclaimer aloud.**

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

#### **Members**

**Cr NL Trenfield - Committee chairperson**

**Cr AG Burrows**

**Cr JE Burgemeister**

**Cr TR Hutchinson**

#### **Staff**

**Krys East - Corporate & Development Services Manager**

**Bill Atyeo - Principal Environmental Health Officer/Building Surveyor**

#### **Apologies**

**Cr PS Clancy**

#### **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**

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1 HEALTH, BUILDING AND TOWN PLANNING COMMITTEE MEETING  
HELD AUGUST 10, 2011.**

**Committee Resolution:**

**Moved: Cr TR Hutchinson**

**Seconded: Cr AG Burrows**

**That the minutes from the Health, Building and Town Planning Committee held  
Wednesday, August 10, 2011 be confirmed.**

**CARRIED 4/0**

**7. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS**

**Nil**

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT  
DISCUSSION**

**Nil**

**Principal Environmental Health Officer/Building Surveyor's Report**

**Meekatharra Health, Building, Town Planning Committee**

**W.V. Atyeo**  
**August 2011**

I was in attendance at the Shire from the 8<sup>th</sup> to the 12<sup>th</sup> August 2011.

**BUILDING LICENSES ISSUED:**

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

**BL09/11** – was issued to Western Australian Building Group, 15 Hanson Street, Maddington WA 6109 for the construction of Underground Workshop and Warehouse at the DeGrussa Mine Site, 150 Kms North of Meekatharra.

**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:**

**SYLVANIA STATION – CAMP**

I had discussions with the Station Management in regard to increasing the size of the employees' camp at the station. I stated that they do not require to gain approval under Planning from the Shire of Meekatharra, but did require approval under the Health Act if they were to increase or amend the septic tank system servicing the camp.

It was stated that they intended to just add a couple more rooms, and renovate or replace the existing accommodation, utilizing the current ablutions and the disposal system for sewage.

I emailed them and attached application forms for a Building Permit and for installation of a septic system if they required them. To this I also attached an information sheet in regard to the required documentation that is required to be submitted with all applications as a guide.

**REFORMS TO HEALTH (ASBESTOS) REGULATIONS 1992**

We received a request from the Department of Health in relation to concerns raised by many in regard to the changes to the Asbestos Legislation that requires any person removing more than 10 M<sup>2</sup> of asbestos material to obtain a license from WorkSafe.

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The stakeholder submissions on proposed reforms to the Health (Asbestos) Regulations 1992 have been reviewed and revised drafting instructions are now being finalised to take into account a number of well considered comments that were received.

Whilst it has been the Health Department's intention to achieve consistency with OSH legislation, the concerns raised (below) have caused the Department to consider other options, and they are seeking further feedback from us on these revised options.

Areas of concern include:

Cost to homeowners to obtain a restricted licence from WorkSafe (\$508), or to engage a licensed person for small scale asbestos removal;

The difficulty for persons living in the more remote areas to undertake asbestos licence training; WorkSafe licenses are geared towards industry and persons involved in regular/ongoing asbestos removal rather than one off situations;

Imposing costs to homeowners may have negative effects (illegal asbestos removal and dumping);

Availability of licensed persons to service more remote areas of the State; and

Issues around enforcement by local government.

Two alternative approaches have been identified to address this particular aspect of the regulation amendments:

**Option 1** – Educational Approach

Rely solely on education to promote and encourage safe work practices in private (non workplace) settings when working with *any* amount of asbestos cement material (ACM).

A key message would be that persons removing >10m<sup>2</sup> of ACM should engage a licensed person. The Regulations would still require 'reasonable measures' to be taken and other requirements as specified in a Code when removing or working with any amount of ACM.

