



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

OCTOBER – 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
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
3 September 2021	Deed of Variation of Lease – Portion of Lot 250 Tobruk Road, Jerramungup	Shire of Jerramungup, Jerramungup Community Resource Centre Inc	CP.US.28	Martin Cuthbert, Chief Executive Officer
24 September 2021	Contract for the Provision of Medical Services	Shire of Jerramungup and Livingston Medical	CA.CT.11	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 30 September 2021.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
03/09/2021	P21-032	Noel Myers	Jason Francis Duffy		Proposed holiday home	Lot 64 Native Dog Beach Road, Bremer Bay	Approved	29/09/2021
08/09/2021	P21-034	Noel Myers	Cherie and Steven Whitty	Craig Pursey	Proposed dwelling	Lot 58 Native Dog Beach Road, Bremer Bay	Approved	28/09/2021
10/09/2021	P21-035	Noel Myers	Colleen and Jack Woodhams	Kosters Outdoor Pty Ltd	Proposed skillion shed for storage	11 Murphy Place, Bremer Bay	Withdrawn – approval not required	13/09/2021

1.6 BUILDING AND DEMOLITION

Building application decisions under delegated authority up to 30 September 2021.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
02/09/2021	BP21-035	Matt Bowen	William David and Terri Lee Pooley		New 6x6 outbuilding	Lot 10 Point Henry Road, Bremer Bay	Approved	03/09/2021
27/08/2021	BP21-044	Matt Bowen	Paul Melvin Bignell	Milford Homes Pty Ltd	Construction of new dwelling	40 Bremer Bay Road, Bremer Bay	Approved	14/09/2021
02/09/2021	BP21-046	Matt Bowen	888 Abalone		1 shade cloth dome structure to house abalone growout tanks	Lot 795 White Trail Drive, Bremer Bay	Approved	18/09/2021

1.7 BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
27/08/2021	OP21-003	Martin Cuthbert	Shire of Jerramungup	Matt Bowen	Final stage occupancy permit for Boxwood Hill Combined Sports Club change-room facilities additions	Lot 1000, 19 Pimelea Street, Boxwood Hill WA 6338	Approved	04/09/2021

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
25 August 2021	TENDER CONSIDERATION - RFT 04/21 MEDICAL SERVICES PROVIDER	OCM210809	<p>That Council;</p> <ol style="list-style-type: none"> 1. ACCEPTS the Tender submitted by Livingston Medical as the most advantageous Tender to form a Contract for Provision of a qualified Medical Services Provider to provide General Practitioner Medical Services and General Business Practice Support Services to the Shire of Jerramungup Community. The estimated start date for the contract is 1 September 2021 and it will be in place until 31 August 2024. After this date, there is one extension available, for three (3) years. 2. Authorises and Delegates, in accordance with section 9.49A(4) of the <i>Local Government Act 1995</i>, to 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 in accordance with the specifications, terms and conditions specified in the tender documentation. 	Martin Cuthbert	Contract executed by both parties	Completed – 1/10/2021
22 September 2021	OUT OF BUDGET EXPENSE – PURCHASE 1 X NEW MITSUBISHI TRITON	OCM210907	<p>That COUNCIL, BY AN ABSOLUTE MAJORITY;</p> <ul style="list-style-type: none"> • Note the increase in revenue to the 2021/2022 annual budget due to the settlement offer of \$29,573.64 from LGIS for the write off of the Shire's 2018 Mitsubishi Triton GLX (4x4). • Authorise the out of budget expense of \$40,000 (ex GST) for the outright purchase of 1x new Mitsubishi Triton for the Works Department. • Authorise a transfer from Plant Reserve for the amount of \$10,426.36 prior to 30 June 2022 to the Shire's Municipal account. 	Greg Stephens	Ongoing	

3. CEO MEETINGS OF SIGNIFICANCE

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
23 September 2021	Jerramungup	Kokoda Op Shop	Meeting to discuss mural
23 September 2021	Jerramungup	South Coast Sustainable Waste Alliance	Waste meeting
24 September 2021	Jerramungup	South Coast Alliance	SCA Business Case Discussion: Bremer Bay & Energy
24 September 2021	Jerramungup	Outdoors Great Southern	Bobtail Trail – Jerramungup meeting + site visit
4 October 2021	Jerramungup	Shire of Jerramungup	Jerramungup IPR Support Visit
6 October 2021	Bremer Bay	BBCDC	Meeting
7 October 2021	Albany	South Coast Alliance	CEO meeting
7 October 2021	Albany		Objective Leader Training
11 October 2021	Jerramungup	Main Roads WA	Annual Catch up with Regional Manager and Network Manager
12 October 2021	Bremer Bay	DBCA and DPIRD	Community information session regarding the South Coast Marine Park Proposal
14 October 2021	Jerramungup	Market Creations	Meeting to discuss ‘Respect Bremer’ campaign
19 October 2021	Jerramungup	Cleanaway	Meeting
20 October 2021	Jerramungup	Outdoors Great Southern	Meeting with representatives of the Jerramungup Community - Bobtail Trail Project
20 October 2021	Jerramungup	Shire of Jerramungup	Depot meeting
21 October 2021	Bremer Bay	WALGA & Liberal WA	Community Workshop in Bremer Bay – Bobtail Trail Project
22 October 2021	Jerramungup	Shire of Jerramungup	Farewell for Cr Bill Bailey