



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 25 May 2021 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 27 April 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**
 - 10.2 Manager Finance & Administration**
 - 10.2.1 Schedule of Accounts – April 2021 (pg 5-10)
 - 10.2.2 Financial Statements – April 2021 (pg 11-16pgs)
 - 10.3 Manager Community/Recreation Services & Training**
 - 10.3.1 Celebrating 23rd Anniversary Seniors Week (pg 17-18)
 - 10.4 Manager Works, Services & Waste**
 - 10.5 Manager Governance Research Policy & Grants**
 - 10.5.1 Golf Course Management Orders (pg 19-22)
 - 10.5.2 Report of Review Accepted by WAPC (pg 23-35)
- 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**
15 June 2021



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

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

- 1.1 The Shire President declared the meeting open at 7.08pm.

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

2.1 Record of Attendance

Shire President

Deputy President

Councillors

Cr Gordon **THOMSON**

Cr Kee Heng **FOO**

Cr Philip **WOO**

Cr Kelvin Kok Bin **LEE**

Cr Hafiz **MASLI**

Cr Farzian **ZAINAL**

Cr Azmi **YON**

Cr Vincent Cheng-Siew **SAW**

Acting Chief Executive Officer

Manager Works, Services & Waste

Manager Research, Policy, Governance & Grants/Minute Taker

So Hon **GAN**

Graeme **HEDDITCH**

Chris **SU**

2.2 **Leave of Absence**

Chief Executive Officer

David **PRICE**

2.3 **Apologies**

Councillor

Manager Community/Recreation Services

Cr Morgan Boon Hwa **SOH**

Olivier **LINES**

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4 PUBLIC QUESTION TIME

- 4.1 Cr Kelvin LEE raised the question of coronavirus vaccine rollout requested to him by residents. Noted that the Federal Minister for Health Greg HUNT had advised publically that over 50s will be able to access a vaccination treatment at their local GPs from mid-May across Australia.

Cr LEE asked if Council has any advice on when the vaccine rollout will take place on Christmas Island. Shire President Gordon THOMSON responded that the Shire has not received any advice as to when this may happen. The Shire has no representation on the IOTHS Health Consultative Group, which may know. Cr THOMSON advised that he did know that none of the IOTHS have yet had a vaccination.

Action Item:

Shire to write to the Office of the Administrator to seek clarification on when the coronavirus vaccine rollout will occur for over 50s in Christmas Island.

- 4.2 Cr Farzian ZAINAL asked if Council was responsible for the emptying of the cigarette butt bins in the Cove gazebos. Manager of Works Graeme HEDDITCH responded that Shire was responsible. Cr ZAINAL noted that they were full and requested them to be emptied.

Action Item:

Manager of Works Graeme HEDDITCH to ensure cigarette butt bins at Cove gazebos are attended to.

- 4.3 Cr Farzian ZAINAL notes the steel interpretive signs in the township district at places of historical significance. Requested if Council could look into the upkeep and increase of interpretive signs as they were popular with visitors to learn more about the Island.

Cr THOMSON advised that these steel interpretive signs were an initiative from the Commonwealth in 2004. Manager for Policy Chris SU advised Council that a *Christmas Island Heritage Trail* booklet project was going to be submitted in the 2021/2022 budget for their consideration. This proposed booklet would be an interpretive guide to the places of historic and cultural importance in the township. This would be Council's initiative to provide interpretation to island spaces for visitor and residents alike.

- 4.4 Cr Vincent SAW raised a concern about the placement of road signs on Murray road. He put that they could be placed more on the edge of the road and less on it to maximise space for passing cars. Manager for Works Graeme HEDDITCH advised he will review the placement and advised Council that these signs were placed on that part of the road specifically to alert drivers to the ongoing works and the loose gravel at places where the roadworks have occurred.

Cr YON asked if Council knew when the two solar street lights on Murray road would be functional again. Cr THOMSON advised that those two lights were the responsibility of IOTPS and that Shire will write to IOTPS for advice on that.

Action Item:

Shire to write to IOTPS on when the solar street lights would be operational again.

- 4.5 Cr Farzian ZAINAL enquired about the trees on the foreshore opposite the Malay Club / Mosque area that needed trimming or removal. Noted that Shire had removed one of the trees, wanted an update on the rest of the trees? Manager for Works Graeme HEDDITCH advised that Council had removed one of the trees earlier. Later he was made aware that Commonwealth contractor MANTEENA had actually in their contract for the Flying Fish Cove Foreshore Development program an item to remove said trees. Shire has accordingly ceased plans to remove the remaining trees; MANTEENA will address them in the roll out of their foreshore program.

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 23 March 2021

Members considered the unconfirmed minutes.

Council Resolution

Moved: Cr MASLI

Seconded: Cr SAW

Res. No: 25/21

That Council adopt the unconfirmed minutes of the 23 March 2021 Council Meeting.

Carried: 8/0

7.2 Minutes of Special Council Meeting held on 20 April 2021

Members considered the unconfirmed minutes of the special council meeting

Council Resolution

Moved: Cr YON

Seconded: Cr WOO

Res. No: 26/21

That Council adopt the unconfirmed minutes of the 20 April Special Council Meeting

Carried: 8/0

7.3 Business Arising from the Minutes of Previous Meetings

- 7.3.1 Cr THOMSON raised the matter of road maintenance at North West Point Road. Previous Council Meeting discussed the state of NWP road and a recent auto accident on that road.

