



# CONFIRMED MINUTES

**Ordinary Meeting held on 11 June 2019**



## SHIRE OF CHRISTMAS ISLAND MEETING MINUTES CERTIFICATION

**Minutes of the Ordinary meeting of the Shire of Christmas Island Council held at the George Fam Chambers at 7.00pm on Tuesday 11 June 2019**

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**CONFIRMED MINUTES**

**Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 11 June 2019**

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

The Shire President 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	Cr Gordon <b>THOMSON</b>
Deputy President	Cr Kee Heng <b>FOO</b>
Councillors	Cr Rosnah <b>PAL</b>
	Cr Azmi <b>YON</b>
	Cr Nora <b>KOH</b>
	Cr Kelvin <b>LEE</b>
	Cr Philip <b>WOO</b>
	Cr Vincent <b>SAW</b>

Chief Executive Officer	David <b>PRICE</b>
Manager Works, Services & Waste	Chris <b>SU</b>
Acting Manager Finance & Admin	Rostyna <b>OH</b>
Minute Taker	Shikin <b>HASINUDIN</b>

**2.2 Leave of Absence**

**2.3 Apologies**

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

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

**4 PUBLIC QUESTION TIME**

Cr YON would like to acknowledge the Council's Civil Works department for their great work on sealing the Dales Road.

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

**5.1 Leave of Absence – Cr MASLI**

**Council Resolution**

**Moved: Cr LEE**

**Seconded: Cr FOO**

**Res. No: 38/19**

That the leave of absence application submitted by Cr MASLI (11/6/19 to 25/6/19) be approved.

**Carried: 8/0**

**6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Ms Tanya CROSS, who has been visiting the island since 2014, brought up the ongoing issue of waste at the Cove, Greta Beach and Dolly Beach. She advised Council that Christmas Island is a victim of the global problem and are looking at possible connections with groups or organisations externally that could help out and put initiatives in place locally. Also looking at this waste problem from different angles such as where the waste is coming from. She has thought of doing a private enterprise which might need to go into collaboration with the

Council or other agencies to collect rubbish from the beach making it as easy as possible such as David has mentioned that a pulley system could be installed at Greta to help with the lifting of bags up the stairs. Also incorporating the plastic waste into a reuse system process which she already has ideas of where she can do this even with a simple machine.

She advised Council that at the moment it is only at the project stage and has plans in place that she is happy to present to the Council.

The Shire President advised Ms CROSS that Island Care does have regular clean ups and the School cleans up Greta beach a couple of times a year. The CEO has started discussing with Island Care and a Council personnel will be allocated to work with Island Care to work on more frequent clean ups.

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

### **7.1 Minutes of Ordinary Council Meeting held on 21 May 2019**

Members considered the unconfirmed minutes.

#### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 39/19**

That Council adopt the unconfirmed minutes of the 21 May 2019 Council Meeting.

**Carried: 8/0**

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

## **8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

The Shire President advised Council that he, the CEO, Crs LEE, YON, PAL, KOH, MASLI and Chris SU will be leaving for Canberra on Friday for the NGA conference and the Governance Forum.

## **9 REPORTS OF COMMITTEES**

## **10 REPORTS OF OFFICERS**

### **10.1 Chief Executive Officer**

#### **10.1.1 CEO Delegated Authority-Finance**

#### **Council Resolution**

**Moved: Cr YON**

**Seconded: Cr SAW**

**Res. No: 40/19**

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 make payments on behalf of Council in accordance with Council Signatory/Authorization of EFT Procedure
- To sign cheques on behalf of council for an amount not exceeding \$100,000 s6.10 (d);
- To incur expenditure and to issue official orders not exceeding \$100,000 for non-capital expenditure s6.10 (d);
- To decide free of charge use of community facilities in accordance with CS2 – Use of Community Facilities Policy of Council;
- Power of entrance, etc. in relation to road works;
- To write off debts or rates incorrectly raised & other bad debts up to \$200;
- To approve budget variations/new budget items not exceeding \$100,000;
- To obtain reassessment of the value of ratable property in the event of property improvement or property subdivision;
- To invest money held by council not required for immediate use s6.14;
- To arrange appropriate insurance in respect of all council properties;
- To negotiate terms and conditions of property leases;
- To negotiate terms and conditions and enter into lease agreements on Shire Houses where the

