



shire of
meekatharra
a golden prospect

MINUTES

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

HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA

ON

SATURDAY 19 OCTOBER 2024

COMMENCED AT 8.30 AM

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Shire President declared the meeting open at 8.33am.

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 Shire President read the disclaimer out loud

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

Member

Cr HJ Nichols	Chairperson
Cr MJ Smith	Deputy Chairperson
Cr DK Hodder	
Cr WJ Ward	
Cr BM Day	
Cr JC Holden	

Staff

Nathan Cain	Deputy Chief Executive Officer
Darren Friend	Acting Deputy Chief Executive Officer
Alistair Finlayson	Works and Services Manager
Pema Chhonzom	Community Services Manager
Felicity Anderson	Executive Assistant

Apologies

Kelvin Matthews	Chief Executive Officer
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Approved Leave of Absence

Cr MR Hall	
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3. APPLICATIONS FOR LEAVE OF ABSENCE

Committee Resolution:

Moved: Cr BM Day
Seconded: Cr DK Hodder

That Cr Holden be granted Leave of Absence for the 16th November 2024 Health Building & Town Planning Meeting.

CARRIED 6/0

For: Cr HJ Nichols, Cr MJ Smith, Cr DK Hodder, Cr WJ Ward, Cr BM Day,
Cr JC Holden

Against: Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Committee Resolution:

Moved: Cr WJ Ward
Seconded: Cr JC Holden

That the minutes from the Health, Building & Town Planning Meeting held on 21 September 2024 be confirmed.

CARRIED 6/0

For: Cr HJ Nichols, Cr MJ Smith, Cr DK Hodder, Cr WJ Ward, Cr BM Day,
Cr JC Holden

Against: Nil

5. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS

Nil

6. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7. REPORTS OF COMMITTEES AND OFFICERS

7.1 OFFICERS MONTHLY REPORTS

7.1.1 BUILDING, PLANNING AND ENVIRONMENTAL HEALTH OFFICER'S REPORT SEPTEMBER 2024

Prepared by: Shire of East Pilbara
On Date: 7 October 2024

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for September 2024. This includes all activities, the progress of ongoing situations and concerns related to the required services raised by the Shire of East Pilbara.

Building

Only one Building Permit Application has been received this month. We have sent a request for further information to the client (complete site plan showing all buildings on the allotment). Once received, we should be able to issue the Building Permit in a timely fashion. No other queries other than the house fires and how to deal with them.

Planning

Advice was provided to the Shire of Meekatharra regarding a proposed renewable energy infrastructure project, which would not require planning approval due to its location.

Environmental Health

Health staff provided remote assistance during September:

- Review of fire damaged Pensioners Units in Hill St Meekatharra in conjunction with Building Services;
- Assisted with food van trading queries in relation to Outback Festival Meekatharra;
- Cancellation of food business registration for Plutonic Village held by previous catering company;
- Requested further information from installer for wastewater system at 1/32 Hill St Meekatharra;
- Forwarded local government report and wastewater application to Department of Health for Andy Wells mine site.

Ongoing matters -

- RFDS Meekatharra water supply;
- Kumarina Station – conduct site inspection at next site visit regarding camping.

Officers Recommendation / Committee Resolution:

Moved: Cr MJ Smith

Seconded: Cr BM Day

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

CARRIED 6/0

For: Cr HJ Nichols, Cr MJ Smith, Cr DK Hodder, Cr WJ Ward, Cr BM Day,
Cr JC Holden

Against: Nil

7.1.2 COMMUNITY SERVICES MANAGERS REPORT SEPTEMBER 2024

Included in Council agenda.

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

Nil

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

Nil

10. CLOSURE OF MEETING

The Chairperson closed the meeting at 8.36am.

11. CERTIFICATION

I certify these minutes to be those that were confirmed.

Cr HJ Nichols

Date: 16 November 2024