*Note: Where a person engages a company or contractor to remove ACM this would constitute a 'workplace' under OSH Legislation. In this case the company or contractor would need to hold appropriate licenses.*

DOH proposes to develop an educational/training resource that would be available on line, as a hard copy or DVD. We would also look to develop other educational material such as guidance notes and fact sheets and a publication targeted at the DIY home handyman. A concerted education campaign for anyone working with *any* amount of asbestos would be the means of raising awareness of the need to observe safe work practises when working with asbestos, irrespective of whether the material is bonded (relatively low risk) or degraded and friable (higher risk)..

**Option 2** – Enforcement Approach

Introduce a requirement that a person intending to remove >10m<sup>2</sup> of bonded asbestos must obtain a basic level of competency (training) and provide proof of such competency to the local government (LG) prior to undertaking work. Alternatively the person would be required to engage a licensed person to undertake the work.

(a) It is possible for a homeowner to attend a WorkSafe restricted licence training course, which is run by registered training providers at venues such as TAFE colleges at a number of locations

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throughout the State. The course is half day duration and has a written test that persons must pass to obtain a 'statement of attainment'. The approximate cost of attendance varies from \$125 -\$350 depending on course provider.

Whilst the course is directed at workplace situations and OSHW legislation (rather than a homeowner situation) it does provide a learning competency that could possibly be supplemented with information provided by DOH.

The intention would be for the homeowner to provide a copy of the 'statement of attainment' to the relevant LG as proof of competency.

(b) An alternative to (a) is for the DOH to develop a competency based training program that would be available 'on line' and linked to LG and the DOH. A person could complete the course and the results be sent electronically to the relevant LG and also the DOH.

***With either training option, the person would be required to notify the LG (and provide proof of competency) before undertaking the asbestos removal.***

If Option 2 was preferred by stakeholders, there would be some administrative/enforcement issues to be further considered and developed. We envisage there would need to be a notification/registration system established by LG and possibly, a process by which random audits were carried out of asbestos removal work.

It may also be preferable for the LG to issue a written consent to formalise the process for each individual.

My Comments Submitted to the Department:

*"I concur with the Department's concerns in regard to the removal of asbestos cement material, particularly when this occurs in the rural and remote areas of the State. The need for people to obtain the required license for removal of the product from WorkSafe is a very onerous and expensive one for people living outside of the metropolitan area, and Cities.*

*I agree with the requirements to obtain or use a licensed person on workplace sites as stated by you, but I cannot see the ordinary person just wanting to remove an asbestos cement fence, or re-cladding his home, taking too much notice of the legislation. Either it will not be done, or will be done illegally, and then dumped somewhere in the bush, where the Council will be required to remove it to the tip for disposal. This in itself will result in further problems and a much more unsafe environment for all of the community.*

*I therefore feel very strongly that Option 1 as proposed by the Department of Health the most sensible and workable option in "private" asbestos removal situations. It is also the option that we as EHOs can work together with the community to improve the situations that exist within our communities.*

*If option 2 was selected then I feel we might as well just enforce the current situation whereby the person would have to engage a licensed person for all removals of asbestos cement material in excess of 10 M<sup>2</sup>. Further to this I am positive that Community members will not attend training in regional centres at TAFE Colleges and will just go underground if we introduce Option 2.*

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*There is no doubt in anyone's mind that the safe handling and disposal of asbestos cement material is critically important to the health and well-being of the community and the environment. I would therefore like to see Option 1 pursued along with the DOH develop a competency based training program for the "private" home owners that would be available 'on line' and in a hard format, with the "online" results of training linked to LG and the DOH. A person could complete the course and the results be sent electronically to the relevant LG and also the DOH.*

*I thank you for the opportunity to comment on the options presented by the DOH and I await the results, as it is also important that the intent of the Occupational Safety and Health Legislation is not compromised because of this."*

**PHARMACY AT MEEKATHARRA**

I had inquiries from Yulella and the person proposing to establish a Pharmacy in Meekatharra in the old "Fish and Chip" shop, Lot 1 on Diagram 41802 Main Street Meekatharra. They were wondering what the zoning was and whether or not the use as a Pharmacy would be approved.

