



CONFIRMED MINUTES

Ordinary Meeting held on 27 July 2021



**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 27 July 2021

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 7.00PM	1
2	<u>RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE GRANTED/DECLARATION OF FINANCIAL/PROXIMITY & 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 HEARING HEALTHCARE CONCERN 4.2 LOCAL LAW ON FOWLS 4.3 SCHOOL HOLIDAY PROGRAM FEEDBACK 4.4 WASTE RECEPTACLES IN KAMPONG	1
5	<u>APPLICATION FOR LEAVE OF ABSENCE</u>	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 15 JUNE 2021 7.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS	2
8	<u>ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION</u>	2
9	<u>COMMITTEE REPORTS</u>	2

10	<u>OFFICER REPORTS</u>	2
10.1	<u>CHIEF EXECUTIVE OFFICER</u> 10.1.1 ANNUAL BUDGET 10.1.2 COMMUNITY ASSISTANCE GRANTS 10.1.3 WALGA LOCAL GOVT CONFERENCE 2021 10.1.4 REVISED ORGANISATIONAL CHART 2021 10.1.5 PROPOSED LIA AMENDMENT 10.1.6 LOT 601 DEVELOPMENT	3
10.2	<u>MANAGER FINANCE AND IT</u> 10.2.1 SCHEDULE OF ACCOUNTS – JUNE 2021 10.2.2 FINANCIAL STATEMENTS – JUNE 2021 10.2.3 OUTSTANDING RATES/DEBTORS REPORT 30 JUNE 2021	5
10.3	<u>MANAGER COMMUNITY/RECREATION SERVICES & TRAINING</u>	5
10.4	<u>MANAGER WORK, SERVICES & WASTE</u> 10.4.1 TENDER FOR THE PURCHASE OF VEHICLES	5
10.5	<u>MANAGER GOVERNANCE, RESEARCH, POLICY AND GRANTS</u> 10.5.1 WALGA CEO MODEL TEMPLATE POLICY 10.5.2 PETTY CASH POLICY	5
11	<u>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</u>	6
12	<u>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</u>	6
13	<u>BEHIND CLOSED DOORS</u>	6
14	<u>CLOSURE OF MEETING</u> THE SHIRE PRESIDENT CLOSED THE MEETING AT 8.00PM	6
15	<u>DATE OF NEXT MEETING: 24 AUGUST 2021</u>	6



CONFIRMED MINUTES
Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 27 July 2021

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
Councillors

Cr Gordon **THOMSON**
Cr Philip **WOO**
Cr Kelvin Kok Bin **LEE**
Cr Hafiz **MASLI**
Cr Morgan Boon Hwa **SOH**
Cr Farzian **ZAINAL**
Cr Azmi **YON**
Cr Vincent Cheng-Siew **SAW**

Chief Executive Officer
Manager Finance and Admin
Manager Community/Recreation Services
Manager Works, Services & Waste
Manager Research, Policy, Governance & Grants/Minute Taker

David **PRICE**
So Hon **GAN**
Olivier **LINES**
Graeme **HEDDITCH**
Chris **SU**

2.2 **Leave of Absence**

Deputy President

Cr Kee Heng **FOO**

2.3 **Apologies**

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

2.4.1 Crs THOMSON, LEE, SAW, MASLI, YON, WOO and ZAINAL declared an Impartiality Interest for item 10.1.2, Community Assistance Grants. All filled out a declaration form detailing the particulars.

2.4.2 Crs YON, LEE, WOO, MASLI, declared a Financial Interest for item 10.1.5, Proposed Amendment to Light Industrial Area, Cr SOH also declared a Financial Interest below a value of \$10,000 . All filled out a declaration form detailing the particulars.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4 PUBLIC QUESTION TIME

4.1 Cr YON raised a question from a resident concerning the Commonwealth health service's policy on sending persons to Perth for hearing care. Council agreed it was a community health need that should be understood better.

ACTION ITEM – CEO to contact IOTHS to inquire about when it sends patients to the mainland for hearing health needs.

- 4.2 Cr YON inquired about the local law for the keeping of chickens and requirements for chicken coops in residential areas. CEO noted it was on the website www.shire.gov.cx and would forward a copy to Councillors and enforcement officers at the Shire.

