



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

MARCH/APRIL – 2023

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1. DELEGATIONS

1.1 EXECUTIVE SERVICES

1.2 COMMON SEAL

Use of Common Seal under Delegated Authority – 1 July 2022 – 31 March 2023

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DEL. OFFICER
7 July 2022	Right of Entry	Shire of Jerramungup, Bremer Bay CRC, ETA Pharmacies Group P/L, Irek Chrenowski, Commonwealth Bank	CP.US.34	Martin Cuthbert, Chief Executive Officer
7 July 2022	Right of Entry	Shire of Jerramungup, ETA Pharmacies Group P/L, Irek Chrenowski, Commonwealth Bank	CP.US.52	Martin Cuthbert, Chief Executive Officer
7 July 2022	Lease Agreement	Electricity Networks Corporation T/AS Western Power	CP.US.80	Martin Cuthbert, Chief Executive Officer
29 September 2022	Licence Agreement	Licence Agreement for the Shared Use of the Pool at Jerramungup District High School	CS.SP.31	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
	Martin Cuthbert	Various Rates Write – off <\$5.00	Various
28 February 2023	Charmaine Solomon	Rates Write-off – \$14.48	
23 March 2023	Martin Cuthbert	Rates Write-off – \$19.39	

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
06/07/2022	Martin Cuthbert	Jerramungup Bowling Club	\$250 donation to the 2022 Jerramungup Bowls Classic
30/11/2022	Martin Cuthbert	Jerramungup Occasional Childcare Committee	\$250 donation to the 2022 Jerramungup Christmas Tree
25/05/2023	Martin Cuthbert	Community Resource Centre	\$27.50 hall hire fees waived for Biggest Morning Tea 25 May 2023

DELEGATIONS

1.5 PLANNING – MARCH

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

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
12/12/2022	P22-046	Noel Myers	KEMPRUST PTY LTD	LA ROSA CONSTRUCTIONS WA PTY LTD	NEW DWELLING	LOT 801 MARY RD BREMER BAY 6338	Approved	02/03/2023
14/02/2023	P23-008	Noel Myers	RYAN & CHLOE TROTT		SHORT TERM HOLIDAY ACCOMMODATION	14 MARGARET ST BREMER BAY 6338	Approved	14/03/2023
20/02/2023	P23-010	Noel Myers	RODNEY & VICKY NICHOLSON		DWELLING, SHED, WATER TANK AND DRIVEWAY	39 MCGLADE CLOSE BREMER BAY 6338	Approved	07/03/2023
20/02/2023	P23-011	Noel Myers	DREW & JENI DAWSON		CARPORT	171 POINT HENRY RD BREMER BAY 6338	Approved	07/03/2023
21/02/2023	P23-012	Noel Myers	MICHEAL & JULIE BATCHELOR		SHORT TERM HOLIDAY ACCOMMODATION	23 JOHN ST BREMER BAY 6338	Approved	14/03/2023
07/03/2023	P23-016	Noel Myers	JUDITH ROSEMARY CLOUGH		SHORT TERM HOLIDAY ACCOMMODATION	27 MCGLADE CLOSE BREMER BAY 6338	Approved	27/03/2023
27/03/2023	P23-023	Noel Myers	WADE BROWN	JESSICA BROWN	EXTENSION OF CURRENT VERANDAH OFF THE FRONT OF THE BUILDING	11 VASEY ST JERRAMUNGUP 6337	Approved	28/03/2023

