



# SHIRE OF JERRAMUNGUP

## COUNCILLOR INFORMATION BULLETIN

### MAY/JUNE – 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 – 16 June 2023

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED 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
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 27 Ridgeway Drive, owned by Swifts Creek Pty Ltd	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 67 Native Dog Beach Road, owned by Jemma Lee Van Dongen and Jennifer Claire Van Dongen AND Notification Under Section 70A	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 111 Chuditch Close, owned by Teresa Helen Scott AND Notification Under Section 70A	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 62 Native Dog Beach Road, owned by Andrew James Patrick & Joe Rut-Thamnoon Chindarsi AND Notification Under Section 70A	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 24 Ridgeway Drive, owned by Emma-Kate Dowdell	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer

<b>DATE</b>	<b>DOCUMENT TITLE</b>	<b>PARTIES TO DOCUMENT</b>	<b>FILE NO</b>	<b>DELEGATED OFFICER</b>
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks -Lot 1 Point Henry Road owned by Steven John Brittain	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 13 Point Henry Road, owned by Brent Norman Ritchie	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks -Lot 141 Newbey Grove, owned by Kevin Russell Hopkinson and Rebecca Jane Hopkinson	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks -Lot 102 Point Henry Road, owned by Emma Jade Day and Timothy Day	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 7 Horse Hill Road, owned by Nicholas Ian Ellis	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 50 Gneiss Hill Road, owned by Mark Raymond Ford	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 36 Gneiss Hill Road, owned by Robert James Roche and Karen Lucinda Whitney	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 21 Ridgeway Drive, owned by Gavin James Brandis and Ebony Louise Brandis-Vegar	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 112 Magpie Rise, owned by Jennifer Dale Yeo and Simon David Yeo	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks -Lot 140 Newbey Grove, owned by John Lindsay Fugill	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer

DATE	DOCUMENT TITLE	PARTIES TO DOCUMENT	FILE NO	DELEGATED OFFICER
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 48 Point Henry Road, owned by Lorraine Jean Piercy	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2032	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 66 Native Dog Beach Road, owned by Angus James Duthie	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks -Lot 63 Native Dog Beach Road, owned by Lyle Justin Cameron	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 105 Osprey Court, owned by Margaret Mary Jones	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 139 Newbey Grove, owned by Kenneth Jon Zilm and Leanne Gaye Zilm	ES.SP.11	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
14 June 2023	Licence Agreement	Licence Agreement for the Construction, Maintenance and Use of Strategic Firebreaks – Lot 84 Trevally Place, owned by Alexander Edward Cheshire and Janna-Marie Cheshire	ES.SP.11	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
	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 – MAY

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

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
19/01/2023	P23-003	Noel Myers	KATRINA ANNE & NATHAN MOURITZ		BUILDING ENVELOPE AND DRIVEWAY	LOT 38 GNEISS HILL RD BREMER BAY 6338	Approved	09/05/2023
01/02/2023	P23-006	Noel Myers	DAVID KERR & SONYA OLSEN	WAYNES DESIGN AND DRAFTING	EXTENSION TO EXISTING GAMES ROOM & DECK TO CREATE TWO STOREY MAIN DWELLING. EXISTING SMALL DWELLING TO BECOME ANCILLARY DWELLING	210 POINT HENRY RD BREMER BAY 6338	Approved	08/05/2023
28/02/2023	P23-014	Noel Myers	MICHAEL-JAMES & NOLA TERRY		SHORT TERM HOLIDAY ACCOMMODATION	3 JOHN ST BREMER BAY 6338	Approved	09/05/2023

