

COUNCILLOR INFORMATION BULLETIN

AUGUST – SEPTEMBER 2026

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Information Bulletin | Thursday 24 September 2026

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1.0 DELEGATIONS

1.1 EXECUTIVE SERVICES

1.1.1 COMMON SEAL

Use of Common Seal under Delegated Authority – 1 July 2026 – 31 December 2026

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED OFFICER
2 July 2026	Lease	Reserve 26384, 7 Mary Street, Bremer Bay Bremer Bay Community Resource and Visitor's Centre Inc	CP.US.34	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
29 July 2026	Lease	Reserve 26384, 7 Mary Street, Bremer Bay ETA Pharmacies Group	CP.US.96	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
29 July 2026	Lease	Reserve 26384, 7 Mary Street, Bremer Bay Purple Butterfly Pty Ltd (CAN 669 291 329) trading as Skylar Early Learning Bremer Bay	CP.US.93	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
29 July 2026	Lease	Reserve 31381, 3 Spitfire Avenue, Jerramungup Purple Butterfly Pty Ltd (CAN 669 291 329) trading as Skylar Early Learning Jerramungup	CP.US.92	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
29 July 2026	Lease	8 Tobruk Road, Jerramungup Jerramungup Community Resource Centre	CP.US.28	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED OFFICER
10 September 2026	Animals, Environment and Nuisance Local Law 2026	Shire of Jerramungup	LE.LL.3	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
10 September 2026	Bush Fire Brigades Local Law 2026	Shire of Jerramungup	LE.LL.3	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
10 September 2026	Parking and Parking Facilities Amendment Local Law 2026	Shire of Jerramungup	LE.LL.3	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
10 September 2026	Dogs Local Law 2026	Shire of Jerramungup	LE.LL.3	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer
10 September 2026	Dust, Sand and Erosion Local Law 2026	Shire of Jerramungup	LE.LL.3	Cr Nathan Brown, Shire President and Martin Cuthbert, Chief Executive Officer

1.1.2 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/DEBTOR NO.

1.1.3 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 2026 – 31 December 2026

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION

1.2 DEVELOPMENT SERVICES

1.2.1 PLANNING – AUGUST

Planning application decisions under delegated authority up to 31 August 2026.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
29/01/2026	P26-008	Richard Hindley	BVA Investments Pty Ltd	Moss Designs	Proposed New Dwelling and Shed	Lot 1 Bremer Bay Rd, BREMER BAY 6338	Approved	05/08/2026
25/06/2026	P26-041	Richard Hindley	Rohan Stannus Murdoch		Proposed Gravel Extraction Site – Amaroo	6000 Borden-Bremer Bay Rd, BOXWOOD HILL 6338	Approved	03/08/2026
25/06/2026	P26-042	Richard Hindley	Rohan Stannus Murdoch		Proposed Gravel Extraction Site – Jennella	7309 Borden-Bremer Bay Rd, BOXWOOD HILL 6338	Approved	03/08/2026
06/07/2026	P26-044	Richard Hindley	Shire of Jerramungup	Bremer Bay Golf Club	Reserve 511, Bremer Bay Sports Club – Proposed Shed for Golf Cart Storage	9 Wellstead Rd, BREMER BAY 6338	Approved	21/08/2026

1.2.2 BUILDING AND DEMOLITION – AUGUST

Building application decisions under delegated authority up to 31 August 2026.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
15/06/2026	BP26-026	Martin Cuthbert	Tanya Buckenara		Single Storey Dwelling	4733 Swamp Rd, BREMER BAY 6338	Approved	18/08/2026
09/07/2026	BP26-030	Martin Cuthbert	Craig Lebens & Anne Stephens		Proposed Enclosed Dry Area for Scuba Storage	1 Wellstead Rd, BREMER BAY 6338	Approved	04/08/2026
14/07/2026	BP26-031	Martin Cuthbert	Lynch Investments WA Pty Ltd	Quinten Lynch	Single Storey Dwelling with Decking and Carport	12 Emma St, BREMER BAY 6338	Approved	03/08/2026
27/07/2026	BP26-035	Martin Cuthbert	Jordanne Medlen & Mitchell Bell		Proposed Attached Timber Patio with Colorbond Roof over a Raised Timber Deck	20 Margaret St, BREMER BAY 6338	Approved	17/08/2026
29/07/2026	BP26-036	Martin Cuthbert	Dalton & Melissa Bray	Pique Mod Pty Ltd	Proposed Ancillary Dwelling	225 Black Rocks Rd, BREMER BAY 6338	Approved	13/08/2026
29/07/2026	BP26-037	Martin Cuthbert	Mark & Natasha Spinks	Modular	New Single Storey Modular Dwelling with Veranda	27756 South Coast Hwy, JACUP 6337	Approved	18/08/2026
04/08/2026	BP26-038	Martin Cuthbert	Chloe & Dylon Obst	Albany Sheds and Garages	Gable Patio and Attached Verandas to Existing Dwelling	10 Hakea Close, BREMER BAY 6338	Approved	24/08/2026