Manager for Works Graeme HEDDITCH advised that Council was successful in a tender from Parks to conduct maintenance on NWP road, East West Baseline Road and the National Park component of Murray Road.

The project is slated for completion over 10 weeks. The first five weeks will address NWP road. This will require closing the NWP road, leaving EWB and Murray Road as the alternate. The last five weeks will require closing EWB and Murray Road for repair works, leaving the newly repaired NWP road as the alternate.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- 8.1 Shire President Cr THOMSON advised that he received correspondence from the Office of the Administrator advising that the upcoming visit of Assistant Minister Nola MARINO from 30/4 to 4/5 has been postponed.

9 REPORTS OF COMMITTEES

10 REPORTS OF OFFICERS

10.1 Chief Executive Officer

10.1.1 Statue Restoration Project – Catholic Church

Council Resolution

Moved: Cr FOO

Seconded: Cr LEE

Res. No: 27/21

The Council notes the President's approval of \$500 from the Community Assistance Grant funds towards the Christmas Island Catholic Church Statue Restoration Project

Carried: 8/0

10.2 Manager Finance & Administration

10.2.1 Schedule of Accounts – March 2021

Council Resolution

Moved: Cr WOO

Seconded: Cr LEE

Res. No: 28/21

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

Carried: 8/0

10.2.2 Financial Statements - March 2021

Council Resolution

Moved: Cr MASLI

Seconded: Cr SAW

Res. No: 29/21

That Council receives the Financial Statements of March 2021 for the Municipal Fund.

Carried: 8/0

10.2.3 Outstanding Rates/Debtors Report 31 March 2021

Council Resolution

Moved: Cr LEE

Seconded: Cr YON

Res. No: 30/21

The report is noted.

Carried: 8/0

10.3 Manager Community/Recreation Services & Training

10.4 Manager Works, Services & Waste

10.5 Manager Governance, Research, Policy & Grants

10.5.1 Report of Review to initial formal review of the LPS No.2

Council Resolution

Moved: Cr FOO

Seconded: Cr MASLI

Res. No: 31/21

Council approve the *Review of Shire of Christmas Island Local Planning Scheme no. 2* report and its recommendations within as follows:

- Pursuant to Regulation 66(3)(a)(iii) of the Planning and Development (Local Planning Schemes) Regulations WA (WA)(CI) to make a recommendation to the Western Australia Planning Commission that the Shire of Christmas Island Local Planning Scheme No.2 be repealed and a new scheme be prepared in its place with the LPS 2 repealed upon approval of the new scheme; and
- Pursuant to Regulation 66(3)(b)(iii) of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA)(CI) to make a recommendation to the Western Australian Planning Commission that the Shire of Christmas Island Local Planning Strategy 2015 should be repealed and a new strategy prepared in its place.

Carried: 8/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

13 BEHIND CLOSED DOORS



14 CLOSURE OF MEETING

The Shire President closed the meeting at 7.45pm

15 DATE OF NEXT MEETING: 25 May 2021



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 25 May 2021
AGENDA REFERENCE	10.2.1
SUBJECT	Schedule of Accounts - April 2021
LOCATION/ADDRESS/APPLICANT	N/A
FILE REFERENCE	3.1.14
INTEREST DISCLOSURE	None
DATE OF REPORT	6 May 2021
AUTHOR	Gan So Hon, Manager Finance & Admin
SIGNATURE OF AUTHOR	
SIGNATURE OF CEO (Acting)	

RECOMMENDATION

That Council approves the expenditure as presented in April 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 30 April 2021:

\$141,727.51

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.

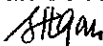

ATTACHMENTS

1. Certification of CEO and Chairperson of the Meeting.
2. Schedule of Accounts - April 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 25 May 2021
AGENDA REFERENCE	10.2.2
SUBJECT	Financial Statements – April 2021
LOCATION/ADDRESS/APPLICANT	N/A
FILE REFERENCE	3.1.14
INTEREST DISCLOSURE	None
DATE OF REPORT	7 May 2021
AUTHOR	Gan So Hon, Manager Finance & Admin
SIGNATURE OF AUTHOR	
SIGNATURE OF CEO (Acting)	

RECOMMENDATION

That Council receives the Financial Statements of April 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

