



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 8 February 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 7 December 2021 (pg 1-4)
 - 7.2 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 Assessment of Development Application –two single bedroom dwellings (pg 5-12)
 - 10.1.2 Budget Review 2021/22 (pg 13-24)
 - 10.1.3 Assessment of Development Application – Dwelling additions (pg 25-35)
 - 10.2 **Manager Finance & Administration**
 - 10.2.1 Schedule of Accounts – December 2021 & January 2022 (pg 36-46)
 - 10.2.2 Financial Statements – December 2021 (pg 47-51)
 - 10.2.3 Outstanding Rates/Debtors Report 31 December 2021 (pg 52-53)
 - 10.3 **Manager Community/Recreation Services & Training**
 - 10.4 **Manager Works, Services & Waste**
 - 10.4.1 Tender for Sale of Surplus Items, Plant and Equipment (pg 54-55)
 - 10.4.2 Tender for Sale of Surplus Hino Truck (pg 56)
 - 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**
22 March 2022



UNCONFIRMED MINUTES

Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 7 December 2021

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

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

1.2 Record of Attendance

Deputy President
Councillors

Cr Kee Heng **FOO**
Cr Philip **WOO**
Cr Kelvin Kok Bin **LEE**
Cr Hafiz **MASLI**
Cr Morgan Boon Hwa **SOH**
Cr Farzian **ZAINAL**

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

David **PRICE**
Rostyna **OH**
Olivier **LINES**
Graeme **HEDDITCH**
Chris **SU**

2.2 **Leave of Absence**

Shire President

Cr Gordon **THOMSON**

2.3 **Apologies**

Councillors

Cr Azmi **YON**
Cr Vincent Cheng-Siew **SAW**

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1 CEO provided that an Immigration Outreach Officer informed SOCI that it was acceptable for staff to informally assist the public with their immigration paperwork. The caveat is officers cannot provide advice nor SOCI charge a fee. The Outreach Officer left her direct contact with SOCI as a line of direct assistance.

CEO to discuss with the Community Services section on how to proceed.

4 PUBLIC QUESTION TIME

4.1 Cr ZAINAL requested bins for the Taman Sweetland playground. MWS Graeme HEDDITCH to arrange.

4.2 Cr ZAINAL asked if Council would be hosting a School Holiday Program? MRST Oliver LINES confirmed Council will and responded that the program will be printed in an upcoming Islander issue.

CEO David PRICE provided figures for the Term 3 School Holiday bus run from Drumsite to the Foreshore Padang. Very low take up; only five passengers in the two week period.

- 4.3 Cr SOH requested that Council install a streetlight at the airport driveway turn in from the main road. Road users had difficulty in identifying the turn off, especially after dark. CEO David PRICE said he would contact the Commonwealth.
- 4.4 Cr FOO thanked the Shire for their works on the North South Baseline; temple festival attendees at the recent South Point Temple Festival had great ease of travel.

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 16 November 2021

Members considered the unconfirmed minutes.

| | | | |
|---|-------------------------|-----------------|---------------|
| Council Resolution | | | |
| Moved: Cr MASLI | Seconded: Cr WOO | Res. No: | 111/21 |
| That Council adopt the unconfirmed minutes of the 16 November 2021 Council Meeting. | | | |
| Carried: | 6/0 | | |

7.2 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 Appointment of Acting MFA

| | | | |
|---|-------------------------|-----------------|---------------|
| Council Resolution | | | |
| Moved: Cr MASLI | Seconded: Cr LEE | Res. No: | 112/21 |
| That Council indorses the actions of the CEO in the appointment of an acting MFA for a three month basis, and then monthly from then on as required from 24 January 2022. | | | |
| Carried: | 6/0 | | |

10.2 Acting Manager Finance & Administration

10.2.1 Schedule of Accounts – November 2021

| | | | |
|---|-------------------------|-----------------|---------------|
| Council Resolution | | | |
| Moved: Cr WOO | Seconded: Cr SOH | Res. No: | 113/21 |
| That Council approves the expenditure as presented in November 2021 Schedule of Accounts. | | | |
| Carried: | 6/0 | | |

10.2.2 Financial Statements - November 2021

| | | | |
|---|-------------------------|-----------------|---------------|
| Council Resolution | | | |
| Moved: Cr MASLI | Seconded: Cr LEE | Res. No: | 114/21 |
| That Council receives the Financial Statements of November 2021 for the Municipal Fund. | | | |
| Carried: | 6/0 | | |

10.3 Manager Community/Recreation Services & Training

10.3.1 Celebrating 24th Anniversary Seniors Week

Council Resolution

Moved: Cr SOH

Seconded: Cr WOO

Res. No: 115/21

That the Shire of Christmas Island coordinates the celebration of 24th Anniversary Seniors Week from the 18th to 25th July 2022 and invites sponsorship from community organisations to assist in facilitating this annual event.

Carried: 6/0

10.4 Manager Works, Services & Waste

10.5 Manager Governance, Research, Policy & Grants

10.5.1 Fishery Management Committee 2021/22

Council Resolution

Moved: Cr MASLI

Seconded: Cr LEE

Res. No: 116/21

That the Council accepts the Community Representative nominations received for the Fishery Management Committee 2021/22 for the two year term as below

- Shahrin Jamil
- Rosnah Pal
- Mark Rochfort
- Michael Pride
- Kelana Arshad
- Brady Collette
- Abas Omar
- Gregory McIntosh

Carried: 6/0

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

Council Resolution

Moved: Cr MASLI

Seconded: Cr ZAINAL

Res. No: 117/21

The meeting be closed to members of the public in accordance with section 5.23(2) of the Local Government Act 1995 for council to discuss matter of a confidential nature.

Carried: 6/0

13.1 2021 CEO Performance Review

Council Resolution

Moved: Cr WOO

Seconded: Cr SOH

Res. No: 118/21

1. Council received and endorses the 2021-2022 Performance appraisal assessment report and Attachment A CEO Performance Review 2021 (attachment 13.1.1)
2. Council approves the inclusion into the CEO's current contract the following Clauses:

4.5 Annual Review Payments

Council may decide to increase the CEO's salary by up to \$5,000 following a satisfactory annual performance review in addition to the salary prescribed in Schedule 1 Clause 5.1 Annual Salary.

REMUNERATION (Clause 5.1)

5.1 Annual Salary

The Officer will be paid a salary package in line with the Band 3 Local Government Band Allocation of \$157,920 - \$259,278 as made by the Salaries and Allowance Tribunal determination of 9 April 2019, and will be subject to any change as and when determinate by the Salaries and Allowance Tribunal, and may be increase in accordance with clause 4.5 Annual Performance Payments

3. Council agrees to a \$3,093 Annual Review Payment in accordance with clause 4.5.

Carried: 6/0

Council Resolution

Moved: Cr LEE

Seconded: Cr MASLI

Res. No: 119/21

The meeting be reopened to members of the public.

Carried: 6/0

14 CLOSURE OF MEETING

The Deputy Shire President closed the meeting at 7.30 pm

15 DATE OF NEXT MEETING: 8 February 2022



SHIRE OF CHRISTMAS ISLAND

| | |
|---------------------|---|
| SUBMISSION TO | Ordinary Council Meeting 8 February 2022 |
| AGENDA REFERENCE | 10.1.1 |
| SUBJECT | Assessment of Development Application – two single bedroom dwellings (grouped dwelling development) |
| ADDRESS | Lot 277, 23 Lower Poon Saan Road, Christmas Island |
| APPLICANT | Parsiri Satuan and Nick Douventzidis PO Box 655, Christmas Island |
| FILE REFERENCE | 6.2.03/21 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | December 2021 |
| AUTHOR | Halsall and Associates |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

Council grants approval for two single bedroom dwellings (grouped dwellings) at Lot 277, 23 Lower Poon Saan Road, Christmas Island, subject to the following conditions:

- 1. All development shall be in accordance with the approved development plans (attached) that form part of this development approval unless modified by other conditions of approval.**
- 2. This development approval will expire if the approved development is not substantially commenced within two (2) years of the date of issue of this approval, or, within any extended period of time for which the Shire of Christmas Island has granted prior written consent.**
- 3. Stormwater is to be contained on-site, or appropriately treated and connected to the local drainage system. Prior to the commencement of site works, detailed drainage plans are to be submitted for approval, to the satisfaction for the local government.**
- 4. The existing on site effluent disposal system is to be modified and upgraded to Shire specifications to cater for the additional loading associated with the development as required.**
- 5. On application for a building licence, the applicant shall provide engineer certified drawings demonstrating that the all structures are compliant with Building Code requirements. It will be necessary to provide drawings showing compliance with NCC volume two specifically structural compliance, energy efficiency and fire separation of the proposed units.**
- 6. The two single bedroom dwellings (grouped dwellings) the subject of this approval are not to be used for short term accommodation. Refer to advice note VII below.**
- 7. The single bedroom dwellings are both limited to a maximum plot ratio area of 70m².**

Advice Notes:

- I. *This is development approval only. The applicant/owner is advised that it is their responsibility to obtain a building licence prior to construction commencing.*
- II. *External colours are to be compatible with the immediate locality.*
- III. *The Shire of Christmas Island advises that where a development approval contains conditions which are required to be fulfilled prior to the commencement of site works, to commence development prior to fulfilling these conditions is contrary to this approval and therefore unauthorised development.*
- IV. *You are advised of the need to comply with the requirements of the following other legislation:*
- V. *This is not a Building Permit. A Building Permit must be issued by the relevant Permit Authority before any work commences on site as per the Building Act 2011 and;*
- VI. *Health (Miscellaneous Provisions) Act 1911 and Department requirements in respect to the development and use of the premises;*
- VII. *In relation to condition 6 above Short term accommodation is defined in the scheme as: 'means premises providing temporary accommodation whiter continuously or from time to time with no guests accommodated for periods totally more than 3 months in any 12 month period'.*

BACKGROUND

The subject site is identified as No. 23, Lot 277 Lower Poon Saan Road, Christmas Island ('the site') which is 1460m² in area. The site is incorporated in a residential locality that is characterised by a distribution of existing residential development and is zoned for consideration of residential development at the R17.5 density coding. The site currently accommodates an existing single dwelling which is situated and orientated toward the site frontage. The location and site characteristics are evident in Figure 1 and 2 respectively below.

Figure 1 – Location Plan

Source: Plan WA



Figure 2 – Site Plan

Source: Plan WA

As evident in Figure 1 and Figure 2 above, the balance lot area about the existing dwelling is maintained to a cleared lawn standard with a distribution of vegetation located about the property boundaries, primarily to the rear of the site. The characteristics of existing development from the street frontage is evident in Figure 3 below



Figure 3 – image of the site from the site frontage



Access to the site is taken from the existing driveway alignment which is located to the south of the dwelling as evident in Figure 3 above.

As previously detailed, existing adjoining development is primarily residential, at the R17.5 density with residential density to R40 to the immediate south east of the site. To the east of the site, adjoining the rear boundary is an existing residential unit development.

THE PROPOSAL

The proposal is for consideration of two (2) single bedroom dwellings (grouped dwelling development) at the subject site. The location of single bedroom dwellings will be to the rear of the site and therefore behind the existing single dwelling on site. The dwellings as proposed will be adjoining by way of a party wall. The internal configuration of each dwelling will consist of a single bedroom, laundry and open plan kitchen and lounge area with external patio. Each dwelling also accommodates an individual bathroom. Each dwelling is provided with an individual plot ratio area of 63.5m² and total combined floor area of 127m² overall.

The site incorporates the gradient from the rear of the site at AHD 140 to AHD 136 towards the site frontage. As such the proposal also seeks to introduce two (2) one (1) meter high retaining walls that will be constructed of natural limestone, the retaining walls will be cut into the landscape and will provide for a nominal amount of fill (<500mm) in the central parts to provide a level construction site give the slope across the site. One retaining wall is located to the rear of the site within 1.5m of the proposed building location. The other retaining wall is located in between the existing dwelling and the location of the proposed structure to accommodate a limited amount of fill to the site. The central retaining wall will accommodate a fence that is 1.8m in height to provide a privacy screen between the proposed and existing development. Overall the design will result in a stepped lot typology that will allow for the development to be cut into the landscape.