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
22/03/2023	P23-021	Noel Myers	ADAM & KIRSTIE MACKENZIE		CONSTRUCTION OF MAIN DWELLING AND ANCIALLARY DWELLING	L327, 46 BREMER BAY RD BREMER BAY 6338	Approved	01/05/2023
06/04/2023	P23-025	Noel Myers	MARK COLEMAN & BELINDA DATSON		EXTENSION TO EXISTING HOUSE, NEW SHED AND NEW WATER TANK	24 TREVALLY PL BREMER BAY 6338	Approved	18/05/2023
06/04/2023	P23-026	Noel Myers	AUSTRALIAN BUSH HERITAGE FUND		RESTORATION PLANTATION OF BIODIVERSE NATIVE SPECIES	1287 BOXWOOD HILL-ONGERUP RD BOXWOOD HILL 6338	Approved	25/05/2023
01/05/2023	P23-030	Noel Myers	JOHN JOSEPH ALAOUZE		SHORT TERM HOLIDAY ACCOMMODATION	7 BARBARA ST BREMER BAY 6338	Approved	29/05/2023
04/05/2023	P23-031	Noel Myers	SHENAE & MATT BOWEN		SHED AND DWELLING	9 QUALUP CRT BREMER BAY 6338	Approved	04/05/2023
30/05/2023	P23-033	Noel Myers	SHIRE OF JERRAMUNGUP	ST JOHN AMBULANCE AUSTRALIA W.A.	CONSTRUCTION OF AMBULANCE DEPOT	35 JOHN ST BREMER BAY 6338	Approved	24/05/2023

## 1.6 BUILDING AND DEMOLITION – MAY

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

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
03/04/2023	BAC23-001	Matt Bowen	JAYNE CHRISTINE MAIR	GAVIN MAIR	UNAUTHORISED CHANGES TO APPROVED DWELLING(BP13-001). UNAUTHORISED ANCILLARY ACCOMMODATION AND UNAUTHORISED OFFICE	548 WELLSTEAD RD, BREMER BAY WA 6338	Approved	03/05/2023
03/04/2023	BP23-018	Matt Bowen	ROBERT ROCHE & KAREN WHITNEY	POETT BUILDING CO PTY LTD	DWELLING AND WATER TANK	153 GNEISS HILL RD, BREMER BAY 6338	Approved	24/05/2023
12/04/2023	BP23-019	Matt Bowen	GAVIN BRANDIS & EBONY BRANDIS-VEGAR		SHED	LOT 21 RIDGEWAY DVE, BREMER BAY 6338	Approved	20/05/2023
08/05/2023	BP23-020	Matt Bowen	BRAD & KIRSTEN SKRAHA		SHED	15 MARY RD BREMER BAY 6338	Approved	16/05/2023
04/05/2023	BP23-022	Janna Cheshire	SHENAE & MATTHEW BOWEN		STEEL SHED	9 QUALUP CRT, BREMER BAY 6338	Approved	08/05/2023
04/05/2023	CP23-003	Noel Myers	ANGUS JAMES DUTHIE		GRAVEL CROSSOVER	76 NATIVE DOG BEACH RD, BREMER BAY 6338	Approved	04/05/2023



**1.7 BUILDING APPROVAL CERTIFICATES AND OCCUPANCY CERTIFICATES****Reg 30 (1) (c) Caravan Parks and Camping Grounds Regulations 1997**

<b>LODGED</b>	<b>APPLICATION NO.</b>	<b>OFFICER</b>	<b>OWNER</b>	<b>APPLICANT (If Different from Owner)</b>	<b>DESCRIPTION</b>	<b>ADDRESS</b>	<b>DELEGATED DECISION</b>	<b>DECISION DATE</b>

**1.8 APPROVAL TO CONSTRUCT AN ANNEXE OR RELOCATE A PARK HOME****Reg 30 (1) (c) Caravan Parks and Camping Grounds Regulations 1997**

<b>LODGED</b>	<b>APPLICATION NO.</b>	<b>OFFICER</b>	<b>OWNER</b>	<b>APPLICANT (If Different from Owner)</b>	<b>DESCRIPTION</b>	<b>ADDRESS</b>	<b>DELEGATED DECISION</b>	<b>DECISION DATE</b>
03/05/2023	BP23-023	Matt Bowen	SHIRE OF JERRAMUNGUP – MEGATIME P/L	SHEDS DOWN SOUTH	PARK HOME AND ANNEXE	SITE 189, BREMER BAY CARAVAN PARK	Approved	24/05/2023

## 2. COUNCIL RESOLUTION STATUS REPORT

Register of Council resolutions progress report updated 12 June 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"> <li>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;</li> <li>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;</li> <li>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;</li> <li>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.</li> </ol>	Manager of Development	<p>Outstanding. 15/06/2023</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> <p>Situation re long term management options for area of estuary discussed at last meeting of Wellstead Estuary Group (12/06/2023). Release of survey had been held over for discussion with that group whilst a Conservation Action Plan is being developed. Group endorsed release of survey which accords with the groups specific interest in shorebird protection.</p>	