1. Financial Statements - Municipal Fund 30 April 2021.

SHIRE OF CHRISTMAS ISLAND

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 30 APRIL 2021

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

		NOTE		30 April 2021 Y-T-D Actual \$	30 April 2021 Y-T-D Budget \$	2020/21 Budget \$	Variances Budget to Actual Y-T-D %	>10% & >\$10,000
<u>Operating</u>								
Revenues/Sources								
General Purpose Funding	3	1		6,571,846	5,371,431	6,445,717	22.3%	1,200,415
Governance		2		16,799	4,167	5,000		
Law, Order, Public Safety		3		502	750	900		
Health		4		17,185	15,833	19,000		
Welfare		5		1,124	1,667	2,000		
Housing		6		39,000	45,000	54,000		
Community Amenities		7		866,593	475,333	570,400	82.3%	391,259
Recreation and Culture		8		72,578	162,583	195,100		
Transport		9		132,815	228,333	274,000	(41.8%)	(95,519)
Economic Services		10		82,700	26,667	32,000		
Other Property and Services		11		11,758	11,667	14,000		
				7,812,899	6,343,431	7,612,117		
(Expenses)/(Applications)								
General Purpose Funding	3	12		(80,881)	(109,669)	(131,603)		
Governance		13		(600,724)	(667,279)	(800,735)		
Law, Order, Public Safety		14		(152,333)	(197,684)	(237,221)		
Health		15		(81,338)	(142,398)	(170,878)		
Welfare		16		(418,628)	(541,101)	(649,321)		
Housing		17		(112,885)	(130,086)	(156,103)		
Community Amenities		18		(1,221,977)	(1,514,249)	(1,817,099)		
Recreation & Culture		19		(1,579,955)	(1,845,528)	(2,214,634)		
Transport		20		(2,541,927)	(3,986,223)	(4,783,467)		
Economic Services		21		(105,015)	(171,874)	(206,249)		
Other Property and Services		22		(393,807)	(416,667)	(500,000)		
				(7,289,469)	(9,722,758)	(11,667,310)		
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>								
Profit/(Loss) on Asset Disposals	3	23		0	0	0		
Leave Accruals		24		0	86,462	103,754		
Movement in accrual interests				0	0	0		
Depreciation on Assets		25		1,142,549	2,021,917	2,426,300		
<u>Capital Revenue and (Expenditure)</u>								
Purchase Property, Plant & Equipment	3	26		(1,556,783)	(995,833)	(1,195,000)	(56.3%)	(560,949)
Purchase Infrastructure Assets - Roads		27		(689,094)	(583,920)	(700,704)	(18.0%)	(105,174)
Proceeds from Disposal of Assets		28		0	0	0		
Transfers to Reserves (Restricted Assets)		29		0	(60,558)	(72,669)	100.0%	60,558
Transfers from Reserves (Restricted Assets)		30		0	943,333	1,132,000	100.0%	(943,333)
Grants		31		1,115,054	583,920	700,704		
ADD Net Current Assets July 1 B/Fwd	1			388,615	337,596	405,115		
LESS Net Current Assets Year to Date	1			2,331,686	0	0		
Amount Raised from Rates				(1,407,915)	(1,046,411)	(1,255,693)		

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 2020 TO 30 APRIL 2021

	30 April 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	1,551,922	618,221
Cash - Restricted	5,113,659	5,113,659
Receivables	479,160	210,782
Inventories	958,545	385,109
Other Financial Assets	22,388	22,107
	8,125,674	6,349,877
LESS: CURRENT LIABILITIES		
Payables and Provisions	(679,505)	(847,604)
	7,446,170	5,502,273
Less: Cash - Reserves - Restricted	(5,113,659)	(5,113,659)
Less: Cash - Restricted/Committed	(825)	0
NET CURRENT ASSET POSITION	2,331,686	388,615

Note 2. CURRENT RATIO		
Current Assets	8,125,674	
Current Liabilities	679,505	
		11.96 : 1
QUICK RATIO		
Current Assets - (Restricted Assets + Inventories)		
Current Liabilities		
	8,125,674 - (5,113,659 + 958,545)	3.02 : 1
	679,505	

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 2020 TO 30 APRIL 2021

Note 3. VARIANCES

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

OPERATING REVENUE		
1 General Purpose	22.3% above budget estimate	due to rate notices charged to June 2021 & payment of 100%FAG.
7 Comm Amenities	82.3% above budget estimate	due to Residential Garbage charged to June 2021 & DIAC garbage collections - charged 7 days instead of 2 days per week.
9 Transport	-41.8% below budget estimate	due to C'Vealth, CRA (2/3) & R2R Roads Projects/Funding are Capital Revenue.
CAPITAL EXPENDITURE		
Property, Plant & Equip	-56.3% above budget estimate	due to construction of Skate Park/Computer & Covic-19 Staff Housing Upgrade.
27 Infrastructure Rd	-18% above budget estimate	due to completion of CRA (Oct 20) & R2R (Jan 21)Road Projects.

10.2.2.1

Report	To Council Meeting - 25 May 2021
Item Number	F/A 10/2.2.1
Subject	Projected Cash Flows - Municipal Fund
Proponent	Finance
Reporting Officer	Manager Finance & Administration
Enabling Legislation	LG (Financial Management) Regs. 1996
File Number	

