



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

AUGUST – 2021

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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
8 March 2021	Development Agreement	Department of Education and Shire of Jerramungup		Martin Cuthbert, Chief Executive Officer
18 March 2021	Lease Agreement	Bremer Bay Community Resource and Visitors Centre	CP.US.34	Martin Cuthbert, Chief Executive Officer
9 April 2021	CEO Contract of Employment	Shire of Jerramungup and CEO	Personnel File	Cr Robert Lester, Shire President
15 July 2021	Sub Lease Agreement	Shire of Jerramungup, Bremer Bay CRC, Thuchan Pty Ltd (Bremer Bay Pharmacy)	CP.US.34	Martin Cuthbert, Chief Executive Officer
9 August 2021	Deed of Variation of Lease – Reserve 21496, Lot 130 (72) Bremer Bay Road, Bremer Bay	Shire of Jerramungup, Megatime P/L, Maroni, Norrish, Browning, Parsons and Want.	CP.US.33 & CP.US.36	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
2020/21	Martin Cuthbert	Various Rates Write-Offs under \$5.00	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 6: Donations

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION

1.5 PLANNING

Planning application decisions under delegated authority up to 31 July 2021.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
16/06/2021	P21-023	Noel Myers	Angus James Duthie		Proposed Building Envelope	Lot 66 Native Dog Beach Road, Bremer Bay 6338	Approved	20/07/2021
23/06/2021	P21-024	Noel Myers	Swifts Creek Pty Ltd	John McGann	Relocation of Building Envelope and Build of Small House	139 Ridgeway Drive, Bremer Bay 6338	Approved	14/07/2021
19/07/2021	P21-027	Noel Myers	Robert James Roche		Proposed New Residence and Amendment to Application P20-016	153 Gneiss Hill Road, Bremer Bay 6338	Approved	21/07/2021
21/07/2021	P21-029	Noel Myers	William David Pooley		Proposed Shed	Lot 10 Point Henry Road, Bremer Bay 6338	Approved	21/07/2021

1.6 BUILDING AND DEMOLITION

Building application decisions under delegated authority up to 31 July 2021.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
15/06/2021	BP21-033	Matt Bowen	Brett & Nathalia Crabtree	TR Homes	New steel framed modular dwelling	382 Point Henry Road, Bremer Bay	Approved	14/07/2021
19/07/2021	BP21-034	Matt Bowen	Colin & Corinne Hobbs	La Villa Developments	Construction of new commercial Shed	9 Gnornbup Terrace, Bremer Bay	Approved	27/07/2021

1.7 BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES

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 19 August 2021.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
28 July 2021	REVIEW OF RECORD KEEPING PLAN	OCM210711	That Council ADOPT the Shire of Jerramungup Record Keeping Plan 2021 (provided under separate cover) and endorse the submission of this Record Keeping Plan to the State Records Office.	Martin Cuthbert	Submitted to State Records Office and is being reviewed.	Ongoing
28 July 2021	ELECTRONIC VARIABLE MESSAGE BOARD POLICY	OCM210712	That Council ADOPT CP5 – Electronic Variable Message Board Policy as attached to this report.	Martin Cuthbert	Published on Shire website. No further action required.	29 July 2021

3. CEO MEETINGS OF SIGNIFICANCE

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
26 July 2021	Mount Barker	Various	Farewell for Shire of Kojonup CEO Rick Mitchell-Collins
28 July 2021	Jerramungup	GSDC	Taste Great Southern Update
30 July 2021	Jerramungup	LGPro	Annual State Conference Meeting – Zoom
2 August 2021	Jerramungup	South Coast Alliance	CEO update
5 August 2021	Perth	GSDC and State Government	Meeting with Minister Cook re: Bremer Bay Health Campus
6 August 2021	Albany	GSDC	GS Invest & Trade Roadshow
9 August 2021	Jerramungup		Future Drought Fund: Drought Resilience Innovation Grants – Expression of Interest information session – Zoom
10 August 2021	Jerramungup	South Coast Alliance	CEO discussion on the WALGA Regional Climate Alliance
19 August 2021	Jerramungup	South Coast Alliance	CEO discussion on the WALGA Regional Climate Alliance
19 August 2021	Jerramungup	South Coast Alliance & WALGA	WALGA Climate Alliance funding
20 August 2021	Cranbrook	Great Southern Zone of WALGA	Meeting