The development is proposed to be serviced with a potable water supply from the site frontage and power supply will be extended from the location of the existing dwelling. Stormwater will be directed into a distribution of two (2) sumps situated to the rear of the site. The site is not currently provided with a reticulated sewer connection and will be provided with a connection to the on-site septic arrangement which will be conditioned to be upgraded to Shire standard to accommodate the additional loading. The building materials are identified as walls – Blue board over timber stud framing/light beige, roof – corrugated custom orb in ‘ultra/surf mist, with a trim of natural timber that will be stained/varnished. Detail in relation to the proposal is evident on the plans appended to this report.

COMMENT

The proposal will be the subject of consideration of planning approval given the use of single bedroom dwellings (grouped dwellings) is discretionary under Local Planning Scheme No.2. This proposal has been referred to adjoining landowners for comment in the vicinity of the development who, in the opinion of the local government are likely to be affected by the granting of development approval. No comments were received at the conclusion of the notification period. The site is not located in a heritage area.

STATUTORY ENVIRONMENT

The following documents are relevant in the assessment of this development application for a single storey detached additional dwelling:

1. Local Planning Scheme No. 2
2. Residential Design Codes

Local Planning Scheme No. 2 (‘the scheme’)

The subject site is zoned ‘Residential’ under LPS No. 2 and allocated an ‘R17.5’ density coding. The objective of the Residential zone is:

“To provide for a range of housing densities and dwelling types to meet the diverse needs and climatic conditions associated with Christmas Island.”

Furthermore Clause 5.2.3 states:

“Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Planning Codes is to conform to the provisions of those Codes.”

There is no special application provision of the R-Codes contained in LPS No. 2. However, LPS No.2 does contain no provisions or are there any other provisions that would affect this proposal and therefore the R-Codes are the principle document for assessing its compliance.

Residential Design Codes (2018) (the Codes)

Site area

The subject site is provided with a density coding of R17.5 and is 1460m² in area.

A grouped dwelling is defined as follows under the Codes:

“A dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above or below another, except where especial conditions of landscape or topography indicate otherwise, and includes a dwelling on a survey strata with common property”.

The proposal clearly complies with this definition as prescribed by the Codes with an overall yield of three (3) grouped dwellings by way of the proposal with inclusion of the existing dwelling on site. Grouped dwellings are a discretionary ‘D’ use in the residential zone, and may be considered at the discretion of the local government.

Table 1 of the Codes provides for consideration of the average lot size area as may be considered for grouped dwellings and this provides that the average lot size should be 571m² however this can be reduced by 1/3rd for consideration of single bedroom dwellings.

Single bedroom dwellings are defined as follows under the Codes –

‘A dwelling that contains a living room and no more than one other habitable room that is of use as a bedroom’.

Clause 5.53 of the Codes provides deemed to comply requirements as they relate to consideration of single bedroom dwellings and limits the plot ratio area to a maximum of 70m². The two dwellings have a plot ratio area of 63.5m² respectively and address this deemed to comply provision as well as open space requirements at the R17.5 density (50% minimum of site) with the lot retained as a single entity.

An average lot size of 380.66m² for each single bedroom dwelling applies under the 1/3 reduction. The minimum lot size for a subdivision is 500m² and therefore this could be reduced by 1/3rd thus meaning the minimum lot size of a single bedroom dwelling would be 333.33m². The existing single dwelling will require an average of 571m². As such a 1332.32m² site area is needed to accommodate the single dwelling and two (2) single bedroom dwellings and the subject site is provided with sufficient site area at 1460m². It is noted that the intention at the site is for the future consideration of survey strata subdivision as may be considered, however the Codes provide that that the 1/3 lot area concession can only occur where development is proposed. As such this analysis identifies that the site has sufficient area to accommodate two single bedroom dwellings and the existing dwelling in the configuration proposed.

Primary Street Setback

Under table 1 of the R-Codes the required street setback 6 metres, the proposal is setback appropriately at approximately 15m and is compliant with Table 1 of the Codes.

Setbacks

In term of setbacks from the existing boundaries, this is determined by wall height and length as well as height from natural ground level. The side setbacks are compliant in regard to addressing the requirements of Table 2a of the codes (no major openings).

External fixtures, utilities and facilities

Each grouped dwelling is provided with an enclosed lockable storage area which can be accessed from outside the dwelling. Clothes drying racks have not been provided given the tropical climate and also that there is significant area where clothes drying apparatus can be accommodated if necessary.

Local Planning Strategy

The Local Planning Strategy identifies that the site is located in the Poon Saan locality where urban consolidation opportunities are promoted under the Local Planning Strategy.

Conclusion

The proposed grouped dwelling development is considered to be generally in compliance with the criteria for development consisting of two (2) single bedroom dwellings in a grouped dwelling arrangement with the existing dwelling on site.

Given the context and constraints the application can be supported subject to conditions.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS AND MILESTONES

Nil.

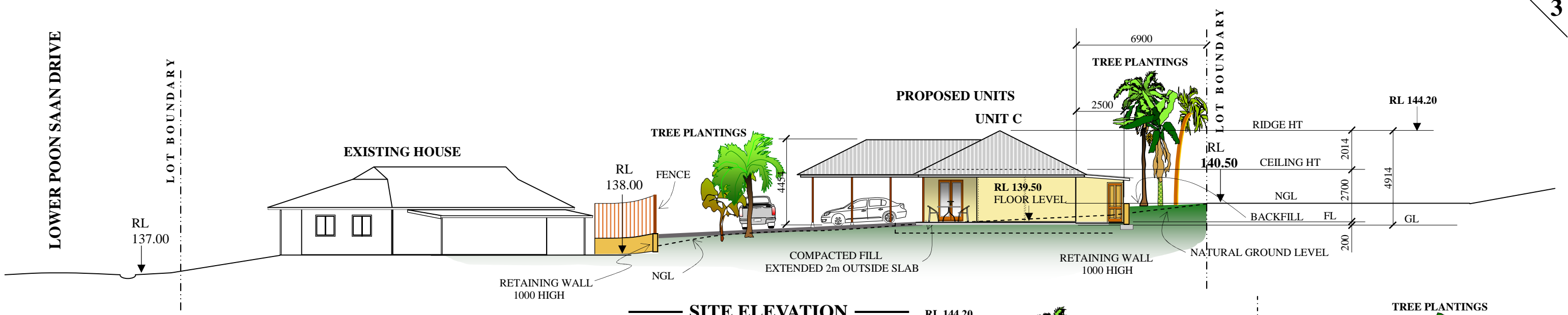
VOTING REQUIREMENTS

Simple majority

ATTACHMENTS

10.1.1.1 – Site Elevations

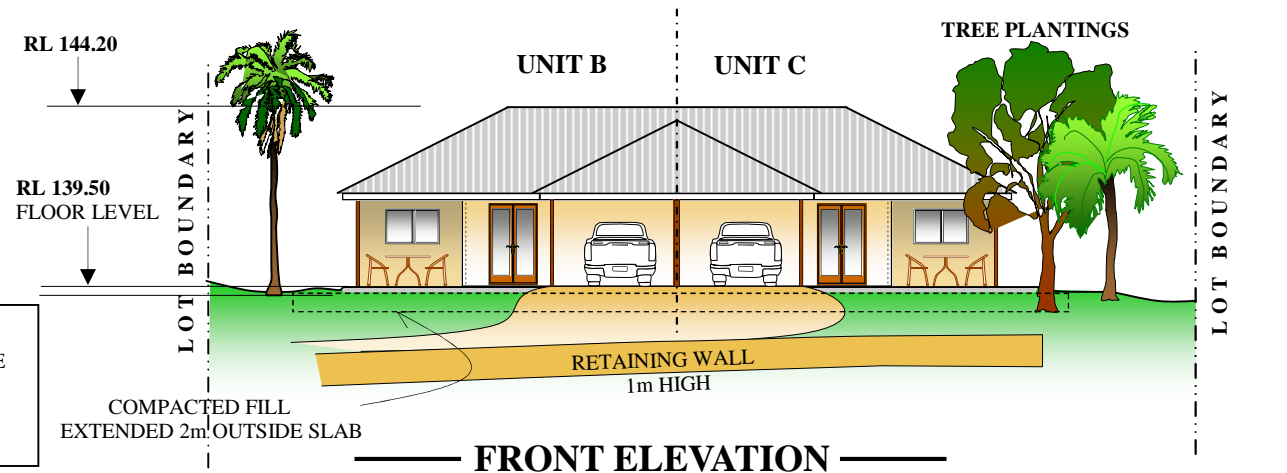
101.1.2. – Site Plan



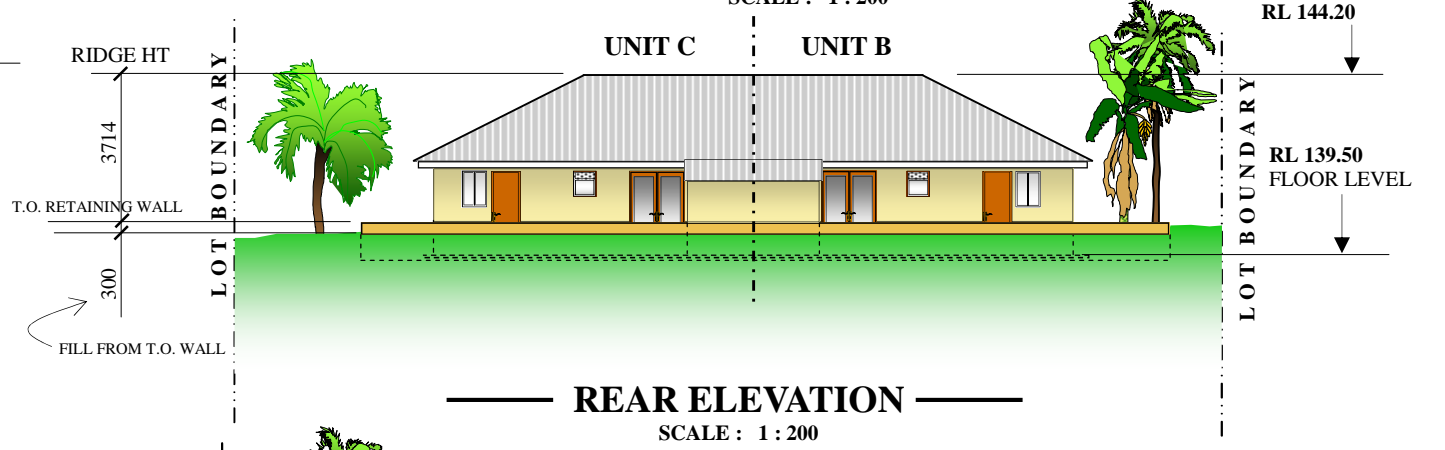
SITE ELEVATION
SCALE : 1 : 200

ASSOCIATED DRAWINGS:
 603 - 1 - 4 LOCATION PLAN
 603 - 2 - 4 SITE PLAN
 603 - 4 - 4 SUBDIVISION PLAN

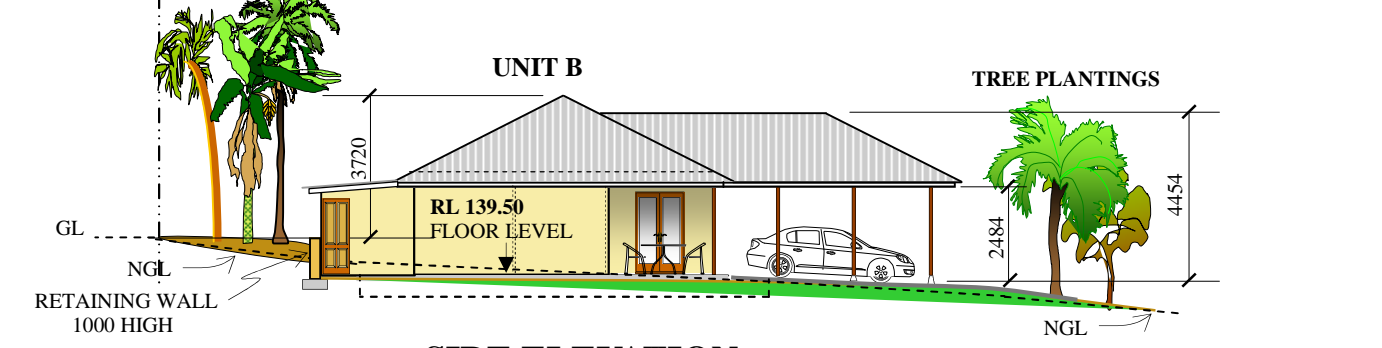
PROPOSED MATERIALS:
 WALLS: "BLUEBOARD" OVER TIMBER STUD FRAMING / LIGHT BEIGE
 ROOF: 0.48 BMT CORR. CUSTOM ORB "ULTRA" / SURF MIST
 TRIM: NATURAL TIMBER /STAINED & VARNISHED
 RETAINING WALLS: NATURAL LIMESTONE



