



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

JUNE – 2019

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1. DELEGATIONS

1.1 EXECUTIVE SERVICES

1.2 COMMON SEAL

Use of Common Seal under Delegated Authority

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DEL. OFFICER
20/2/2019	Local Planning Scheme No. 2 Amendment No. 12 Portion of Lot 1208, Borden-Bremer Bay Road, Bremer Bay	Department		Martin Cuthbert
9/5/2019	RFQ 02/19 Waste and Recycling Collection Services contract	Shire of Jerramungup and Cleanaway Pty Ltd		Martin Cuthbert
14/5/2019	Surrender of Lease. Lot 2165 on DP 116373. Tooreburrup Road, Bremer Bay.	Telstra Corporation Limited and Shire of Jerramungup		Martin Cuthbert
14/5/2019	Lease of Crown Land. Lot 2165 on DP 116373. Tooreburrup Road, Bremer Bay.	Telstra Corporation Limited and Shire of Jerramungup		Martin Cuthbert

1.3 WAIVER, GRANT CONCESSIONS OR DEBT WRITE OFF

Up to a maximum of \$500 or Maximum of \$20 in respect to rates and service charges

DATE	OFFICER	DESCRIPTION	PERSONS AFFECTED

1.4 CEO DONATIONS

Approve sundry donations to the value of \$250. In assessing applications for the sundry donations, the assessor must apply the assessment criteria as outlined within Administration Policy 6: Donations

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION

1.5 PLANNING

Planning application decisions under delegated authority up to 30 June 2019.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
04/06/2019		Craig Pursey	T.I.T.E.S Pty Ltd	MCB Construction Pty Ltd	Proposed storage shed (extension)	9 Vasey Street, Jerramungup		
07/06/2019		Craig Pursey	Megatime Pty Ltd		Proposed food van x2 (Orca's and Soul Cocina food van)	Bremer Bay Caravan Park		
19/06/2019		Craig Pursey	Mark Siviour Holdings Pty Ltd	Andrew Taiehu Solomon-Maere	Proposed single house	28316 South Coast Highway, Jerramungup		
19/06/2019		Craig Pursey	Shire of Jerramungup		Proposed renovation of existing toilet block, new UAT and retaining wall	Bremer Beach		
20/06/2019		Craig Pursey	Melanie Elizabeth Hayhow		Proposed conversion of shed to ancillary accommodation (Retrospective)	58 Gneiss Hill Road, Bremer Bay		
24/06/2019		Craig Pursey	Drew Glendon Dawson		Proposed bathroom addition and conversion of portion of shed to games room (Retrospective)	171 Point Henry Road, Bremer Bay		
24/06/2019		Craig Pursey	Katharine Lee Harrison		Proposed conversion of shed to house, with additions (Retrospective)	90 Trevally Place, Bremer Bay		
26/06/2019		Craig Pursey	Lyle Cameron		Construction of house, shed and water tank	63 Native Dog Beach Road, Bremer Bay		
26/06/2019		Craig Pursey	Jason, Jessica and Denise Duffy		Residential house, shed and water tank	64 Native Dog Beach Road, Bremer Bay		
28/06/2019		Craig Pursey	James Frederick Loftus		Short term rental of ancillary accommodation	37 Bennett Street, Bremer Bay		
28/06/2019		Craig Pursey	Holly Bree Mitchell		Building envelope and driveway			

1.6 BUILDING

Building application decisions under delegated authority up to 30 June 2019.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
13/06/2019	BP19-029	Janna Cheshire	Lawson Grains Limited	Plantagenet Sheds and Steel Pty Ltd	Construction of Jacup Fire Brigade shed	Lot 301 South Coast Highway, Jerramungup		
17/06/2019	BP19-030	Janna Cheshire	Shire of Jerramungup		Renovation of existing ablution block, construction of new UAT and installation of retaining walls	Bremer Beach Ablution Building, Bremer Bay Road, Bremer Bay		
18/06/2019	DP19-015	Janna Cheshire	Water Corporation	AD Contractors	Removal of small brick building (pump shed)	Lot 159 Chittowurup Road, Jerramungup		

1.7 BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
14/06/2019	OP19-001	Janna Cheshire	Bush Heritage Australia		Occupancy Permit for Fitzgerald Field Station	Lot 1879 Monjebup Road, Boxwood Hill		