1.2.3 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
Nil								

1.2.4 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
Nil								

2.0 COUNCIL RESOLUTION STATUS REPORT

Register of Council resolutions progress report updated 14 September 2026.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
23/10/24	CEO Review of Systems and Procedures (Reg 17)	OCM241004	That Council ADOPT the recommendations of the Audit Committee to: 1. Accept the Chief Executive Officer's Regulation 17 review of the appropriateness and effectiveness of the Shire of Jerramungup systems and procedures in relation to risk management, internal control and legislative compliance, and 2. Request that the Chief Executive Officer provide regular updates to the Audit Committee on the progress of the recommendations for improvement identified as part of the review.	CEO		Ongoing
27/11/24	Delivery of Waste Services	OCM241112	That COUNCIL: - Seek formal quotations for the services generally in accordance with the Tender Documents from select suppliers under the provisions of section 11 (2) (c) of the Local Government (Functions and General Regulations) 1996.	DCEO/MoW		In progress
1/10/25	Proposed Modification to Reserve Management Orders – Reserve 51949	OCM250906	That Council request the Minister under Section 46(2) of the <i>Land Administration Act 1997</i> to add a power to lease for 21 years to Reserve 51949.	MoD	Request has been sent to DPLH	In progress

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
29/10/25	Adoption Subject to Modification – Structure Plan – Lot 9500 Borden-Bremer Bay Road, Bremer Bay	OCM251006	That Council support, in accordance with Clause 20(1)(c) and 20(2) of the Deemed Provisions, that the Proposed Structure Plan for Lot 9500 Borden-Bremer Bay Road, Bremer Bay should be supported by the Commission subject to modifications: (a)-(k).	MoD	Lodged with DPLH	In progress
26/11/25	Disposition of Interest in Property – Portion Reserve 51778 Pt. Lot 9001 Bremer Bay Road/ Seadragon Avenue, Bremer Bay	OCM251108	That Council: 1. Formally relinquish its interest in the 3,500m2 parcel of land described as Portion Reserve 51778 Pt. Lot 9001 Bremer Bay Road/Seadragon Avenue, Bremer Bay, identified on Diagram 1. 2. Surrender Management Order M847850 and M847851 as set out on Certificate of Title Volume LR3164 Folio 965 in relation to Reserve 51778 over the portion of land to be excised, as identified in Diagram 1.	MoD	In progress	In progress
17/12/25	Proposed Road Dedication – Proposed Lots 501 and 502 Borden-Bremer Bay Road, Boxwood Hill	OCM251209	That Council: 1. Request the Minister of Lands to dedicate a portion of Lot 47 and a portion of UCL proposed as lots 501 and 502 Borden-Bremer Bay Road, Boxwood Hill as road reserve under Section 56(1)(a) of the <i>Land Administration Act 1997</i> . 2. Instruct the Chief Executive Officer: a) To provide public notice seeking submissions on the proposal to dedicate proposed lots 501 and 502 Borden-Bremer Bay Road, Boxwood Hill pursuant to Section 56 of <i>Land Administration Act 1997</i> and Regulation 8 of <i>Land Administration Regulations 1998</i> ; and	MoD	Advertising closed 4 September 2026. Meeting held with Wagyl Kaip 9 September 2026. Being presented to the Cultural Advice Committee then a formal response will be provided.	In progress