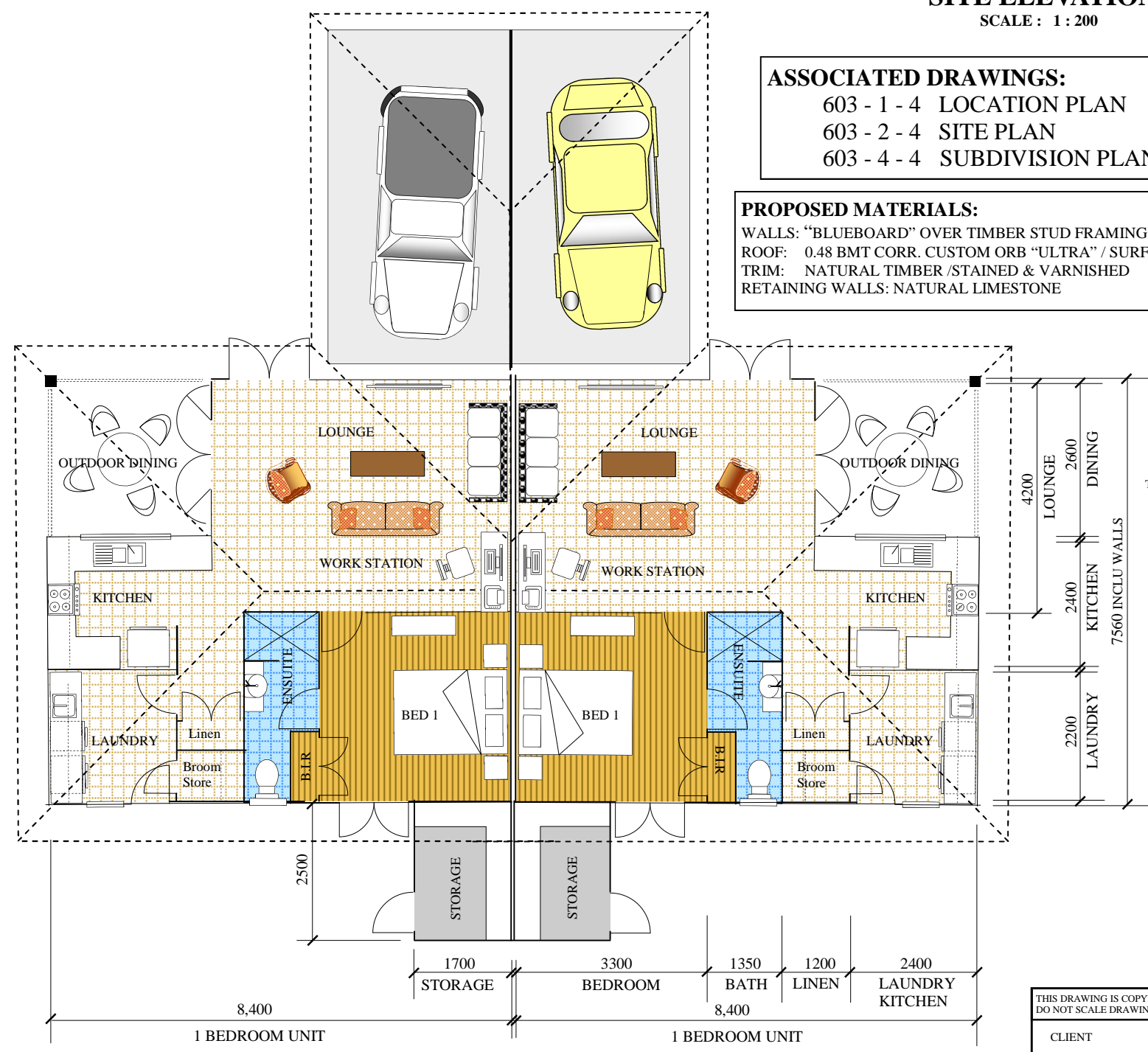
FRONT ELEVATION
SCALE : 1 : 200




REAR ELEVATION
SCALE : 1 : 200



SIDE ELEVATION
SCALE : 1 : 200



BASIC FLOOR PLAN
SCALE : 1 : 100


| | | | |
|---|--|---|--|
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| CLIENT NICK DOUVENTZIDIS & PARSIRI SATUAN LOT 277 LOWER POON SAAN DRIVE CHRISTMAS ISLAND | PROJECT PROPOSED RENTAL UNITS FLOOR PLAN & SITE ELEVATIONS |  <p>DAVID. R. GUEST Tong Chee Road Christmas Island Indian Ocean MECH. STRUCT. ARCH.</p> | DRAWN: DRG |
| | | | DATE: 8 AUGUST 2021 |
| | | | PROJECT DRAWING No. 603 - 3 - 4 |
| | | | REV. No. 11 |



ASSOCIATED DRAWINGS:
 603 - 1 - 3 LOCATION PLAN
 603 - 3 - 3 FLOOR PLAN & SITE ELEVATIONS

SITE PLAN
 SCALE : 1 : 250

| | | | |
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| CLIENT | PROJECT | PROPOSED RENTAL UNITS SITE PLAN | |
| NICK DOUVENTZIDIS & PARSIRI SATUAN LOT 277 LOWER POON SAAN DRIVE CHRISTMAS ISLAND | | | |

| | | |
|--|---------------------|--------------------|
|  <p>EASTERN & GUEST DESIGN DAVID. R. GUEST Tong Chee Road Christmas Island Indian Ocean MECH. STRUCT. ARCH.</p> | DRAWN: | DRG |
| | DATE: | 5 AUGUST 2021 |
| | PROJECT DRAWING No. | 603 - 2 - 4 |
| | REV. No. | 12 |



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|--|
| SUBMISSION TO | Ordinary Council Meeting 8 February 2022 |
| AGENDA REFERENCE | 10.1.2 |
| SUBJECT | Budget Review 2021/22 |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 3.1.2 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | 27 January 2022 |
| AUTHOR | David Price CEO |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That the variations in the existing budget line items as set out in the attached proposed budget review report be approved.

BACKGROUND

Council adopted its annual budget in July 2021. Council officers conducted a budget review on 24 January 2021. The aim of the review was to identify budget items that were either over or under budget and to identify areas where funds were required but had not been allocated. Proposals for variations to the budget were then formulated.

Between 1 January & 31 March Local government is to carry out a Review of its Annual Budget for that year. Within 30 days after the review, it is to be submitted to Council. Then within 30 days after council has made a determination, a copy of the review and determination must be lodged in the Smart Hub portal (30 May at latest).

Budget variations are now presented to Council for approval

COMMENT

The budget variations proposed are set out in the attached Budget Review Report.

STATUTORY ENVIRONMENT

The Local Government Act 1995 (WA) (CI) and Financial Management Regulations (WA) (CI) 2007 apply.

POLICY IMPLICATIONS

There are no direct policy implications from this report. The intention is to bring all budget variations to Council as required.

FINANCIAL IMPLICATIONS

There are no financial implications from the proposed variations in that the total expenditure recommended is offset by either a reduction in expenditure elsewhere or additional revenue has been sourced.

STRATEGIC IMPLICATIONS & MILESTONES

The governance strategy to “Continue to enhance Council’s local laws, policies and management processes” applies.

CONSULTATION

Nil

VOTING REQUIREMENTS

Absolute majority is required.

ATTACHMENTS

10.1.2 Attachment to Budget Review 2021/22

Shire of Christmas Island

REVIEW OF BUDGET REPORT

For the Period Ended 31 December 2021

TABLE OF CONTENTS

| | |
|-------------------------------------|----|
| Statement of Financial Activity | 3 |
| Note 1 Basic of Preparation | 5 |
| Note 2 Net Current Funding Position | 6 |
| Note 3 Predicted Variances | 8 |
| Note 4 Budget Amendments | 10 |

**LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**Shire of Christmas Island
Budget Review Model
Variable Data Input**

General User Input

Local Government Name

Last Year (-2)

Last Year (-1)

Current Year

Current Reporting Period

Data to appear in the Report

| |
|--|
| Shire of Christmas Island |
| 2019-20 |
| 2020-21 |
| 2021-22 |
| For the Period Ended 31 December 2021 |

Shire of Christmas Island
STATEMENT OF BUDGET REVIEW
(Nature or Type)
For the Period Ended 31 December 2021

| Note | Budget v Actual | | | Predicted | Year End \$ (a)+(c)+(d) |
|---|---------------------------------|-------------------------|------------------------------|--|----------------------------|
| | Revised Annual Budget \$ (a) | YTD Actual \$ (b) | Variance Permanent (c) | Variance Timing (Carryover) (d) | |
| Operating Revenues | | | | | |
| Rate Revenue | \$ 1,472,135 | \$ 1,481,926 | \$ 0 | \$ 0 | \$ 1,472,135 |
| Grants, Subsidies and Contributions | 6,957,084 | 6,577,952 | 84,440 | 0 | 7,041,524 |
| Fees and Charges | 1,763,694 | 1,543,503 | | 0 | 1,763,694 |
| Interest Earnings | 17,169 | 584 | | 0 | 17,169 |
| Other Revenue | 6,200 | 48,442 | 56,100 | 0 | 62,300 |
| | 10,216,282 | 9,652,407 | 140,540 | 0 | 10,356,822 |
| Operating Expense | | | | | |
| Employee Costs | (8,126,509) | (3,328,052) | | 0 | (8,126,509) |
| Materials and Contracts | (700,000) | (51,994) | (92,500) | 0 | (792,500) |
| Utilities Charges | (120,000) | (40,021) | 0 | 0 | (120,000) |
| Depreciation (Non-Current Assets) | (2,483,300) | (553,354) | 0 | 0 | (2,483,300) |
| Insurance Expenses | (227,174) | (204,807) | 0 | 0 | (227,174) |
| Other Expenditure | (587,608) | (737,107) | (46,750) | 0 | (634,358) |
| Funding Balance Adjustment | (12,244,591) | (4,915,335) | (139,250) | 0 | (12,383,841) |
| Add Back Depreciation | | 553,354 | 0 | 0 | 0 |
| Adjust Provisions and Accruals | 2,483,300 | 0 | | | 2,483,300 |
| Net Operating | 454,991 | 5,290,426 | 1,290 | 0 | 456,281 |
| Capital Revenues | | | | | |
| Grants, Subsidies and Contributions | 300,704 | 275,645 | 124,196 | 0 | 424,900 |
| Transfer from Reserves | 811,047 | 0 | 0 | 0 | 811,047 |
| | 1,111,751 | 275,645 | 124,196 | 0 | 1,235,947 |
| Capital Expenses | | | | | |
| Land and Buildings | (55,000) | (107,006) | (72,000) | 0 | (127,000) |
| Plant and Equipment | (327,000) | (42,637) | | 0 | (327,000) |
| Furniture and Equipment | (265,000) | (179,562) | | 0 | (265,000) |
| Infrastructure Assets - Roads | (1,511,751) | (526,083) | (280,000) | 0 | (1,791,751) |
| Transfer from Reserves | 442,000 | 0 | 0 | 0 | 442,000 |
| Transfer to Reserves | (625,613) | 0 | 0 | 0 | (625,613) |
| | (2,342,364) | (855,288) | (352,000) | 0 | (2,694,364) |
| Net Capital | (1,230,613) | (579,643) | (227,804) | 0 | (1,458,417) |
| Net Operating + Capital | (775,622) | 4,710,783 | (226,514) | 0 | (1,002,136) |
| Opening Funding Surplus(Deficit) | 775,622 | 791,057 | 226,514 | 0 | 1,002,136 |
| Closing Funding Surplus(Deficit) | 0 | 5,501,840 | 0 | 0 | 0 |

