



# CONFIRMED MINUTES

**Ordinary Meeting held on 12 June 2018**



## SHIRE OF CHRISTMAS ISLAND MEETING MINUTES CERTIFICATION

**Minutes of the Ordinary meeting of the Shire of Christmas Island Council held at the George Fam Chambers at 7.00pm on Tuesday 12 June 2018**

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## **CONFIRMED MINUTES**

**Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 12 June 2018**

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

The Deputy President declared the meeting open at 7.10pm.

### **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 (7.15pm)**  
Cr Kee Heng **FOO**  
Cr Rosnah **PAL**  
Cr Azmi **YON**  
Cr Kelvin **LEE**  
Cr Philip **WOO**  
Cr Vincent **SAW**  
Cr Hafiz **MASLI**

Chief Executive Officer  
Acting Manager Finance and Admin  
Manager Community Services  
Manager Works & Services  
Manager Recreation Services and Training Officer

David **PRICE**  
Rostyna **OH**  
**CHEW** Boon Beng  
Terry **CLARKE**  
Olivier **LINES**

Minute Taker

Shikin **HASINUDIN**

#### **2.2 Leave of Absence – Cr KOH**

#### **2.3 Apologies**

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

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

Response to public question 4.1 of 22 May 2018 Council Meeting, CEO advised Council that the containers on Murray Road will remain there until November this year.

### **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 22 May 2018**

Members considered the unconfirmed minutes.

#### **Council Resolution**

**Moved: Cr LEE**

**Seconded: Cr SAW**

**Res. No: 40/18**

That Council adopt the unconfirmed minutes of the 22 May 2018 Council Meeting.

**Carried: 7/0**

## 7.2 Minutes of Special Council Meeting held on 29 May 2018

Members considered the unconfirmed minutes.

### Council Resolution

**Moved: Cr YON**

**Seconded: Cr WOO**

**Res. No: 41/18**

That Council adopt the unconfirmed minutes of the 29 May 2018 Special Council Meeting.

**Carried: 7/0**

## 7.3 Business Arising from the Minutes of Previous Meetings

## 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

## 9 REPORTS OF COMMITTEES

## 10 REPORTS OF OFFICERS

### 10.1 Chief Executive Officer

#### 10.1.1 Appointment of Acting CEO

### Council Resolution

**Moved: Cr YON**

**Seconded: Cr PAL**

**Res. No: 42/18**

That Council appoint the Manager Finance and Administration, Ms Gan So Hon as Acting Chief Executive Officer for the period 18<sup>th</sup> June 2018 to 20<sup>th</sup> July 2018 inclusive, and that the applicable higher duties apply.

**Carried: 7/0**

The Shire President entered the chamber at 7.15pm and chaired the meeting.

#### 10.1.2 CEO Delegated Authority – Finance

### Council Resolution

**Moved: Cr YON**

**Seconded: Cr LEE**

**Res. No: 43/18**

In accordance with Section 5.42 (1) and 5.44 of the Local Government Act 1995 (WA)(CI) Council delegates the following authority to the Chief Executive Officer:

- To make payments on behalf of Council in accordance with Council Signatory/Authorization of EFT Procedure
- To sign cheques on behalf of council for an amount not exceeding \$100,000 s6.10 (d);
- To incur expenditure and to issue official orders not exceeding \$100,000 for non-capital expenditure s6.10 (d);
- To decide free of charge use of community facilities in accordance with CS2 – Use of Community Facilities Policy of Council;
- Power of entrance, etc. in relation to road works;
- To write off debts or rates incorrectly raised & other bad debts up to \$200;
- To approve budget variations/new budget items not exceeding \$100,000;
- To obtain reassessment of the value of ratable property in the event of property improvement or property subdivision;
- To invest money held by council not required for immediate use s6.14;
- To arrange appropriate insurance in respect of all council properties;
- To negotiate terms and conditions of property leases;
- To negotiate terms and conditions and enter into lease agreements on Shire Houses where the weekly rent does not exceed \$800 per week;
- To dispose of property with no book value;
- To reimburse to an owner or occupier where property is damaged through the performance of a function of the local government to the maximum amount of \$2,000;
- To give notice to an occupier and or owner requiring them to do something in relation to land specified in Schedule 3.1 – Powers Under Notices to Owners or Occupiers of Land of the Local Government Act (WA) (CI) 1995
- To arrange for works to be carried out where the owner or occupier does not carry out required action in relation to land, and to recover the costs as a debt;

- To issue certificates of the local government pursuant to section 23 of the Strata Titles Act 1985 (WA)(CI).
- To change leases for the cost of insurance cover in respect to leased properties;
- As the principal Accounting Officer of Council, to prepare the annual financial reports;
- To affix the common seal of the Shire of Christmas Island as required; and
- In relation to recurrent expenditure, to pay amounts above the \$100,000 limit for:
  - Wages and salaries
  - Pay As You Earn taxation
  - Fringe Benefits taxation
  - insurance premiums
  - Electricity charges
  - Lease payments
  - MRWA projects
  - Superannuation
- To contract works or capital projects that have been previously approved by a resolution of Council
- Within the provisions of Section 3.50 (1) (1a) (2) (4) (8) of the Local Government Act 1995 (WA) (CI) to:
  - 1) To close any thoroughfare that the SOCI manages for the passage of vehicles, wholly or partially, for a period not exceeding four (4) weeks;
  - 2) To close any thoroughfare that the SOCI manages for the passage of vehicles, wholly or partially, for a period exceeding four (4) weeks