			b) Consider and respond to any submissions or objections received. 3. Advise the Minister of Lands that in accordance with Section 56(4) of the <i>Land Administration Act 1997</i> that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.			
24/06/26	Delegation Register Review	OCM260615	That Council, by an Absolute Majority, pursuant to the Local Government Act 1995 and the various provisions of other State Legislation as listed: 1. Notes completion by Council as the Delegator of the 2025/2026 annual statutory review of the Register of Delegations of Authority, in accordance with sections 5.18 and 5.46 of the Local Government Act 1995, section 47(2) of the Cat Act 2011 and section 10AB of the Dog Act 1976; 2. Adopt the delegations and limitations thereto with respect to the Chief Executive Officer, Chief Bushfire Control Officer and Shire President as designated in the attached Register of Delegations of Authority; and 3. Notes the delegations that the Chief Executive Officer has determined with respect to other officers, pursuant to section 5.44 of the <i>Local Government Act 1995</i>.	EAO	Finalise Delegation Register incorporating amendments Write to all staff with delegations Update Corporate Document Register and Website	Completed In progress Completed
29/07/26	Adoption of Shire of Jerramungup Section 33 Notice 2026-2027	OCM260708	That Council: 1. Adopts the Shire of Jerramungup Section 33 Notice 2026-2027, as attached. 2. Authorises the Chief Executive Officer to arrange publication and distribution of the Notice in accordance with Section 33 of the <i>Bush Fires Act 1954</i>.	DCEO/CESM	Publish and distribute as required	Completed

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
29/07/26	Proposed Fencing Local Law Re-commencement	OCM260722	That 1. In accordance with the <i>Local Government Act 1995</i> s. 3.12(2) and (3) and all other legislation enabling it, local public notice be given that Council intends to make a Fencing Local Law, and inviting submissions for a minimum six week period – Purpose – to prescribe sufficient fences, the standard for construction of fences and create offences for non-compliance. Effect – to establish the minimum requirements for fencing, provide for permitted and prohibited fencing, and create offences for non-compliance. 2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – - Sent to the Chief Executive Officer of the Department of Local Government, Industry Regulation and Safety;- - Made available to any other person requesting a copy.	EAO	Advertised for public submissions	In progress
29/07/26	Proposed Public Places and Local Government Property Local Law – Re-commencement	OCM260723	That – 1. In accordance with the <i>Local Government Act 1995</i> s.3.12(2) and (3) and all other legislation enabling it, local public notice be given that Council intends to make a Public Places and Local Government Property Local Law, and inviting submissions for a minimum six week period – Purpose – to make provisions for the management of public places, thoroughfares and all local government property, and repeal – (a) The Shire of Jerramungup <i>By-Laws Relating to Reserves and Foreshores</i> published in the Government Gazette on 1 December 1989;	EAO	Advertised for public submissions	In progress

			(b) <i>Shire of Jerramungup Beach Access Local Law 1997</i> published in the Government Gazette 15 August 1997; and (c) <i>Shire of Jerramungup Local Government Property Local Law</i> published in the Government Gazette on 2 December 2005. Effect – to repeal existing local laws, establish necessary controls for public places, thoroughfares and local government property, provide for permitted and prohibited use and activities, and create offences for non-compliance. 2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – - Sent to the Chief Executive Officer of the Department of Local Government, Industry Regulation and Safety; - Made available to any other person requesting a copy.			
01/09/26	Request for Tender 03-26 AGRN1220 Flood Damage Repairs	OCM260806	That Council: 1. Accept the submission submitted by River Hill WA Pty Ltd to form a Contract for the provision of works as per Request for Tender 03-26 AGRN1220 Flood Damage Repairs. 2. Delegate the formation and execution of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.	MoW		Completed
01/09/26	Development Application – Lot 112 (43) Horse Hill Road, Bremer Bay	OCM260811	That Council approve Development Application P26-006 for a Reception Centre, Tourist Accommodation, Signage and associated works on Lot 112 (43) Horse Hill Road, Bremer Bay, subject to conditions (refer to Minutes).	MoD	Approval issued.	Completed

