



# MINUTES

**Ordinary Meeting held on 26 May 2016**

## TABLE OF CONTENTS

Agenda No.	Item	Page
1	<u>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS</u> 1.1 SHIRE PRESIDENT DECLARED THE MEETING OPEN AT 7:05PM	1
2	<u>RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE GRANTED/DECLARATION OF FINANCIAL/PROXIMITY &amp; IMPARTIALITY INTERESTS</u> 2.1 RECORD OF ATTENDANCE 2.2 LEAVE OF ABSENCE 2.3 APOLOGY 2.4 DECLARATION OF FINANCIAL/IMPARTIALITY/PROXIMITY INTEREST	1
3	<u>RESPONSE TO PREVIOUS PUBLIC QUESTION TAKEN ON NOTICE</u>	1
4	<u>PUBLIC QUESTION TIME</u> 4.1 CR ROSNAH PAL – FAULTY STREET LIGHTS 4.2 CR ROSNAH PAL – ‘STOP SIGN AHEAD’ 4.3 CR NORA KOH – POT HOLES IN SILVER CITY 4.4 CR ROSNAH PAL – MAINTENANCE ON SHIRE SIGN BOARD	1-2
5	<u>APPLICATION FOR LEAVE OF ABSENCE</u> 5.1 CR KOH	2
6	<u>PETITIONS/DEPUTATIONS/PRESENTATIONS</u>	2
7	<u>CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)/BUSINESS ARISING FROM PREVIOUS MEETINGS</u> 7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD ON 26 APRIL 2016 7.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS	2-3
8	<u>ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION</u>	3
9	<u>COMMITTEE REPORTS</u> 9.1 MINUTES OF TRANSPORT, LAND AND COMMUNICATIONS COMMITTEE MEETING 9.2 MINUTES OF SENIOR CITIZENS CENTRE ADVISORY COMMITTEE MEETINGS	3
10	<u>OFFICER REPORTS</u>	3
10.1	<u>CHIEF EXECUTIVE OFFICER</u> 10.1.1 LEASE 5 JALAN KETAM MERAH 10.1.2 FEES & CHARGES 2016/17	3-4
10.2	<u>MANAGER FINANCE AND IT</u> 10.2.1 SCHEDULE OF ACCOUNTS – APRIL 2016 10.2.2 FINANCIAL STATEMENTS – APRIL 2016	4

	10.2.3 <a href="#">SOCI POLICY FOR DEPRECIATION OF FIXED ASSET</a>	
10.3	<u>MANAGER COMMUNITY SERVICES</u>	4
10.4	<u>MANAGER WORK &amp; SERVICES</u>	4
10.5	<u>MANAGER PLANNING BUILDING &amp; HEALTH</u> 10.5.1 <a href="#">VERANDA WITH TIMBER DECK ADDITION TO EXISTING HERITAGE BUILDING</a> 10.5.2 <a href="#">INVITATION TO REVIEW AND COMMENT ON PROPOSED WORKS APPROVAL FOR INDIAN OCEAN OIL COMPANY – CHRISTMAS ISLAND OPERATIONS</a>	4-5
10.6	<u>MANAGER RECREATIONAL SERVICES</u> 10.6.1 <a href="#">CHRISTMAS ISLAND RUGBY UNION/LEAGUE HEALTH &amp; FITNESS PROGRAM FUNDING REQUEST</a>	5
11	<u>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</u>	5
12	<u>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</u> 12.1 <a href="#">VERANDA WITH TIMBER DECK ADDITION TO EXISTING HERITAGE BUILDING</a>	5
13	<u>BEHIND CLOSED DOORS</u> 13.1 <a href="#">CEO LOCUM CONTRACT</a>	5-6
14	<u>CLOSURE OF MEETING</u> THE SHIRE PRESIDENT CLOSED THE MEETING AT 7.37PM	6
15	15.1 <u>DATE OF NEXT MEETING: 28 JUNE 2016</u>	6



**CONFIRMED MINUTES**  
**Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm**  
**on Tuesday 24 May 2016**

**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Shire President, Cr Gordon Thomson declared the meeting open at 7.05pm

**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/  
DECLARATIONS OF FINANCIAL INTEREST**

**2.1 Record of Attendance**

Shire President  
Councillors

Cr Gordon **THOMSON**  
Cr Kee Heng **FOO**  
Cr Azmi **YON**  
Cr Hafiz **MASLI**  
Cr Kelvin **LEE**  
Cr Nora **KOH**  
Cr Philip **WOO**  
Cr Rosnah **PAL**  
Cr Vincent **SAW**

Acting Chief Executive Officer  
Acting Manager Finance and Admin  
Manager Planning Building & Health  
Manager Works and Services  
Manager Recreation Services and Training Officer