Projected Cash Flow January 2021 to June 2021

Month	January	February	March	April	May	June
Opening balance	55,000	1,000	51,000	7,000	14,000	1,000
Revenue						
General Purpose Grant	0	0	0	0	0	0
Rates	14,000	8,000	28,000	19,000	20,000	20,000
Others	0	62,000	70,000	103,000	277,000	80,000
CRA/R2R Grant/Com Svs Obligations	110,000	0	0	196,000	197,000	253,000
Reserve Funds	0	0	0	0	0	258,000
Transfer from Max-I/Fixed Term Deposit	597,000	523,000	660,000	490,000	493,000	939,000
Total Revenue	776,000	594,000	809,000	815,000	1,001,000	1,551,000
Expenditure						
Payroll	349,000	293,000	312,000	348,000	350,000	550,000
Payroll - ATO/Super	176,000	155,000	163,000	182,000	250,000	400,000
Purchases	250,000	95,000	327,000	271,000	400,000	600,000
Transfer to Fixed Term Account/Max-I	0	0	0	0	0	0
Total Expenditure	775,000	543,000	802,000	801,000	1,000,000	1,550,000
Closing Balance	1,000	51,000	7,000	14,000	1,000	1,000

Note:

Total Estimated Cash On Hand 30 April 2021

MUNICIPAL FUND

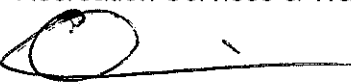

Max-I Account	\$ 1,537,178
FTD	\$0
Petty Cash/Cash Floats	\$ 600
Investments Shares	\$ 22,144
Cash At Bank	\$ 14,000
Sub-total	\$ 1,573,922
Less	
C'wealth/CRA/R2R Road Funding Projects	\$0
Outstanding Creditors 30/04/21	\$ (141,727)
Total	\$ 1,432,195

RESERVE & TRUST FUNDS

Reserve Fund Operating Account	130
Reserve Fund - Max-I Account	37,375
Reserve Fund - FTD	5,026,309
Trust Fund Operating Account	0
Trust Fund - Max-I Account	0
Trust Fund - FTD - Taman Sweetland Open Space	55,845
Trust Fund - FTD - Phosphate Hill Open Space	64,574
Welfare Reserve Fund Operating Account	91
Welfare Reserve Fund - Max-I Account	1,493
Welfare Reserve Fund - FTD	84,094
Total	5,269,911



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 25 May 2021
AGENDA REFERENCE	10.3.1
SUBJECT	Celebrating 23rd Anniversary Seniors Week
LOCATION/ADDRESS/APPLICANT	Nil.
FILE REFERENCE	4.2.3
INTEREST DISCLOSURE	None
DATE OF REPORT	29 April 2021
AUTHOR	Olivier Lines, Manager Community Recreation Services & Training
SIGNATURE OF AUTHOR	
SIGNATURE OF ACTING CEO	

RECOMMENDATION

That the Shire of Christmas Island coordinates the celebration of 23rd Anniversary Seniors Week from the 16th to 22nd August 2021 and invites sponsorship from community organisations to assist in facilitating this annual event.

BACKGROUND

The Shire of Christmas Island has been coordinating the celebration of Seniors Week on Island for the past twenty (22) years. In conjunction with the celebration of International Year of Older Persons (IYOP) in 1999, the 1st Seniors Week was launched in July 1999.

Continuing with the success of Seniors Week organised by the previous Manager Chew Boong Beng & the Community Services team, Community Services has sought to further develop Seniors Week as an exciting, stimulating, informative and fun series of activities looked forward to by Christmas Islands Seniors each year.

Seniors Week as traditionally conducted, continues to commence with the Shire sponsored & hosted Opening Ceremony & Closing Gala Dinner at the end of the week on a Sunday.

The Shire provides an amount of \$12'000.00 to facilitate the coordination of this celebration. Cash contributions and in-kind support are sought from community organisations, business groups and individuals in joining facilitating this annual event. Surplus donations from Seniors Week are transferred into the Senior Citizens Centre Building Fund as well as Seniors activities. The Senior Citizens Centre Building Fund was established in 2002.

COMMENT

Seniors Week on Christmas Island is a time to promote a positive understanding of ageing in our community, as well as to encourage Seniors to enjoy an active, healthy & social lifestyle, inviting community groups and organisations to organise events and activities during the week that can be enjoyed by all Seniors residents. Seniors are defined as people over 65 years of age.

Seniors Week also provides an opportunity for all sectors of the community to acknowledge and appreciate the diversity of our community and the value and contribution that Seniors make to our lives in general.

The Shire is confident that many organisations and individuals involved in previous years with Seniors Week, will continue to build on the developments and achievements of Seniors Week.

Shire information indicates that there are around 184 long-term seniors currently residing on Christmas Island. This group is made up of Chinese, Malay and Caucasians. It represents a 10% of current estimated population of 1843 (RDO 2030 Strategic Plan Strategic Plan) long-term residents.

STATUTORY ENVIRONMENT

There are no specific statutory implications arising from this matter.

POLICY IMPLICATIONS

There are no major implications arising from this matter.

FINANCIAL IMPLICATIONS

An amount of \$12'000.00 will be budgeted for the celebration of Seniors Week 2021.

STRATEGIC IMPLICATIONS & MILESTONES

Social Environment: 1.1 "Develop processes to work closely with the Commonwealth in relation to the planning, funding, delivery and evaluation of community services; and to address service gaps, e.g. in related to aged care and health care.

Social Environment: 1.2 "Develop policy and procedures for consultation with the community in relation to community services"

CONSULTATION

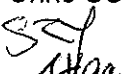
Community members are advised of this event through Shire Public Notices and articles in *The Islander*.