The land is zoned as "Commercial" within the Meekatharra Town Planning Scheme, and as such a shop (Pharmacy) is a permitted use within the zone.

This was conveyed to Yulella and to the proponent with a follow-up letter as was requested. This is needed in order for the license under the drugs regulations are issued to the appropriate person.

**MEEKATHARRA CARAVAN PARK**

I again inspected the caravan park following more complaints in regard to toilets and showers blocked and the effluent scheme not working correctly. In discussions with the manager on-site it was determined that the electric pumps were not working.

It was then learnt that there were two new pumps in the shed that only needed an electrician to connect in the line. The manager assured me that this would be carried out the very next day.

I emphasised the fact that if the sewerage system was not operating correctly then this was an emergency situation and needed to be attended too immediately in the future. I stated that I would again return next visit in September.

**HOUSE INSPECTION LOT 369 HILL STREET- A103**

I again inspected the house and gained access to the inside. The house had been cleaned and reasonably tidy at the time of the inspection. However, I stated that there needed to be a cleanup and removal of broken, defective and obsolete items around the house and in the yard.

They were not sure when they could do this and stated that they would do their best to comply. I stated that I would again return in September to gauge progress in regard to this matter.

Again the drains were clear and appeared to be working ok.

**ROYAL MAIL HOTEL**

I again inspected the Royal Mail Hotel and found it to be in a much better condition. However, they had failed to clean the exhaust ventilation system for the kitchen and when challenged it



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was reported that they were having it professionally cleaned the following day (which was completed).

They are still having problems with their sewerage disposal (pumps) and they are having a plumber from Mount Magnet come to the premises to assess the system further. I will follow this up with the owner on my return to Meekatharra.

The units continue to be worked on to upgrade the standards, but this is a slow process as only one man is doing this. The owner will be at the hotel on my return and we will again discuss the standards around the Hotel. But, it is noticeable that things are improving even though the progress is slow.

**CAPRICORN ROADHOUSE RE-DEVELOPMENT**

I have had numerous communications with the developer and project manager in regard to the upgrading of the facilities offered at the Capricorn Roadhouse during the week of my visit and off-site with a meeting held in Perth on the weekend. The main issue at the moment is the inclusion of fire fighting infrastructure for the roadhouse when it is upgraded and re-vamped.

FESA are asking for fire hydrants but I have considered all arguments and consider the inclusion of a sufficient water storage tank fitted with a designated pump for fire hose reels adequate, coupled with sufficient fire extinguishers strategically placed throughout the complex. In addition I may ask for a "quick fill" outlet designed for the fire vehicles of Newman to be added to the water storage tank so that if they are able and do attend any fire, they have access to ample water for their units.

This matter is yet to be further discussed with FESA, but in the end the Shire has the authority to designate what fire fighting infrastructure is provided on any commercial site. This will be ongoing with discussions with Newman Fire and Rescue, and FESA, and the developers.

**Thus ends my Report**



**Principal Environmental Health Officer  
Building Surveyor**

**Committee Resolution:**

**Moved: Cr TR Hutchinson  
Seconded: Cr JE Burgemeister**

**That the Principal Environmental Officer/Buildings Surveyor's Report for August 2011 be received.**

**CARRIED 4/0**

**9. 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  Quote accepted.  Draft design presented to Councillors at Ordinary Council meeting held 19.08.11 for comments/suggestions/alterations	20.06.11      19.08.11

**Committee Resolution:**

**Moved: Cr JE Burgemeister**  
**Seconded: Cr AG Burrows**

**That the Status Report for August 2011 be received.**

**CARRIED 4/0**

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

**Moved: Cr JE Burgemeister**

**Seconded: Cr TR Hutchinson**

**That the following item be included as an item of an urgent nature introduced by  
Resolution of the Committee.**

**CARRIED 4/0**

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

**12. CLOSURE OF MEETING**

**Cr NL Trenfield declared the meeting closed at 5:38pm.**