



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

OCTOBER/NOVEMBER – 2023

ITEMS

1.	DELEGATIONS.....	3
1.1	EXECUTIVE SERVICES	3
1.2	COMMON SEAL	3
1.3	WAIVER, GRANT CONCESSIONS OR DEBT WRITE OFF.....	3
1.4	CEO DONATIONS	3
1.5	PLANNING – OCTOBER	4
1.6	BUILDING AND DEMOLITION – OCTOBER	5
1.7	BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES	6
1.8	APPROVAL TO CONSTRUCT AN ANNEXE OR RELOCATE A PARK HOME	6
2.	COUNCIL RESOLUTION STATUS REPORT	7
3.	CEO MEETINGS OF SIGNIFICANCE –OCTOBER/NOVEMBER 2023	11

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1. DELEGATIONS

1.1 EXECUTIVE SERVICES

1.2 COMMON SEAL

Use of Common Seal under Delegated Authority – 1 July 2023 – 30 June 2024

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED OFFICER
11 August 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 9012 Wellstead Road owned by Ninaz Moradkhani and Mark William Swindells	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
11 August 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 8 Point Gordon Road, owned by Nils Christian Gunnar Matthews	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
27 September 2023	Contract for the Provision of Services	Contract for the Provision of Services: Jerramungup Public Library	CS.LI.1	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer

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
3 July 2023	Charmaine Solomon	Various Rates Write – off <\$5.00 – \$279.02	Various

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 5: Donations 1 July 2023 – 30 June 2024

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION
4 September 2023	Martin Cuthbert	Jerramungup Bowling Club	Support for the Bowls Classic

DELEGATIONS

1.5 PLANNING – OCTOBER

Planning application decisions under delegated authority up to 31 October 2023.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
17/07/2023	P23-051	Noel Myers	Katrina & Nathan Mouritz		Dwelling, shed, water tank and driveway	LOT 38 Gneiss Hill Road BREMER BAY 6338	Approved	18/10/2023
06/09/2023	P23-059	Noel Myers	Megatime Pty Ltd		Outdoor patio with seating area	72 Cuneo Drive Cnr Bremer Bay Road BREMER BAY 6338	Approved	04/10/2023
26/09/2023	P23-062	Noel Myers	Country Mile Home Care Pty Ltd	La Rosa Constructions	Construction of a new single dwelling	9 Melaleuca Court BREMER BAY 6338	Approved	23/10/2023
04/10/2023	P23-064	Noel Myers	Bryan Bullock & Paula McLean		Short term holiday accommodation	10 Margaret Street BREMER BAY 6338	Approved	24/10/2023

1.6 BUILDING AND DEMOLITION – OCTOBER

Building application decisions under delegated authority up to 31 October 2023.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
16/08/2023	BP23-036	Martin Cuthbert	Bruce Digby Lake		Firefighting water tank	Lot 75 / 19 Black Rocks Road BREMER BAY 6338	Approved	24/10/2023
19/09/2023	BP23-038	Martin Cuthbert	Joseph Andrew Longden	DMG Architecture – Tiffany Molloy	Two storey dwelling	Lot 304 / 28 The Esplanade BREMER BAY 6338	Approved	10/10/2023
09/10/2023	BP23-047	Martin Cuthbert	Stuart & Ali Hocking		Shed/Garage	3 Emma Street BREMER BAY 6338	Approved	25/10/2023
12/09/2023	BP23-049	Martin Cuthbert	Diane Valrae Cunliffe		Installation of prefabricated retaining wall panels	Lot 213 / 7 Mary Road BREMER BAY 6338	Approved	05/10/2023
15/09/2023	BP23-050	Martin Cuthbert	BVA Investments Pty Ltd	Wauters Enterprises Pty Ltd	Construction of a single dwelling	Lot 316 / 44 Bremer Bay Road, BREMER BAY 6338	Approved	09/10/2023
22/09/2023	BP23-051	Martin Cuthbert	Viridis Ag Pty Ltd		Construction of steel framed, steel clad storage shed	Lot 1415 / 31252 South Coast Highway, JERRAMUNGUP	Approved	13/10/2023
26/09/2023	BP23-052	Martin Cuthbert	Jason Cronin	WBS Modular Pty Ltd T/A Evoke Living Homes	Construction of a single storey dwelling	Lot 1 / 3A Emma Street BREMER BAY	Approved	16/10/2023
26/09/2023	BP23-053	Martin Cuthbert	Brock & Emma Ramsay	MCB Construction Pty Ltd	Construction of a steel framed, steel clad storage shed	Lot 698 / 28 Roderick Street BREMER BAY	Approved	20/10/2023
09/10/2023	BP23-056	Martin Cuthbert	Brett Young	Plunkett Homes	New dwelling	19 Mary Road BREMER BAY 6338	Approved	19/10/2023
16/10/2023	BP23-058	Martin Cuthbert	Roslynn & Russell Thompson	Cladding WA – John Vadala	Extension to dwelling – store room	17 George Street BREMER BAY 6338	Approved	31/10/2023
16/10/2023	CP23-005	Noel Myers	Allison Maroske & Michael Toovey		Concrete crossover	Lot 774 Freeman Drive BREMER BAY 6338	Approved	17/10/2023

