



Notice is given that an Ordinary Meeting of Council of the Shire of Christmas Island is to be held at the Council Chambers on **Tuesday 13 December 2022** commencing at 7.00pm

David Price
Chief Executive Officer

AGENDA

- 1 **Declaration of Opening of Meeting/Announcement of Visitor**
- 2 **Record of Attendance/Apologies/Leave of Absence/Declaration of Financial/Proximity/Impartiality Interests**
 - 2.1 Attendance
 - 2.2 Leave of Absence
 - 2.3 Apologies
 - 2.4 Declaration of Interests
- 3 **Response to Previous Public Questions Taken on Notice**
- 4 **Public Question Time**
- 5 **Applications for Leave of Absence**
- 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 22 November 2022 (pg 1-4)
 - 7.2 Minutes of Special Council Meeting held on 29 November 2022 (pg 5-6)
 - 7.3 Business Arising from the Minutes of Previous Meetings
- 8 **Announcements by Presiding Member Without Discussion**
- 9 **Reports of Committees**
- 10 **Reports of Officers**
 - 10.1 **Chief Executive Officer**
 - 10.1.1 CEO Delegated Authority-Abandoned (pg 7-8)
 - 10.2 **Manager Finance & Administration**
 - 10.2.1 Schedule of Accounts – November 2022 (pg 9-15)
 - 10.2.2 Financial Statements – November 2022 (pg 16-20)
 - 10.3 **Manager Community/Recreation Services & Training**
 - 10.4 **Manager Works, Services & Waste**
 - 10.5 **Manager Governance Research Policy & Grants**
- 11 **Elected Members Motions of which Previous Notice has been given**
- 12 **New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 13 **Behind Closed Doors**
- 14 **Closure of Meeting**
- 15 **Date of the next Ordinary Meeting**
7 February 2023



UNCONFIRMED MINUTES

Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 22 November 2022

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1 The Shire President declared the meeting open at 7.00pm.

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

2.1 Record of Attendance

Shire President

Deputy President

Councillors

Cr Gordon **THOMSON**

Cr Kee Heng **FOO**

Cr Philip **WOO**

Cr Kelvin Kok Bin **LEE**

Cr Hafiz **MASLI**

Cr Morgan Boon Hwa **SOH**

Cr Vincent Cheng-Siew **SAW**

Acting Chief Executive Officer

Director Finance and Admin

Director Community/Recreation Services

Director Works, Services & Waste

Chris **SU**

Kim **Chua**

Olivier **LINES**

Troy **Davis**

2.2 **Leave of Absence**

2.3 **Apologies**

Councillor

Councillor

Chief Executive Officer

Cr Farzian **ZAINAL**

Cr Azmi **YON**

David **PRICE**

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1 Item 4.5 of the 27th September Ordinary Council Meeting, removal of the traffic island at the Mosque area on Jalan Masjid was completed by the Shire. Director of Works Troy DAVIS advised that the team had removed the traffic island, and a future reseal on that area may finalise the removal.

4 PUBLIC QUESTION TIME

4.1 Cr Kelvin LEE provided some resident's feedback on the presence of the SOCI rubbish truck in the vicinity of island eateries during break times. Any action like this would affect the amenity of the eatery. Director of Works Troy DAVIS advised he would return to Council on this.

4.2 Cr Vincent SAW noted that there had been a planting of a coconut sapling on the corner of Phosphate Hill Road and Murray Road where the new footpath has been laid. Suggested that a full grown coconut sapling there would not be safe for traffic or pedestrians. Director Troy DAVIS advised he would address the sapling planting. It is likely to have been put there by a person in the public and not SOCI works staff.

- 4.3 Cr Morgan SOH asked for an update to the scheduling for the Poon Saan Road zebra crossing opposite Block 501 and the Poon Saan Shops. He noted that traffic needed to be slower on the road, noting that it is a 40km/h street. Director of Works Troy DAVIS advised that this zebra crossing was in the works program after the Foreshore Padang program was completed.

5 APPLICATION FOR LEAVE OF ABSENCE

5.1 Application for Leave of Absence

Council Resolution

Moved: Cr LEE

Seconded: Cr SAW

Res. No: 101/22

That Cr Thomson be granted a leave of absence for the December 13th Ordinary Council Meeting.

Carried: 7/0

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 25 October 2022

Members considered the unconfirmed minutes.

Council Resolution

Moved: Cr WOO

Seconded: Cr LEE

Res. No: 102/22

That Council adopt the unconfirmed minutes of the 25 October 2022 Council Meeting.

