



# SHIRE OF JERRAMUNGUP

## COUNCILLOR INFORMATION BULLETIN

### APRIL - MAY 2026

#### 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 – APRIL .....	4
1.6	BUILDING AND DEMOLITION – APRIL .....	4
1.7	BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES .....	5
1.8	APPROVAL TO CONSTRUCT AN ANNEXE OR RELOCATE A PARK HOME .....	5
2.	COUNCIL RESOLUTION STATUS REPORT .....	6
3.	CEO MEETINGS OF SIGNIFICANCE – APRIL - MAY 2026 .....	16

This page has been left intentionally blank

## 1. DELEGATIONS

### 1.1 EXECUTIVE SERVICES

### 1.2 COMMON SEAL

Use of Common Seal under Delegated Authority – 1 January 2026 – 30 June 2026

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED OFFICER
2 March 2026	Contract for the Provision of Bushfire Mitigation Activities	Shire of Jerramungup Indiji Flora	GS.PR.43	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/DEBTOR NO.

### 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 January 2026 – 30 June 2026

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION
30 April 2026	Chief Executive Officer	Bremer Bay Community Resource Centre	CEO Donation of \$250 for Biggest Morning Tea fundraiser
17 April 2026	Chief Executive Officer	Jerramungup Community Resource Centre	CEO Donation of \$250 for Biggest Morning Tea fundraiser

## DELEGATIONS

### 1.5 PLANNING – APRIL

Planning application decisions under delegated authority up to 30 April 2026.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
29/01/2026	P26-005	Richard Hindley	Timothy Ray Lipscombe		Holiday Home	241 Black Rocks Rd, BREMER BAY 6338	Approved	09/04/2026
05/03/2026	P26-013	Richard Hindley	La Rosa Constructions WA Pty Ltd		Granny Flat and Shed Extension	Lot 776 Freeman Dr, BREMER BAY 6338	Approved	13/04/2026
23/03/2026	P26-015	Richard Hindley	Veronica Marie Joy		Proposed Holiday Home	244 Point Henry Rd, BREMER BAY 6338	Approved	09/04/2026
23/03/2026	P26-016	Richard Hindley	Barbara Thomas		Proposed Short Term Holiday Accommodation	3 Melaleuca Crt, BREMER BAY 6338	Approved	16/04/2026

### 1.6 BUILDING AND DEMOLITION – APRIL

Building application decisions under delegated authority up to 30 April 2026.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
23/03/2026	BP26-011	Martin Cuthbert	Anthony Smith	Emma Dawn Smith	Proposed Extension to Existing Dwelling	3819 Swamp Rd, BREMER BAY 6338	Approved	13/04/2026
23/03/2026	BP26-012	Martin Cuthbert	Robert Francis Wright	Jamie Duncan Stewart	Dwelling, Ancillary, Garage	24 The Esplanade, BREMER BAY 6338	Approved	16/04/2026
30/03/2026	BP26-013	Martin Cuthbert	Michael & Sue Lance	Maarli Construction Group WA Pty Ltd	Construction of New Ground and First, Additions to Existing Double Storey Dwelling	15 Short Beach Rd, BREMER BAY 6338	Approved	14/04/2026

**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
Nil								

**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
Nil								

## 2. COUNCIL RESOLUTION STATUS REPORT

Register of Council resolutions progress report updated 18 May 2026.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	COMPLETED
26/06/24	Concerns with WACHS Nursing Staff	OCM240618	That Council resolves that the Chief Executive Officer write to the WA Country Health Service (WACHS) to: <ol style="list-style-type: none"> <li>1. Express the Shire's concerns relating to the continuity and retention of critical nursing staff within the region;</li> <li>2. Advise WACHS that it is the view of the Council that the current staffing arrangements are causing unreasonable and unsustainable fatigue and stress on community volunteers who are required to provide emergency services to the community during periods when WACHS staff are unavailable; and</li> <li>3. Encourage WACHS to investigate incentives to help retain and attract nursing staff to and in the region.</li> </ol>	A/CEO	A/CEO met with a WACHS representative and received positive update which addressed issues in Council's resolution. Subsequently a letter has not been sent to WACHS. Ongoing Councillor briefings. Director of Nursing gave update on nursing staff at LEMC meeting held 9/06/2025. WACHS have advertised for permanent staff. Shire has been included in distribution list of nursing roster.	Ongoing
23/10/24	Financial Management Systems Review – Audit Report	OCM241003	That Council ADOPT the recommendations of the Audit Committee to receive the report prepared by Australian Audit on the appropriateness and effectiveness of the Shire of Jerramungup's systems and procedures in relation to financial management.	CEO		Ongoing