Colin **WHEADON**  
Rostyna **OH**  
Colin **WHEADON**  
Terry **CLARKE**  
Oliver **LINES**

Minute Taker

Chris **SU**

**2.1 Leave of Absence**

**2.2 Apologies**

**2.3 Declarations of Financial/Impartiality/Proximity Interest**

Councillors Gordon **THOMSON**, Kee Heng **FOO**, Azmi **YON**, Rosnah **PAL**, Philip **WOO**, Kelvin **LEE** and Hafiz **MASLI** declared a Financial Interest for item 10.5.2 Invitation to Review and Comment on Proposed Works Approval for Indian Ocean Oil Company – Christmas Island Operations on the basis that they are shareholders of Christmas Island Resources.

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**4 PUBLIC QUESTION TIME**

4.1 Cr Rosnah **PAL** informed meeting that some street lights around the community were faulty. These were located on Gaze Road, the Poon Saan crossing and the airport t-junction. SOCI to notify Administration that these faults have been picked up by the community for repair.

- 4.2 Cr Rosnah **PAL** informs the meeting that the 'stop sign ahead' sign at the bottom of the hill is facing the wrong way; it should be visible on the way down the hill and has been turned around to face up the hill. SOCI to rectify.
- 4.3 Cr Nora **KOH** informs meeting that the Silver City road network suffers potholes at several junctions; Lower Poon Saan Road and Silver City Road areas. Manager of Works and Services to examine.
- 4.4 Cr Rosnah **PAL** informs meeting that the lettering on the shire signboard at the driveway to the George Fam Building is peeling Manager of Works and Services to examine.

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Cr Nora KOH (30/5/2016 to 5/7/2016)

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 47/16</b>
That the leave of absence application submitted by Cr Nora KOH (30/5/2016 to 5/7/2016) be approved		
<b>Carried: 9/0</b>		

## 6 PETITIONS/DEPUTATIONS/PRESENTATIONS

### 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

#### 7.1 Minutes of Ordinary Council Meeting held on 26 April 2016


Members considered the unconfirmed minutes.

<b>Council Resolution</b>		
<b>Moved: Cr SAW</b>	<b>Seconded: Cr KOH</b>	<b>Res. No: 48 /16</b>
That Council adopt the unconfirmed minutes of the 26 April 2016 Council Meeting.		
<b>Carried: 9/0</b>		

#### 7.2 Business Arising from the Minutes of Previous Meetings

The Shire President advised that an action sheet has been provided to all Councillors regarding previous Council Meeting on 26 April 2016 public questions.

<b>Agenda Item</b>	<b>Public Question/Council Resolution</b>	<b>Action Officer</b>	<b>Action taken/Follow Up</b>
PQ 4.1	SERCO waste collection contract	CEO MPBH	Awaiting response from Serco
PQ 4.2	Disabled access on the Island <ul style="list-style-type: none"> <li>- C. <b>WHEADON</b> advises that the ownership of that footpath is in dispute; SOCI and the Supermarket cannot ascertain who the owner is. C. WHEADON to follow it up</li> <li>- Discussion on the best location for establishment of a disabled parking bay in the Cove. Shire to follow up on the process of establishing a disabled parking bay at an agreed location with different stakeholders.</li> </ul>	MPBH	The land where the disabled access/ramp needs to be placed is upon land owned by Evercrown Pty. Ltd.  See attached GIS Map which shows the boundary in blue and the ramp in yellow

			
PQ 4.3	Fees & Charges for putrescible waste	CEO	Included in 2016-17 Fees and Charges Budget and advertised

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**9 REPORTS OF COMMITTEES**

**10 REPORTS OF OFFICERS**

**10.1 Chief Executive Officer**

10.1.1 Lease 5 Jalan Ketam Merah

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr LEE</b>	<b>Res. No: 49/16</b>
That Council –		
<ol style="list-style-type: none"> <li>1. Approve a new two year lease with a one year option for the property it owns located at 5 Jalan Ketam Merah, Drumsite between Council and the Department of Infrastructure and Regional Development,</li> <li>2. Approve a rental level at five hundred dollars (AUD\$500) per week (\$26k p/annum) for the property located at 5 Jalan Ketam Merah, Drumsite and,</li> <li>3. Approve the Shire President and CEO to sign the Lease under the Common Seal of the Shire of Christmas Island.</li> </ol>		
<b>Carried: 9/0</b>		

