



Audit, Risk and Improvement Committee Meeting of the Shire of Christmas Island is to be held at the George Fam Centre Chambers on
Tuesday 18th August 2026 commencing at 4.00

AGENDA

- 1. Declaration of Opening/Announcement of Visitors**
- 2. Record of Attendance/Apologies/Leave of Absence/Declarations of Financial Interest**
 - 2.1 Attendance**
 - 2.2 Leave of Absence**
 - 2.3 Apologies**
 - 2.4 Declarations of Financial/Proximity/Impartiality Interest**
- 3. Announcements by Presiding Member without Discussion**
- 4. Minutes of Previous meetings**
 - 4.1 Confirmation of Minutes of Audit Committee Meeting held on:**
 - **2 December 2025**
- 5. Business of the meeting**
 - 5.1 Christmas Island – Compliance Audit Return (CAR) 2025**
- 6. Closure of Meeting**
- 7. Date of the next Audit, Risk and Improvement Committee Meeting: TBA**



UNCONFIRMED MINUTES

Audit, Risk and Improvement Committee Meeting of the Shire of Christmas Island held at the George Fam Centre Chambers at 16:00 on 18 Aug 2026

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Presiding Member Gia JAC opened the meeting at 16.00pm CI time / 17.00pm Perth time.

Presiding Member JAC read out a welcome to country, and acknowledged the councillors convening to meet at the inaugural ARIC meeting for the Shire of Christmas Island

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

2.1 Record of Attendance

Presiding Member
Councillors

Gia **JAC (via Teams video)**
Cr Steven **PEREIRA**
Cr Kelvin **LEE**
Cr Tracey **KREPP**

Chief Executive Officer
Assistant Finance Director
Director of Planning, Governance and Policy

David **PRICE**
Wei **HO**
Chris **SU (minutes)**

2.2 Leave of Absence –

2.3 Apologies –

2.4 Declarations of Financial/Impartiality/Proximity Interest

3. Announcements by the Presiding Member without discussion

3.1 Presiding Member JAC welcomed the councillors to the first ARIC meeting for the Shire of Christmas Island. Provided an overview of the functions and responsibilities of an ARIC under the new regulations following reforms in the local government sector.

ARICs were introduced through the reforms to meet contemporary expectations of risk management and governance, moving beyond traditional financial compliance towards proactive improvement of municipal functions and greater public confidence in the integrity and effectiveness of local government.

An ARIC's role is to oversee, review and make recommendations to the Council for their consideration. Presiding member JAC explained what ARIC committees are not responsible for being implementation of council policy, not to manage the organisation, not to take over internal controls and not to implement Council decisions.

Presiding Member JAC re-iterates that ARICs are to seek assurance and seek opportunities for improvements and make recommendations accordingly.

4 Confirmation of Minutes

4.1 Confirmation of 2nd December 2025 Unconfirmed Minutes

ARIC Resolution –

Moved: PEREIRA

Seconded: KREPP

Res. No: ARIC1/2026

That the ARIC confirm that the unconfirmed minutes of the 2nd December 2025 Audit Committee of Christmas Island.

For:

Presiding Member
Councillor

Gia JAC
Steven PEREIRA
Kelvin LEE
Tracey KREPP

Against:

None

Carried: 4/0

5 Business of Meeting – SOCI 2025 Compliance Audit Report

- 5.1 Presiding member Gia JAC noted that the last audit did not raise any concerns from the Office of the Auditor General.

Gia JAC raised several questions about the SOCI 2025 Compliance Audit Report.

- 5.2 Gia JAC sought clarification on r19C *'Has the local government adopted by absolute majority a strategic community plan?'* Gia JAC noted that the CAR report responded 'no' to this answer.

Director for Governance Chris SU responded that SOCI had a strategic community plan that it adopted by absolute majority in 2023. The new CAR reporting portal does not let users input a date if it had completed an item in a previous calendar year. It only allowed one to nominate this specific calendar year if one responded 'yes' to the question.

Officers initially clicked 'yes' in the portal to reflect that Council did have a strategic community plan passed by absolute majority, but found that the drop-down menu only allowed us to nominate '2025' as the year this took place. Officers elected to select 'no' as this absolute

majority decision was done in 2023. Presiding member Gia JAC noted this limitation and advised that clicking 'yes' may also be permitted to reflect an existing strategic community plan having been adopted by absolute majority being the intent of r19c.

Assistant Director Wei HO informed Gia JAC that Council had reviewed the strategic community plan as required at the July 2026 Ordinary Council Meeting, and that this would allow us to tick 'yes' in the 2026 Compliance Audit Report.

- 5.3 Presiding member Gia JAC asked for clarification on r19DA *'Has the local government reviewed its corporate business plan in accordance with Admin Regulation 19DA(4)?'* as the CAR report reflected 'no.'

Assistant Director HO advised the situation was the same on the portal for this matter, and could not let us nominate a year different to '2025' in the drop-down menu. Advised that Council was reviewing the corporate business plan at the August 2026 Ordinary Council Meeting, and subsequently this would be reflected in the 2026 Compliance Audit Report as well.

- 5.4 Presiding Member Gia JAC asked for clarification on r35 *'Has every local government council member completed and passed the Council Member Essentials course, consisting of the five required modules and delivered by an approved provider, within 12 months of being elected?'*

Council had responded in the CAR 'no as of December 2025.'

Director for Governance Chris SU clarified that SOCI saw new Councillors elected in the October 2025 election, who had yet to complete their Council Member Essentials training by 31 December 2025, being the end date of the 2025 CAR period.

Chris SU confirmed that all newly elected Councillors completed their five units in CME as of mid 2026, and this is reflected on the SOCI website as required under the new regulations of the date of completion for each class.

Presiding member Gia JAC acknowledged the update.

- 5.5 Resolution

ARIC Resolution –

Moved: LEE

Seconded: KREPP

Res. No: ARIC2/2026

That the ARIC approve the 2025 Shire of Christmas Island Compliance Audit Report to be presented to Council

For:

Presiding Member
Councillor

Gia JAC
Steven PEREIRA
Kelvin LEE
Tracey KREPP

Against:

None

Carried: 4/0

6. Date of next meeting

CEO Price advised that the next ARIC meeting could be in November 2026, and looks forward to welcoming the presiding member for her first visit to the Indian Ocean Territories. Noted there were some logistics to arrange with the Shire of Cocos (Keeling) Islands who also have Gia JAC as their presiding member.

7. Closure of meeting

Presiding member Gia JAC closed the meeting at 17:26pm Perth time / 16:26 Christmas Island time.