Carried: 7/0

7.2 Business Arising from the Minutes of Previous Meetings

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- 8.1 President THOMSON reported on Council's commemoration for the HMAS Sydney (II) and Able Seaman Thomas Welsby Clark last Saturday November 19th 2022.

Acknowledged the work of Acting CEO Chris SU in organising the event and in the liaison work with the Royal Australian Navy leading to the event. It was well attended, and positive feedback received from the Clark family and residents after the event.

President THOMSON read out a letter the Clark family wrote to the Council for the meeting:
22nd November 2022

To the Christmas Island Shire Council

On behalf of Tom and Fiona Clark and myself, we would like to express our heartfelt thanks and gratitude to yourselves and the people of Christmas Island for your hospitality and kindness in assisting us to be a part of the commemorations for our uncle Able Seaman Thomas Clark.

We have learned so much about this special place, and are so glad that Uncle Tom made it to this special Island. It would have been the perfect place for his final resting place. The care and compassion shown to him and to us is unbelievable.

To the school – wow! What wonderful teachers and students. Thank you for a beautiful afternoon. Matthew's song was perfect, and reflected all the emotions possible.

To the wonderful people who welcomed us into their homes and took the time to show us the sights of the Island, educate us, thank you.

Chris Su. You are a wonderful host, guide, information sharer and historian.

The celebration itself was so tasteful and well organised. Congratulations.

We are leaving here with special memories.

Many thanks

Pam Fisher, Thomas Clark, Fiona Clark.

9 REPORTS OF COMMITTEES

9.1 Minutes of Committee Meetings

Council Resolution

Moved: Cr WOO

Seconded: Cr LEE

Res. No: 103/22

That the Confirmed Minutes of the Community Consultative Committee meeting of November 16th and Fishery Management Committee of November 17th 2022 be adopted.

Carried: 7/0

10 REPORTS OF OFFICERS

10.1 Chief Executive Officer

10.1.1 Dates for Ordinary Council Meetings 2023

Council Resolution

Moved: Cr FOO

Seconded: Cr SAW

Res. No: 104/22

That Council adopts the following schedule of Ordinary Meetings for 2023 in accordance with section 5.25 (1) (g) of the Local Government Act (CI) 1995 and the Local Government Administration Regulations 1996 commencing at 7.00pm at the George Fam Centre Council Chambers on the fourth Tuesday of each month with the exceptions of:

- 7 February 2023 ordinary meeting due to the long period of no meetings between 8 December 2022 and 7 February 2023.
- The April meeting is scheduled for Wednesday the 26th as the normal Tuesday 25th is the ANZAC Day Holiday
- 13th June 2023 Ordinary Meeting being the 2nd Tuesday due to the ALGA National Conference in Canberra being the following week.
- The December 2023 Ordinary Meeting which is scheduled for the 12th December 2023 being the 2nd Tuesday due to the Christmas close down period in December 2023.

7 February 2023
21 March 2023
26 April 2023
23 May 2023
13 June 2023
25 July 2023
22 August 2023
26 September 2023
24 October 2023
21 November 2023
12 December 2023

Carried: 7/0

10.1.2 Fisheries Funding

Council Resolution

Moved: Cr MASLI

Seconded: Cr FOO

Res. No: 105/22

That Council acts upon the recommendation of the Shire's Fisheries Management Committee and engage with the Commonwealth to conclude an agreement on the terms of the Work Plan and Budget presented to the Fisheries Management Committee on the Fisheries Ranger establishment.

Carried: 7/0

10.2 Director Finance & Administration

10.2.1 Schedule of Accounts – October 2022

Council Resolution

Moved: Cr LEE

Seconded: Cr MASLI

Res. No: 106/22

That Council approves the expenditure as presented in October 2022 Schedule of Accounts

Carried: 7/0

10.2.2 Financial Statements - October 2022

Council Resolution

Moved: Cr LEE

Seconded: Cr MASLI

Res. No: 107/22

That Council receives the Financial Statements of October 2022 for the Municipal Fund.