1.7 BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES

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

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 14 November 2023.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
21/12/22	Management Options – Wellstead Estuary, Bremer Bay	OCM221207	<p>That COUNCIL:</p> <ol style="list-style-type: none"> 1. Authorise staff to prepare information on the proposed installation of the barrier fencing across the bar to the Wellstead Estuary and for such information to be circulated for community feedback for a period of no less than 28 days; 2. Instructs that the matter be brought back to Council at the next available Council Meeting following the close of the consultation period for final determination as to whether to proceed with the retention of the fencing insitu on a semi-permanent basis or to adopt alternative solutions that may arise from the community consultation process; 3. Reserves the right to erect the barrier fencing as a temporary measure to preserve the integrity of the habitat in the eventuality that the bar to the Wellstead Estuary closes prior to Council making a final determination as to whether the barrier fence or alternative solution is to be reinstated on a semi-permanent basis; 4. Advises the Fitzgerald Biosphere Group that in providing its in-principal support does not bind the Council to the project should issues arise in the opinion of the Council prove to be fatal flaws from an environmental, engineering and financial perspective. 	Manager of Development	<p>Barrier fence was reinstated 31/10/2023.</p> <p>A public notice with a brief rationale was prepared and posted advising action had been taken with invitation for community to provide suggestions/recommendations for the long-term management of the estuary by c.o.b 1/12/2023.</p>	

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
26/04/23	Local Law Review	OCM230411	That Council resolves to undertake a review of all of its Local Laws in accordance with section 3.16 of the Local Government Act 1995 and to give Statewide and local public notice of its intent to undertake the review.	CEO	In progress	
23/08/23	CSRFF Application – Jerramungup Sports Club	OCM230806	That Council: <ol style="list-style-type: none"> 1. Place the following priority on the project submitted for CSRFF funding: <ol style="list-style-type: none"> 1) Jerramungup Sports Club. 2. Authorise a cash contribution of up to a maximum of \$33,200 ex GST, on the condition that the project is successful in achieving funding from the Department of Local Government, Sport and Cultural Industries. 3. Endorse the following completed CSRFF Small Grants Application Form – Project Assessment Sheet. 	DCEO	The CSRFF application was submitted to the Department of Local Government, Sport and Cultural Industries on 25 August 2023. Outcome is not expected to be announced until end of 2023 early 2024.	
27/09/23	Renewal of Jerramungup Library Service Level Agreement	OCM230911	That Council: <ol style="list-style-type: none"> 1. Endorse the service level agreement for Library Services with the Jerramungup Community Resource Centre for a term of three years. 2. Authorise the Chief Executive Officer and Shire President to execute the service level agreement with the Jerramungup Community Resource Centre. 	DCEO	The CEO and Shire President executed the service level agreement with the Jerramungup Community Resource Centre following the September Council meeting. The agreement has been forwarded to the CRC for their execution.	

