



SHIRE OF JERRAMUNGUP

COUNCILLOR INFORMATION BULLETIN

MAY - JUNE 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
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
22 May 2024	Lease	Lessor: Shire of Jerramungup Lessee: Megatime Pty Ltd	A20315 CP.US.36	Cr Joanne Iffla, Shire President and Martin Cuthbert, Chief Executive Officer
31 May 2024	Landgate Form E3 – Removal of Expired Lease	Shire of Jerramungup Megatime Pty Ltd	A20315 CP.US.33	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/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 July 2023 – 30 June 2024

DATE	OFFICER	PERSON/ORGANISATION	DESCRIPTION
4 September 2023	Martin Cuthbert	Jerramungup Bowling Club	Support for the Bowls Classic \$250 sponsorship
22 September 2023	Martin Cuthbert	Jerramungup District High School	\$250 donation towards Buddy Bench
11 December 2023	Martin Cuthbert	Jerramungup Community Resource Centre	Support for the Community Christmas Sundowner with Markets by waiving the Rootpickers Hall Hire fee
23 May 2024	Martin Cuthbert	Jerramungup Community Resource Centre	Support for the Biggest Morning Tea by waiving the Rootpickers Hall Hire fee and \$250 donation
14 June 2024	Martin Cuthbert	Bremer Bay Community Resource Centre	\$250 donation towards Paint and Sip community activity

DELEGATIONS

1.5 PLANNING – MAY

Planning application decisions under delegated authority up to 31 May 2024.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
18/01/2024	P24-002	Noel Myers	Lewis	CBD Architects	New Two Storey Dwelling	44 Margaret Street, BREMER BAY 6338	Approved	16/05/2024
14/02/2024	P24-012	Noel Myers	DMG (WA) Pty Ltd	Vanessa Allen	Relocate Building Envelope, Install Water Tanks and Portable Ablution	Lot 35 Gneiss Hill Road, BREMER BAY 6338	Approved	24/05/2024
20/03/2024	P24-017	Noel Myers	Textile Pty Ltd	Craig Pursey	Relocation of Building Envelope and Driveway	Lot 76 Black Rocks Road, BREMER BAY 6338	Approved	24/05/2024
28/03/2024	P24-018	Noel Myers	Joe La Rosa	Kylie Jane Haddow	Short Term Holiday Accommodation	Lot 776 Freeman Drive, BREMER BAY 6338	Approved	17/05/2024

1.6 BUILDING AND DEMOLITION – MAY

Building application decisions under delegated authority up to 31 May 2024.

LODGED	APPLICATION NO.	OFFICER	OWNER	APPLICANT (If Different from Owner)	DESCRIPTION	ADDRESS	DELEGATED DECISION	DECISION DATE
18/04/2024	BP24-016	Janna Cheshire	Lawson Grains Limited	Elite Compliance	Transportable Dwelling	26956 South Coast Hwy, JACUP 6337	Approved	02/05/2024
22/04/2024	BP24-021	Martin Cuthbert	Simone Mitchell	Zane Mitchell	New Dwelling – Unit 1 of 4	Lot 320, 6 Peppy Ave, BREMER BAY 6338	Approved	07/05/2024
22/04/2024	BP24-022	Martin Cuthbert	Simone Mitchell	Zane Mitchell	New Dwelling – Unit 2 of 4	Lot 320, 6 Peppy Ave, BREMER BAY 6338	Approved	07/05/2024
07/05/2024	BP24-024	Martin Cuthbert	Chad & Jayne Leeson	Koster's Outdoor	Patio	1 Barbara Street, BREMER BAY 6338	Approved	13/05/2024
07/05/2024	BP24-025	Janna Cheshire	Shenae & Matthew Bowen	Modular WA	New Dwelling	9 Qualup Crt, BREMER BAY WA 6338	Approved	13/05/2024
13/05/2024	BP24-027	Martin Cuthbert	Yeolanda Fraser & Frank Vogel	WA Country Builders	New Two Storey Dwelling	46 Margaret Street, BREMER BAY 6338	Approved	21/05/2024
24/05/2024	BP24-028	Janna Cheshire	DMG (WA) Pty Ltd	Design Management Group Pty Ltd	Transportable Ablution Block and Rain Water Tanks	Lot 35 Gneiss Hill Rd, BREMER BAY 6338	Approved	31/05/2024
13/05/2024	CP24-004	Noel Myers	Shenae & Matthew Bowen		Crossover	9 Qualup Crt, BREMER BAY WA 6338	Approved	23/05/2024

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 13 June 2024.

