



# SHIRE OF JERRAMUNGUP

## ANNUAL GENERAL MEETING OF ELECTORS

Held at the Bremer Bay Hall,  
Bremer Bay  
Wednesday, 7 February 2024

### MINUTES

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**Wednesday 7 February 2024**

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## ANNUAL GENERAL MEETING OF ELECTORS

### MINUTES

#### 1.0 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

The meeting was opened at 8.30am by the Presiding Member.

#### 2.0 RECORD OF ATTENDANCE

##### 2.1 ATTENDANCE

##### ELECTED MEMBERS:

Cr Joanne Iffla	Shire President (Chair)
Cr Julie Leenhouders	Deputy Shire President
Cr Neil Foreman	Councillor
Cr Paul Barrett	Councillor
Cr Nathan Brown	Councillor
Cr Gavin Mair	Councillor
Cr Raegan Zacher	Councillor (via Zoom)

##### STAFF:

Martin Cuthbert	Chief Executive Officer
Noel Myers	Manager of Development
Janna Cheshire	Project Officer/Building Surveyor
Glenda Gray	Executive Assistant

##### VISITORS:

Nil.

##### GALLERY:

Melissa Barrett	Rob Lester	Lisa Strahan
Rex Parsons	Gail Hiilinen	Jessie Jury
Jason Willcocks	Karen King	Bev De Jonge
Ken Dowdell	Veronica Thomas	Pip Doury
Mike Southern	Melissa Joy	Peter Tozer
Dorthe Fleitmann	Anne Gadsby	Gloria Jury
David Harder	Katrina Wellstead	Leonie McMahon
Ruth Reader	Corinne Hobbs	Janet Roberts
Graeme Drew	Anthony White	Michael Lance

**2.2 APOLOGIES**

Astrid Kernan, Sue Lance, Peggy Brooks

Charmaine Solomon, Shire of Jerramungup Deputy Chief Executive Officer

Gordon Capelli, Shire of Jerramungup Works Supervisor

**2.3 ON LEAVE OF ABSENCE**

Nil

**3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

Annual General Meeting of Electors of the Shire of Jerramungup held 8 February 2023.

**OFFICER RECOMMENDATION**

**That the Minutes of the Annual General Meeting of Electors of the Shire of Jerramungup held at the Council Chamber, Jerramungup on 8 February 2023 be CONFIRMED.**

**MOVED: Cr Foreman**

**SECONDED: Cr Leenhouders**

**That the Minutes of the Annual General Meeting of Electors of the Shire of Jerramungup held at the Council Chamber, Jerramungup on 8 February 2023 be CONFIRMED.**

**CARRIED UNANIMOUSLY**

**4.0 PRESENTATION OF THE 2022/2023 ANNUAL REPORT**

The 2022/2023 Annual Report was provided under separate cover.

**OFFICER RECOMMENDATION:**

**That the Annual Report for the period 1 July 2022 to 30 June 2023 as presented, be received.**

**MOVED: Cr Barrett**

**SECONDED: Cr Brown**

**That the Annual Report for the period 1 July 2022 to 30 June 2023 as presented, be received.**

**CARRIED UNANIMOUSLY**

**5.0 GENERAL BUSINESS**

Questions submitted with notice by the Bremer Bay Progress Association (BBPA) and Shire Responses were read aloud by the Chief Executive Officer, as below:

**BBPA Question 1 – Commercial Land:**

In the Minutes from the Electors Meeting February 2022 (MEM 22) Mrs Tara Pittard asked when commercial land was going to be available in the Bremer Bay Town Centre Development. Manager of Development Noel Myers advised he had met with the Department of Planning Lands and Heritage (DPLH) on 28 January 2022 about progressing with this. He advised DPLH were starting to do the valuations and other due diligence and would be updating the Shire. The process could take approximately 18 months.

- a. Is the process completed?
- b. If yes, when will commercial land become available?
- c. What will be the process of obtaining such land?
- d. If not, why not?
- e. What has the Shire done to promote and progress the process?
- f. What plans are in place to progress this matter in an expeditious manner?

**Shire Response to BBPA Question 1:**

Consultation has commenced with the DPLH Planning and Land Disposition teams concerning progress however the matter remains outstanding as at date with latest contact being November 2023, in which the DPLH were requested to assist with the progression and land management release process. It is proposed that the State will assume carriage for future land sales.

This action will be further pursued in the first quarter of 2024. Notwithstanding this status, it is open to a proponent to make application to purchase land if they have a developed proposal for consideration.

**BBPA Question 2 – Local Planning Strategy:**

In the Minutes from the Electors Meeting February 2023 (MEM23) Mr Michael Lance made comment that the plan for Bremer Bay needs to be updated as the town is expanding quickly and block availability, electricity supply and maintenance facilities all need to be addressed. Manager of Development Noel Myers advised that the Local Planning Strategy will be reviewed over the next 12 months and there will be opportunity for public input. He advised it was a joint project with DPLH that will revisit the 10-15 year plan. He further advised that service agencies refer to this plan, and it was an expensive process and resource heavy.

- a. Has the Local Planning Strategy been reviewed? If yes, what was the outcome?
- b. What opportunities have been made available for public input?
- c. If none, how and when is that likely to occur?
- d. If the Local Planning Strategy has not been reviewed, why not?
- e. Is the Shire committed to having it completed by February 2025?
- f. Given the cost of the process, what funds were made available or set aside in the 2023/24 Annual Budget for this project?
- g. What funding will be set aside for this project in the 2024/25 Annual Budget?

