



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

FEBRUARY - MARCH 2024

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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 – Jerramungup Community Resource Centre	CS.LI.1	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
17 November 2023	Contract for the Provision of Services	Contract for the Provision of Services: Library and Shire Branch Customer Services – Bremer Bay Community Resource and Visitor's Centre	CS.LI.1	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
20 March 2024	Contract for the Provision of Services	Contract for the provision of Bushfire Mitigation Activities - Shire of Jerramungup and Indiji Flora	GS.PR.43	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
11 December 2023	Martin Cuthbert	Jerramungup Community Resource Centre	Support for the Community Christmas Sundowner with Markets by waiving the Rootpickers Hall Hire fee.

DELEGATIONS

1.5 PLANNING – FEBRUARY

Planning application decisions under delegated authority up to 29 February 2024.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
16/01/2024	P24-001	Noel Myers	Lawson Grains Limited	Elite Compliance Pty Ltd	Installation of New Manufactured 12M x 3M Transportable Dwelling	26956 South Coast Highway, Jacup	Approved	07/02/2024
23/01/2024	P24-004	Noel Myers	Down South Water Cartage WA Pty Ltd		New Dwelling	Lot 153 Point Henry Road, Bremer Bay	Approved	01/02/2024
25/01/2024	P24-007	Noel Myers	Gray	Cartman Designs	Shed	112 Native Dog Beach Road, Bremer Bay	Approved	15/02/2024
29/01/2024	P24-008	Noel Myers	Scott & Kim Keast		Short Term Holiday Accommodation	8 Emma Street, Bremer Bay	Approved	22/02/2024
31/01/2024	P24-009	Noel Myers	Ken Tucker		Storage Shed	19 Templetonia Road, Bremer Bay	Approved	29/02/2024
26/02/2024	P24-014	Noel Myers	Shire of Jerramungup		Construction of New Ablution Block at Jerramungup Sports Club	95 Derrick Street, Jerramungup	Approved	26/02/2024

1.6 BUILDING AND DEMOLITION – FEBRUARY

Building application decisions under delegated authority up to 29 February 2024.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
22/01/2024	BP23-048	Martin Cuthbert	Paul David & Sarah Jane Taylor	Quality Builders Pty Ltd	Single Storey Dwelling and Carport	Lot 812 Barnes Drive, Bremer Bay	Approved	05/02/2024
14/02/2024	BP23-070	Martin Cuthbert	Joanne Lee & Kevin John Mantach	La Rosa Constructions	New Dwelling	Lot 204 Wellstead Road, Bremer Bay	Approved	28/02/2024
06/02/2024	BP24-006	Martin Cuthbert	Michael-James Aterea & Nola Patricia Terry	Bron Enterprises Pty Ltd	Ancillary Dwelling and Patio	3 John Street, Bremer Bay	Approved	20/02/2024
19/02/2024	BP24-008	Martin Cuthbert	Chloe Bree Holtham & Dylan Bradley Obst	Evoke Living Homes	New Dwelling	10 Hakea Close, Bremer Bay	Approved	29/02/2024

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 20 March 2024.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
23/08/23	CSRFF Application – Jerramungup Sports Club	OCM230806	That Council: <ol style="list-style-type: none"> Place the following priority on the project submitted for CSRFF funding: <ol style="list-style-type: none"> Jerramungup Sports Club. 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. 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 the 25 August 2023. Shire advised funding application was successful. Contractor engaged to construct ablution facility and works to commence February 2024.	Ongoing
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"> Accepts AFGRI Equipment Australia’s quotation for a John Deere 624K-11 Wheel Loader at \$318,000 ex GST. Accepts AFGRI Equipment Australia’s outright purchase for Council’s John Deere 624K Loader at \$82,500 ex GST. Delegates authority to the CEO to execute the transaction with AFGRI Equipment Australia. 	Works Supervisor/ DCEO	Order confirmed with AFGRI, awaiting delivery.	
22/11/23	Proposed Budget Amendment 2023/2024 – RR38 Doubtful Island Road	OCM231111	That Council, by an Absolute Majority, authorise a budget amendment to the 2023/2024 Road Construction Program; <ol style="list-style-type: none"> Approve a budget amendment to reduce materials and contractors budget for RR37 Jacup North Road by \$41,960 and reallocate to RR38 Doubtful Island Road Flood Crossing. 	DCEO	Works are currently underway. Project expected to be completed by early April 2024.	

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
20/12/23	St John WA – New Ambulance Depot, Bremer Bay	OCM231212	That Council: <ol style="list-style-type: none"> 1. Agrees to assume project ownership of the Bremer Bay St John Ambulance Depot project and submit a funding application to the Growing Regions Program Round 1 grant scheme; 2. Authorises the Chief Executive Officer and Shire President to take all necessary actions to prepare, execute and finalise a Heads of Agreement with St John WA in respect to ongoing financial management of the completed building; 3. Agrees to project manage the construction of the proposed facility and carry out the administration of grant funds if the application is successful; 4. Authorises the Chief Executive Officer and Shire President to take all necessary actions to prepare, execute and finalise a lease agreement with St John WA for the occupation and use of the completed building. 	DCEO	Pending determination of Grant Application	
20/12/23	Road Train Routes through Jerramungup		Discuss signage options with MRWA aiming to reduce road train traffic within Jerramungup townsite. Review Roads 2040 map – Point Henry Road incorrect.	WS DCEO	In progress Map will be updated when major review is undertaken of the Roads 2040 document through the Great Southern Regional Road Group. No further action required until review commences.	18/03/2024