1.8 APPROVAL TO CONSTRUCT AN ANNEXE OR RELOCATE A PARK HOME

Reg 30 (1) (c) Caravan Parks and Camping Grounds Regulations 1997

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE

2. COUNCIL RESOLUTION STATUS REPORT

Register of Council resolutions progress report updated 12 March 2019.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
17-Oct-2018	Transfer of Reserve, WA Country Health Service	OC071018	That Council RESOLVES to: 1. Create a new reserve on newly created Lot 9001 on Deposited Plan 401402 (Crown Reserve 51778), being Lot 8 Garnett Road, Bremer Bay 2. Advise WA Country Health Service that Council will create the new reserve with a Management Order in favour of Health as an in-kind contribution from the Shire of Jerramungup towards the project	CEO	Process to create new reserve to commence once specified area known WACHS advised of Council resolution	Ongoing Completed 22-Oct-2018
20-Feb-2019	Proposed Three Lot Subdivision	OCM190208	That Council, in regard to subdivision application 157375 – Lot 203 Wellstead Road, Bremer Bay, recommend to the Western Australian Planning Commission: A. To only approve the creation of proposed Lot A, leaving proposed Lot B and C as a single lot due to concerns with access and bushfire risk. B. Conditions of approval to include: i) A notification, pursuant to section 165 of the Planning and Development Act 2005, is to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level (BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited	MoD	Advice forwarded to WA Planning Commission 21 February, 2019 Update received from WAPC: <i>The Commission confirms that it has received agreement to extend the period for consideration of the application relating to the above described land and advises that a decision will be deferred, until no later than 30 April 2019 to provide time for the following matter(s) to be resolved:</i>	Ongoing

			<p>plan). The notification is to state as follows:</p> <p>'This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and is be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land'</p> <p><i>Council resolved to include the following conditions:</i></p> <p><i>B. ii) Condition: Bushfire Management Plan be amended to retain emergency access to Lots A & B; and</i></p> <p><i>B. iii) Council may consider supporting full 3 Lot subdivision should permanent legal road frontage be provided to proposed Lot B</i></p>		<ul style="list-style-type: none"> • <i>Allow time for submission of modified plan for 2 lot conservation lot subdivision, with modified bushfire management plan.</i> 	
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17-Apr-2019	Supply of hook lift bins – Waste and Recycling	OCM190408	<p>That Council:</p> <ol style="list-style-type: none"> 1. ACCEPT the schedule of rates submitted by Cleanaway under the WALGA Preferred Supplier Contract CO02/11 for the provision of hooklift bins for Recycling at the Bremer Bay and Jerramungup Transfer Stations, for a two (2) year period until 31 March 2021, with the option to extend the term for an additional three (3) x twelve (12) month extensions to 31 March 2024 at the Principals discretion; and 2. ACCEPT the schedule of rates submitted by Cleanaway under the WALGA Preferred Supplier Contract CO02/11 for the provision of hooklift bins for General Waste at the Bremer Bay and Jerramungup Transfer Stations, for a two (2) year period until 31 March 2021, with the option to extend the term for an additional three (3) x twelve (12) month extensions to 31 March 2024 at the Principals discretion. 	CEO	Contracts signed	Ongoing
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15-May-2019	Paperbarks Park Ablution Block Upgrades	OCM190506	<p>THAT Council;</p> <ol style="list-style-type: none"> 1. Retain the existing artwork on the front of the Paperbarks Park ablution block and render around the existing artwork; 2. Render the new UAT to match the existing building; and 3. Engage a local community group to prepare public art for the front of the new UAT 	MoD	<p>Scope of works issued to builder</p> <p>Works commenced early July</p>	Ongoing
15-May-2019	South Coast Alliance Inc	OCM190508	THAT Council write to the South Coast Alliance Inc and request to formally join this alliance as an active member	CEO	<p>Request sent to South Coast Alliance</p> <p>Alliance voted in favour of Shire of Jerramungup joining the Alliance</p>	Completed
15-May-2019	Councillor Resignation	OCM190509	<p>That Council, BY AN ABSOLUTE MAJORITY:</p> <ol style="list-style-type: none"> 1. Acknowledges Councillor Trevaskis resignation as of 17 April 2019; 2. Thanks Councillor Trevaskis for his contribution to the Shire of Jerramungup as an elected member since October 2003; 3. In accordance with section 4.17(4A) of the Local Government Act 1995, the Council request approval from the Electoral Commissioner for the vacant Council position caused by the recent resignation of Bruce Trevaskis to remain vacant until the Ordinary October 2019 Local Government Elections 	CEO	<p>Letter sent to WAEC Commissioner requesting vacancy remains unfilled until October 2019 election</p> <p>Advice received from WAEC confirming vacancy to remain until the ordinary election to be held October 2019</p>	Completed
19-June-2019	2019/2020 Proposed Fees and Charges	OCM190607	That Council, BY AN ABSOLUTE MAJORITY, adopt the attached schedule of fees and charges for the 2019/2020 financial year effective as of 1 July 2019	DCEO	Fees and Charges advertised and effective as of 1 July 2019	Completed

19-June-2019	Proposed House in Local Reserve for "Recreation and Open Space"	OCM190608	<p>THAT Council approve the application for a single house Lot 2015 South Coast Highway, Jerramungup (Ref 19-017) subject to the following conditions:</p> <p>(a) Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.</p> <p>(b) All stormwater from roofed and paved areas shall be collected and disposed of on-site to the satisfaction of Council.</p> <p>(c) The new crossover/s being constructed to the Shire's specifications and satisfaction. A permit from Main Roads WA may be required prior to any work being carried out within the road reserve.</p> <p>(d) The driveway is to be maintained at a trafficable standard at all times. The driveway is to have a minimum trafficable surface of 4m, horizontal clearance of 6m and vertical clearance of 5m.</p> <p>(e) An Asset Protection Zone being cleared and maintained around the dwelling consisting of a parkland cleared area a minimum of 50m in width and shall increase by 1m in width for every degree of incline</p>	MoD	Applicant advised of Council decision	Completed
19-June-2019	Review of Local Planning Policy 18 – Point Henry Fire Management	OCM190609	<p>THAT Council,</p> <ol style="list-style-type: none"> 1. Amend Local Planning Policy No.18 – Point Henry Fire Management Strategy as per the draft policy at Attachment B and in accordance with the recommendations of the Schedule of Submissions at Attachment A of this report. 2. Publish a public notice in an official newspaper circulating in the area to notify the public that 	MoD	Policy Amended Advertising completed Referred to WA Planning Commission	Ongoing