### Shire Response to BBPA Question 2:

In 2022/23 this project was set aside whilst the Development Services Unit managed substantially increased demands for planning and building services over this period.

The Manager of Development has been liaising and consulting with the DPLH regarding funding arrangements for this work to be undertaken. It was proposed that the review of the Local Planning Strategy would be undertaken in collaboration with the DPLH with staff resources towards that work being provided by that Department. This will represent a significant cost saving to the Shire and will generally create a better quality planning outcome than having the report prepared by independent planning consultants.

The Shire received verbal confirmation in January 2024 that it has been successful in having the Scheme and Strategy review included within the DPLH 2024/2025 programme. The DPLH are finalising matters surrounding this with the WA Planning Commission after which start up meetings will be held to discuss future progress and programming. The review follows legislated processes which will provide for stakeholder input and further advice to the community will follow.

### BBPA Question 3 – Bremer Bay Cultural Precinct:

In the 2022/23 Annual Budget under Administrative Projects \$50,000 was allocated for an architectural consultant's service to finalise the design of the Bremer Bay Cultural Precinct. In the 2023/24 Annual Budget there is \$70,000 provision for consultancy services for the architectural design of the proposed Bremer Bay Cultural Precinct.

- a. Please explain what these funds are actually for.
- b. Have these funds been applied and if so what for? If not, are the funds being held in reserve and if so where is this to be found in the reporting of the Shire.
- c. In light of issues raised in items 1 and 2 above what progress has been made in the development of the Bremer Bay Cultural Precinct to justify these funds being allocated at this time.

### Shire Response to BBPA Question 3:

This project had not yet been initiated in 2023/24 due to high demand on staff resources over the preceding two-year period. Statutory planning matters (development applications) are necessarily required to take precedent over strategic planning matters due to legislated timelines for determination.

The Development Services Unit which has carriage for this project has assumed responsibility for a number of additional unforeseen projects that have arisen such as those through the Shire's involvement with the South Coast Alliance, Reconciliation Action Plan and finalisation of the Jerramungup Swimming Pool project.

Notwithstanding, the brief for consultants will be readied for issue by the end of June 2023 seeking submissions from suitably qualified persons to undertake the scope of works.

The funds are operational and are not listed as separate line items. The provision is for consultancy services only ie architectural, quantity surveyor, consultation process including meetings etc.

There have been no grant funds sought or available for this type of work prior to the 2023/24 budget being finalised to engage a consultant for this service.

Funds will not be held in reserve for operational projects.

#### BBPA Question 4 – St John WA Proposed Building

In the Annual Budgets of 2022/23 and 2023/24 \$150,000 and \$300,000 have been allocated respectively towards the building of a St John Ambulance Sub Station in Bremer Bay.

- a. Has this money been used to date and if so what for?
- b. How much of these allocations are still available?
- c. Where in the Shire financial documents are these reserved funds being accounted for?

#### Shire Response to BBPA Question 4:

In 2022/23 Council agreed to a \$150,000 contribution towards the St John Bremer Bay Sub Centre Building. When preparing the 2023/24 Budget the Shire agreed for a further \$150,000 to go towards the building, making the Shire's total contribution towards the project \$300,000. This total expenditure needs to be identified in the financial year when it is expected to be incurred hence the \$300,000 allocated in 2023/24.

Council adopted the provision of a financial contribution towards this project of \$300,000 in total, \$150,000 at Ordinary Meeting of Council – 27 July 2022 MOTION: OCM220707 and \$150,000 plus balance brought forward from 2022/23 Budget at Ordinary Meeting of Council – 26 July 2023 MOTION: OCM230706. This commitment remains the same, regardless of Council adopting project ownership or not.

Refer to Note 9 Reserve Accounts in the Shire's 2023/24 Annual Budget, where the opening balance includes the \$150,000 transferred to Capital Works Reserve from the 2022/23 financial year. The Budget has a provision for a further \$150,000 to be transferred TO the Capital Works Reserve for the 2023/24 financial year.

The Capital Works Reserve then has a Transfer FROM Capital Works Reserve for \$300,000. The funds will be drawn from the Capital Works Reserve if project funding is successful.

It should be noted that at the December 2023 Ordinary Meeting of Council continued to show support for the project by resolving as follows:

MOTION: OCM231212

MOVED: Cr Brown	SECONDED: Cr Foreman
That Council:	
<ol style="list-style-type: none"> <li>1. AGREES to assume project ownership of the Bremer Bay St John Ambulance Depot project and submit a funding application to the Growing Regions Program Round 1 grant scheme;</li> <li>2. AUTHORISES the Chief Executive Officer and Shire President to take all necessary actions to prepare, execute and finalise a Heads of Agreement with St John WA in respect to ongoing financial management of the completed building;</li> <li>3. AGREES to project manage the construction of the proposed facility and carry out the administration of grant funds if the application is successful;</li> </ol>	



4. AUTHORISES the Chief Executive and Shire President to take all necessary actions to prepare, execute and finalise a lease agreement with St John WA for the occupation and use of the completed building.