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
28/02/24	Tender Consideration – RFT 01-24 Bushfire Mitigation Activities	OCM240210	That Council: a) Accept the Tender submitted by Indiji Flora as the most advantageous Tender to form a Contract for the Delivery of the 2023/24 Round 2 Mitigation Activity Fund Grants Program, funded through the Mitigation Activities Fund (MAF). b) Commence the Contract from the estimated start date, being the week commencing 4 March 2024, and all works outlined in the Schedule of Works must be completed by 29 November 2024. The total Contract value is detailed in the confidential attachment. c) Delegates 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. d) Resolve that, should a Contract with Indiji Flora not be formed within thirty business days, the Chief Executive Officer may review alternative options, within the same price range as that provided by Indiji Flora.	DCEO	Contract awarded works are being planned and will be commencing in coming weeks. No further action required.	18/03/2024
28/02/24	South West Native Title Settlement – Land Based Consultation	OCM240211	That Council endorses the comments provide in Table 1 in respect to the possible transfer of Land List 1624 to the Noongar Boodja Trust as its formal response to the Department of Planning, Lands and Heritage.	MoD	Completed – response forwarded to South West Settlement team	29/02/2024

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
28/02/24	Proposed Outbuilding – 19 Templetonia Road, Bremer Bay	OCM240212	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the application for an outbuilding on Lot 931 (No.19) Templetonia Road, Bremer Bay subject to the following conditions: <ol style="list-style-type: none"> (a) Development be carried out in full and be fully implemented in accordance with the approved plans and details submitted with the planning application. (b) The outbuilding being used for domestic storage only and not for commercial or industrial use or human habitation. (c) All stormwater from roofed and paved areas shall be collected and disposed of on-site to the satisfaction of Council. (d) The outbuilding is to be clad in factory applied shale grey colour finished sheet metal to match the finish of the existing dwelling. 	MoD	Completed DA issued	29/02/2024

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
28/02/24	Annual General Meeting of Electors 7 February 2024 – Consideration of Motions	OCM240215	<p>That Council:</p> <ol style="list-style-type: none"> Receive the following motion from the 7 February 2024 Annual General Meeting of Electors: Motion 1: That the Shire of Jerramungup provide a report on the construction and maintenance of footpaths for the past three years and future five years. Acknowledge that it has considered Motion 1 from the 7 February 2024 Annual General Meeting of Electors and resolve that the motion be noted, acknowledging the Shire will be submitting a funding application to develop a new Path Plan in the next round of funding under the State Government's "WA Bicycle Network Grants Program". Reason: The development of a new Path Plan is required to set the priority list of any new paths to be constructed in the next five years, it will also assist with any grant applications to be submitted. Receive the following motion from the 7 February 2024 Annual General Meeting of Electors: Motion 2: That the Shire prioritise installation of bins, upgrades to ablutions, and improved road access at Blossoms Beach. Acknowledge that is has considered Motion 2 from the 7 February 2024 Annual General Meeting of Electors and resolve that the motion be noted, and that Council request the Administration to undertake investigation into future options for the upgrade of the ageing ablutions, for consideration in the 2024/25 budget cycle. 	CEO	<p>Awaiting funding round to submit application.</p> <p>Preliminary investigations commenced to enable costings to be prepared for budget consideration.</p>	

			Reason: Given the scope of issues that need to be explored so as to establish costings, it would be financially imprudent to commit to the project now.			
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COUNCIL RESOLUTIONS						
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MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
28/02/24	Great Southern 2050 Cycling Strategy	OCM240217	That Council: <ol style="list-style-type: none"> 1. Endorses the principles of the Great Southern 2050 Cycling Strategy; and 2. Receives the proposed Action Plan for future budget and planning consideration. 	CEO	Advised DoT that Council endorsed the GS 2050 Cycling Strategy	4/03/2024
28/02/24			The Great Southern Zone of WALGA has requested each local government in the Zone to write to the Department of Home Affairs regarding the Great Southern DAMA. Get testimonials from local businesses to evidence the urgent regional need for a DAMA.	CEO	Currently liaising with RDA on gathering information	Ongoing

3. CEO MEETINGS OF SIGNIFICANCE – FEBRUARY/MARCH 2024

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
26 February 2024	Teams	WALGA and Unions	Works Industrial Agreement Bargaining Meeting
27 February 2024	Bremer Bay	GSDC	Board Meeting, Lunch and Shire Presentation
1 March 2024	Teams	Livingston Medical	Meeting
5 March 2024	Jerramungup	Department of Communities	Meet and greet with Aboriginal Regional Coordinator
6 March 2024	Albany	GSDC	Great Southern Worker Accommodation Strategy meeting
7 March 2024	Teams	South Coast Sustainable Waste Alliance	Meeting
8 March 2024	Albany	South Coast Alliance	Meeting
11 March 2024	Jerramungup	Local Emergency Management Committee	Meeting
13 March 2024	Jerramungup	Jerramungup Sports Club	Meeting with representative
13 March 2024	Teams	WALGA	Works Industrial Agreement Discussions
14 March 2024	Teams	Shire and FBG	Discussion on Proposed Prescribed Burn Works and meet new BRMC
18 March 2024	Teams	WALGA and Unions	Works Industrial Agreement Bargaining Meeting