**COUNCIL RESOLUTIONS**

<b>MEETING DATE</b>	<b>REPORT TITLE</b>	<b>RESOLUTION NO.</b>	<b>RESOLUTION</b>	<b>RESPONSIBLE OFFICER</b>	<b>CURRENT STATUS</b>	<b>DATE COMPLETED</b>
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		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
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

**COUNCIL RESOLUTIONS**

<b>MEETING DATE</b>	<b>REPORT TITLE</b>	<b>RESOLUTION NO.</b>	<b>RESOLUTION</b>	<b>RESPONSIBLE OFFICER</b>	<b>CURRENT STATUS</b>	<b>DATE COMPLETED</b>
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 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.	MoD	Advertising to commence shortly.	In progress

**COUNCIL RESOLUTIONS**

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
25/02/26	Draft Lease – 3 Spitfire Avenue, Jerramungup	OCM260110	That COUNCIL: 1. Enter into the proposed lease (as per Attachment 12.2.6 a)) with Purple Butterfly Pty Ltd Trading as Skylar Early Learning for a term of five (5) years commencing from 1 January 2026. 2. Delegates authority to the Shire President and Chief Executive Officer to execute and affix the Common Seal of the Shire of Jerramungup to the lease agreement between the Shire of Jerramungup and Purple Butterfly Pty Ltd Trading As Skylar Early Learning. 3. Authorises the Chief Executive Officer to seek Ministerial approval for the proposed lease once the document has been fully executed.	AM	Lease to be executed and lodged for Ministerial approval. Pending power to lease provision refer March OCM.	In progress
25/02/26	Proposed Bush Fire Brigades Local Law – Re-Commencement	OCM260114	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 Bush Fire Brigades Local Law, and inviting submissions for a minimum six week period – Purpose – to revoke the <i>Shire of Jerramungup Bylaws Relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades</i> published in the Government Gazette on 13 July 1990, and make provisions for establishment, management and administration of Bush Fire Brigades in accordance with the <i>Bush Fires Act 1954</i> . Effect – to align the requirements for Bush Fire Brigades with legislation and local practice. 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 CEO of the Department of Local Government, Industry Regulation and Safety, and the Commissioner for Fire and Emergency Services; - Made available to any other person requesting a copy.	EAO	Local Public Notice closed. No submissions received.	In progress

25/02/26	Proposed Dogs Local Law – Re-Commencement	OCM260115	<p>That –</p> <ol style="list-style-type: none"> <li>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 Dogs Local Law, and inviting submissions for a minimum six (6) week period – Purpose – to make provisions about the impounding, the number that may be kept on premises, the manner of keeping dogs and create offences for non-compliance. Effect – to repeal the existing Dogs Local Law published in the Government Gazette on 7 February 2003 and provide for the controls of dogs within the district and impose penalties for non-compliance.</li> <li>2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – <ul style="list-style-type: none"> <li>- Sent to the CEO of the Department of Local Government, Industry Regulation and Safety;</li> <li>- Made available to any other person requesting a copy.</li> </ul> </li> </ol>	EAO	Local Public Notice closed. No submissions received.	In progress.
25/02/26	Proposed Dust, Sand and Erosion Local Law – Re-Commencement	OCM260116	<p>That –</p> <ol style="list-style-type: none"> <li>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 Dust, Sand and Erosion Local Law, and inviting submissions for a minimum six (6) week period – Purpose – to repeal the <i>Shire of Jerramungup Dust and Sand Local Law 2011</i>, and make provisions about the control of dust and sand, and activities causing erosion on land and create offences for non-compliance. Effect – to provide for the controls of activities creating a nuisance from dust and sand, and those which may cause erosion, and impose penalties for non-compliance.</li> <li>2. In accordance with the <i>Local Government Act</i> s.3.12(3), copies of the proposed local law be – <ul style="list-style-type: none"> <li>- Sent to the CEO of the Department of Local Government, Industry Regulation and Safety;</li> <li>- Made available to any other person requesting a copy.</li> </ul> </li> </ol>	EAO	Local Public Notice closed. No submissions received.	In progress.