VOTING REQUIREMENTS

A simple majority is required.



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 25 May 2021
AGENDA REFERENCE	10.5.1
SUBJECT	Golf Course Management Orders
LOCATION/ADDRESS/APPLICANT	
FILE REFERENCE	6.4.9
INTEREST DISCLOSURE	
DATE OF REPORT	25 May 2021
AUTHOR	Chris SU, MGRPG
SIGNATURE OF AUTHOR	
SIGNATURE OF CEO (ACTING)	

RECOMMENDATION

That Council note the request from the Department of Planning, Lands and Heritage for Council's position on relinquishment of the Golf Course Management Orders and provide a response.

BACKGROUND

The Golf Course is owned by the Commonwealth. It is under the responsibility though of the Shire of Christmas Island with two Management Orders for the site, Management Orders H756401 and H756419.

The CI Golf Club are the operators of the Club House and maintain the grounds through their volunteer work. The golf course is open to the public for a small playing fee.

DPLH advised that it is very difficult for a Management Order to be taken off the Shire without the Shire's consent. DPLH have advised DITRDC that to remove the Management Order without another structure in place would put the site into a vacuum as an 'unreserved site' and as such under the Commonwealth's liability for accidents on site and so on.

COMMENT

The public has enjoyed access to the golf course since inception for a reasonable honour fee to the CI Golf Club. It is an important sporting, recreation and tourist facility for Christmas Island and features in the Shire of Christmas Island Sport and Recreation Plan.

The continued public access to the site into the future is of interest to Council under the Sports and Rec Plan and for tourism.

STATUTORY ENVIRONMENT

Management Orders are agreed vestings between the Commonwealth and the Shire of Christmas Island for various parks and sites across the Island. The Manager for

Finance and Records Officer maintains the full list of Management Orders in the archives.

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

STRATEGIC IMPLICATIONS & MILESTONES

The CI Golf Course is a feature of the Christmas Island Sports and Recreation Plan that drives a lot of the budgeting directions for the community services division.

The ongoing assumption when the Sports and Rec Plan was written was that it would continue to be a community asset provided to residents and visitors through the Shire.

Any loss of the golfing facility for the general public / tourists would be a great loss for the residents.

VOTING REQUIREMENTS

Simple Majority

ATTACHMENT

10.5.1.1 – DPLH Referral letter to Shire of 10.5.2021



**Department of Planning,
Lands and Heritage**

Our ref: File 01145-1993; Case 2100342
Enquiries: Rebecca Roberts, ph 08 6552 4628
rebecca.roberts@dph.wa.gov.au

Chief Executive Officer
Shire of Christmas Island
PO Box 863
Christmas Island 6798

By email only: admin@shire.gov.cx

Dear Sir/Madam

Proposal: Grant of Lease to Christmas Island Golf Club over Reserves 43174 and 43175, Christmas Island

The Western Australian (WA) Department of Planning, Lands and Heritage (DPLH) has received a request from the Commonwealth Department of Infrastructure, Transport, Regional Development and Communications (DITRDC) to revoke the existing Management Orders held by the Shire of Christmas Island over Reserves 43174 and 43175.

Lot on Deposited Plan (DP)	Management Order
Reserve 43174	
Lot 489 on DP 219762 (LR3109/482)	H756401
Lot 510 on DP 219762 (LR3084/134)	H756401
Reserve 43175	
Lot 492 on DP 219762 (LR3109/703)	H756419

To facilitate the proposal, I am contacting the Shire to obtain formal consent to revoke Management Orders H756401 and H756419. It would be most appreciated if these can be provided at the earliest, to facilitate a proposed lease over the land. Please note that your comments and considerations will be sent to DITRDC for consideration and they will be advised to contact your agency for further clarification, if required.

If you require any further information, I can be contacted via email at rebecca.roberts@dph.wa.gov.au or by phone on (08) 6552 4628.