CARRIED: 6/0

For: President Iffla, Cr Leenhouders, Cr Foreman, Cr Barrett, Cr Brown, Cr Mair

Against: Nil

#### BBPA Question 5 – Footpaths:

In the Annual Budgets of 2022/23 and 2023/24 \$126,498 and \$108,106 respectively were allocated for associated costs for footpaths. Works associated with the placement and maintenance of footpaths in Bremer Bay is an issue that has been raised in the MEM22 and MEM23.

- a. What funds have been spent on the repair of footpaths in Bremer Bay over the past three (3) years and on what projects?
- b. What new footpaths have been built in Bremer Bay over the past three (3) years?
- c. Does the Shire have a working Strategic Plan for the building and maintenance of footpaths in Bremer Bay for the next two (2) years? For the next five (5) years?
- d. If yes, what are the specific projects earmarked for application in those periods?
- e. If not, why not?
- f. Will specific funding for footpaths for Bremer Bay be set aside for such work in the 2024/2025 Annual Budget? If not, why not?

#### Shire Response to BBPA Question 5:

In the 2023/24 Budget, Council committed \$97,728 towards the construction of a new footpath from the Brewery to the Wellstead Road intersection. This section was identified as a critical safety issue through past representations from Jerramungup Police and community members.

#### Footpath maintenance Bremer Bay:

- 2023/24 – \$70,000 – Footpath maintenance Bremer Bay
- 2022/23 – \$69,536 – Removed a total of 456m<sup>2</sup> of footpath and sections of kerbing and replaced with new within the Bremer Bay townsite, works were undertaken on the following:
  - 115m across multiple collapsed slabs Blossoms Avenue
  - 23m slab and edging Riverside Way
  - 3m cracked slab on road verge Bremer Bay Road
  - 1 drain cover replaced on The Esplanade
  - 15m kerbing and slabs damaged CRC side of Skipworth Link
  - 17m Mary Street
  - 21m slab and drain covers McGlade Close
  - 21m Garnett Road
  - 5m Gnornbup Terrace
  - 4m Bennett Street

- 2021/22 – \$6,859 – footpath maintenance Bremer Bay
- 2020/21 – \$31,721 – remove broken footpath and replace with new at Mary Street, Roderick Street and John Street
- 2019/20 – \$24,750 – footpath replacement Mary, Garnett, Roderick Streets (Construction)
- 2019/20 – \$20,000 – Construct footpath Lot 1 Sea Dragon Avenue (Construction)
- 2019/20 – \$17,136 – Construct footpath Yandil Place

For comparative purposes, footpath maintenance – Jerramungup:

- 2022/23 – \$3,693 – repair uneven pavers footpath located near Jerramungup DHS
- 2021/22 – \$10,563 – repair uneven pavers footpath located near Church and Police Station
- 2020/21 – \$8,947 – repair uneven pavers footpath located Vasey Street

Restitution for footpaths damaged during the construction of new dwellings is currently being pursued with individual permit holders, who will be responsible for the costs of repairs.

#### BBPA Question 6 – Kerbing in Bremer Bay

- a. Given it was noted in the MEM22 that no kerbing works were programmed to occur in Bremer Bay in 2021/22, what allocation of funds were set aside for kerbing placement and maintenance in Bremer Bay in the Yearly Budget of 2022/23?
- b. Was it used and how was it applied?
- c. What allocation of funds has been set aside for kerbing building and maintenance in Bremer Bay in the Yearly Budget 2023/24?
- d. Has it been used and on what?
- e. In MEM22 and MEM23 references were made specifically to the need for work to be done on kerbs in Bremer Bay. Does the Shire have a working Strategic Plan for the placement and maintenance of kerbing in Bremer Bay for the next year? For the next five years?
- f. What are the specific projects earmarked for application in those periods?
- g. Has specific funding for Bremer Bay been set aside for such work in the 2024/2025 Annual Budget?

#### Shire Response to BBPA Question 6:

Kerbing is not a stand-alone Budget item and no specific grants have been received for kerb replacement. Kerb replacement/repair is typically factored into either road upgrades or footpath repairs or construction.

#### BBPA Question 7 – Dump Point

This is an issue that is repeatedly raised with the Shire. For instance, please refer to MEM22 and MEM23.

- a. Since the last Electors Meeting in 2023 what has the Shire done towards advancing the building of a dump point in Bremer Bay?

- b. Did the Shire follow up on the suggestion of Michael Lance in February 2023 that Council approach groups such as the RV group for potential funding to assist with the funding of such a project?
- c. Does the Shire have a funding allocation for a dump point in the 2024/25 Annual Budget? If not, why not?
- d. Does the Shire have a working Strategic Plan for the placement and building of a dump point in Bremer Bay and if so, what are the specifics of that Plan? If not, why not?

#### Shire Response to BBPA Question 7:

The provision of a dump point in Bremer Bay has not yet been adopted as a Shire project, with no funds allocated towards its progression in the current 2023/2024 budget.

The primary considerations in identifying a suitable location centre on proximity to sewer, water services, traffic circulation paths and land tenure considerations.

Notwithstanding, some preliminary investigations have been undertaken to date focussing on those key issues. Funding options for the installation of the actual dump point have not been investigated whilst location and servicing issues remain unresolved.

An option behind the Service Commercial zone was investigated however it was identified that substantial on-costs associated with road upgrades, lighting and drainage would be involved. Further substantive investigation will be progressed once an allocation is included during future Budget deliberations.