10.1.2 Fees & Charges 2016/17

<b>Council Resolution</b>									
<b>Moved: Cr WOO</b>	<b>Seconded: Cr LEE Res. No: 50/16</b>								
<ol style="list-style-type: none"> <li>1. Council adopts the fees and charges for financial year 2016/17 as listed in the attachment.</li> <li>2. Council adopts following rates for financial year 2016/17: <table data-bbox="252 1832 1257 2024"> <tr> <td>Gross Rental Value (GRV)</td> <td>8.9578 cents in the dollar (0.089578\$)</td> </tr> <tr> <td>Unimproved Value (UV)</td> <td>19.6330 cents in the dollar (0.196330\$)</td> </tr> <tr> <td>Minimum Rate</td> <td>\$542.00 GRV Properties \$327.00 UV Properties</td> </tr> <tr> <td>Discount for full early payment of</td> <td>10%</td> </tr> </table> </li> </ol>		Gross Rental Value (GRV)	8.9578 cents in the dollar (0.089578\$)	Unimproved Value (UV)	19.6330 cents in the dollar (0.196330\$)	Minimum Rate	\$542.00 GRV Properties \$327.00 UV Properties	Discount for full early payment of	10%
Gross Rental Value (GRV)	8.9578 cents in the dollar (0.089578\$)								
Unimproved Value (UV)	19.6330 cents in the dollar (0.196330\$)								
Minimum Rate	\$542.00 GRV Properties \$327.00 UV Properties								
Discount for full early payment of	10%								



10.5.2 Invitation to Review and Comment on Proposed Works Approval for Indian Ocean Oil Company – Christmas Island Operations

<b>Council Resolution</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	<b>Res. No: N/A</b>
Council endorse the MPB&H comments requested by the Department of the Environment & Regulation (DER) regards the Application for Works Approval/Licence received by the DER from the Indian Ocean Oil Company. Comments are those contained within Appendix 5 to this report.		
<b>Carried: N/A</b>		

Councillors return to the meeting at 7.25pm

**10.5 Manager Recreation Services**

10.6.1 Christmas Island Rugby Union/League Health & Fitness Program Funding Request

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr PAL</b>	<b>Res. No: 55/16</b>
That Council considers the request from the Christmas Island Rugby Health & Fitness Program for part sponsorship of the requested amount of \$500.00 for inclusion in Councils 2016-17 budget.		
<b>Carried: 9/0</b>		

**11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

Motion to admit new business of an urgent nature by decision of the meeting

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr SAW</b>	<b>Res. No: 56/16</b>
That Council agrees to admit new business of an urgent nature to the meeting.		
<b>Carried: 9/0</b>		

12.1 Veranda with timber deck addition to existing heritage building

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 57/16</b>
Council grant planning approval for the proposed veranda with timber deck to be constructed at Part 3, Lot 1054 Gaze Rd Christmas Island subject to the following conditions:		
1. The applicant is to submit an Application for Building Permit – Certified to the Shire.		
<b>Carried: 9/0</b>		

**13 BEHIND CLOSED DOORS**

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr KOH</b>	<b>Res. No: 58/16</b>
The meeting be closed to members of the public in accordance with section 5.23(2)(c) of the Local Government Act 1995 for council to discuss matters of a confidential nature.		
<b>Carried: 9/0</b>		

Council officers beside the Acting Chief Executive Officer left the chamber at 7.30pm

13.1 CEO Locum Contract



**Council Resolution****Moved: Cr YON****Seconded: Cr MASLI****Res. No: 59/16**

That Council approve the appointment of Mr David Eric Price as locum acting Chief Executive Officer for the Shire of Christmas Island while the current Chief Executive Officer is on combined Long Service, Annual and Study Leave in accordance with the following terms and conditions –

1. That the appointment be for the period 11<sup>th</sup> of July 2016 to the 13<sup>th</sup> of January 2017 inclusive,
2. The base salary applicable to the position for the duration of the appointment be \$110k p/annum plus the applicable District Allowance,
3. That Councils fully furnished residence at 23 Seaview Drive be provided to Mr Price at no rental excluding utility costs,
4. Provision of current CEO vehicle at no cost,
5. Relocation cost of approximately \$10k for Mr Price and his family to/from the island from the place of his engagement at the completion of his locum tenure,
6. Any other statutory benefit applied to the organization employees to also apply to the locum Acting CEO or when a non statutory benefit then to apply in accordance with Council stated policy and,
7. That the Shire President be authorised to sign and execute the contract of employment between Shire of Christmas Island and Mr Price.

**Carried: 9/0**

## 13.2 Motion to Resume Meeting

**Council Resolution****Moved: Cr PAL****Seconded: Cr KOH****Res. No: 60/16**

That Council resume the meeting for the public.

**Carried: 9/0****12 CLOSURE OF MEETING**

The Shire President closed the meeting at 7.37pm.

**15 DATE OF NEXT MEETING: 28 June 2016.**