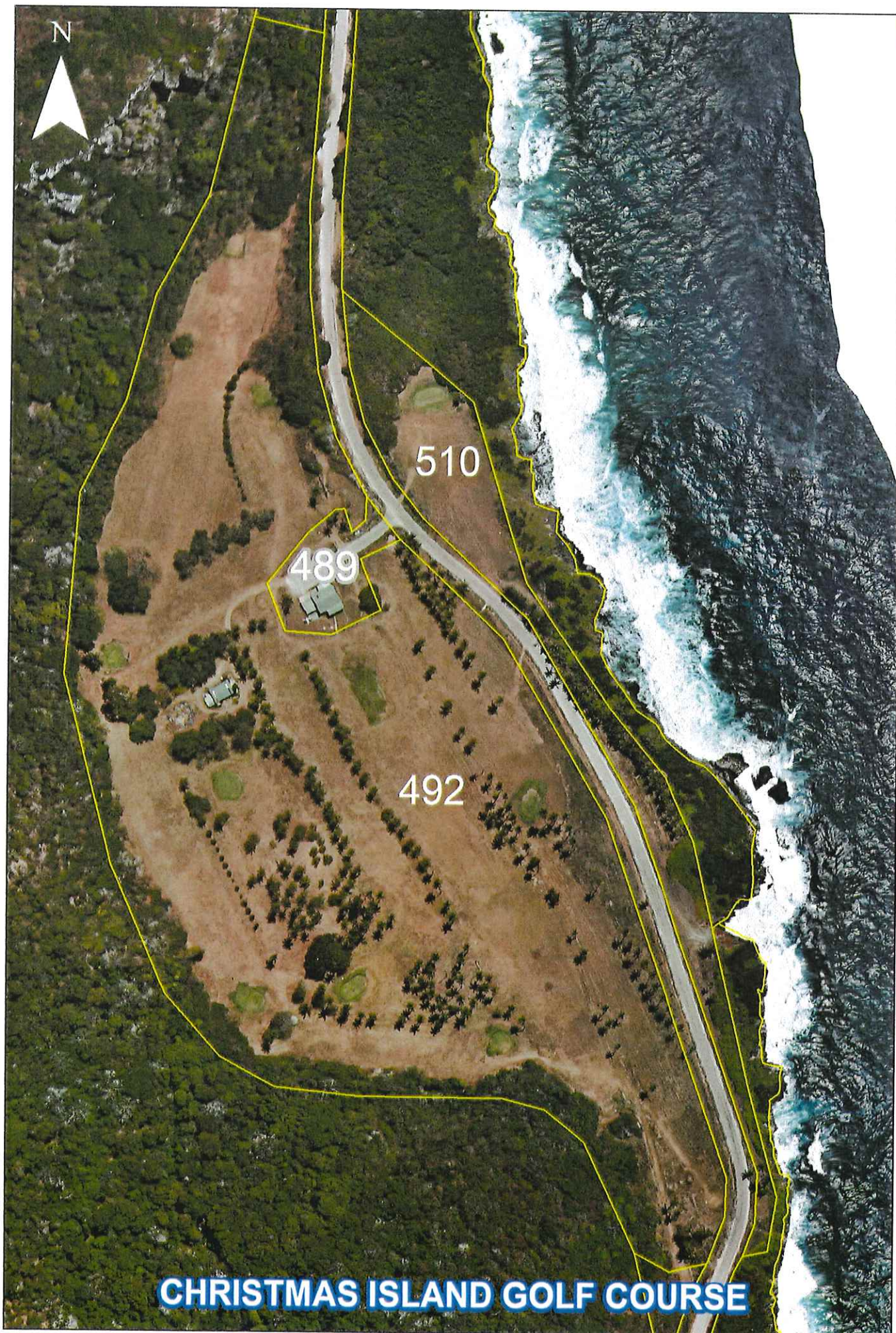
Yours sincerely

A handwritten signature in black ink, appearing to read 'Rebecca Roberts'.

Rebecca Roberts
A/Assistant Manager

11 May 2021

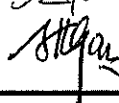
Att. Map of proposed lease area



CHRISTMAS ISLAND GOLF COURSE



SHIRE OF CHRISTMAS ISLAND

SUBMISSION TO	Ordinary Council Meeting 25 May 2021
AGENDA REFERENCE	10.5.2
SUBJECT	Report of Review accepted by WAPC
LOCATION/ADDRESS/APPLICANT	
FILE REFERENCE	
INTEREST DISCLOSURE	
DATE OF REPORT	25 May 2021
AUTHOR	Chris SU, MGRPG
SIGNATURE OF AUTHOR	324
SIGNATURE OF CEO (ACTING)	

RECOMMENDATION

That Council note the *Report of Review of Local Planning Scheme 2* of the April Ordinary Council Meeting has been accepted by the WAPC. This enables a Local Government to formally resolve to prepare a new Local Planning Scheme.

BACKGROUND

The Shire submitted its *Report of Review of Local Planning Scheme 2* to the WAPC in April after Council resolved to do so. The Report followed the manner and form under the Planning and Development (Local Planning Schemes) 2015 regulations and recommended that a new LPS be created as the five year statutory life of LPS2 ended in February 2021. WAPC assessed and agreed (see attachment).

The next step is for Council to formally under the Planning and Development Act 2005 Regulation 19 pass a '*resolution to prepare a local planning scheme*' in the form provided by WAPC. This is included in this report as background.

COMMENT

The Shire CEO returns to the Island June 11th with the Town Planning Consultant from Calmy Design.

Council is also expecting further CI Strategic Assessment-LPS meetings with DITRDC; the Minister has created a monthly forum for DITRDC and Shire to discuss land planning together between our agencies.

Resolution to prepare a local planning scheme under Regulation 19 could take place in the June ordinary council meeting following the return of the CEO, Town Planner and next meet with DITRDC on the CISA.

DITRDC has been informed throughout the CISA – LPS meetings that it is Shire's wish that the two works align, and that Shire has a statutory timeframe of which to commence its LPS review works.

STATUTORY ENVIRONMENT

Council has fulfilled its obligations under the *Planning and Development (Local Planning Schemes) 2015 regulations* regarding reviewing a Local Planning Scheme with the WAPC. Next steps are to undertake formally a resolution under *Regulation 19 of the Planning and Development Act 2005*.