#### BBPA Question 8 – Coastal Management Plan – Questions a to g:

We draw the Shire's attention to the Shire of Jerramungup Coastal Management Plan (Final) 2017 – 2027 March 2018 (JCMP) which was developed and drafted after much consultation with professionals and the community. The Shire adopted this Management Plan on 21 March 2018.

The biggest issue Identified by those who were questioned regarding their main concerns was Rubbish. (72%)

The issue of rubbish was raised by the Bremer Bay Progress Association Inc (BBPA) with Martin Cuthbert and Noel Myers in person and in writing in September, October, November 2023 about some short-term solutions to the handling of domestic waste over the 2023/24 summer period.

#### Question 8a:

- 8a What extra facilities and/ or bins were put in place in Bremer Bay to deal with the holiday season period?

#### Shire Response to Question 8a:

- The Shire arranged for the Bremer Bay Waste Transfer Station to be open for an additional day during the peak holiday period – The facility was open four days per week instead of the usual three.
- Cleaning Contractors ensured public bins were emptied up to three times per day, seven days per week during this peak holiday period.

- Contractors were engaged to do an additional annual New Years Day clean-up of the townsite streets.
- Commercial businesses were provided with an additional pick-up day by Cleanaway contractors for a six week period.
- The Shire also arranged for an employee of the Town Services team to work through the Christmas closure. They undertook works at the Wellstead Estuary, removal of rubbish and general townsite street maintenance.

Question 8b:

- 8b What reporting mechanism does the Shire have to ascertain whether its services were adequate over this period?

Shire Response to Question 8b:

- Shire staff engaged with Contract Rangers and Contract Cleaners extensively during this time. Rubbish collection and spread was not viewed as being problematic over that period with sufficient bins and space within the public bins generally being available to meet the demand. The most problematic rubbish issues identified related to residential owners dumping household rubbish into public bins. It may be appropriate for residential owners to review their existing rubbish services if they require additional residential bins to deal with the rubbish associated with the use of properties for short stay accommodation.
- The Shire's customer request system did not record any complaints of rubbish during this time.
- No evidence was provided to the Shire about domestic waste issues.
- There was a report on social media of illegal rubbish however this was not within the Shire's jurisdiction.
- Executive Staff and Rangers were based in Bremer Bay over this peak period time and regular daily reviews were undertaken on the Shire's public bins. Bins were emptied regularly, and no incidences of waste being piled up against the public bins were observed or reported.

Question 8c:

- 8c Does the Shire have a long-term strategy for the management of domestic waste in Bremer Bay particularly over the peak holiday periods? If yes, where can it be found?

Shire Response to Question 8c:

There is no management strategy for domestic waste as the Shire provides a suitable solution for ratepayers, residents and commercial businesses under its current contract with Cleanaway.

Question 8d:

- 8d If not, will the Shire be developing such a plan over the next year for inclusion in the 2024/2025 Annual Budget?

Shire Response to Question 8d:

No – the Shire will not be developing a plan for domestic waste.

Question 8e:

8e Blossoms Beach is a highly utilised beach in Bremer Bay. Given there are rubbish bins at Little Boat Harbour (3), Fishery Beach and Marina (4), Short Beach (2) and Town Beach, why are there no rubbish bins at any of the approaches to or near Blossoms Beach or Native Dog Beach?

Shire Response to Question 8e:

Blossoms Beach is a highly used beach however there have not been any significant issues with rubbish observed or reported on this beach.

Question 8f:

8f It seems beaches that have dog access allowed have disposable poo bags available which are situated next to rubbish bins for their disposal when utilised. Blossoms is a dog access beach with poo bags available but with nowhere to dispose of them. Can the Shire confirm that it will be providing a rubbish bin facility at Blossoms near the poo bag dispenser as with other beaches?

Shire Response to Question 8f:

Executive Management will consider the placement of a bin at Blossoms Beach. This will need to be reviewed with the current Cleaning Contractor as an amendment will be required to the Shire's current contract for cleaning services.

Question 8g:

In the Annual Budget 2023/24 under Other Operational Expenditure \$718,533 has been allocated for rubbish. Reference is made to the cost of removing 500 mattresses at the Bremer Bay Waste Transfer Station which has been included in the figure.

- (i) What is the source of these mattresses?
- (ii) Over what period have they been at the Transfer Station?
- (iii) Why did the Shire not undertake regular removal of the mattresses to appropriate services or individuals?
- (iv) We understand a fee is charged by the Shire for the placement of mattresses at the Transfer Station. How are those fees utilised and where are they reflected in the Annual Budget reporting?

Shire Response to Question 8g:

Due to changes in Landfill Operations small local governments were required to provide significant investment in waste management to ensure compliance. As the Shire was unable to provide suitable land for a Landfill Facility in Bremer Bay, the State Government instructed the Shire to close the Facility.