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
01/09/26	Disposition of Property – Part Reserve 511 – Bremer Bay	OCM260812	That Council: - Approves the disposition of a portion of Reserve 511 (as shown on Attachment a)) by way of a lease to Bremer Bay Community Men’s Shed for the purpose of operating a Men’s Shed facility; - Authorises the Chief Executive Officer to draft a lease agreement with Bremer Bay Community Men’s Shed; - Endorses a proposed lease term of twenty (20) years, with a further term at Council’s discretion; - Agrees to a reduced annual lease amount of \$1 per annum, recognising the community benefit of the proposed use.	MoD/AM	Seeking a survey to allow lease documents to be drafted.	In Progress.
01/09/26	Adoption – Local Planning Policy No.20 – Unhosted Short Term Rental Accommodation	OCM260813	That Council: In accordance with Clause 4(3) of the Deemed Provisions (set out in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2) proceed with the Local Planning Policy No. 20 – Unhosted Short Term Rental Accommodation with a modification to replace the ‘and’ between BAL40 and BAL Flame Zone with ‘or’ with the heading and body of 2.2 as contained in Attachment a).	MoD		Completed
01/09/26	Council Plan 2026-2036 – Adoption	OCM260815	That Council, by an Absolute Majority: - Notes the submission received during the public consultation period for the draft Council Plan 2026-2036; - Adopts the Council Plan 2026-2036; and - Request the Chief Executive Officer to give local public notice of the Plan as per the requirements of the <i>Local Government Act 1995</i>.	CEO/EA		Completed

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
01/09/26	Proposed Animals, Environment and Nuisance Local Law – Final Adoption	OCM260816	That Council: 1. Pursuant to section 3.12(4), (5) and (6) of the <i>Local Government Act 1995</i>, and all other legislation enabling it, resolves to make an Animals, Environment and Nuisance Local Law. 2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law. 3. Authorise – - publication of the local law in the Government Gazette and giving of public notice; - provision of the local law to the DLGIRS; - Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.	EA	1 & 2 Completed	In Progress
01/09/26	Proposed Bush Fire Brigades Local Law – Final Adoption	OCM260817	That Council: 1. Pursuant to section 3.12(4), (5) and (6) of the <i>Local Government Act 1995</i>, and all other legislation enabling it, resolves to make a Bush Fire Brigades Local Law. 2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law. 3. Authorise – - publication of the local law in the Government Gazette and giving of public notice; - provision of the local law to the DLGIRS;	EA	1 & 2 Completed	In Progress

			- Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.			
01/09/26	Dogs Local Law – Final Adoption	OCM260818	That Council: 1. Pursuant to section 3.12(4), (5) and (6) of the <i>Local Government Act 1995</i>, and all other legislation enabling it, resolves to make a Dogs Local Law. 2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law. 3. Authorise – - publication of the local law in the Government Gazette and giving of public notice; - provision of the local law to the DLGIRS; - Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.	EA	1 & 2 Completed	In Progress
01/09/26	Dust, Sand and Erosion Local Law – Final Adoption	OCM260819	That Council: 1. Pursuant to section 3.12(4), (5) and (6) of the <i>Local Government Act 1995</i>, and all other legislation enabling it, resolves to make a Dust, Sand and Environment Local Law. 2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law. 3. Authorise – - publication of the local law in the Government Gazette and giving of public notice; - provision of the local law to the DLGIRS;	EA	1 & 2 Completed	In Progress

			- Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.			
01/09/26	Proposed Parking and Parking Facilities Amendment Local Law – Final Adoption	OCM260820	That Council: 1. Pursuant to section 3.12(4), (5) and (6) of the <i>Local Government Act 1995</i>, and all other legislation enabling it, resolves to make a Parking and Parking Facilities Amendment Local Law. 2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the Local Law. 3. Authorise – - publication of the local law in the Government Gazette and giving of public notice; - provision of the local law to the DLGIRS; - Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.	EA	1 & 2 Completed	In Progress
01/09/26	New business – Alteration to the 2026 Council Meeting Schedule	OCM260822	That Council, with respect to the 2026 Ordinary Meeting of Council Schedule: 1. Approve the following rescheduling of Ordinary Meeting of Council date for September: Thursday 24 September 2026 1.00pm Council Chamber 2. Request that the Chief Executive Officer or his authorised officer advertise the approved date by Public Notice and on the Shire of Jerramungup website and social media sites.	EA		Completed

3.0 CEO MEETINGS OF SIGNIFICANCE – SEPTEMBER 2026

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
1 September 2026	Bremer Bay	Shire of Jerramungup	Council Meeting
9 September 2026	Ravensthorpe	Department of Fire & Emergency Services	Great Southern ROAC Meeting