- weekly rent does not exceed \$600 per week;
- To dispose of property with no book value;
  - To reimburse to an owner or occupier where property is damaged through the performance of a function of the local government to the maximum amount of \$2,000;
  - To give notice to an occupier and or owner requiring them to do something in relation to land specified in Schedule 3.1 – Powers Under Notices to Owners or Occupiers of Land of the Local Government Act (WA) (CI) 1995
  - To arrange for works to be carried out where the owner or occupier does not carry out required action in relation to land, and to recover the costs as a debt;
  - To issue certificates of the local government pursuant to section 23 of the Strata Titles Act 1985 (WA)(CI).
  - To change leases for the cost of insurance cover in respect to leased properties;
  - As the principal Accounting Officer of Council, to prepare the annual financial reports;
  - To affix the common seal of the Shire of Christmas Island as required; and
  - In relation to recurrent expenditure, to pay amounts above the \$100,000 limit for:
    - Wages and salaries
    - Pay As You Earn taxation
    - Fringe Benefits taxation
    - insurance premiums
    - Electricity charges
    - Lease payments
    - MRWA projects
    - Superannuation
  - To contract works or capital projects that have been previously approved by a resolution of Council
  - Within the provisions of Section 3.50 (1) (1a) (2) (4) (8) of the Local Government Act 1995 (WA) (CI) to:
    - 1) To close any thoroughfare that the SOCI manages for the passage of vehicles, wholly or partially, for a period not exceeding four (4) weeks;
    - 2) To close any thoroughfare that the SOCI manages for the passage of vehicles, wholly or partially, for a period exceeding four (4) weeks
- Carried: 8/0**

#### 10.1.2 Rates, Fees & Charges 2019/20

- Council Resolution**
- Moved: Cr KOH** **Seconded: Cr FOO** **Res. No: 41/19**
1. Council adopts the rates, fees and charges for financial year 2019/20 as listed in the attachment.
  2. All rates, fees and charges to apply from 1 July 2019.
  3. The Internal rate will apply to any work carried out for the Commonwealth within the Road Funding Agreement.
- Carried: 8/0**

#### 10.1.3 Shire of Christmas Island – Westpac Bank Signatory

- Council Resolution**
- Moved: Cr YON** **Seconded: Cr LEE** **Res. No: 42/19**
- That Council authorises following personnel to operate and sign on behalf of the Shire of Christmas Island Westpac Bank Accounts.
- |                           |   |
|---------------------------|---|
| 1. David Eric Price       | Chief Executive Officer                       |
| 2. Gan So Hon             | Manager Finance & Admin                       |
| 3. Graeme Hedditch        | Manager Works, Services & Waste               |
| 4. Olivier William Lines  | Manager Recreation Services                   |
| 5. Zhong Xiong (Chris) Su | Manager Governance, Research, Policy & Grants |
| 6. Ron Edward De Cruz     | Building & Health Officer                     |
- Carried: 8/0**

#### 10.1.4 Local Government Elections 21 October 2019

<b>Council Resolution</b>		
<b>Moved: Cr FOO</b>	<b>Seconded: Cr WOO</b>	<b>Res. No: 43/19</b>
That the report be received and noted		
<b>Carried: 8/0</b>		

#### 10.1.5 Appointment of Acting CEO

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr PAL</b>	<b>Res. No: 44/19</b>
That Council appoint the Manager Finance and Administration, Ms Gan So Hon as Acting Chief Executive Officer for the period 17 <sup>th</sup> June 2019 to 12 <sup>th</sup> July 2019 inclusive, and that the applicable higher duties apply.		
<b>Carried: 8/0</b>		

#### 10.1.6 Date for July Ordinary Council Meeting 2019

<b>Council Resolution</b>		
<b>Moved: Cr YON</b>	<b>Seconded: Cr PAL</b>	<b>Res. No: 45/19</b>
The Ordinary Meetings for 23 July 2019 be rescheduled to 16 July 2019.		
<b>Carried: 8/0</b>		

### 10.2 Manager Finance & Administration

#### 10.2.1 Schedule of Accounts – May 2019

<b>Council Resolution</b>		
<b>Moved: Cr FOO</b>	<b>Seconded: Cr YON</b>	<b>Res. No: 46/19</b>
That Council approves the expenditure as presented in May 2019 Schedule of Accounts.		
<b>Carried: 8/0</b>		

#### 10.2.2 Financial Statements – May 2019

<b>Council Resolution</b>		
<b>Moved: Cr FOO</b>	<b>Seconded: Cr LEE</b>	<b>Res. No: 47/19</b>
That Council receives the Financial Statements of the May 2019 for the Municipal Fund.		
<b>Carried: 8/0</b>		

### 10.3 Manager Community/Recreation Services & Training

### 10.4 Manager Works, Services & Waste

### 10.5 Manager Governance, Research, Policy & Grants

#### 10.5.1 Record Keeping Plan Update

<b>Council Resolution</b>		
<b>Moved: Cr KOH</b>	<b>Seconded: Cr LEE</b>	<b>Res. No: 48/19</b>
That the Council adopt the updated 2019 Record Keeping Plan.		
<b>Carried: 8/0</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

**13 BEHIND CLOSED DOORS**

**14 CLOSURE OF MEETING**

The Shire President closed the meeting at 7.45pm.

**15 DATE OF NEXT MEETING: 16 July 2019**