- In 2003/04 the Shire started to invest funds into the Bremer Bay Waste Transfer Station after being advised that the Landfill Facility could no longer operate.
- In 2004 a Post Closure Management Plan was prepared to close the Bremer Bay Landfill Facility.
- In 2006 the Department of Environment advised of its intention to close the Bremer Bay Landfill Facility by 28 February 2006.
- In 2006/07 the Shire commenced the compliance process for a Waste Transfer Station in Bremer Bay. Infrastructure was purchased, and the Shire commenced using hook lift bins and skip bins.
- In 2010/11 the Shire commenced paying for a contract Tip Attendant.
- While the unmanned Landfill Facility was operating, the Shire accumulated numerous mattresses. During the past 15 years, the Shire has worked on regional waste management strategies for the whole community and to ensure that our Transfer Stations are compliant. Significant investment has been put into the Regional Waste Facility located in Ravensthorpe, which is where all the waste from Bremer Bay and Jerramungup is currently transported to.
- Over the past few years, the Shire has investigated several options to remove the existing stockpile of mattresses from the Bremer Bay Transfer Station that have accumulated over many years. Due to the condition of these mattresses, the Shire was unable to find a business who would take them.
- While the Landfill Facility was operating unmanned, the Shire did not receive any income from the mattresses being disposed of. Fees and charges now reflect a full cost recovery for current mattresses being disposed of.
- Early last year Cleanaway Contractors located a facility which would take the whole stockpile of mattresses. The Shire will continue with this project until all mattresses have been removed.
- A specific charge for mattresses was introduced in the 2021/2022 fees and charges. Prices have increased annually as per below.
 

2021/2022	\$35.00
2022/2023	\$37.66
2023/2024	\$55.00
- The Shire will continue to make an annual provision in the Budget for the removal of waste and upgrades to the Bremer Bay Waste Transfer Station.

#### BBPA Question 9 – Bremer Bay Beach Toilets

We refer to the Jerramungup Coastal Management Plan (JCMP) with reference to the issue of Bremer Bay beach toilets.

Reference is made to the “planned” replacement of the drop toilet at Blossoms Beach in 2018. The current toilet is very old and has no cover over the seat. Rubbish is thrown down the toilet including, it appears, nappies. It would be difficult for a child to use this toilet. The building is rusting and the base of the toilet building has rusted off. The base has been put on the ground near the toilet in the sand dune and vegetation through which people will potentially walk to get to the toilet with its jagged rusty edges exposed to potentially injure an adult or child intent on using the toilet.

In addition to the pure state of the toilet, the inadequate number of toilets is resulting in visitors using the sand dunes into which to urinate and defecate.

- a. Why didn't the Shire replace the toilet as noted it would do in 2018?
- b. When does the Shire intend to replace the toilet?
- c. During summer months there can regularly be up to 300+ cars on the beach as recently counted by a BBPA member. Given the number of people attending the beach including Surf Life Saving sporting carnivals, is the Shire intending to increase the number of toilets at the beach to adequately service these visitors?
- d. If not, why not?
- e. The JCMP recommends that all the dump toilets be eventually replaced with compostable toilets. What funding has been allocated for such a transition?

#### Shire Response to BBPA Question 9:

A \$35k Budget provision had been made for the replacement of the Blossoms Beach ablutions in the 2017/2018 financial year. During review of Council's Budget position in March 2018, a deficit was identified that was attributable to State and Federal Government grant funding cuts. Consequently, a number of projects including the ablutions at Blossoms Beach needed to be withdrawn.

The subsequent collapse of the septic system at Paperbarks Park in the following year required urgent attention to resolve and upgrade those facilities to ensure they were compliant with Disability Discrimination Act requirements. This project required a reallocation and prioritisation of funds to complete, and consequently the replacement of ablutions at Blossoms Beach did not proceed.

The current condition of the toilets at Blossoms Beach is acknowledged and a Budget provision has been made for their maintenance and upkeep in the interim period until a decision is made to replace/upgrade in a future Budget, and when grant funding can be sourced.

#### BBPA Question 10 – Council Building Maintenance

In the 2023/24 Annual Budget \$244,085 was allocated for upgrading and maintenance of Council Building infrastructure and \$20,000.00 was allocated for capital works on the Shire Building. In the 2022/23 Annual Budget \$170,625 was allocated for Council Building infrastructure.

#### Question:

- a. What is this money being used for?

#### Shire Response to BBPA Question 10:

In February 2023 the Shire engaged H&H Architects to complete a Building Condition Report on 46 of the Shire's building assets. The report (draft) identifies the condition of the buildings and assets at the time of inspection and the priority ranking of required maintenance works. Council's Budget was set on priority ranking for the 2023/24 financial year.

For capital works in the 2023/24 Budget please refer to the Shire's Monthly Financial Report presented to Council each month and refer to Page 13:

- \$20,000 was allocated to the Shire's Administration Building to replace and repaint fascia boards and eaves lining.
- \$13,000 was allocated to 9 Memorial Road (Pharmacy building) to replace awning.

- \$19,000 was allocated to 6 Memorial Road (Staff housing) for painting and flooring.
- \$10,000 was allocated to 2 Derrick Street (Police housing) for outside blinds.
- \$18,100 was allocated to 6 Derrick Street (Police housing) for outside blinds and screening.

#### BBPA Question 11 – Swimming Areas, Beaches and the Jerramungup Swimming Pool

In the 2023/24 Budget \$457,503 was allocated for costs associated with swimming areas, beaches and the Jerramungup Swimming Pool.