			<p>Council has adopted a revised Local Planning Policy No 18 (in accordance with Schedule 2, Part 2 (4) of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>3. Refer the final version of Local Planning Policy 18 to the Western Australian Planning Commission and the Department of Fire and Emergency Services under clause 4.5.3 of the Guidelines for Planning in Bushfire Prone Areas for approval of the proposed 'local variations'.</p> <p>4. Receive the Visual Guide for vegetation types in the Shire of Jerramungup as they relate to AS3959 found at Attachment C of this report.</p> <p>5. Note the internal procedure establishing the standard for assessing variations to the Fire Control Information Notice as it concerns clause 3 – "Rural Residential Zone – Specific to Point Henry Peninsula" as found at Attachment D of this report.</p> <p>6. Receive the 'Point Henry Development' information pack found at Attachment E of this report.</p> <p>7. Forward advice to the DFES Great Southern Regional Office requesting that mitigation standards currently being prepared include reference to applying best practice management techniques when managing recognized weeds and Kwongkan Shrubland, as described in the document "Bremer Bay Point Henry Vegetation Mapping and Management Project"</p>			
19-June-2019	2019 WA Local Government Convention	OCM190611	APPOINT President Rob Lester and Deputy Shire President Jo Iffla to represent the Shire of Jerramungup as voting delegates at the Western	CEO	Voting delegates appointed and registered for 2019 Local Government Convention	Completed

			Australian Local Government Association's Annual General Meeting, to be held on Wednesday 7 August 2019			
19-June-2019	Disability Access Inclusion Plan Review	OCM190612	That Council: 1. ENDORSES the Draft Shire of Jerramungup Disability Access Inclusion Plan 2019-2024 as presented and attached to this Agenda; and 2. ADVERTISE the Draft Disability Access Inclusion Plan 2019-2024 for a period of four weeks and consider any submissions received	CEO	Advertising commenced Submissions will be brought back to Council for final adoption	Ongoing
19-June-2019	Code of Conduct Review	OCM190613	That Council ADOPTS the Draft Code of Conduct for the Shire of Jerramungup as presented and attached to this Agenda	CEO	Plan adopted and updated in Shire records system	Completed
19-June-2019	Works Enterprise Agreement 2018	OCM190614	That Council NOTE the signing of the Shire of Jerramungup Works Enterprise Agreement 2018 as presented and attached to this Agenda, noting that it is for a four year term and has been lodged for certification with Fair Work Commission	CEO	Agreement signed and lodged with Fair Work Commission for final certification	Completed
19-June-2019	Policy Review	OCM190615	That Council: 1. Pursuant to section 2.7(2)(b) of the Local Government Act 1995 reaffirm the continued application and operation of the following current Council Policy as amended in the report and attached to this report for a further two (2) years or such earlier date as Council may determine from time to time: FP1 – Capitalisation and Depreciation of Non-Current Assets Policy	CEO	Policy updated in Shire records and staff advised	Completed

3. CEO MEETINGS OF SIGNIFICANCE

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
10 June 2019	Jerramungup	LEMC Meeting	
11 June 2019	Jerramungup	WALGA	Procurement meeting
11 June 2019	Bremer Bay	Bremer Bay Boat Harbour Working Group	Finalisation of Business Plan Concept for Bremer Bay Boat Harbour
12 June 2019	Albany	First Health	Contract renewal discussion for health services within Shire
12 June 2019	Albany	GSDC	Meeting to discuss Regional Waste Project
13 June 2019	Jerramungup	WAEC	Meeting with Electoral Commission regarding 2019 local government elections
13 June 2019	Jerramungup	Marisa	GSHI Project Update
14 June 2019	Jerramungup	Elected Members	2019/2020 Budget meeting
17 June 2019	Cranbrook	Shire of Denmark	Peer Support Program catch up
17 June 2019	Cranbrook	MARKYT	Regional MARKYT Scorecard Workshop & Presentation
19 June 2019	Jerramungup	Elected Members	2019/2020 Budget meeting
20 June 2019	Albany	H & H Architects	GSHI meeting
20 June 2019	Albany	South Coast Alliance meeting	
21 June 2019	Tambellup	GSHI meeting	Housing Project Control Group meeting
21 June 2019	Tambellup	GSDC	Regional Strategic Waste meeting
24 June 2019	Albany	Telstra	Meeting with Boyd Brown, Telstra Regional General Manager WA
28 June 2019	Gnowangerup	Elected Members	Great Southern Zone of WALGA 1-day mini conference