ACTION ITEM – Policy Manager to send copy of *Animals, Environment and Nuisance Local Law 2018* to Councillors and officers responsible for its enforcement at the Shire.

- 4.3 Cr ZAINAL passed on some positive community feedback on the recent School Holiday Program. Ratepayers asked if it were possible to arrange for future School Holiday Programs a bus pick-up schedule to take children to School Holiday Program events.

ACTION ITEM – Manager for Recreation Services to consider this in planning for next School Holiday Program.

- 4.4 Cr ZAINAL raised that some of the sulo bins at Halal Café had broken wheels.

ACTION ITEM – Works and Services to inspect and replace units.

Cr ZAINAL followed up on query regarding Malay Club skip bin; it was consistently full. Works and Services Manager Graeme HEDDITCH advised that it was a Commonwealth skip bin and not Council's responsibility.

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 15 June 2021

Members considered the unconfirmed minutes.

Council Resolution

Moved: Cr SAW

Seconded: Cr WOO

Res. No:

54/21

That Council adopt the unconfirmed minutes of the 15 June 2021 Council Meeting.

Carried: 8/0

7.2 Minutes of Special Council Meeting held on 5 July 2021

Members considered the unconfirmed minutes of the special council meeting

Council Resolution

Moved: Cr LEE

Seconded: Cr WOO

Res. No:

55/21

That Council adopt the unconfirmed minutes of the 5 July 2021 Special Council Meeting.

Carried: 8/0

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 Annual Budget 2021/22

Council Resolution

Moved: Cr MASLI

Seconded: Cr YON

Res. No: 56/21

1. Council adopts the 2021/22 Annual Budget of the Shire of Christmas Island as presented to the Ordinary Council Meeting of the 27 July 2021.
2. A materiality level of plus/minus 10% or plus/minus \$10,000 (whichever is the greater) to define significant variance in budget estimates and monthly reports is endorsed.
3. Council adopts the accounting policies contained within the budget.
4. The Shire President/Deputy President and Councillors' allowances to be paid as follows:
 - a) Pursuant to section 5.98 of the Local Government Act 1995, council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

Shire President	\$25,342
Councillors	\$16,367
 - b) Pursuant to section 5.98(5) of the Local Government Act 1995, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

Shire President	\$36,957
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 - c) Pursuant to section 5.98A (1) of the Local Government Act 1995, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance (25%):

Deputy President	\$9,239.25
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Carried: 8/0

10.1.2 Community Assistance Grants

Crs THOMSON, LEE, SAW, MASLI, YON, WOO and ZAINAL declared an Impartiality Interest in the Community Assistance Grants. All filled out a declaration form detailing the particulars.

Council Resolution

Moved: Cr LEE

Seconded: Cr WOO

Res. No: 57/21

1. The Chief Executive Officer is authorised to make payments to those organisations listed under "Proposed" in Attachment 10.1.2.1 including the request from the Islamic Council Christmas Island in Attachment 10.1.2.2 on the basis that the approved activity occurs. In the event that the activity does not occur, the donation so allocated will be returned to the fund pool.
2. The Chief Executive Officer writes to each applicant advising the outcome of their application and, in the case of unsuccessful applicants, offering any in-kind assistance that may be available to enable the organisation to achieve their objectives.

Carried: 8/0

10.1.3 WALGA Local Government Conference 2021

Council Resolution

Moved: Cr LEE

Seconded: Cr MASLI

Res. No: 58/21

That Council –

1. nominate the following elected members Cr YON, Cr LEE, Cr WOO, Cr SOH, Cr ZAINAL and Cr FOO to attend the 2021 Annual West Australian Local Government Association (WALGA) conference to be held at the Perth Convention Centre from 19 - 21 September inclusive, and

2. nominate two elected members Cr LEE and Cr ZAINAL as voting delegates and two elected members Cr FOO and Cr YON as proxy delegates to register for the forthcoming 2021 conference.

Carried: 8/0

10.1.4 Revised Organisational Chart 2021

Council Resolution

Moved: Cr YON

Seconded: Cr MASLI

Res. No: 59/21

Councils endorse the new 2021 Organisational Chart.