Shire of Christmas Island
STATEMENT OF BUDGET REVIEW
(Statutory Reporting Program)
For the Period Ended 31 December 2021

| | Budget v Actual | | | Predicted Variance Timing (Carryover) (d) | Year End \$ (a)+(c)+(d) |
|---|------------------------------------|-------------------------|------------------------------|---|----------------------------|
| | Revised Annual Budget \$ (a) | YTD Actual \$ (b) | Variance Permanent (c) | | |
| Note | \$ | \$ | \$ | \$ | \$ |
| Operating Revenues | | | | | |
| General Purpose Funding | 8,371,988 | 7,943,174 | 84,440 | 0 | 8,456,428 |
| Governance | 5,000 | 544,670 | 32,600 | 0 | 37,600 |
| Law, Order and Public Safety | 900 | 365 | 0 | 0 | 900 |
| Health | 19,000 | 11,048 | 0 | 0 | 19,000 |
| Community Welfare | 2,000 | 1,430 | 0 | 0 | 2,000 |
| Housing | 47,000 | 15,600 | 23,500 | 0 | 70,500 |
| Community Amenities | 768,294 | 655,292 | 0 | 0 | 768,294 |
| Recreation and Culture | 180,100 | 72,475 | 0 | 0 | 180,100 |
| Transport | 776,000 | 382,542 | 0 | 0 | 776,000 |
| Economic Services | 32,000 | 16,135 | 0 | 0 | 32,000 |
| Other Property and Services | 14,000 | 9,677 | 0 | 0 | 14,000 |
| | 10,216,282 | 9,652,408 | 140,540 | 0 | 10,356,822 |
| Operating Expense | | | | | |
| General Purpose Funding | (149,321) | (49,344) | 0 | 0 | (149,321) |
| Governance | (922,492) | (474,243) | (62,000) | 0 | (984,492) |
| Law, Order and Public Safety | (241,233) | (95,948) | 0 | 0 | (241,233) |
| Health | (185,382) | (65,060) | 0 | 0 | (185,382) |
| Community Welfare | (680,710) | (279,870) | 0 | 0 | (680,710) |
| Housing | (184,215) | (84,387) | 0 | 0 | (184,215) |
| Community Amenities | (2,038,602) | (730,928) | (30,500) | 0 | (2,069,102) |
| Recreation and Culture | (2,603,901) | (1,002,423) | 0 | 0 | (2,603,901) |
| Transport | (4,494,457) | (1,858,304) | 0 | 0 | (4,494,457) |
| Economic Services | (254,278) | (65,636) | 0 | 0 | (254,278) |
| Other Property and Services | (490,000) | (209,193) | (46,750) | 0 | (536,750) |
| | (12,244,591) | (4,915,336) | (139,250) | 0 | (12,383,841) |
| Funding Balance Adjustment | | | | | |
| Add Back Depreciation | 0 | 553,354 | 0 | 0 | 0 |
| Adjust (Profit)/Loss on Asset Disposal | 0 | 0 | 0 | 0 | 0 |
| Adjust Provisions and Accruals | 2,483,300 | 0 | 0 | 0 | 2,483,300 |
| Net Operating | 454,991 | 5,290,426 | 1,290 | 0 | 456,281 |
| Capital Revenues | | | | | |
| Proceeds from Disposal of Assets | | | | | 0 |
| Proceeds from New Debentures | | | | | 0 |
| Proceeds from Sale of Investments | | | | | 0 |
| Proceeds from Advances | | | | | 0 |
| Grants | 300,704 | 275,645 | 124,196 | 0 | 424,900 |
| Transfer from Reserves | 811,047 | 0 | 0 | 0 | 811,047 |
| | 1,111,751 | 275,645 | 124,196 | 0 | 1,235,947 |
| Capital Expenses | | | | | |
| Land Held for Resale | | | | | 0 |
| Land and Buildings | (55,000) | (107,006) | (72,000) | 0 | (127,000) |
| Plant and Equipment | (327,000) | (42,637) | 0 | 0 | (327,000) |
| Furniture and Equipment | (265,000) | (179,562) | 0 | 0 | (265,000) |
| Infrastructure Assets - Roads | (1,511,751) | (526,083) | (280,000) | 0 | (1,791,751) |
| Transfer to Reserves | (625,613) | 0 | 0 | 0 | (625,613) |
| | (2,342,364) | (855,288) | (352,000) | 0 | (2,694,364) |
| Net Capital | (1,230,613) | (579,643) | (227,804) | 0 | (1,458,417) |
| Net Operating + Capital | (775,622) | 4,710,783 | (226,514) | 0 | (1,002,136) |
| Opening Funding Surplus(Deficit) | 775,622 | 791,057 | 226,514 | 0 | 1,002,136 |
| Closing Funding Surplus(Deficit) | 0 | 5,501,840 | 0 | 0 | 0 |

**SHIRE OF CHRISTMAS ISLAND
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021**

1. BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Christmas Island controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

2021-22 ACTUAL BALANCES

Balances shown in this budget review report as 2021-22 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

ROUNDING OFF FIGURES

All figures shown in this budget review report are rounded to the nearest dollar.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

Shire of Christmas Island
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31 December 2021

Note 2: NET CURRENT FUNDING POSTION

| | | | | Positive=Surplus (Negative=Deficit) | | |
|-------------------------------------|------------------|------------------|--------------------------|-------------------------------------|--|--|
| | | | | 2021-22 | | |
| Note | This Period | Last Period | Same Period Last Year | | | |
| | \$ | \$ | \$ | | | |
| Current Assets | | | | | | |
| Cash Unrestricted | 5,627,855 | 2,995,930 | 4,043,197 | | | |
| Cash Restricted | 4,585,316 | 4,585,316 | 5,113,659 | | | |
| Receivables - Rates and Rubbish | | | | | | |
| Receivables | 333,224 | 371,029 | 401,895 | | | |
| Inventories - Other | 840,117 | 841,621 | 1,073,633 | | | |
| | 11,386,512 | 8,793,896 | 10,632,384 | | | |
| Less: Current Liabilities | | | | | | |
| Payables and Provisions | (1,334,808) | (1,473,287) | (915,869) | | | |
| | (1,334,808) | (1,473,287) | (915,869) | | | |
| Less: Cash Restricted | (4,585,316) | (4,585,316) | (5,113,659) | | | |
| Net Current Funding Position | 5,466,388 | 2,735,293 | 4,602,856 | | | |

2. COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Christmas Island's operational cycle. In the case of liabilities where the Shire of Christmas Island does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire of Christmas Island's intentions to release for sale.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

LOANS AND RECEIVABLES

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Christmas Island prior to the end of the financial year that are unpaid and arise when the Shire of Christmas Island becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire of Christmas Island are recognised as a liability until such time as the Shire of Christmas Island satisfies its obligations under the agreement.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

Provision is made for the Shire of Christmas Island's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Christmas Island's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Christmas Island's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

PROVISIONS

Provisions are recognised when the Shire of Christmas Island has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Shire of Christmas Island
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31 December 2021

Note 3: PREDICTED VARIANCES

| Comments/Reason for Variance | Variance \$ | |
|--|----------------|----------|
| | Permanent | Timing |
| 4.1 OPERATING REVENUE (EXCLUDING RATES) | | |
| 4.1.1 PROFIT ON ASSET DISPOSAL | 56,100 | |
| 4.1.2 FEES AND CHARGES | | |
| 4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS | 84,440 | |
| 4.1.7 INTEREST EARNINGS | | |
| 4.1.8 OTHER REVENUE | | |
| No Material Variance | | |
| Predicted Variances Carried Forward | 140,540 | 0 |
| Predicted Variances Brought Forward | 140,540 | 0 |
| 4.2 OPERATING EXPENSES | | |
| 4.2.1 EMPLOYEE COSTS | | |
| Research Officer Salary Savings | | 0 |
| 4.2.2 MATERIAL AND CONTRACTS | | |
| Administration Consultants | 62,000 | |
| 5 Jalan Ketam Merah | 7,000 | |
| Seaview Drive | 23,500 | |
| 4.2.3 UTILITY CHARGES | | |
| 4.2.4 DEPRECIATION (NON CURRENT ASSETS) | | |
| 4.2.4 INTEREST EXPENSES | | |
| No Material Variance | | |
| 4.2.5 INSURANCE EXPENSES | | |
| 4.2.6 LOSS ON ASSET DISPOSAL | | |
| No Material Variance | | |
| 4.2.7 OTHER EXPENDITURE | | |
| Tools 1314850 | 40,000 | |
| General 1212750 | 6,750 | |
| | 0 | |
| Predicted Variances Carried Forward | 139,250 | 0 |
| Predicted Variances Brought Forward | 139,250 | 0 |

Shire of Christmas Island
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 31 December 2021

Note 3: PREDICTED VARIANCES

| Comments/Reason for Variance | Variance \$ | |
|---|------------------|----------|
| | Permanent | Timing |
| 4.3 CAPITAL REVENUE | | |
| 4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS | 124,196 | |
| 4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS | | |
| 4.3.3 PROCEEDS FROM NEW DEBENTURES | | |
| 4.3.4 PROCEEDS FROM SALE OF INVESTMENT | | |
| 4.3.5 PROCEEDS FROM ADVANCES | | |
| 4.3.6 SELF-SUPPORTING LOAN PRINCIPAL | | |
| 4.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS) | | |
| Predicted Variances Carried Forward | 124,196 | 0 |
| Predicted Variances Brought Forward | 124,196 | 0 |
| 4.4 CAPITAL EXPENSES | | |
| 4.4.1 LAND HELD FOR RESALE | | |
| 4.4.2 LAND AND BUILDINGS | | |
| 4.4.3 PLANT AND EQUIPMENT | | 0 |
| 4.4.4 FURNITURE AND EQUIPMENT | 0 | |
| Admin - Computer upgrade | 0 | |
| Ranger - Binocular/Gun | 0 | |
| Public Halls & Civic Centre - George Fam Center solar panels | 0 | |
| Recreation - Skate Park | 0 | |
| Parks, Gardens & Reserve - Ride on mower | 0 | |
| 4.4.5 INFRASTRUCTURE ASSETS - ROADS | | |
| Basketball Court/Skate Park Poon San | 72,000 | |
| Greta Dolly Beach | 280,000 | |
| 4.4.6 INFRASTRUCTURE ASSETS - OTHER | | |
| No Material Variance | | |
| 4.4.7 PURCHASES OF INVESTMENT | | |
| 4.4.8 REPAYMENT OF DEBENTURES | | |
| 4.4.9 ADVANCES TO COMMUNITY GROUPS | | |
| No Material Variance | | |
| Predicted Variances Carried Forward | 352,000 | 0 |
| Predicted Variances Brought Forward | 491,250 | 0 |
| 4.5 OTHER ITEMS | | |
| 4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS) | | |
| 4.5.1 RATE REVENUE | | |
| 4.5.2 OPENING FUNDING SURPLUS(DEFICIT) | 791,057 | 0 |
| 4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS) | | |
| Please see 4.1, 4.2, 4.3 & 4.4 above for explanation of the change in net Profit (Loss) | 4,710,783 | 0 |
| | 5,501,840 | 0 |