Carried: 7/0

10.3 Director Community/Recreation Services & Training

10.4 Director Works, Services & Waste

10.5 Director Planning, Governance & Policy

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

13 BEHIND CLOSED DOORS

14 CLOSURE OF MEETING

The Shire President closed the meeting at 7.26pm

15 DATE OF NEXT MEETING: 13 December 2022



UNCONFIRMED MINUTES

Special Council Meeting of the Shire of Christmas Island held at the George Fam Chambers
at 4.15pm on 29th November 2022

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1 The Shire President declared the meeting open at 4.15pm

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

2.1 Record of Attendance

Shire President

Deputy President

Councillors

Cr Gordon **THOMSON**

Cr Kee Heng **FOO**

Cr Philip **WOO**

Cr Kelvin Kok Bin **LEE**

Cr Hafiz **MASLI**

Cr Farzian **ZAINAL**

Cr Vincent Cheng-Siew **SAW**

Acting Chief Executive Officer

Director Works, Services & Waste

Chris **SU**

Troy **DAVIS**

2.2 **Leave of Absence**

2.3 **Apologies**

Councillors

Azmi **YON**

Morgan **SOH**

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

3 BUSINESS OF THE MEETING

3.1 **Motion of the appointment of Acting CEO**

Council Resolution

Moved: Cr **SAW**

Seconded: Cr **LEE**

Res. No: **108/22**

That Council Resolution No 95/22 adopted on 25 October 2022 be changed to read:

That Council appoints the Director Governance, Research, Policy & Grants Chris Su as acting CEO for the period of 31 October 2022 to 16 December 2022 and the Director Works and Services Troy Davis be appointed as Acting Chief Executive Officer for the period 17 December 2022 to 10 January 2023 and that the applicable higher duties apply.

Carried: **7/0**

3.2 CI Decarbonisation Strategy/Shire Carbon Emissions Reduction Plan

Council Resolution

Moved: Cr MASLI

Seconded: Cr SAW

Res. No: 109/22

Council supports the development, in part by the SOCI and in close collaboration with the Commonwealth, of the **Christmas Island (CI) Decarbonisation Strategy**.

Council supports the development of the **Shire Carbon Emissions Reduction Plan** that will focus on the reduction of carbon emissions generated by its own operations.

Carried: 7/0

4 CLOSURE OF MEETING

The Shire President closed the meeting at 6pm

5 DATE OF NEXT MEETING: 13 December 2022



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 13 December 2022
AGENDA REFERENCE	10.1.1
SUBJECT	CEO Delegated Authority-Abandoned Vehicles
LOCATION/ADDRESS/APPLICANT	N/A
FILE REFERENCE	3.1.12
INTEREST DISCLOSURE	None
DATE OF REPORT	28 November 2022
AUTHOR	Chris Su, Acting CEO
SIGNATURE OF CEO	SINGED

RECOMMENDATION

In accordance with Section 5.42 (1) and 5.44 of the Local Government Act 1995 (WA)(CI) Council delegates the following authority to the Chief Executive Officer:

- To manage for the Shire s3.40A of the Local Government Act 1995 (WA)(CI) relating to abandoned vehicle management

BACKGROUND

The specific delegated authority from Council to the CEO regarding s3.40A to deal with abandoned vehicle management was not added to the register of delegations that Council approved 51/22 in the June 14 Ordinary Council Meeting through a clerical oversight.

COMMENT

This motion will add the delegated authority to the register through to June 2023 when it will go back to Council along with all other delegated authorities that were passed in resolution 51/22.

STATUTORY ENVIRONMENT

Section 5.42(1) of the Local Government Act 1995 (WA)(CI) states, “A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.”

Section 5.44 of the Local Government Act 1995 allows the CEO to delegate powers s/he has been given by Council by resolution to officers in the Shire for exercising. In this case, the Ranger section will be the officers assisting the CEO to manage abandoned vehicles for Council.

POLICY IMPLICATIONS

There are no significant policy implications arising from this matter.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this matter.

STRATEGIC IMPLICATIONS & MILESTONES

Objective 1 of the Government environment is to “Provide good governance in line with the requirements of the Local Government Act and the culture of the Island”. Objective 4 of the same Environment is to “Effectively manage the resources of the Shire in line with the objectives of the Strategic Plan”.

VOTING REQUIREMENTS

An Absolute Majority is required.



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 13 December 2022
AGENDA REFERENCE	10.2.1
SUBJECT	Schedule of Accounts - November 2022
LOCATION/ADDRESS/APPLICANT	N/A
FILE REFERENCE	3.1.14
INTEREST DISCLOSURE	None
DATE OF REPORT	7 December 2022
AUTHOR	Kim Chua, DFA
SIGNATURE OF AUTHOR	SINGED
SIGNATURE OF CEO (ACTING)	SINGED

RECOMMENDATION

That Council approves the expenditure as presented in November 2022 Schedule of Accounts

BACKGROUND

The Local Government Act 1995 (WA)(CI) requires Council to maintain a Municipal Fund, a Reserve Fund and a Trust Fund and to manage and report on these accounts in accordance with this Act and Regulations.