- a. How much of these funds are allocated to Bremer Bay?
- b. What work has been undertaken or is intended to be undertaken in this financial year in Bremer Bay in relation to maintenance/protection of swimming areas and beaches?
- c. Does the Shire have a Strategic Plan in relation to swimming areas and beach maintenance and protection in Bremer Bay?
- d. If yes what are the details of that Plan and/or where can those details be found.

#### Shire Response to BBPA Question 11:

An amount of \$392,955 is allocated to the Jerramungup Swimming Pool with the Shire able to recoup funds from the Department of Education under the existing cost sharing arrangement between the Shire and the Department. This includes staff wages, overheads, plant costs, materials and contractors, depreciation and an allocation of decommissioning costs of \$50k. The requirement to now factor in decommissioning costs comes under the new accounting standards that were introduced for local governments.

An amount of \$64,547 is allocated to swimming areas and beaches in 2023/24 for Bremer Bay. This is for staff wages, overheads, various materials and a contingency for contractors.

The maintenance of building assets located on swimming areas and beaches in Bremer Bay is factored into the building maintenance budget and not booked to the Swimming Areas and Beaches GL. For reference, below is the Budget for buildings located on swimming areas and beaches.

- Short Beach Pavilion – \$3,500 (white ant, septic pump outs, contingency)
- Gazebo Pelican Park – \$1,300 (white ant, replace rusted roof, contingency)
- Blossoms Toilet – \$7,500 (pest spray, pump out and replace rusted wall and roof sheeting, contingency)
- Little Boat Harbour Toilet – \$4,500 (pest spray, pump out, replace roof screws, contingency)
- Paperbarks Toilet – \$5,300 (pest spray, pump out, tiling around washbasins, contingency)
- Fisheries Cleaning Station – \$1,400 (pest spray, pump out, replace roof screws, contingency)
- Fisheries Office – \$4,355 (pest spray, pump out, RCD inspection, replace roof screws, contingency)
- Bremer Bay Skatepark Toilets – \$6,265 (pest spray, RCD inspection, contingency, treat ends of exposed rafters in toilet block roof, install GPO's and modify timing system)
- Millers Point Toilet – \$2,250 (pest spray, pump out, contingency)



## BBPA Question 12 – Dillon Beach

- a. Is the Shire adopting any responsibility (de-facto or otherwise given the tenure complications of the beach) in relation to the maintenance and cleanliness of Dillon Beach and the safety of visitors to the beach? If yes what are the responsibilities it has adopted?
- b. What funding is made available for the maintenance of the beach?
- c. What other agencies is the Shire working with for the maintenance of Dillon Beach and what services and funding do those agencies provide?

## Shire Response to BBPA Question 12:

The greater Dillon Beach area is located on a parcel of Unallocated Crown Land and accordingly the Shire has not assumed any formal management control or practices over that area.

The State of Western Australia has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate in accordance with the six registered Indigenous Land Use Agreements (ILUA) for the South West Native Title Settlement (the Settlement).

The six ILUAs comprising the Settlement were conclusively registered on 27 January 2021, after which the Settlement became effective and commenced as from 25 February 2021.

The Noongar Boodja Trust (NBT) was appointed as Trustee for the Noongar Land Estate on 15 March 2021 and since that time, the Western Australian Government has made the first financial payments into the Trust and commenced the process to transfer land assets for the establishment of the Noongar Land Estate.

## The Noongar Land Estate:

Over five years of implementation, the Department of Planning Lands and Project Team will continue the work required to establish the Noongar Land Estate in accordance with the Noongar Land Base Strategy. This involves ongoing consultation with key stakeholders which includes the Shire in relation to land that is potentially suitable for inclusion into the Noongar Land Estate.

Notwithstanding the current tenure arrangements, the Shire's Ranger conducted patrols over the peak holiday period to monitor the area.

No other substantive Budget provisions have been allocated towards this area.

The Dillon Beach area has been identified for possible transfer to the Noongar Budja Trust under the South West Settlement and Council considered a report on that possible transfer at the Ordinary Meeting of Council held on 20 December 2023. The report identifies the importance of Dillon Bay as a destination and the need to create opportunities to implement management practices over the area and advocates for the creation of a coastal reserve as one mechanism to achieve that.

The decision of the Council at that meeting was:

**MOTION: OCM231209**

MOVED: Cr Foreman                      SECONDED: Cr Barrett

That COUNCIL endorses the comments provided in Table 1 in respect to the possible transfer of Land List 1297 to the Noongar Boodja Trust as its formal response to the Department of Planning, Lands and Heritage (DPLH).

CARRIED: 6/0

For:                      President Iffla, Cr Leenhouders, Cr Foreman, Cr Barrett, Cr Brown, Cr Mair