SHIRE OF CHRISTMAS ISLAND

| | |
|-------------------------|---|
| SUBMISSION TO | Ordinary Council Meeting |
| AGENDA REFERENCE | 10.1.3 |
| SUBJECT | Assessment of Development Application – Dwelling additions |
| ADDRESS | Strata Lot 207, No.4 Coconut Grove, Christmas Island |
| APPLICANT | Terry Hicks 103B Gaze, Road, Christmas Island |
| FILE REFERENCE | 6.2.04/21 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | 3 February 2022 |
| AUTHOR | Halsall and Associates |
| SIGNATURE OF ACTING CEO | SIGNED |

RECOMMENDATION

Council grants approval for dwelling additions at Strata Lot 207, No. 4 Coconut Grove, Christmas Island, subject to the following conditions:

- 1. All development shall be in accordance with the approved development plans (attached) that form part of this development approval unless modified by other conditions of approval.**
- 2. This development approval will expire if the approved development is not substantially commenced within two (2) years of the date of issue of this approval, or, within any extended period of time for which the Shire of Christmas Island has granted prior written consent.**
- 3. Stormwater is to be contained on-site, or appropriately treated and connected to the local drainage system. Prior to the commencement of site works, detailed drainage plans are to be submitted for approval, to the satisfaction for the local government.**
- 4. On application for a building licence, the applicant shall provide engineer certified drawings demonstrating that the all structures are compliant with Building Code requirements.**
- 5. Details of materials, colours and finishes for the dwelling additions shall be submitted for approval by the Chief Executive Officer of the Shire of Christmas Island prior to the issue of a building permit. Materials and finishes of the proposed development are to reflect those used throughout the Settlement Residential Precinct'**

6. **The rear laundry to be constructed to a fire rated standard to on accordance with BCA requirements. Details to be provided at building permit stage.**
7. **Privacy screening to a minimum height of 1.6metres from Finished Floor Level is to be provided on the southern elevation of the decking area where in excess of 500mm from natural ground level. Details to be provided at building permit stage.**

Advice Notes:

- 1.1. *This is development approval only. The applicant/owner is advised that it is their responsibility to obtain a building licence prior to construction commencing.*
- 1.2. *External colours are to be compatible with the immediate locality.*
- 1.3. *The Shire of Christmas Island advises that where a development approval contains conditions which are required to be fulfilled prior to the commencement of site works, to commence development prior to fulfilling these conditions is contrary to this approval and therefore unauthorised development.*
- 1.4. *You are advised of the need to comply with the requirements of the following other legislation:*
- 1.5. *This is not a Building Permit. A Building Permit must be issued by the relevant Permit Authority before any work commences on site as per the Building Act 2011 and;*
- 1.6. *Health (Miscellaneous Provisions) Act 1911 and Department requirements in respect to the development and use of the premises;*

BACKGROUND

The subject site is identified as Strata Lot 207, No.4 Coconut Grove, Christmas Island ('the site'). The site forms part of a residential strata development that incorporates four (4) separate strata lots (Survey Strata Plan 62413). The subject site is identified at the 'Residential R20' density code under Local Planning Scheme No.2. The subject site is also located in the Settlement Christmas Island Heritage area (Commonwealth Heritage List ID 105315). Each strata allotment accommodates an existing residential dwelling. The subject site was also the subject of approval for consideration of an outbuilding by the Shire that was issued in September 2020 (Shire reference PA03/2020), which has subsequently been constructed.

The proposal is for consideration of dwelling additions to the existing dwelling on site. Additions comprise of timber decking area adjoining the ground floor to the north east and a two (2) storey addition incorporating a bedroom, WIR and ensuite on the ground floor and a living area inclusive of a northern patio area and external staircase on the first floor. Additions also include a laundry and a minor extension to the existing dwelling on the southern elevation. Detail in relation to the additions is evident on the plans appended.

The proposal is the subject of consideration of planning assessment given it is located in a heritage area and some minor variations to the Codes are proposed.

Assessment has included input and review by a strata expert. This has identified that the only grounds for objection by the strata body to the proposal would be if the proposal exceeds open

space or plot ratio as prescribed under the Residential Design Codes or contravenes any by law incorporated within the Strata Management Statement. The plans attached identify that the open space in excess of 50% is available as required under Table 1 of the Residential Design Codes with a built area equating to approximately 37.5% of the site. There are no restrictions that would impede the proposal in the Management Statement which is also appended for review.

The original submission included letters of general support of the proposal from the majority of adjoining strata landowners. The proposal was subsequently re-notified to the adjoining strata owners for comment, specifying the nature of the proposal with regard to heritage and potential overlooking considerations. The broader Settlement Heritage precinct area was also notified given potential heritage considerations. Six (6) submissions were received from the adjoining landowners. Four (4) of the submissions had no objection, one sited stormwater concerns for the existing outbuilding and one objection was received, which referenced setback and height concerns together with Heritage considerations. The submissions are summarised in a table in a later section and are also appended to this report. Referral was also made to the Heritage Council of WA and also the Australian Heritage Council. The Heritage authorities were generally supportive of the proposal. Comment from the Heritage authorities is also appended and summarised within the context of this report.

STATUTORY ENVIRONMENT

The following documents are relevant in the assessment of this development application for a single storey detached additional dwelling:

1. Local Planning Scheme No. 2
2. Christmas Island; National Heritage Listed Locations
3. Residential Design Codes (2021)

Local Planning Scheme No. 2 ('the scheme')

The subject site is zoned 'Residential' under LPS No. 2 and allocated an 'R20' density coding. The objective of the Residential zone is:

"To provide for a range of housing densities and dwelling types to meet the diverse needs and climatic conditions associated with Christmas Island."

Furthermore Clause 5.2.3 states:

"Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Planning Codes is to conform to the provisions of those Codes."

LPS No.2 contain no provisions nor are there any other provisions that would affect this proposal and therefore the R-Codes are the principle document for assessing its compliance.

Christmas Island Heritage Review and DCPs and Development Guidelines

Strata Lot 103B (No.4) falls within heritage precinct identified in the Godden Mackay Logan report (1998) as 'Settlement' The 'Settlement' precinct forms part of the Commonwealth National Heritage List locations for Christmas island.

'Schedule A of the Scheme provides for the supplementary provisions that are to be read in conjunction with the deemed provisions (Schedule 2) contained in the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA) (CI)*. Clause 8 (4) references that the Heritage List is to include all relevance properties and places contained in the Commonwealth Heritage List of which 'Settlement Residential Precinct' is included.

Clause 66 of the Scheme provides that the local government shall, in considering any application that may affect a heritage area or entry on the Commonwealth Heritage List solicit the views of the Australian Heritage Commission.

The Development Control Policies (DCP's) outlined in the Godden Mackay Logan Vol 2 (1998) have been reviewed. For the 'Settlement Residential Precinct' the DCP's B1.2 Management Policy at point 6 & 7 (in regard to protecting the built form and character of this locality) states:

- *The original form, scale and detail of heritage buildings should be retained and enhanced, where possible. New development shall respect the low scale and modest character of the Settlement Residential precinct. Generally development should be no higher than one storey.*
And;
- *Infill development shall respond to and not obscure the natural topography, man-made landform, historic townscape structure and/or the established form and pattern of Settlement Residential Precinct, in accordance with the Guidelines contained in this DCP.*

It is noted that development should generally be no higher than one storey in the Godden Mackay Logan Vol 2 (1998) report, however the Australian Heritage Commission identify the principle consideration for the Settlement Heritage precinct is the streetscape values from Gaze Road. The proposal was also referred to the Heritage Council of WA (HCWA) who have no statutory role in the assessment of proposals on Christmas Island however as the principal Western Australian Heritage body, referral was considered warranted, with officer level advice received. Officers of the HCWA have an expert eye on heritage matters and have informed this report accordingly. Comment from both the WA Heritage Council and Australian Heritage Commission are summarised below.

Australian Heritage Commission

'The proposed development is located in the 'Settlement Christmas Island', a Commonwealth Heritage List (CHL) place. The CHL values of the place indicate the streetscape values along Gaze road. The value attributes under criteria (f)- 'technical achievement' includes 'the building in the precinct and particularly their unity of style. Also the streetscape qualities that derive from the way in which the parts of the precinct are linked along Gaze Road, with garden planting and ornamentation'.

CHS considers that the proposed development is unlikely to have any detrimental impact to the streetscape value of the Gaze Road, as the proposed development,

- *is not fronting the Gaze Road;*
- *is located at the rear the front single storey building at block 103A;*
- *is on a slope land towards the north and therefore the roof height of the proposed two storey will not be visibly high and dominant from the Gaze Road on the south'.*

Heritage Council of WA

'Although the Heritage Act 2018 does apply in the territory, the local government area of Christmas Island does not form part of Western Australia and thereby no places on the Island are included on the State Register of Heritage Places. The Heritage Council of WA therefore has no statutory role in the assessment of impacts on heritage places and the comments herein are not the views of the Heritage Council and are in the context of Officer level advice notes only.

It is noted that it is proposed to modify the existing dwelling by developing an attached two storey addition to the west elevation. A small single storey utility room is to be added to the east elevation and a timber deck is proposed to run the length of the north (rear) elevation.

Desktop mapping and street views together with the plans provided indicate that the development proposal will not adversely impact on the identified heritage values of the area. Although the management policy referred to in your correspondence recommends one storey development limits, the natural topography of the land allows for the accommodation of this development proposal. The development proposal is relatively modest in scale, providing an additional 60m² of internal floor space over the two levels, and additional 2.7m height to a small portion of the existing dwelling. The development site is located away from the main thoroughfare of Gaze Road, behind an existing dwelling (103A) and is at a much lower natural ground level than surrounding development.'

It is advised that the materials and finishes of the proposed development reflect those used throughout the Settlement Residential Precinct'.

The proposed addition due to its modest floor area and general support from the Heritage authorities identify that the proposal is unlikely to overwhelm or negatively impact on the adjoining original houses, streetscape from Gaze road or the heritage nature of the precinct in general. As such the proposal not considered to not have implication for the Settlement Residential Precinct Heritage Area. The proposal is recommended to be conditioned to provide that materials and finishes reflect those throughout the Settlement Residential Precinct.

Residential Design Codes (2018) (the Codes)

Site area

The subject site is provided with a density coding of R20 and is 554m² in area.

The proposal is for consideration of additions to an existing dwelling on site.

Primary Street setback

The site is located at the end of a cul-de-sac being Coconut Grove. The development as proposed is setback 6.150 metres from the northern frontage to the road and 3.250 metres from the primary access to the site from this road frontage. Table 1 of the Codes specifies that the front setback for the R20 density is 6 metres. Element C2.1 ii provides that this primary street setback can be reduced to no more than 50 percent provided equivalent open space is provided between the setback line and a line drawn parallel to it at twice the setback distance. It is considered that sufficient compensating open space is available behind the primary setback line in the northern parts of the site to comply with the Deemed to Comply provisions of Element C2.1.

Boundary setbacks

Part 5 of the Codes at clause 5.1.3 lot boundary setbacks provides for consideration of setbacks of boundary walls to lot boundaries. Boundary walls are interpreted under the Codes as 'a wall on or less than 600mm from any site boundary' Deemed to Comply Element C3.2 provides that in areas coded R20, walls not higher than 3.5m with an average 3m or less, up to a maximum length of the greater of 9m or one-third the length of the balance of the site boundary behind the front setback up to two site boundaries. The setback of the proposed laundry addition to the adjoining southern side boundary is considered to comply with the Deemed to Comply provisions of the Codes with regard to lot boundary setbacks. This addition is conditioned to be constructed to a fire rated standard and detail in regard to this will be provided at building permit stage.