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
27/09/23	Purchase of 1x New Construction Loader and/or Outright Purchase of 1x 2015 John Deere Loader 624K	OCM230919	That Council, by absolute majority: <ol style="list-style-type: none"> 1. Accepts AFGRI Equipment Australia’s quotation for a John Deere 624K-11 Wheel Loader at \$318,000 ex GST. 2. Accepts AFGRI Equipment Australia’s outright purchase for Council’s John Deere 624K Loader at \$82,500 ex GST. 3. Delegates authority to the CEO to execute the transaction with AFGRI Equipment Australia. 	Works Supervisor/ DCEO	Order submitted	
25/10/23	Amendment to Minutes	OCM231002	That the Minutes of the Ordinary Council Meeting of the Shire of Jerramungup held in the Council Chamber, Jerramungup, on 27 September 2023 be CONFIRMED, subject to the Land Lists recited in Item 9.3.3 South West Settlement Land Lists 12650 and 12658 being amended as follows: <ol style="list-style-type: none"> 1. Report Title (Page 38) – Modify to delete reference to Land List No’s 12650 and 12658 and replace with Land Lists 1645 and 1411; 2. Summary (Page 38) – modify to delete reference to Land List No’s 12650 and 12658 and replace with Land Lists 1645 and 1411; 3. Comment: (Page 39) – modify to delete reference to Land List No’s 12650 and 12658 and replace with Land Lists 1645 and 1411; 4. Officer recommendation (page 42) – modify to delete reference to Land List No’s 12650 and 12658 and replace with Land Lists 1645 and 1411; 5. Resolution OCM230915 (page 42) – modify to delete reference to Land List No’s 12650 and 12658 and replace with Land Lists 1645 and 1411. 	EA	In progress	

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
25/10/23		OCM231007	That Council: <ol style="list-style-type: none"> 1. Endorse the Service Level Agreement for the Library and Shire Branch Services and Front Counter Services within the Bremer Bay Community Resource and Visitors Centre (Inc) for a term of three years at \$44,400 plus GST per annum. The contract price is to be increased by CPI and confirmed in Council's annual budget. 2. Authorise the Chief Executive Officer and Shire President to execute the Service Level Agreement with the Bremer Bay Community Resource and Visitors Centre (Inc). 	DCEO	The service level agreement with the Bremer Bay Community Resource Centre went to Bremer Bay following the October Council meeting for execution by the CRC and the Shire President. Once this is completed the agreement will be executed by the CEO and common seal affixed.	
25/10/23	Council Meeting Dates 2024	OCM231009	That Council, with respect to the 2024 Ordinary Meeting of Council Schedule: <ol style="list-style-type: none"> 1. Approve the following Ordinary Meeting of Council dates, times and venues for the year ahead. 2. Request that the Chief Executive Officer or his authorised officer advertise the approved dates by Public Notice and on the Shire of Jerramungup website and social media sites. 	CEO	Will be advertised at appropriate time.	
	Christmas/ New Year Opening Hours 2023-24	OCM231010	That Council NOTES the closure of Council facilities as follows: <ol style="list-style-type: none"> 1. Shire's Administration Centres at Jerramungup and Bremer Bay from 3.00pm Friday, 22 December 2023 to 8.30am on Monday, 8 January 2024; and 2. Shire's Depot from Thursday, 21 December 2023, to Tuesday, 2 January 2024. 	CEO	Will be advertised at appropriate time.	

3. CEO MEETINGS OF SIGNIFICANCE –OCTOBER/NOVEMBER 2023

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
21 October 2023	Jerramungup	Local Government Election	Vote Count
26 October 2023	Bremer Bay	WA Police	Proposed Police Post in Bremer Bay Meet new Sergeant
1 November 2023	Teams	Shire of Gnowangerup	BRMC contract
2 November 2023	Albany	GSDC	Housing the Workforce Working Group
3 November 2023	Twertup Road	FBCC	Half Yearly Meeting
3 November 2023	Bremer Bay	Megatime Pty Ltd	Lease discussions on BB Caravan Park
7 – 10 November 2023	Perth	Local Government Professionals	Annual State Conference
16 November 2023	Bremer Bay	Megatime Pty Ltd	Lease discussions on BB Caravan Park
20 November 2023	Albany	MRWA	GS RRG Meeting