Against:              Nil

**Table 1 – Land List No.1297**

<b>Parcel No.1 : PIN 625245</b>	<ul style="list-style-type: none"> <li>• Lot 2118 is a 1,473m<sup>2</sup> parcel of Vacant Crown Land;</li> <li>• The land is Zoned Rural under LPS No.2;</li> <li>• The land is largely undeveloped and vegetated.</li> </ul>
1. Is the Shire of Jerramungup (Shire) supportive of the transfer of this land to the Noongar People under the Settlement?	<p>The Shire acknowledges the standing of the South-West Native Title Determination and of the intent to transfer lands into the Noongar Estate as part of that settlement.</p> <p>The Shire does not support the whole of the lot in its current configuration and proposes that consideration be given towards excising a portion of the lot adjacent to Dillon Bay to create a coastal reserve.</p>
2. Does the Shire have any interest in the land?	<p>No direct interest, however, the area is within close proximity to the Bremer Bay townsite and is highly valued by the local community and visitors to the region.</p> <p>The Shire has an ongoing interest to ensure that the land is subject to proper land care management practices, particularly in respect to management of and mitigation of bushfire risk. The subject lot by virtue of its location, topography and vegetation cover presents a significant bushfire risk for the Bremer Bay townsite. A number of fires have originated in this locality and bushfires travelling north east represent a significant risk to the Bremer Bay townsite.</p>
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.	<p>An aged Deposited Plan depicting a future road reserve extends along the eastern boundary of the lot. That DP proposed to extend Dillon Bay Road from its current terminus down to the beach front, however, costs associated with construction of and the future maintenance of such a road has meant that Council has not progressed with the formal dedication of the road and is unlikely to do so in the foreseeable future.</p>
4. Is the land parcel subject to any mandatory connection to services?	No
5. Are any future proposals for the land identified? If so - provide detail of	No

what is proposed and in what timeframe?	
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?	Surrounding land is Zoned Rural.
7. Advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?	None – Council has resolved to review Town Planning Scheme No.2 and its Local Planning Strategy. No specific proposals have previously been identified for subject lot, however, a review of the Rural zoning may be appropriate given land capability issues.  No proposals to amend existing Zoning of subject land or those lots abutting subject parcel have previously been identified within strategic planning documents.
8. Advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).	No known contamination issues however the area has been accessed for unmanaged camping and waste may have been buried at various locations.  A shack associated with a former salmon fishing lease is located at the western end of the beach and has been constructed outside the lease area.  The frontal dune system immediately forward of the shack is heavily eroded and potentially will affect the safety and integrity of the building.  This site has been in a designated bush fire prone area for longer than four months. Additional planning and building requirements may apply to development on this site in accordance with State Planning Policy 3.7.
9. Provide any additional comments on the proposed transfer of this land as part of the Settlement.	As detailed above, the Shire submits that land of sufficient scale be excised from the lot and placed into a separate Coastal Reserve.

The decision whether to accept the recommendation of the Shire now sits with the State's Southwest Settlement Team and the traditional owners.

Ruth Reader – 111 Black Rocks Road

Ms Reader thanked the Chief Executive Officer for answering the questions provided by the Bremer Bay Progress Association (BBPA), then asked the questions below to clarify the Shire's responses.

Question (clarification relating to Shire Response to BBPA Question 5):

What new footpaths have been built in Bremer Bay?

Shire Response:

Maintenance was prioritised rather than construction of new footpaths.

Question (clarification relating to Shire Response to BBPA Question 5):

What new footpaths are planned for Bremer Bay and how will the requirements of the Access and Inclusion Plan be addressed on existing and future footpaths?

Shire Response:

This question was taken on Notice.

Moved: Ruth Reader

Seconded: Michael Southern

That the Shire of Jerramungup provide a report on the construction and maintenance of footpaths for the past three years and future five years.

CARRIED UNANIMOUSLY

Question (clarification relating to Shire Response to BBPA Question 6):

Would it be more cost effective to have a plan for kerbing works rather than the way it is currently being done, as part of road or footpath works?

Shire Response:

It is more cost effective to do kerbing works as part of road or footpath works.

Question (clarification relating to Shire Response to BBPA Question 7):

The Shire's Response to the dump point question was very similar to last year. Does this mean that nothing has been done?

Shire Response:

The proposed dump point project will be dealt with as a Budget consideration. There is currently no Budget allocation, so it is not a priority yet. A suitable site which meets all requirements has not yet been identified. Sites considered would be very expensive. Preliminary work needs to be completed before sourcing funding.

Council has an unending list of priorities to be considered for each annual Budget. A public dump point has not been prioritised to date because there are already public dump points in Wellstead and Jerramungup and visitors can pay to access existing dump points in Bremer Bay.

Question (clarification relating to Shire Response to BBPA Question 8):

Is the Shire saying that the waste disposal opportunities in place during the 2023/24 holiday season were adequate, and is the Shire going to increase the number of days it opens the Waste Transfer Station in future years?

Shire Response:

Waste disposal for the holiday season in Bremer Bay is reviewed and decided upon each year.

Ken Dowdell – 2 Templetonia Road

Question:

Mr Dowdell stated that he doesn't feel that the Shire provides enough support to Bremer Bay and he is losing confidence.

How did the Shire support the Bremer Bay Bombs Beasts and Beauties car show?

Who is responsible for the Sports Club oval, which is also used as a dog exercise area? The Club spent \$9,000 getting the oval up to standard for the car show.

Shire Response:

Mrs Tara Pittard approached the Shire early in the planning phase. At that meeting information that identified the critical issues from the Shire's perspective was shared and Ms Pittard was advised that the proposed event appeared to be a good opportunity and that it would be well received by the community. Event Guidelines documents prepared by WA Government were provided to Mrs Pittard to assist with planning, given a public event of the size proposed requires many different aspects to be considered.

As a further demonstration of its support towards the event, Council provided \$1,500.00 which was considered as an Out of Budget expense. The Shire typically requires its local sporting and community groups to develop strategic plans and then considers funding applications to deliver the outcome of those plans, however as a further demonstration of its support the Council was willing to consider the matter as a stand-alone matter.