Visual privacy

Visual privacy is provided under Part 5, clause 5.4.1 of the Codes.

The ground floor addition includes the southern laundry and minor house extension, with the new extension including a bedroom, walk in robe and ensuite bathroom. There is extensive decking area also proposed oriented towards the north eastern aspect. The decking area will also include an extension to the roof line such that this area will primarily be under cover. The decking area is in excess of 500mm from natural ground level and balustraded accordingly and is located 1.8m from the adjoining boundary.

The second storey addition is to accommodate a living room area, external decking orientated to the north east and an external stairwell. Given the rased nature of the home and associated gradient of the land the proposal is considered to incorporate habitable rooms with major openings and active habitable spaces, which are above 500mm from natural ground level.

The Codes provides the following setbacks are required:

- Major openings to bedrooms and studies – 4.5m
- Major opening to habitable rooms other than bedrooms and studies – 6m
- Unenclosed outdoor habitable spaces – 7m.

The decking is located 1.8 metres from the adjoining eastern boundary, as such the Design Principles as they relate to visual privacy will need to be demonstrated as follows –

“Minimal direct overlooking of active habitable spaces and outdoor living area so adjacent dwellings achieved through –

- *Building layout and location*
- *Design of major openings*
- *Landscape screening of outdoor active habitable spaces; and/or*
- *Location of screening devices.*
- *Maximum visual privacy to side and rear boundaries through measures such as –*
 - *Offsetting the location of ground and first floor windows so that viewing is oblique rather than direct; building to the boundary where appropriate*
 - *Setting back the first floor from the side boundary*

- *Providing higher or opaque an fixed windows, and/or*
- *Screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters”.*

The applicant has provided letters of support from the majority of the adjoining strata owners with regard to consideration of the proposal and potential overlooking considerations. There is significant separation from the neighbour to the east and an existing free standing laundry structure located in the adjoining setback area with Lot 207 Gaze Road. One letter of objection was received from the landowner of adjoining strata Lot 103A, who raised concern in regard to overlooking from the deck and/or first floor. The first floor addition is located in excess of 4.5m from the adjoining southern boundary as required under C1.1 of the Codes and the second storey in excess of 7.5m as also required. The southern aspect of the decking will be required to provide permanent screening to restrict views to the south to address this objection. This is applied by way of a condition of approval. An observation is the climate of Christmas Island provides a strong objective to have outside deck and open living and flexibility in respect of overlooking provisions of the Codes particularly where no objections are received has been a feature of assessment in the past.

The siting and overall scale of the proposal is considered to be acceptable in this context.

Open space in maintained in accordance with Table 1 of the Codes.

Building Height

Table 3 of the Codes provides for consideration of building height. The site falls within ‘Category 3’ which provides for a maximum wall height of 7 metres and pitched roof of 10 metres from natural ground level. The proposed additions are compliant with height requirements as specified under the Codes with a wall height of 6.865 metres and ridge height of 7.730 metres respectively.

Stormwater management

All stormwater runoff generated by development on site will be conditioned to be retained within the property boundaries with any overflow directed into the Shire’s drainage infrastructure in the street frontage. This also addresses concern raised in a submission by an adjoining strata owner.

Summary of submissions – neighbour and precinct referral

The following table summarizes the comments received from the neighbourhood.

| Submission | Support/object | Comment | Response |
|-------------------|-----------------------|--|-----------------|
| 1 | No objection | No objections | Acknowledged |
| 2 | No objection | Great to see renovations on heritage buildings being approved. Please keep me updated | Acknowledged |
| 3 | No objection | Pleased to support the development. Will enhance the neighbourhood and act and an incentive for residents and developers | Acknowledged |

| | | | |
|---|-----------|---|---|
| | | to invest in the development of Christmas Island Will have a positive impact on the Settlement Heritage Precinct and encourage others to renovate buildings in the area. | |
| 4 | Concerns | Concerns with containment of rainwater or other waste water on the proponents property. New shed does not appear to have any guttering. | Note approval for the outbuilding (Shire reference. 175019) included the following condition – <i>‘Stormwater is to be contained on-site, or appropriately treated and connected to the local drainage system. Prior to the commencement of site works, detailed drainage plans are to be submitted for approval, to the satisfaction for the local government’.</i> It will be necessary to confirm that the proponent has submitted the detail required above to address storm water considerations for this structure. |
| 5 | Objection | Maintaining wall height to 6m from natural ground level. 1 metre setback to be complied with. The | Wall height compliant. Setbacks compliant under |

| | | | |
|---|--------------|---|--|
| | | <p>owner of any property should be able to circumnavigate the dwelling for construction and maintenance purposes.</p> <p>Potential for infringing on visual privacy from overlooking deck and first floor. Privacy and amenity could be compromised by any windows or deck space be located on the southern side of the building whether constructed by the owner or subsequent owners.</p> <p>Implications to heritage consideration for the broader settlement residential precinct.</p> <p>Consider the proposal represents too great a variation to the intent of the policy guidelines and is therefore unsuitable for preserving the heritage values of the Settlement Heritage Precinct of Christmas Precinct of Christmas Island.</p> | <p>Deemed-to-comply requirements under clause 5.1.3 of the Codes. Will be conditioned to be fire rated.</p> <p>Rear decking to be provided with screening where in excess of 500mm from NGL to address privacy considerations.</p> <p>Proposal was referred to the Heritage Council of WA and Australian Heritage Commission. General support of the proposal received with regard to heritage considerations.</p> <p>Noted. Proposal considered appropriate given review of relevant statutory and associated guiding documentation and comment during referral period.</p> |
| 6 | No objection | Comment on zoning and density considerations, location and setback of | Acknowledged |

| | | | |
|--|--|--|--|
| | | <p>proposed laundry. Reference to re-instating double garage in the north east corner of their property. Reference of periodic formal agreement with the proponent to use the slab for parking and storage and reference that this should assist in the construction phase.</p> | |
|--|--|--|--|

Conclusion

The proposed building addition is considered to be generally in compliance with the criteria for a structure of this typology in the area.

It has also been assessed that the proposed development would not be detrimental or have undue impact on the heritage values identified for the 'Settlement Residential Precinct' as confirmed by the Heritage arm of the Australian Government.

Given the context the application can be supported subject to conditions.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications and Milestones

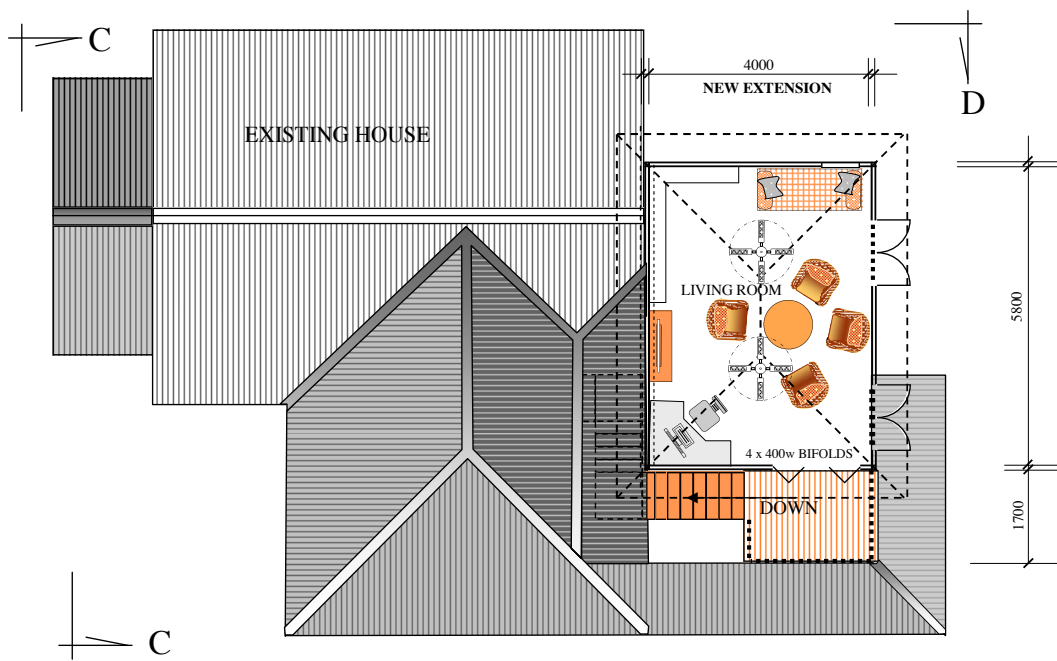
Nil.