					Preparation and release of survey to be advanced prior to next reporting period.	
26/04/23	Local Law Review	OCM230411	That Council resolves to undertake a review of all of its Local Laws in accordance with section 3.16 of the Local Government Act 1995 and to give Statewide and local public notice of its intent to undertake the review.	CEO	In progress	
24/05/23	Bush Fire Advisory Committee Annual General Meeting	OCM230503	That Council adopt the following recommendations from the BFAC meeting: That the appointments for the Shire of Jerramungup be confirmed and gazetted as required. That amendments to the 2023/2024 Fire Break Notice and Restricted and Prohibited Burning Times be set.	CESO DCEO	Appointments gazetted 16/06/23. Fire Break Notice ready for printing.	16/06/2023
24/05/23	Proposed Plantation – Planning Application	OCM230507	That Council approve the application lodged by Bush Heritage Australia for a plantation on Lot 1854 Boxwood Hill-Ongerup Road, and the Chief Executive Officer be delegated authority to issue the approval, subject to: <ol style="list-style-type: none"> <li>1. There being no objection to the proposal received from the Department of Primary Industry and Regional Development;</li> <li>2. The following conditions being attached to the approval: <ol style="list-style-type: none"> <li>a) That the matters detailed within the Plantation Management Plan V2 (as at Attachment 9.3.1 h)) and Bushfire Management Plan submitted with the application for Development Approval be implemented in perpetuity; and</li> <li>b) That a notice be placed on the Certificate of Title notifying any future owner as to the presence of, and requirements of, the Bushfire Management Plan.</li> </ol> </li> </ol>	MoD	DA issued by CEO in accordance with Council resolution.	31/05/2023

<b>COUNCIL RESOLUTIONS</b>						
<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>
24/05/23	St John WA – New Ambulance Subcentre, Bremer Bay	OCM230508	<ol style="list-style-type: none"> <li>1. That Council provides its in-principle support towards the plans submitted with the planning application by St John WA for the new Bremer Bay Ambulance Subcentre on portion of Reserve 48293 Lot 500 Bremer Bay Road, Bremer Bay;</li> <li>2. That St John WA be advised that formal approval to the application will be granted following final resolution of the future tenure arrangements over the whole of the Reserve and that such future arrangements being to the satisfaction of the Shire;</li> <li>3. That council authorises the Chief Executive Officer and Shire President to take all necessary actions to prepare, execute and finalise a lease with St John WA and that such a lease be for a nominal \$5 per annum fee;</li> <li>4. That Council considers allocating funds in the 2023/2024 budget to meet all survey, documentation and lodgement fees associated with the preparation of a lease agreement with St John WA up to a maximum of \$8,000, with any monies over and above that amount to be met by St John WA;</li> <li>5. That Council agrees to waiver the planning application fee proposing the development of the new St John WA Bremer Bay Ambulance Subcentre.</li> </ol>	MoD	Notice of Council decision issued	01/06/2023

### 3. CEO MEETINGS OF SIGNIFICANCE –MAY/JUNE 2023

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
16 May 2023	Teams	FRNP Advisory Group Meeting	
17 May 2023	Teams	DFES	Emergency services precinct and formalisation of DFES tenure.
18 May 2023	Jerramungup	WALGA Commercial Management Team	Discuss WALGA services
19 May 2023	Albany	GSDC	Housing the Workforce Great Southern – initial project meeting
23 May 2023	Ravensthorpe	South East Fire Working Group Meeting	
25 May 2023	Teams	WA Electoral Commission	The Counting Process for Local Government Elections 2023
26 May 2023	Tambellup	Great Southern Treasures	CEO MOU Signing Meeting
31 May 2023	Bremer Bay	Bremer Bay Emergency Services	Bremer Bay Emergency Services Precinct
7 June 2023	Bremer Bay	BBCDC Meeting	
8 June 2023	Jerramungup	Moore Australia	Strategic Resource Workshop
9 June 2023	Teams	LG Professionals WA	State Board Meeting
12 June 2023	Jerramungup	LEMC Meeting	
16 June 2023	Jerramungup	Council CEO Review and Budget Workshop	