Outstanding creditors as at 30 November 2022: **\$ 78,031.71**

COMMENT

A schedule of accounts is attached to this report, setting out expenditure from the Municipal and Trust Funds. This report is provided in compliance with the Act and Regulations.

STATUTORY ENVIRONMENT

Section 6.10 of the Local Government Act 1995 (WA)(CI) authorizes payment from Municipal and Trust Funds.

Regulation 12 of the Local Government (Financial Management) Regulations 1996 requires a local government to compile a list of Creditors each month.

Regulation 13 of the Local Government (Financial Management) Regulations 1996 requires that if a Local Government has delegated to the CEO the exercise of its power to make payments from the Municipal Fund or the Trust Fund, the CEO is to compile each month a list of accounts paid since the last payment such list was prepared.

POLICY IMPLICATIONS

There are no significant policy implications arising from this matter. The CEO is to ensure that all expenditure incurred is in accordance with the Annual Budget and any approved variations.

FINANCIAL IMPLICATIONS

The financial implications arising from expenditure from the Municipal, Reserve and Trust funds are reported on a monthly/quarterly basis to Council via Financial and cash flow statements in accordance with the Act and Regulations.

STRATEGIC IMPLICATIONS & MILESTONES

Objective 1 of the Government Environment is to “Provide good governance in line with the requirements of the Local Government Act and the culture of the Island”. Objective 4 of the same Environment is to “Effectively manage the resources of the Shire in line with the objectives of the Strategic Plan”.

VOTING REQUIREMENTS

A simple majority is required.

ATTACHMENTS

10.2.1.1 Certification of CEO and Chairperson of the Meeting.

10.2.1.2 Schedule of Accounts - November 2022

“Pursuant to s 5.25 (j) of the Local Government Act, and Regulation 14 (2) of the Local Government (Administration) Regulations, this attachment is not available to the public.”



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 13 December 2022
AGENDA REFERENCE	10.2.2
SUBJECT	Financial Statements – November 2022
LOCATION/ADDRESS/APPLICANT	N/A
FILE REFERENCE	3.1.14
INTEREST DISCLOSURE	None
DATE OF REPORT	7 December 2022
AUTHOR	Kim Chua; DFA
SIGNATURE OF AUTHOR	SINGED
SIGNATURE OF CEO (ACTING)	SINGED

RECOMMENDATION

That Council receives the Financial Statements of November 2022 for the Municipal Fund.

BACKGROUND

The Local Government Act 1995 (WA)(CI) requires the local government to prepare a monthly or a quarterly financial report in accordance with this Act, Financial Regulations and other relevant legislation.

COMMENT

A monthly or a quarterly financial report is attached to this report, setting out expenditure from the Municipal and Trust Funds. This report is provided in compliance with the Act and Regulations. Also included is a status report on Asset Acquisition expenditure for the period.

STATUTORY ENVIRONMENT

Section 6.4 of the Local Government Act 1995 (WA) (CI) requires a local government to prepare a financial report.

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare a monthly or a quarterly financial report.

Regulation 35 of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare the quarterly report in the form as set out.

POLICY IMPLICATIONS

There are no significant policy implications arising from this matter. Each Manager and the CEO are to ensure that the expenditure is incurred in accordance with the Annual Budget and or any variations as approved.

FINANCIAL IMPLICATIONS

The financial implications arising from expenditure from the Municipal and Trust funds are reported on a monthly/quarterly basis to Council via Financial and cash flow statements in accordance with the Act and Regulations.

STRATEGIC IMPLICATIONS & MILESTONES

Objective 1 of the Government environment is to “Provide good governance in line with the requirements of the Local Government Act and the culture of the Island”. Objective 4 of the same Environment is to “Effectively manage the resources of the Shire in line with the objectives of the Strategic Plan”.

VOTING REQUIREMENTS

A simple majority is required.

ATTACHMENTS

10.2.2.1 Financial Statements - Municipal Fund 30 November 2022.

SHIRE OF CHRISTMAS ISLAND

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 November 2022 TO 30 November 2022

FM Reg 34
FM Reg 22 (1) (d)