COUNCIL RESOLUTIONS						
MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
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"> 1. Accepts AFGRI Equipment Australia's quotation for a John Deere 624K-11 Wheel Loader at \$318,000 ex GST. 2. Accepts AFGRI Equipment Australia's outright purchase for Council's John Deere 624K Loader at \$82,500 ex GST. 3. Delegates authority to the CEO to execute the transaction with AFGRI Equipment Australia. 	Works Supervisor/ DCEO	Order completed	19/06/2024
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"> 1. 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	Completed	02/05/2024
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; 	DCEO	Shire unsuccessful with Grant Application. CEO and Shire President attended meeting with St John Sub Centre Volunteers to identify alternative options re. reduced building design and further fundraising options.	

			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.		Matter pending as to how project will proceed.	
20/12/23	Road Train Routes through Jerramungup		Discuss signage options with MRWA aiming to reduce road train traffic within Jerramungup townsite.	WS	In progress	
28/02/24	Annual General Meeting of Electors 7 February 2024 – Consideration of Motions	OCM240215	That Council: <ol style="list-style-type: none"> 1. 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. 2. 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. 3. 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. 4. 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	Awaiting funding round to submit application. Preliminary investigations commenced to enable costings to be prepared for budget consideration.	

			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.			
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		Ongoing
22/05/24	Proposed Building Envelope Relocation – Lot 76 Black Rocks Road, Bremer Bay	OCM240506	That Council: 1. Approve the application lodged by Craig Pursey Planning Pty Ltd for Textile Pty Ltd (owners) for a relocated building envelope and driveway on Lot 76 Black Rocks Road, Bremer Bay subject to the following conditions: (i) A landscape plan which details the proposed planting schedule to be implemented along the western boundary of the approved building envelope and boundary of Lot 76 is to be submitted for approval by the Manager of Development prior to the commencement of any clearing works; (ii) The landscape plan referred to in Condition i) above, once approved, is to be implemented and thereafter maintained in perpetuity.	MoD	Completed DA issued	24/05/2024

COUNCIL RESOLUTIONS

MEETING DATE	REPORT TITLE	RESOLUTION NO.	RESOLUTION	RESPONSIBLE OFFICER	CURRENT STATUS	DATE COMPLETED
22/05/24	Proposed Building Envelope Relocation, Two Water Tanks and Utility Building – Lot 35 Gneiss Hill Road, Bremer Bay	OCM240507	That Council: <ol style="list-style-type: none"> 1. Approve the application lodged by Vanessa Allen (owner) for a relocated building envelope, driveway, two water tanks and utility building on Lot 35 Gneiss Hill Road, Bremer Bay subject to the following condition: <ol style="list-style-type: none"> i) The two water tanks shall be constructed of materials which blend with the natural landscape. Please note that unpainted zinalume, white and off-white colours are not permitted. Details of materials and colour pallets are to be submitted for approval by the Manager of Development prior to the submission of an application for a Building Permit. 	MoD	Completed DA issued	23/05/2024
22/05/24	Disposition of Interest in Property – Portion Reserve 51778 Pt. Lot 9001 Bremer Bay Road/ Seadragon Avenue, Bremer Bay	OCM240508	That Council agrees to: <ol style="list-style-type: none"> 1. Formally relinquish its interest in the 1,760m2 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 on Diagram 1. 	MoD	Letter confirming Council resolution issued to applicant	23/05/2024
22/05/24	Appointment of Acting Chief Executive Officer	OCM240510	That Council appoint the Manager of Development, Noel Myers, as the Acting Chief Executive Officer for the period from 17 June 2024 to 27 September 2024 inclusive and pay higher duties during this timeframe.	DCEO		Completed

3. CEO MEETINGS OF SIGNIFICANCE – MAY/JUNE 2024

MEETING DATE	LOCATION	DEPARTMENT	PURPOSE
16 May 2024	Teams	Auditor General	Audit Entrance Meeting
24 May 2024	Jerramungup	Waste	Waste Management Tender discussions
27 May 2024	Jerramungup	Livingston Medical	Contract discussions
28 May 2024	Jerramungup	Jerramungup Community Health Café	Community meeting regarding health services
4 June 2024	Albany	GSDC	Great Southern Worker Accommodation Roundtable
6 June 2024	Shire	CEO Review and Roads Bus Tour	Shire matters
7 June 2024	Teams	South Coast Alliance	Meeting (Noel)
10 June 2024	Jerramungup	Local Emergency Management Committee	Meeting (Noel)
13 June 2024	Teams	Employees	Works Industrial Agreement Bargaining Meeting (Martin & Noel)
15 June 2024	Bremer Bay	St Johns WA	Meeting to discuss next steps for future new Bremer Bay Sub Centre building
21 June 2024	Gnowangerup	WALGA	WALGA Zone Meeting