Voting requirements

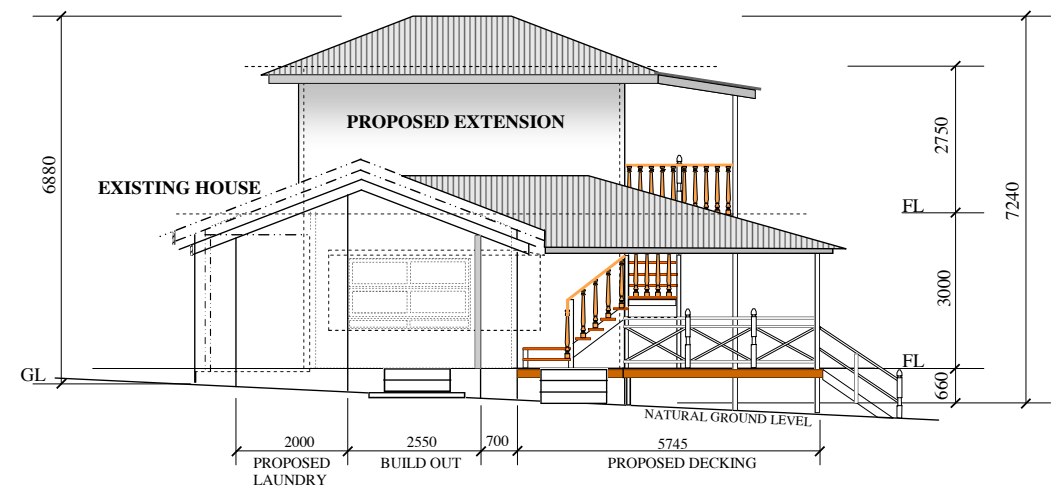
Simple majority

Attachments

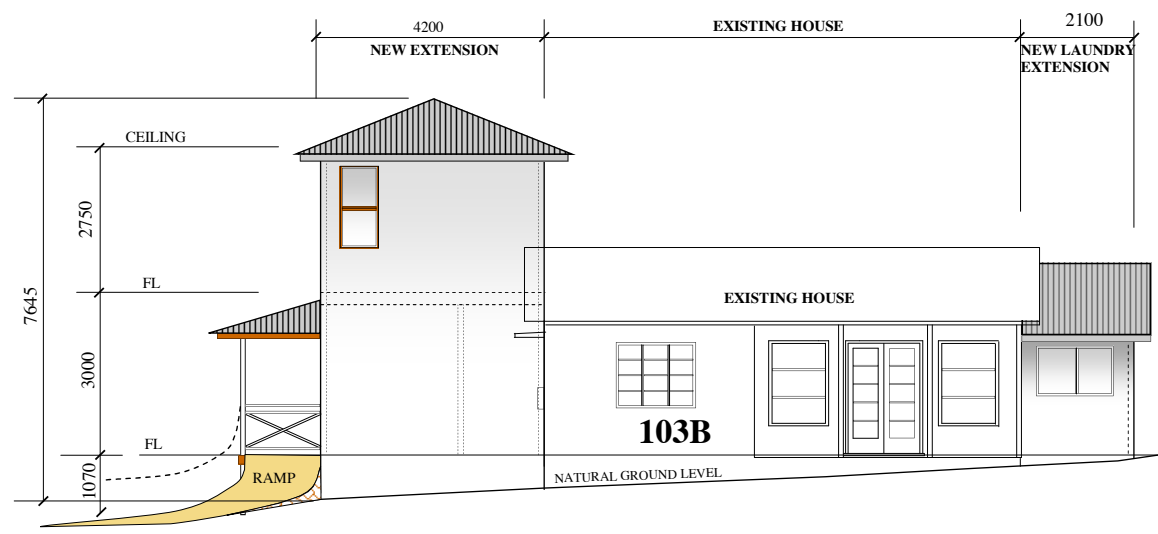
10.1.2.1 -Site plan and elevations



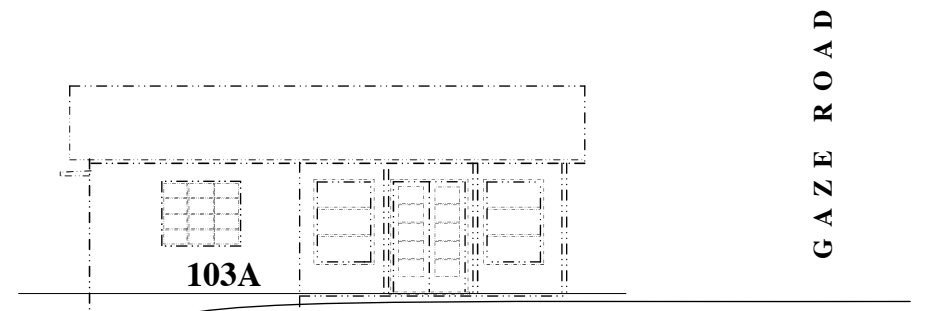
FIRST FLOOR PLAN
SCALE : 1 : 100



SIDE ELEVATION C
SCALE : 1 : 100



REAR ELEVATION D
SCALE : 1 : 100



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REFER TO THE PROJECT SPECIFICATIONS AND ASSOCIATED DRAWINGS

CLIENT
TERRY & KATHY HICKS
103B GAZE ROAD
CHRISTMAS ISLAND

PROJECT
PROPOSED ADDITION TO THE
EXISTING HOUSE
PLAN & ELEVATIONS 2



ASSOCIATED DRAWINGS:
LOCATION PLAN 602-1-4
SITE PLAN 602-2-4
PLAN & ELEVATIONS 1 602-3-4

DRAWN: DRG
DATE: 1 NOV 2021
PROJECT DRAWING No. **602-4-4**
REV. No. 35 **1 / 3 NOV. 2021**



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|--|
| SUBMISSION TO | Ordinary Council Meeting 8 February 2022 |
| AGENDA REFERENCE | 10.2.1 |
| SUBJECT | Schedule of Accounts - December 2021 |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 3.1.14 |
| INTEREST DISCLOSURE | None |
| DATE OF REPORT | 5 January 2022 |
| AUTHOR | Rostyna Oh, Acting Manager Finance & Admin |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That Council approves the expenditure as presented in December 2021 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 31 December 2021: **\$96,580.37**

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 - December 2021.

“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 8 February 2022 2021 |
| AGENDA REFERENCE | 10.2.2 |
| SUBJECT | Financial Statements - December 2021 |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 3.1.14 |
| INTEREST DISCLOSURE | None |
| DATE OF REPORT | 5 January 2022 |
| AUTHOR | Rostyna Oh, Acting Manager Finance & Admin |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That Council receives the Financial Statements of December 2021 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.

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 31 December 2021.

SHIRE OF CHRISTMAS ISLAND

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2021 TO 31 DECEMBER 2021

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

| | | NOTE | 31 December 2021 Y-T-D Actual \$ | 31 December 2021 Y-T-D Budget \$ | 2021/22 Budget \$ | Variances Budget to Actual Y-T-D % | >10% & >\$10,000 |
|--|---|------|---|---|-------------------------|--|------------------------|
| Operating | | | | | | | |
| Revenues/Sources | | | | | | | |
| | | 3 | 1 | 6,461,248 | 3,449,927 | 6,899,853 | 87.3% |
| | General Purpose Funding | | 2 | 544,670 | 2,500 | 5,000 | |
| | Governance | | 3 | 365 | 450 | 900 | |
| | Law, Order, Public Safety | | 4 | 11,048 | 9,500 | 19,000 | |
| | Health | | 5 | 1,430 | 1,000 | 2,000 | |
| | Welfare | | 6 | 15,600 | 23,500 | 47,000 | |
| | Housing | | 7 | 655,292 | 384,147 | 768,294 | 70.6% |
| | Community Amenities | | 8 | 72,475 | 90,050 | 180,100 | |
| | Recreation and Culture | | 9 | 401,836 | 388,000 | 776,000 | |
| | Transport | | 10 | 16,135 | 16,000 | 32,000 | |
| | Economic Services | | 11 | 7,098 | 7,000 | 14,000 | |
| | Other Property and Services | | | 8,187,196 | 4,372,074 | 8,744,147 | |
| | | | | | | | 271,145 |
| (Expenses)/(Applications) | | | | | | | |
| | General Purpose Funding | 3 | 12 | (49,344) | (74,660.50) | (149,321) | |
| | Governance | | 13 | (416,703) | (461,246.00) | (922,492) | |
| | Law, Order, Public Safety | | 14 | (95,400) | (120,616.50) | (241,233) | |
| | Health | | 15 | (65,060) | (92,691.00) | (185,382) | |
| | Welfare | | 16 | (279,870) | (340,355.00) | (680,710) | |
| | Housing | | 17 | (67,198) | (92,107.50) | (184,215) | |
| | Community Amenities | | 18 | (719,595) | (1,019,301.00) | (2,038,602) | |
| | Recreation & Culture | | 19 | (899,786) | (1,301,950.50) | (2,603,901) | |
| | Transport | | 20 | (1,714,930) | (2,247,228.50) | (4,494,457) | |
| | Economic Services | | 21 | (55,259) | (127,139.00) | (254,278) | |
| | Other Property and Services | | 22 | 3,743 | (245,000.00) | (490,000) | |
| | | | | (4,359,403) | (6,122,295.50) | (12,244,591) | |
| Adjustments for Non-Cash | | | | | | | |
| (Revenue) and Expenditure | | | | | | | |
| | Profit/(Loss) on Asset Disposals | 3 | 23 | 0 | 0 | 0 | |
| | Leave Accruals | | 24 | 0 | 0 | 0 | |
| | Movement in accrual interests | | | 0 | 0 | 0 | |
| | Depreciation on Assets | | 25 | 0 | 1,241,650 | 2,483,300 | |
| Capital Revenue and (Expenditure) | | | | | | | |
| | Purchase Property, Plant & Equipment | 3 | 26 | (279,276) | (323,500) | (647,000) | 13.7% |
| | Purchase Infrastructure Assets - Roads | | 27 | (576,012) | (755,876) | (1,511,751) | |
| | Proceeds from Disposal of Assets | | 28 | 0 | - | 0 | |
| | Transfers to Reserves (Restricted Assets) | | 29 | 0 | (312,807) | (625,613) | |
| | Transfers from Reserves (Restricted Assets) | | 30 | 0 | 221,000 | 442,000 | |
| | Grants | | 31 | 256,351 | 555,876 | 1,111,751 | |
| | | | | | | | |
| ADD | Net Current Assets July 1 B/Fwd | 1 | | 791,057 | 387,811 | 775,622 | |
| LESS | Net Current Assets Year to Date | 1 | | 5,466,337 | - | 0 | |
| | Amount Raised from Rates | | | (1,446,424) | (736,068) | (1,472,135) | |

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 JULY 2021 TO 31 DECEMBER 2021

| | 31 December 2021 Actual \$ | Brought Forward 1-Jul \$ |
|---|---|---|
| Note 1. NET CURRENT ASSETS | | |
| FM Reg 34 (2)(a) Composition of Estimated Net Current Asset Position | | |
| CURRENT ASSETS | | |
| Cash - Unrestricted | 5,627,855 | 1,005,729 |
| Cash - Restricted | 4,585,316 | 4,585,316 |
| Receivables | 333,224 | 677,304 |
| Inventories | 819,775 | 832,279 |
| Other Financial Assets | 20,342 | 31,610 |
| | 11,386,511 | 7,132,238 |
| LESS: CURRENT LIABILITIES | | |
| Payables and Provisions | (1,334,808) | (1,755,865) |
| | 10,051,703 | 5,376,373 |
| Less: Cash - Reserves - Restricted | (4,585,316) | (4,585,316) |
| Less: Cash - Restricted/Committed | (51) | 0 |
| NET CURRENT ASSET POSITION | 5,466,337 | 791,057 |

| | | |
|---|------------|-----------------|
| Note 2. CURRENT RATIO | | |
| <u>Current Assets</u> | 11,386,511 | 8.53 : 1 |
| Current Liabilities | 1,334,808 | |
| QUICK RATIO | | |
| <u>Current Assets - (Restricted Assets + Inventories)</u> | | |
| Current Liabilities | | |
| 11,386,511 - (4,585,316 + 819,775) | | 4.48 : 1 |
| 1,334,808 | | |

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 JULY 2021 TO 31 DECEMBER 2021

Note 3. VARIANCES

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

| | OPERATING REVENUE | |
|--------------------------|-----------------------------|---|
| 1 General Purpose | 87.3% above budget estimate | due to final FAG payment. |
| 7 Comm Amenities | 70.6% above budget estimate | due to Commercial Garbage Quarterly Charges sent out in October 2021. |



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|--|
| SUBMISSION TO | Ordinary Council Meeting 8 February 2022 |
| AGENDA REFERENCE | 10.2.3 |
| SUBJECT | Outstanding Rates/Debtors Report 31 December 2021 |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 3.1.9 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | 21 January 2022 |
| AUTHOR | Kevin Wilson, A/Manager Finance & Admin |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

The report is noted.

BACKGROUND

Policy and legislation require regular reports to Council about the extent of debt to the Shire and any actions to be taken or to recover unpaid monies.

A debt is defined as any amount of money owed to the Shire by virtue of the provision of services, levying of rates, fees and charges, funding agreements, the provision of private works or other fee for service and payment has not been made within 45 days of issuance of invoice, notice or agreement. A debt does not include instalment arrangements, unless the final instalment is overdue by 45 days or more.

COMMENT

As at 31 December 2021, the Shire was owed \$401,092. The breakdown of monies owed is as follows:

| Payment Type | Total owed | Amounts under \$200 | Amounts over \$200 | Debts written off in preceding quarter | Debts referred to debt collection or subject to negotiated settlement/ Other |
|------------------|----------------|---------------------|--------------------|--|--|
| | \$ | \$ & No. | \$ & No | \$ & No. | \$ & No. |
| Rates & Services | 125,010 111 | 807 32 | 124,203 79 | Nil | Nil |
| Others | 207,934 20 | 743 7 | 139,928 12 | Nil | 67,623 1 |
| Private works | 68,148 2 | Nil | 68,148 2 | Nil | Nil |

STATUTORY ENVIRONMENT

Section 6.13 of the Local Government Act 1995 (WA) (CI) and regulations 19A & 19B of the LG Financial Management Regulations apply. In relation to rates and service charge debts in excess of 3 years, Council must make at least 1 attempt to recover unpaid monies by court action before exercising the power to compulsory sell the property.

POLICY IMPLICATIONS

Council's FI – 5 Debt Recovery Policy applies. The policy sets out the scheme for pursuing debts via letters of demand and local court action. The CEO has delegated authority to pursue debt recovery and to write off debts under \$200. Council has the sole authority to write off debts over \$200.

FINANCIAL IMPLICATIONS

There are some costs to Council in pursuing debts, eg summons. However, Council can also apply interest penalties on outstanding debts and court fees, thereby mitigating these costs.