	NOTE	30-Nov 2022 Y-T-D Actual \$	30-Nov 2022 Y-T-D Budget \$	2022/23 Budget \$	Variences Budget to Actual Y-T-D %	>10% & >\$10,000
Operating						
Revenues/Sources						
General Purpose Funding	1	5,490,162	4,425,863	8,873,804	-24.05%	1,064,299
Governance	2	23,432	2,083	5,000		
Law, Order, Public Safety	3	305	75	900		
Health	4	11,253	9,725	19,450		
Welfare	5	721	915	10,979		
Housing	6	6,094	5,333	16,000		
Community Amenities	2	621,727	454,260	778,732	-36.87%	167,466
Recreation and Culture	8	30,356	27,517	165,100		
Transport	9	631,774	711,537	2,134,610	11.21%	
Economic Services	10	13,842	10,827	32,480		
Other Property and Services	11	13,656	3,535	14,140		
		6,843,323	5,651,670	12,051,195	-21.08%	
(Expenses)/(Applications)						
General Purpose Funding	1	-	(13,537)	(162,443)		
Governance	2	(1,025,470)	(410,369)	(984,885)	-149.9%	615,101
Law, Order, Public Safety	14	(66,192)	(81,243)	(243,730)	18.5%	
Health	15	(37,752)	(59,793)	(179,379)	36.9%	
Welfare	16	(211,160)	(235,587)	(706,762)	10.4%	
Housing	17	(116,750)	(63,613)	(190,838)	-83.5%	
Community Amenities	18	(523,219)	(714,069)	(2,142,207)	26.7%	
Recreation & Culture	19	(529,334)	(880,859)	(2,642,576)	39.9%	
Transport	20	(1,179,316)	(1,595,409)	(4,786,228)	26.1%	
Economic Services	21	(16,665)	(79,599)	(238,797)	79.1%	
Other Property and Services	22	(494,402)	(198,924)	(596,773)	-148.5%	
		(4,200,260)	(4,333,002)	(12,874,618)	9.69%	-132,742
Adjustments for Non-Cash (Revenue) and Expenditure						
Profit/(Loss) on Asset Disposals	23	0	0	0		
Leave Accruals	24	0	0	0		
Movement in accrual interests		0	0	0		
Depreciation on Assets	25	0	0	2,208,276		
Capital Revenue and (Expenditure)						
Purchase Property, Plant & Equipment	26	(78,453)	(89,666.67)	(538,000)		
Purchase Infrastructure Assets - Roads	27	(384,299)	(394,966)	(1,251,210)		
Proceeds from Disposal of Assets	28	-	-	0		
Transfers to Reserves (Restricted Assets)	29	-	(1,007,228)	(1,007,228)		
Transfers from Reserves (Restricted Assets)	30	90,000	400,000	400,000		
Grants	31	-	-	-		
		-	-	-		
ADD Net Current Assets Aug. 1 B/Fwd		1,030,930	1,030,930	1,030,930		
LESS Net Current Assets Year to Date		3,368,321	6,414	7,697		
Amount Raised from Rates		1,764,050	1,755,778	1,755,778		

FM Reg 32(d)

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF CHRISTMAS ISLAND
STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 November 2022 TO 30 November 2022

	30-Nov 2022 Actual \$	Brought Forward 01-Jul \$
Note 1. NET CURRENT ASSETS		
FM Reg 34 (2)(a) Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	3,360,966	1,005,729
Cash - Restricted	4,818,699	4,585,316
Receivables	394,943	677,304
Inventories	647,164	832,279
Other Financial Assets	27,590	31,610
	9,249,362	7,132,238
LESS: CURRENT LIABILITIES		
Payables and Provisions	(1,062,342)	(1,755,865)
	8,187,020	5,376,373
Less: Cash - Reserves - Restricted	(4,818,699)	(4,585,316)
Less: Cash - Restricted/Committed	-	0
NET CURRENT ASSET POSITION	3,368,321	791,057

Note 2. CURRENT RATIO		
Current Assets	9,249,362	
Current Liabilities	1,062,342	8.71 : 1
QUICK RATIO		
<u>Current Assets - (Restricted Assets + Inventories)</u>		
Current Liabilities		
9,249,362	- (4,818,699 + 647,164)	3.56 : 1
	1,062,342	
Ratios greater than one indicates that Council has sufficient current assets to meet its short term current liabilities.		

SHIRE OF CHRISTMAS ISLAND

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 November 2022 TO 30 November 2022

Note 3.

VARIANCES

FM Reg 34 (2)(b) Variances greater than 10% and \$ 10,000 were due to:

	OPERATING REVENUE	
General Purpose	24% above budget	>70% rates paid to get 2.5% discount
Comm Amenities	24.7% above budget estimate	Garbage charges- Profiling of receipts
	OPERATING EXPNDITURE	
All programs	Majority of Programs Under Budget	9.8% under budget
	CAPITAL INCOME	
Grants	No capital purchases or unprocessed	Timing differences
	CAPITAL EXPENDITURE	
Property, Plant & Equipment	Well under budget - LRCI works	
Infrastructure Assets		