The flowchart for a Local Government to create a new Local Planning Scheme is documented by the DPLH at <https://www.dph.wa.gov.au/policy-and-legislation/state-planning-framework/planning-process-flow-charts>. A copy of the chart is in the report at 10.5.2.3. This has been given to DITRDC in previous CISA-LPS meetings.

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

STRATEGIC IMPLICATIONS & MILESTONES

The Shire has to maintain a current Local Planning Scheme, Maps and Texts for the ratepayers of Christmas Island under the Planning and Development Act 2005 (WA)(CI).

VOTING REQUIREMENTS

Simple Majority

ATTACHMENT

10.5.2.1 – WAPC letter of 18.5.2021

10.5.2.2 – Pro forma Regulation 19, Planning and Development Act 2005 form

10.5.2.3 – DPLH Flowchart for preparation of new local planning scheme



Your ref:
Our ref: TPS/2716
Enquiries: Peter Wood
Email: Peter.Wood@dph.wa.gov.au

Chief Executive Officer
Shire of Christmas Island
Po Box 863
Christmas island WA 6798

Transmission via electronic mail to: shikin@shire.gov.cx; chris@shire.gov.cx

Dear Sir/Madam

**REVIEW OF THE SHIRE OF CHRISTMAS ISLAND'S LOCAL PLANNING
SCHEME NO. 2**

I refer to your email received 28 April 2021 regarding the review of the Shire of Christmas Island's Local Planning Scheme No. 2.

The Western Australian Planning Commission has considered the Shire's report of review under regulation 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015(WA)(CI)* (LPS Regulations), and advises that the Commission agrees with the recommendations of the report.

Pursuant to regulation 67(2) of the LPS Regulations, the Shire is required to publish the report and the Commission's decision on the Shire's website, and have a copy of both available at the Shire's office for inspection.

Once the information has been published on your website, please advise the Commission of the date of publication, and provide a link to the published information to schemes@dph.wa.gov.au.

Please direct any queries about this matter to Peter Wood on (08) 6551 9357 or peter.wood@dph.wa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "S Fagan".

Ms Sam Fagan
Secretary
Western Australian Planning Commission

18/05/2021



wa.gov.au

Postal address: Locked Bag 2506 Perth WA Street address: 140 William Street Perth WA 6000
Tel: (08) 655 19000 Fax: (08) 655 19001 corporate@dph.wa.gov.au <http://www.dph.wa.gov.au/>
ABN 35 482 341 493



Form 1A

Regulation 19(1)

Resolution of a local government to prepare or adopt a new Local Planning Scheme

Version: 2.0 (February 2021)

Planning and Development Act 2005

RESOLUTION TO PREPARE A LOCAL PLANNING SCHEME

For the entire district of the

Resolved that the local government, pursuant to section 72 of the
Planning and Development Act 2005, prepare the above Local Planning Scheme
with reference to the entire area within the

City of _____

and as shown on the plan presented to the Council of the local government at its meeting
of _____ to be referred to as the Scheme Area Map.

Dated this _____ day of _____ 20_____

(Chief Executive Officer)



Form 1B

Regulation 20(1)

Notification of resolution to prepare or adopt a new Local Planning Scheme

Version: 2.0 (February 2021)

Planning and Development Act 2005

ADVERTISEMENT OF RESOLUTION TO prepare A LOCAL PLANNING SCHEME

Notice is hereby given that the _____ Council
of the local government of City of _____
on _____ 20_____ passed the following Resolution:

Dated this _____ day of _____ 20_____

(Chief Executive Officer)



Form 1C

Advertisement of a new Local Planning Scheme

Regulation 22(1)

Version: 1.0 (February 2021)

Planning and Development Act 2005

LOCAL PLANNING SCHEME AVAILABLE FOR INSPECTION

Notice is hereby given that the local government of the City/Town/Shire of

has prepared the above-mentioned planning scheme for the purpose of:

Plans and documents setting out and explaining the planning scheme have been published in the following manner:

[CLICK TO CLOSE EXAMPLE](#)

LOCAL GOVERNMENT TO DETAIL HOW THE PLANNING SCHEME IS TO BE
MADE AVAILABLE TO THE PUBLIC IN ACCORDANCE WITH REGULATION 76A.

A copy of the plans and documents are available on the

City/Town/Shire of

website at www.

OR

A hyperlink to the plans and documents are available on the

City/Town/Shire of

website at www.

OPTIONAL

A hardcopy of the plans and documents are available for inspection at

[PHYSICAL ADDRESS – NAME AND LOCATION during business hours]

Submissions on the planning scheme may be lodged in writing and should include the scheme name and number, the name and address of the person making the submission, the property affected and details of the submission and lodged with the undersigned on or before

(Chief Executive Officer)



Form 1D

Advertisement for significant
modification to a new Local Planning
Scheme amendment by local government

Regulation 26(4)

Version: 1.0 (February 2021)

Planning and Development Act 2005

MODIFICATION TO PLANNING SCHEME AVAILABLE FOR INSPECTION

Notice is hereby given that the following modification(s) has (have) been made to the above mentioned planning scheme

Plans and documents setting out and explaining the proposed modifications have been published in the following manner:

[CLICK TO CLOSE EXAMPLE](#)

LOCAL GOVERNMENT TO DETAIL HOW THE MODIFICATION(S) IS/ARE
TO BE MADE AVAILABLE TO THE PUBLIC

A copy of the plans and documents are available on the

City/Town/Shire of website at www.