STRATEGIC IMPLICATIONS & MILESTONES

Objective 1 of the Governance environment is to "Provide good governance in line with the requirements of the LGA 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.

CONSULTATION

No consultation is required. Debtors will be contacted direct about their debts in accordance with the policy.

VOTING REQUIREMENTS

A simple majority is required.

ATTACHMENTS

Nil



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|--|
| SUBMISSION TO | Ordinary Council Meeting 8 February 2022 2021 |
| AGENDA REFERENCE | 10.2.4 |
| SUBJECT | Financial Statements - January 2022 |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 3.1.14 |
| INTEREST DISCLOSURE | None |
| DATE OF REPORT | 4 February 2022 |
| AUTHOR | Kevin Wilson, Acting Manager Finance & Admin |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That Council receives the Financial Statements of January 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

- 10.2.4.1 Financial Statements - Municipal Fund 31 January 2022.
- 10.2.4.2 Asset Acquisition Statement

SHIRE OF CHRISTMAS ISLAND
STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2021 TO 31 JANUARY 2022

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

| NOTE | | 31 January 2022 Y-T-D Actual \$ | 31 January 2022 Y-T-D Budget \$ | 2021/22 Budget \$ | Variations Budget to Actual Y-T-D % | >10% & >\$10,000 | |
|---|---|--|--|-------------------------|---|------------------------|-----------|
| Operating | | | | | | | |
| Revenues/Sources | | | | | | | |
| | 3 | 1 | 6,461,358 | 4,024,914 | 6,899,853 | 60.5% | |
| | | 2 | 544,709 | 2,917 | 5,000 | 18575.7% | 541,792 |
| | | 3 | 415 | 525 | 900 | | |
| | | 4 | 11,821 | 11,083 | 19,000 | | 0 |
| | | 5 | 1,558 | 1,167 | 2,000 | | |
| | | 6 | 18,150 | 27,417 | 47,000 | | |
| | | 7 | 736,554 | 448,172 | 768,294 | 64.3% | 288,382 |
| | | 8 | 74,041 | 105,058 | 180,100 | | |
| | | 9 | 327,509 | 452,667 | 776,000 | | |
| | | 10 | 18,847 | 18,667 | 32,000 | | 0 |
| | | 11 | 86,296 | 8,167 | 14,000 | 956.7% | 78,129 |
| | | | 8,281,257 | 5,100,752 | 8,744,147 | | |
| (Expenses)/(Applications) | | | | | | | |
| | 3 | 12 | (49,344) | (87,103.92) | (149,321) | | |
| | | 13 | (648,975) | (538,120.33) | (922,492) | 20.6% | |
| | | 14 | (105,968) | (140,719.25) | (241,233) | | |
| | | 15 | (69,154) | (108,139.50) | (185,382) | | |
| | | 16 | (299,037) | (397,080.83) | (680,710) | | |
| | | 17 | (95,703) | (107,458.75) | (184,215) | | |
| | | 18 | (791,872) | (1,189,184.50) | (2,038,602) | | |
| | | 19 | (1,100,339) | (1,518,942.25) | (2,603,901) | | |
| | | 20 | (1,960,361) | (2,621,766.58) | (4,494,457) | | |
| | | 21 | (67,833) | (148,328.83) | (254,278) | | |
| | | 22 | (408,449) | (285,833.33) | (490,000) | 42.9% | (122,616) |
| | | | (5,597,036) | (7,142,678.08) | (12,244,591) | | |
| Adjustments for Non-Cash (Revenue) and Expenditure | | | | | | | |
| | 3 | 23 | 0 | 0 | 0 | | |
| | | 24 | 0 | 0 | 0 | | |
| | | 25 | 553,354 | 1,448,592 | 2,483,300 | | |
| | 3 | 26 | (279,276) | (377,417) | (647,000) | | |
| | | 27 | (599,996) | (881,855) | (1,511,751) | | |
| | | 28 | 0 | - | 0 | | |
| | | 29 | 0 | (364,941) | (625,613) | | |
| | | 30 | 0 | 257,833 | 442,000 | | |
| | | 31 | 331,527 | 648,521 | 1,111,751 | 48.9% | -316,994 |
| | 1 | | 791,057 | 452,446 | 775,622 | | |
| | 1 | | 4,927,830 | - | 0 | | |
| | | | (1,446,943) | (736,068) | (1,472,135) | | |

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 JULY 2021 TO 31 JANUARY 2022

31 January
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 | 5,036,947 | 1,005,729 |
| Cash - Restricted | 4,585,316 | 4,585,316 |
| Receivables | 406,796 | 677,304 |
| Inventories | 822,565 | 832,279 |
| Other Financial Assets | 22,608 | 31,610 |
| | 10,874,232 | 7,132,238 |

LESS: CURRENT LIABILITIES

| | | |
|------------------------------------|-------------|-------------|
| Payables and Provisions | (1,361,035) | (1,755,865) |
| | 9,513,196 | 5,376,373 |
| Less: Cash - Reserves - Restricted | (4,585,316) | (4,585,316) |
| Less: Cash - Restricted/Committed | (51) | 0 |
| NET CURRENT ASSET POSITION | 4,927,830 | 791,057 |

Note 2. CURRENT RATIO

| | | |
|---------------------|------------|----------|
| Current Assets | 10,874,232 | |
| Current Liabilities | 1,361,035 | 7.99 : 1 |

QUICK RATIO

| | | |
|--|---|-------------------------|
| $\frac{\text{Current Assets} - (\text{Restricted Assets} + \text{Inventories})}{\text{Current Liabilities}}$ | | |
| 10,874,232 | - | (4,585,316 + 822,565) |
| | - | 1,361,035 |
| | | 4.02 : 1 |

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 JULY 2021 TO 31 JANUARY 2022

Note 3. VARIANCES

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

OPERATING REVENUE

| | | |
|--------------------|--------------------------------|---|
| General Purpose | 60.5% above budget estimate | due to final FAG payment. |
| Comm Amenities | 64.3% above budget estimate | due to Commercial Garbage Quarterly Charges sent out in October 2021. |
| Governance | 18575.7% above budget estimate | Payment in accordance with MOU - Dept of Home Affairs |
| Other Property Ser | 956.7% above budget estimate | Revenue from Parks Australia for Private Works to review whether operating or capital revenue |

OPERATING EXPNDITURE

| | | |
|--------------------|-----------------------------|--|
| Governance | 20.6% above budget estimate | Computing Operating expenses & Depreciation exceeding budget |
| Other Property Ser | 42.9% above budget estimate | Overhead Allocatiosn exceed budge to be investigated |

**SHIRE OF CHRITMAS ISLAND
ASSET ACQUISITION**

FOR THE PERIOD ENDED 31TH JANUARY 2022

| | 2021/22 Budget \$ | Actual to 31/1/22 | Variance |
|--------------------------------------|-------------------------|----------------------|------------------------------|
| LGA S6.2 (4) | | | |
| GOVERNANCE | | | |
| Plant & machinery | 60000 | 12000 | 48000 |
| Furniture & equipment | 120000 | 125450 | -5450 |
| HOUSING | | | |
| Buildings | 10000 | 29650 | -19650 28 Seaview Drive |
| COMMUNITY AMENITIES | | | |
| Plant & machinery | 10000 | 0 | 10000 |
| Furniture & equipment | 5000 | 0 | 5000 |
| RECREATION & CULTURE | | | |
| Plant and machinery | 15000 | 0 | 15000 |
| Furniture & equipment | 52000 | 0 | 52000 |
| Buildings | 0 | 71169 | -71169 Poon San Basketball/£ |
| TRANSPORT | | | |
| Buildings | 35000 | 0 | 35000 |
| Roads and transport - infrastructure | 1511751 | 550067 | 961684 |
| Plant & machinery | 125000 | 12189 | 112811 |
| Furniture & equipment | 120000 | 37750 | 82250 |
| ECONOMIC SERVICES | | | |
| Buildings | 10000 | 6187 | 3813 |
| Plant & machinery | 55000 | 0 | 55000 |
| Furniture & equipment | 20000 | 14172 | 5828 |
| OTHER PROPERTY & SERVICES | | | |
| Furniture & equipment | 10000 | 2200 | 7800 |
| Total | 2158751 | 860834 | 1297917 |
| By Class | | | |
| Buildings | 55000 | | |
| Roads and transport - infrastructure | 1511751 | | |
| Plant and machinery | 265000 | | |
| Furniture and equipment | 327000 | | |
| Total | 2158751 | 0 | |



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|---|
| SUBMISSION TO | Ordinary Meeting of Council 8 Feb 2022 |
| AGENDA REFERENCE | 10.4.1 |
| SUBJECT | Tender for Sale of Surplus Items, Plant and Equipment |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 5.13.49 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | 3 February 2022 |
| AUTHOR | Graeme Hedditch, Works & Services Manager |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That Council calls for Tenders for the Sale of Surplus Items and Plant and equipment as below:

| Description | Plant No | Year | Approx. Km/Hrs |
|-----------------------------------|----------|------|----------------|
| 01 Stihl Brush cutter FS130 | P0010 | n/a | n/a |
| 02 Stihl Brush cutter FS130 | P0010 | n/a | n/a |
| 03 Stihl Brush cutter FS130 | P0010 | n/a | n/a |
| 04 Stihl Brush cutter FS130 | P0010 | n/a | n/a |
| | | | |
| 01 Stihl Leaf Blower Machine BG56 | P0150 | | |
| | | | |
| 01 Kubota Ride-on Mower | P0060 | 2014 | n/a |
| 02 Kubota Ride-on Mower | P0210 | 2015 | n/a |
| 03 Honda Mower HRU216 | | n/a | n/a |
| | | | |
| 01 Chain Saw MS180 | P0130 | n/a | n/a |
| 02 Chain Saw MS211 | P0130 | n/a | n/a |
| 03 Chain Saw MS250 | P0130 | n/a | n/a |
| 04 Chain Saw MS250 | P0130 | n/a | n/a |
| 05 Chain Saw MS250 | P0130 | n/a | n/a |
| 06 Chain Saw MS250C | P0130 | n/a | n/a |
| 07 Chain Saw MS461 | P0130 | n/a | n/a |

BACKGROUND

The Shire is upgrading its aging Light Machinery i.e. (Chain Saws, Brush Cutters, Pole Saws and Ride on Mower)

COMMENT

The new light machinery has now arrived on Christmas Island after a long delay's due to machinery shortage issues.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

STRATEGIC IMPLICATIONS & MILESTONES

Nil

CONSULTATION

None required

VOTING REQUIREMENTS

Simple majority.



SHIRE OF CHRISTMAS ISLAND

| | |
|----------------------------|--|
| SUBMISSION TO | Ordinary Meeting of Council 8 Feb 2022 |
| AGENDA REFERENCE | 10.4.2 |
| SUBJECT | Tender for Sale of Surplus Hino Truck |
| LOCATION/ADDRESS/APPLICANT | N/A |
| FILE REFERENCE | 5.13.50 |
| INTEREST DISCLOSURE | Nil |
| DATE OF REPORT | 3 February 2022 |
| AUTHOR | Graeme Hedditch, Works & Services Manager |
| SIGNATURE OF AUTHOR | SIGNED |
| SIGNATURE OF CEO | SIGNED |

RECOMMENDATION

That Council calls for Tenders for the Sale of the Old Hino Hiab Tray Truck.

BACKGROUND

The Old Hino Tray Truck would be tender out, only once the New Isuzu Truck had arrived. The Hiab Crane has now been fitted to the new truck.

| Description | Plant No | Year | Approx. Km/Hrs |
|-----------------|----------|------|----------------|
| Hino Tray Truck | P61209 | 1993 | 90,000 |

COMMENT

The New Truck has been fitted with the Hiab and the skip bin service has recommenced in December 2021

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Sale to Surplus

STRATEGIC IMPLICATIONS & MILESTONES

NIL

CONSULTATION

None required.

VOTING REQUIREMENTS

Simple majority.