25/02/26	Proposed Fencing Local Law – Re-Commencement	OCM260117	<p>That –</p> <ol style="list-style-type: none"> <li>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 (6) 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.</li> <li>2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – <ul style="list-style-type: none"> <li>- Sent to the CEO of the Department of Local Government, Industry Regulation and Safety;</li> <li>- Made available to any other person requesting a copy.</li> </ul> </li> </ol>	EAO	Local Public Notice closed. One submission received.	In progress.
25/02/26	Proposed Parking and Parking Facilities Amendment Local Law – Re-Commencement	OCM260118	<p>That –</p> <ol style="list-style-type: none"> <li>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 Parking and Parking Facilities Amendment Local Law, and inviting submissions for a minimum six (6) week period – Purpose – to make amendments to the local law updating for use of disability parking permits, and modified penalties. Effect – to amend references to be consistent with legislation, and increase offences for non-compliance.</li> <li>2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – <ul style="list-style-type: none"> <li>- Sent to the CEO of the Department of Local Government, Industry Regulation and Safety;</li> <li>- Made available to any other person requesting a copy.</li> </ul> </li> </ol>	EAO	Local Public Notice closed. No submissions received.	In progress.

**COUNCIL RESOLUTIONS**

<b>MEETING DATE</b>	<b>REPORT TITLE</b>	<b>RESOLUTION NO.</b>	<b>RESOLUTION</b>	<b>RESPONSIBLE OFFICER</b>	<b>CURRENT STATUS</b>	<b>DATE COMPLETED</b>
25/02/26	Proposed Animals, Environment and Nuisance Local Law – Re-Commencement	OCM260119	<p>That –</p> <ol style="list-style-type: none"> <li>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 an Animals, Environment and Nuisance Local Law, and inviting submissions for a minimum six (6) week period – Purpose – to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances. Effect – to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply.</li> <li>2. In accordance with the <i>Local Government Act 1995</i> s.3.12(3), copies of the proposed local law be – <ul style="list-style-type: none"> <li>- Sent to the CEO of the Department of Local Government, Industry Regulation and Safety;</li> <li>- Made available to any other person requesting a copy.</li> </ul> </li> </ol>	EAO	Local Public Notice closed. No submissions received.	In progress.

**COUNCIL RESOLUTIONS**

<b>MEETING DATE</b>	<b>REPORT TITLE</b>	<b>RESOLUTION NO.</b>	<b>RESOLUTION</b>	<b>RESPONSIBLE OFFICER</b>	<b>CURRENT STATUS</b>	<b>DATE COMPLETED</b>
25/03/26	Development Application – Lot 112 (43) Horse Hill Road, Bremer Bay	OCM260307	<p>That Council refuse Development Application P26-006 for a Reception Centre, Tourist Accommodation, Signage and associated works on Lot 112 (43) Horse Hill Road, Bremer Bay for the following reasons:</p> <ol style="list-style-type: none"> <li>1. The proposal is not consistent with the provisions of the Shire of Jerramungup Local Planning Scheme No. 2, specifically the objectives of the ‘Rural’ zone: <ul style="list-style-type: none"> <li>- To ensure the continuation of broad-hectare farming as the principal land use in the district and encouraging where appropriate the retention and expansion of agricultural activities where the land is capable of such development.</li> <li>- To consider non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment.</li> <li>- To allow for facilities for tourists and travellers, and for recreation uses.</li> <li>- To help protect rural land from land degradation and further loss of biodiversity by: <ul style="list-style-type: none"> <li>• Minimising clearing of remnant vegetation.</li> <li>• Encouraging retention and protection of remnant vegetation.</li> <li>• Encouraging development and protection of vegetation corridors.</li> <li>• Encouraging development of sustainable surface and sub-surface drainage works.</li> <li>• Encouraging rehabilitation of salt-affected land.</li> <li>• Encouraging soil conservation through land management measures.</li> <li>• Encouraging identification and protection of wetlands.</li> </ul> </li> </ul> </li> </ol>	MoD	Refusal Issued	Completed