**Carried: 8/0**

#### 10.1.3 Fees & Charges 2018/19

##### **Council Resolution**

**Moved: Cr WOO**

**Seconded: Cr LEE**

**Res. No: 44/18**

1. Council adopts the fees and charges for financial year 2018/19 as listed in the attachment.
2. Council adopts following rates for financial year 2018/19:
 

Gross Rental Value (GRV)	9.4112 cents in the dollar (0.094112\$)
Unimproved Value (UV)	20.6269 cents in the dollar (0.206269\$)
Minimum Rate	\$568.00 GRV Properties \$343.00 UV Properties
Discount for full early payment of rates paid within 35 days of issue of notice	5%
Interest on overdue rates	10%
Administration fee for instalments	\$42.00
3. All rates, fees and charges to apply from 1 July 2018.
4. The Internal rate will apply to any work carried out for the Commonwealth within the Road Funding Agreement.

**Carried: 8/0**

#### 10.1.4 Christmas Island – Singapore Draft Strategy

##### **Council Resolution**

**Moved: Cr MASLI**

**Seconded: Cr FOO**

**Res. No: 45/18**

The SOCI to initiate a Government to Government dialogue at the Australian Cabinet level focusing on strategic and economic development opportunities for Christmas Island offered by the *November 2016 Singapore-Australia Comprehensive Strategic Partnership (CSP)*

The Christmas Island – Singapore draft Strategy be made public for initial comments in the lead up to the review of the Town Planning Scheme No2 and the Local Planning Strategy.

**Carried: 8/0**

#### 10.1.5 Assessment of Subdivision referral – Lots 15 & 16 Highland Court, Christmas Island

##### **Council Resolution**

**Moved: Cr YON**

**Seconded: Cr LEE**

**Res. No: 46/18**

That Council advise that Western Australian Planning Commission that it has no objection to the proposed subdivision of Lot 15 and 16 Highland Court, Christmas Island into four (4) lots, subject to the following conditions and advice notes being imposed:

- D4 - The land being filled, stabilised, drained and/or graded as required to ensure that:
  - a) lots can accommodate their intended development; and
  - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
  - c) stormwater is contained on-site, or appropriately treated and connected to the local drainage system. (Local Government)
- D5 - Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report. (Local Government)
- D8 - Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the Planning and Development Act 2005. (Local Government)
- E1 - Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of the Indian Ocean Territories Power Authority for the provision of an underground electricity supply to the lot(s) shown on the approved plan of subdivision. (Indian Ocean Territories Power Authority)
- T16 - The proposed access way(s) being constructed and drained at the landowner/applicant's cost to the specifications of the local government. (Local Government).
- T20 - Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)
- W1 - Arrangements being made with the Water Corporation so that provision of a suitable water supply service will be available to the lots shown on the approved plan of subdivision. (Water Corporation)
- W2 - Arrangements being made with the Water Corporation so that provision of a sewerage service will be available to the lots shown on the approved plan of subdivision. (Water Corporation)
- W3 - The provision of easements for existing or planned future water, sewerage and/or drainage infrastructure as may be required by the Water Corporation being granted free of cost to that body. (Water Corporation)

Advice notes:

- Ea1 - In regard to Condition E1, Indian Ocean Territories Power Authority provides only one underground point of electricity supply per freehold lot.
- Wa1 - In regard to Condition/s W2, the landowner/applicant shall make arrangements with the Water Corporation for the provision of the necessary services. On receipt of a request from the landowner/ applicant, a Land Development Agreement under Section 67 of the Water Agencies (Powers) Act 1984 will be prepared by the Water Corporation to document the specific requirements for the proposed subdivision.

**Carried: 8/0**

#### 10.2 Manager Finance & Administration

##### 10.2.1 Schedule of Accounts – May 2018

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr PAL**

**Res. No: 47/18**

That Council approves the expenditure as presented in May 2018 Schedule of Accounts.

**Carried: 8/0**

10.2.2 Financial Statements – April 2018

<b>Council Resolution</b>		
<b>Moved: Cr LEE</b>	<b>Seconded: Cr SAW</b>	<b>Res. No: 48/18</b>
That council receives the Financial Statements of the May 2018 for the Municipal Fund.		
<b>Carried:</b>	<b>8/0</b>	

**10.3 Manager Community Services**

**10.4 Manager Works & Services**

10.4.1 Building Reserve Variation

<b>Council Resolution</b>		
<b>Moved: Cr LEE</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 49/18</b>
That Council approve a budget variation of funds from the Building Reserve Fund to supplement the funding of the construction of the disabled access project at George Fam Office Complex, the sum being \$105,820.		
<b>Carried:</b>	<b>8/0</b>	

**10.5 Manager Recreation Services & Training Officer**

**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 President closed the meeting at 7.30pm

**15 DATE OF NEXT MEETING: 24 July 2018**