The oval falls into the lease area of the Bremer Bay Sports Club.

The observation was put that the Progress Association had the opportunity to engage with the Council through the Bremer Bay Community Development Committee (BBCDC) which meets in Bremer Bay four times per year. The BBCDC was an ideal forum to work up the planning of an event such as this. The BBCDC provides an opportunity for organisations to sit down and work proactively with the Shire and other groups. Unfortunately, the Bremer Bay Sports Club recently withdrew from the BBCDC, however there is always an opportunity there for all groups and the Shire encourages participation. The BBCDC is about working collaboratively to achieve outcomes.

Tony White – 2 Eucla Court

Question:

Can the Shire please provide an update regarding the Bremer Bay Airstrip Cross Runway Project?

Shire Response:

The project is making good progress. The Shire was successful with securing two sources of funding. There has been a requirement to update some of the flora and fauna studies to support the issue of a Clearing Permit. The bulk of this work has been or will be completed shortly by consultants. Once the updated information is submitted the Permit is anticipated to be finalised soon after. The specifications and design are to be carried out by Airport Consultants, then the Shire anticipates it will be ready to release for tenders in April/May. Construction works are intended to begin after winter so the site is not saturated, but before fire season so as not to interfere with water bomber operations in the event they are needed. Altogether, the project is expected to take 16 weeks.

**Question:**

The bore at the airport is insufficient to keep the tank full and provide support for water bombers. Using drainage and installing a dam would make sense for fire mitigation in the future. Has this been included in the planning?

**Shire Response:**

Many ideas have been considered however funding is limited. Note: Creation of water bodies close to airfields is generally not favoured due to increased risk of bird/animal strikes.

**Question:**

Can the Shire please carry out the following maintenance at the Bremer Bay Airstrip:

- Mow/mulch the overgrown areas on an annual basis around the hangar zone, parking area and splades at each end of the gravel.
- The bitumen that was laid in the parking area is rough (the gravel preparation was rough) and needs to be swept – the little stones are very dangerous for propellers.
- The area where aircraft swing in from the taxiway to the bitumen is unusable by small aircraft or the Royal Flying Doctor Service and needs repair.

**Shire Response:**

These requests have been noted. The Shire has done some extensive repairs to runway lighting over the last several months. Note: Maintenance works including spraying and mulching had been organised prior to the meeting. The uneven ground levels at the eastern end of the taxi will be graded when maintenance grades are next being undertaken in the Bremer Bay area. Post meeting site inspection of new apron area confirms there is some modulation in ground levels over the area, however these are not of nature that require any rectification works. Only minor areas of loose stone evident on the apron, a further sweep of the area to be programmed.

Tony White left the room at 9.48am and returned at 9.51am.

Graham Drew – 8 Biddy Crescent

**Question:**

The detail of the proposed Marine Park will be released in mid-February. It will have far reaching ramifications for people going to Doubtful Islands. What will be the Shire's position regarding the Marine Park?

**Shire Response:**

No documentation has been released by the State Government yet regarding the Proposed South Coast Marine Park, therefore the Shire has not received any detail on the proposed park to date which can be considered to form a position at this stage.

Also:

- Requested a response to his complaint about being charged for rubbish disposal at the Bremer Bay Waste Transfer Station.
- Suggested that the kerb at the top of the road just before the Health Centre be inspected, as the concrete has blown out and been sitting out on the bitumen.
- A couple were fined at Fisheries for parking in a No Standing area. This needs to be a drop off point.

Shire Response:

These items have been noted.

Michael Lance – 15 Short Beach Road

Moved: Michael Lance

Seconded: Michael Southern

That the Shire prioritise installation of bins, upgrades to ablutions, and improved road access at Blossoms Beach.

CARRIED UNANIMOUSLY

Janet Roberts – 167 Ridgeway Drive

Question:

- Steps from the top Fisheries carpark are in a deplorable and unsafe state, especially when carrying items. It was previously suggested that a drop off point be established but this has not been implemented.
- The carpark adjacent to the ablution block had some work done but it was not left tidy. The Shire promotes 'Respect Bremer Bay' but it is not respectful when jobs are only half done.
- The footpath towards the shop has paving stones chucked in the dirt.
- When dog poo bags are supplied there should be a bin to put them in.
- The step from the gazebo to Short Beach was removed but not replaced when it needed repair.
- Bremer Bay residents expect respect.

Does anyone follow up to see that jobs are done properly?

Why are the little things not done?

Shire Response:

These matters have been noted.

Tony White – 2 Eucla Court

Question:

Will there be bushfire mitigation work happening around Bremer Bay? There are a number of areas which need to be burnt.

Shire Response:

The Shire has a Bushfire Risk Management Plan (BRMP) which was adopted by Council and signed off by the Department of Fire and Emergency Services. Having the BRMP enables Council to apply for Mitigation Activity Fund grants each year and it sets out work to be done on a rolling basis.

**6.0 CLOSURE OF MEETING**

The Presiding Member closed the meeting at 10.10am.

<p>These minutes were confirmed at a meeting held</p> <p>.....</p> <p>Signed: .....</p> <p>Presiding Person at the meeting at which these minutes were confirmed</p> <p>Date: .....</p>
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