Carried: 8/0

10.1.5 Proposed Amendment to the Light Industrial Area

- 7.35pm – Cr MASLI, Cr YON, Cr WOO and Cr LEE declared a Financial Interest and removed themselves from Council Chambers. Cr SOH also declared a Financial Interest, however as the value of his interest was less than \$10,000 the CEO informed him based on advice from the DLGSCI that he was permitted to remain in the meeting.
Cr THOMSON, ZAINAL, SAW and SOH remained in meeting. The meeting was out of quorum and the item could not be addressed.

Council Resolution

Moved:

Seconded:

Res. No:

- a) Council endorses the SOCI recommendations in response to:
- the 14 April 2021 Phosphate Resources Ltd. (PRL) submission and
 - the 6 May 2021 Eco Crab Industries (ECI) submission
- both made in relation to the March 2021 Proposed Amendment to the Light Industrial Area.
- b) The SOCI to issue attachment 10.1.1.2. to PRL and attachment 10.1.1.3. to ECI as formal response to their respective submission.
- c) Council endorses the June 2021 Proposed Amendment to the Light Industrial Area (The Report) and its proposed Actions as input into the Christmas island Strategic Assessment (CISA) Land Use Plan (LUP), the Review of the 2015 Local Planning Strategy and ultimately the formulation of the Local Planning Scheme No.3 (LPS No.3).
- d) The SOCI to issue the endorsed Report to the DITRDC as SOCI's formal input into the CISA Land Use Plan for the LIA, Hospital, Taman Sweetland Circuit and Phosphate Hill Historic areas.
- e) The SOCI to formally engage with the DITRDC to progress Actions 1 and 2 on page 8 of the Report.

Carried: n/a due to lack of quorum.

- 7.43pm - Cr MASLI, Cr YON, Cr WOO and Cr LEE returned to the meeting.

Council Resolution

Moved: Cr ZAINAL

Seconded: Cr SOH

Res. No: 60/21

That the CEO be requested to apply for the exemption of Councillors in order to participate in the item when submitted to the August 24th Ordinary Council Meeting

Carried: 8/0

10.1.6 Development of Lot 601

Council Resolution

Moved: Cr YON

Seconded: Cr LEE

Res. No: 61/21

The Shire Council to seek comments from the community on the proposed redevelopment of Lot 601 through Public Notice.

Carried: 8/0

10.2 Manager Finance & Administration

10.2.1 Schedule of Accounts – June 2021

Council Resolution

Moved: Cr SAW

Seconded: Cr SOH

Res. No: 62/21

That Council approves the expenditure as presented in June 2021 Schedule of Accounts

Carried: 8/0

10.2.2 Outstanding Rates/Debtors Report

Council Resolution

Moved: Cr YON

Seconded: Cr MASLI

Res. No: 63/21

The report is noted.

Carried: 8/0

10.2.3 Assets Write Off 2020/21

Council Resolution

Moved: Cr YON

Seconded: Cr ZAINAL

Res. No: 64/21

Council approves to write off the assets of 2020/21 as set out in the attachment to this report.

Carried: 8/0

10.3 Manager Community/Recreation Services & Training

10.4 Manager Works, Services & Waste

10.4.1 Tender for the Purchase Vehicles

Council Resolution

Moved: Cr YON

Seconded: Cr WOO

Res. No: 65/21

That Council call tenders for the Purchase of surplus vehicles and equipment as detailed in the report.

Carried: 8/0

10.5 Manager Governance, Research, Policy & Grants

10.5.1 WALGA CEO Model Template Policy

Council Resolution by Absolute Majority

Moved: Cr YON

Seconded: Cr LEE

Res. No: 66/21

That the Council adopt the *WALGA Model Template for CEO Recruitment and Termination* as the *Shire of Christmas Island Standards for CEO Recruitment and Termination* policy.

Carried: 8/0 Absolute Majority

10.5.2 Petty Cash Policy Adoption

Council Resolution

Moved: Cr SAW

Seconded: Cr MASLI

Res. No: 67/21

That the Council adopt the Petty Cash Policy provided.

Carried: 8/0

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 8.00pm

15 DATE OF NEXT MEETING: 24 August 2021