			<ul style="list-style-type: none"> <li>- To promote the sustainable management of natural resources, and the prevention of land degradation.</li> <li>2. The scale of the development will have a negative impact on the amenity of adjoining properties.</li> <li>3. The Tourist Accommodation (Eco Tents) are all located at the extremity of the site and the ability to evacuate these if a fire is approaching would be difficult. Eco Tents are inherently vulnerable in bushfire conditions.</li> <li>4. The provided Site Classification Report provided as part of the application is not related to the application as it only deals with an ancillary unit and a two-bedroom dwelling not the proposed development and as such it has not demonstrated that the site can accommodate the proposed development.</li> <li>5. The provided 'Wastewater Report' is not a report or detailed study based on the Applicant's proposal. It is simply a quotation and proposed product details and does not demonstrate that the site can accommodate the development.</li> <li>6. The Local Planning Strategy for Area 17 (Point Henry Peninsula) requires all proposals for development on 'Rural'-zoned lots to be assessed against the Point Henry Limited Rural Strategy 1991, and to comprehensively address issues including environmental assessment, land capability, visual impact, effluent disposal capability, water management and drainage, and servicing and this has not been demonstrated.</li> </ul>			
25/03/26	Proposed Lease – Reserve 26384 (7 Mary Street, Bremer Bay)	OCM260308	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Approves the disposition of 7 Mary Street, Bremer Bay, by way of lease to ETA Pharmacies Group Pty Ltd for the purpose of operating a Pharmacy;</li> <li>2. Authorises the Chief Executive Officer to seek a valuation;</li> <li>3. Endorses a rent-free period of three (3) years;</li> </ol>	AM		In progress

			<p>4. Authorises the Chief Executive Officer to advertise the proposed disposition in accordance with Section 3.58 of the <i>Local Government Act 1995</i> and, subject to no significant objections being received, draft a lease agreement with ETA Pharmacies Group Pty Ltd; and</p> <p>5. Endorses a proposed lease term of five (5) years, with a further term at Council's discretion.</p>			
25/03/26	Modification to Management Order – Reserve 31381 (3 Spitfire Avenue, Jerramungup)	OCM260309	That Council, by Absolute Majority, delegate to the Chief Executive Officer the power to deal with the care, control and management of Reserve 31381 to allow for the adding of a power to lease for 21 Years for Reserve 31381 in accordance with Section 46.(2) of the <i>Land Administration Act 1997</i> .	AM/MoD	Power to Lease in place	Completed

### 3. CEO MEETINGS OF SIGNIFICANCE – APRIL - MAY 2026

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
24 April 2026	Tambellup	Great Southern Zone of WALGA	Meeting
29 April 2026	Jerramungup	Water Corporation	Annual Meeting
30 April 2026	Teams	Great Southern Treasures	Meeting
4 May 2026	Teams	Great Southern Treasures CEOs	Quarterly Meeting
7 May 2026	Teams	GSDC	HRWG – Consultant Workshop
8 May 2026	Bremer Bay	Ceremonies	Citizenship Ceremony
13 May 2026	Jerramungup	WALGA	Annual Meeting with WALGA and Executive Staff
14 May 2026	Jerramungup	DFES	DFES Superintendent meeting
15 May 2026	Jerramungup	Ceremonies	Citizenship Ceremony
18 May 2026	Perth	State Administrative Tribunal	Directional Hearing