OR

A hyperlink to the plans and documents are available on the

City/Town/Shire of website at www.

OPTIONAL

A hardcopy of the plans and documents are available for inspection at

[PHYSICAL ADDRESS – NAME AND LOCATION during business hours]

Submissions on the proposed modifications may be lodged in writing and should include the scheme name and number, the name and address of the person making the submission, the property affected and details of the submission and lodged with the undersigned on or before

(Chief Executive Officer)



Form 2A

Regulation 35(1)

Resolution to
prepare or adopt a

Local Planning Scheme Amendment

Version: 2.0 (February 2021)

Planning and Development Act 2005

RESOLUTION TO prepare AMENDMENT TO LOCAL PLANNING SCHEME

Resolved that the local government pursuant to section 72 of the
Planning and Development Act 2005, amend the above Local Planning Scheme by

The Amendment is basic under the provisions of the
Planning and Development (Local Planning Schemes) Regulations 2015
for the following reason(s):

Dated this day of 20

(Chief Executive Officer)



Form 2B

Advertisement for a standard or complex Local Planning Scheme amendment

Regulation 38(1)
and 47(1)

Version: 1.0 (February 2020)

Planning and Development Act 2005

LOCAL PLANNING SCHEME AMENDMENT AVAILABLE FOR INSPECTION STANDARD / AMENDMENT

Notice is hereby given that the local government of the City/Town/Shire of

has prepared the above mentioned planning scheme amendment for the purpose of

Plans and documents setting out and explaining the scheme amendment have been published
in the following manner:

[CLICK TO CLOSE EXAMPLE](#)

LOCAL GOVERNMENT TO DETAIL HOW THE AMENDMENT IS TO BE
MADE AVAILABLE TO THE PUBLIC IN ACCORDANCE WITH REGULATION 76A

A copy of the plans and documents are available on the

City/Town/Shire of website at www.

OR

A hyperlink to the plans and documents are available on the

City/Town/Shire of website at www.

OPTIONAL

A hardcopy of the plans and documents are available for inspection at

[PHYSICAL ADDRESS – NAME AND LOCATION during business hours]

Submissions on the planning scheme amendment may be lodged in writing and should include the amendment
number, the name and address of the person making the submission, the property affected and details of the
submission and lodged with the undersigned on or before

(Chief Executive Officer)



Form 2C
**Advertisement for significant
modification to a Local Planning
Scheme amendment by local government**

**Regulation 42(4)
and 51(4)**

Version: 1.0 (February 2021)

Planning and Development Act 2005

**MODIFICATION TO PLANNING SCHEME AMENDMENT
AVAILABLE FOR INSPECTION**

Notice is hereby given that the following proposed modification(s) has (have) been made to the above mentioned planning scheme amendment

Plans and documents setting out and explaining the proposed modifications have been published in the following manner:

LOCAL GOVERNMENT TO DETAIL HOW THE MODIFICATION(S) IS/ARE
TO BE MADE AVAILABLE TO THE PUBLIC

A copy of the plans and documents are available on the

City/Town/Shire of _____ website at www._____.gov.au

OR

A hyperlink to the plans and documents are available on the

City/Town/Shire of _____ website at www._____.gov.au

OPTIONAL

A hardcopy of the plans and documents are available for inspection at

[PHYSICAL ADDRESS – NAME AND LOCATION during business hours]

Submissions on the proposed modifications may be lodged in writing and should include the scheme name and number, the name and address of the person making the submission, the property affected and details of the submission and lodged with the undersigned on or before _____

(Chief Executive Officer)



Form 3A Submission form

Regulation 24(1)
(a), 26(6)(a), 40(1)(a)
and 49(1)(a)

Version: 2.0 (February 2021)

Planning and Development Act 2005

TO: The Chief Executive Officer of the

City of

Select whichever applies

**SUBMISSION ON LOCAL
PLANNING SCHEME/SCHEME AMENDMENT**

or

**PROPOSED
MODIFICATION TO SCHEME/**

Name:

Organisation / Company:
(if applicable)

Address:

Phone:

State how your interests are affected, whether as a private citizen, on behalf of a company or other organisation, or as an owner or occupier of property.

.....
ADDRESS OF PROPERTY AFFECTED (if applicable).
(Include lot number and nearest street intersection).

SUBMISSION

(Provide your comments in full and any arguments to support them (attach additional pages if necessary)).

Date Signature



Form 3B

Advertisement of approved Local Planning Scheme or Scheme Amendment by local government

Regulation 33
and 64

Version: 2.0 (February 2021)

Planning and Development Act 2005

APPROVED STANDARD

It is hereby notified for public information, in accordance with Section 87(3) of the *Planning and Development Act 2005* that the Minister for Planning approved the

or the City of _____
planning scheme amendment _____
on the _____ day of _____ 20_____

(Secretary, Western Australian Planning Commission)

(President/Mayor)

(Chief Executive Officer)

Process for preparation or adoption of new local planning schemes flowchart