1.6 BUILDING AND DEMOLITION – MARCH

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

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
06/02/2023	BP23-006	Matt Bowen	MICHAEL MCMANUS		ANCILLARY DWELLING	270 POINT HENRY RD, BREMER BAY 6338	Approved	13/03/2023
14/02/2023	BP23-007	Matt Bowen	KYRAN BROOKS		EXTENSION TO EXISTING DWELLING	34 DERRICK ST JERRAMUNGUP 6337	Approved	08/03/2023
14/02/2023	BP23-009	Matt Bowen	MATTHEW TREVENEN & CHLOE PEARSON	TREVENEN BUILDING & GLASS PTY LTD	SHED	4 QUALUP CRT BREMER BAY 6338	Approved	17/03/2023
21/02/2023	BP23-010	Matt Bowen	DREW & JENIFER DAWSON		FRONT DECK TO HOUSE	171 POINT HENRY RD, BREMER BAY 6338	Approved	14/03/2023
28/02/2023	BP23-011	Matt Bowen	CLAYTON TUCKER	HOLTRO GROUP	NEW SINGLE DWELLING	19 TEMPLETONIA RD, BREMER BAY 6338	Approved	14/03/2023
07/03/2023	BP23-012	Matt Bowen	ANGUS JAMES DUTHIE		STORAGE SHED	LOT 66 NATIVE DOG BEACH RD, BREMER BAY 6338	Approved	22/03/2023
13/03/2023	BP23-013	Matt Bowen	GAVIN BRANDIS & EBONY BRANDIS- VEGAR		WATER TANK	LOT 21 RIDGEWAY DVE, BREMER BAY 6338	Approved	29/03/2023
17/03/2023	BP23-014	Matt Bowen	N & DK PTY LTD		SHED, RETAIL OFFICE BUILDING, DEMOUNTED TOILET	LOT 3 GREVILLEA DVE BOXWOOD HILL 6338	Approved	20/03/2023
23/03/2023	CP23-002	Noel Myers	JAMES DIJKSTRA		CONCRETE CROSSOVER	38 MCGLADE CL BREMER BAY	Approved	28/03/2023

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 16 April 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 reinstalled 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>Outstanding.</p> <p>Materials have been sourced for installation of fencing. Installation to be coordinated with FBG and Shire staff.</p> <p>Installation of temporary fence being held over by continuing high river levels that are affording the vulnerable areas protection.</p> <p>Situation continues to be regularly monitored by the Shire’s Environmental Officer.</p>	

MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
22/02/23	Great Southern Treasures – MOU	OCM230212	The Council supports the Shire of Jerramungup’s participation with Great Southern Treasures, and: <ol style="list-style-type: none"> 1. Commits to enter into a further MOU with participating Shires for another three (3) years; 2. Agrees to continue funding at the same or greater level up to \$12,000 per year; and 3. Authorises the President and CEO to negotiate on behalf of the Shire of Jerramungup the terms of the MOU and ongoing arrangements for the provision of marketing and liaison services. 	Chief Executive Officer	CEOs of GST to meet Monday, 17 April to progress new MOU and discuss Service Level Agreement.	17/04/2023
22/02/23	Local Government Elections 2023 – WAEC Post Voting	OCM230213	That Council, by an Absolute Majority: <ol style="list-style-type: none"> 1. Declare, in accordance with section 4.20(4) of the <i>Local Government Act 1995</i>, the Electoral Commissioner to be responsible for the conduct of the 2023 Shire of Jerramungup ordinary elections together with any other elections or polls which may be required; and 2. Decide, in accordance with section 4.61(2) of the <i>Local Government Act 1995</i>, that the method of conducting the election will be as a postal election. 	Chief Executive Officer	Electoral Commission notified.	05/04/2023

MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
22/03/23	Compliance Audit Return 2022	OCM230304	That Council: 1. Adopts the completed 2022 Compliance Audit Return for the period 1 January 2022 to 31 December 2022 as attached; 2. Authorises the Shire President and Chief Executive Officer to sign the joint certification; and 3. Submits the completed Compliance Audit Return, and any additional information explaining or quantifying the compliance audit, to the Department of Local Government, Sport and Cultural Industries by 31 March 2023.	Chief Executive Officer	Joint certification completed and CAR submitted to the DLGSC.	28/03/2023
22/03/23	Adoption of Updated Bushfire Attack Level Contour Mapping	OCM230309	That Council: 1. Adopts the updated Jerramungup and Bremer Bay Townsite Bushfire Prone Vegetation Mapping and BAL Contour Plan Review prepared by Bio Diverse Solutions; and 2. Updates Local Planning Policy No.22 – BAL Contour Plan for Jerramungup and Bremer Bay Planning Policy by adopting the updated mapping referred to in Item 1 above.	Manager of Development	Electronic copies of final document and maps have now been received from Bio Diverse. Document in process of being uploaded onto Shire website and Policy still to be updated. Anticipate completion by 28 April 2023.	

MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
22/03/23	Adoption of Updated Bremer Bay Trails Master Plan 2023	OCM230308	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopts the Draft Bremer Bay Trails master Plan 2023, dated January 2023, subject to the Plan being advertised for a 14-day public consultation period; 2. Delegates authority to the Chief Executive Officer to finalise the Draft Bremer Bay Trails Master Plan following the conclusion of the public consultation period, on the basis that: <ol style="list-style-type: none"> (i) There are no fatal flaws arising to the Plan from the public submissions; or (ii) Modifications required do not represent a material change to the various recommendations and strategies as detailed within the Draft Plan. 	Manager of Development	<p>Public consultation was advertised on 24 March 2023, and closed on 10 April 2023.</p> <p>Only one submission was received from the consultation process that made suggestions towards an additional linking trail section adjacent to back beach and ablution and viewing facilities to augment the trail.</p> <p>These are matters that can be readily put to the trails committee for inclusion in an addendum to capture ongoing input and suggestions that are received over the life of the plan. The suggestions received in that single submission do not materially impact the integrity of the plan and it is therefore proposed that the Plan be adopted by the CEO in accordance with the Council's previous resolution and that the FBG be duly notified.</p>	

MEETING DATE	REPORT TITLE	RESOLUTION No.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
22/03/23	Delegations of Authority – Review	OCM230311	<p>That Council, by an absolute majority, pursuant to the <i>Local Government Act 1995</i> and the various provisions of other State Legislation as listed:</p> <ol style="list-style-type: none"> 1. Notes completion by Council as the Delegator, the 2022/2023 annual statutory review of the Register of Delegations of Authority, in accordance with sections 5.18 and 5.46 of the <i>Local Government Act 1995</i>, section 47(2) of the <i>Cat Act 2011</i> and section 10AB of the <i>Dog Act 1976</i>. 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 Delegation Register; and 3. Notes the delegations that the CEO has determined with respect to other offices, pursuant to section 5.44 of the <i>Local Government Act 1995</i>. 			

3. CEO MEETINGS OF SIGNIFICANCE – MARCH/APRIL 2023

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
17 March 2023	Jurien	Local Government Professionals Branch Meeting and State Board Meeting	CEO is a Director on the State Board, quarterly meeting
20 March 2023	Jerramungup	Heyscape – Tiny Cabins	Introduction to company, in the district meeting with potential landowners
21 March 2023	Jerramungup	Shire of Ravensthorpe – Tourism Strategy	Meeting with consultant engaged by Shire of Ravensthorpe to complete a Tourism and Economic Growth Strategy
22 March 2023	Zoom	State Award Modernisation Applications	Webinar hosted by WALGA regarding ASU's current applications to amend the State Award and the impact on Local Government
24 March 2023	Perth	CEO Connections Forum	<ul style="list-style-type: none"> • Public Health Act • Reform Updates • Engagement with newly Elected Council • Bushfire Volunteer Brigade Health and Safety Considerations
27 March 2023	Jerramungup	Fortescue Future Industries	Introduction meeting regarding potential green energy project within the Great Southern Region
17 April 2023	Cranbrook	Great Southern Treasures CEO Meeting	Meeting to discuss new MOU and Service Level Agreements for the next 3 year period for the Great Southern Treasures
19 April 2023	Bremer Bay	DFES re Land in Bremer Bay	Management Order of Reserve for DFES buildings