

Shire of Cocos (Keeling) Islands

AGENDA

Ordinary Meeting of Council

Wednesday, 2 July 2025

I hereby give notice that an Ordinary Meeting of Council will be held on

Date: Wednesday, 2 July 2025

Time: 4:00PM

Location: Council Chambers

Shire Administration

Building Lot 256 Jalan Bunga Melati

Home Island

Ibrahim Macrae

Acting Chief Executive Officer

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received. Any plans or documents contained in this document may be subject to copyright law provisions (Copyright Act 1968, as amended) and the express permission of the copyright owner(s) should be sought prior to the reproduction.

OUR VALUES

Service

Provide the best service we can.

We serve the community and each other.

Accountability

We take responsibility for our own actions.

We do what we say we will do.

Mistakes are an opportunity to learn.

Support

We support our team and our community.

Look for opportunities to help each other.

Respect

We respect and value others.

Our interactions are always respectful towards others.

Integrity

We will be honest and transparent with all our dealings.

Maintain confidentiality.

Trust each other.

Achievement

Being proactive and enabling the outcomes.

Be creative and think outside the square.

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1 OPENING/ANNOUNCEMENTS OF VISITORS

1.1 OPENING PRAYER

1.2 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

1.3 ANNOUNCEMENTS, RECORDING OF THE MEETING

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**2.1 MEMBERS****2.2 IN ATTENDANCE****2.3 PREVIOUSLY APPROVED LEAVE OF ABSENCE****2.4 APOLOGIES****2.5 ABSENT**

3 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Greg Cahill – Aquaculture Lease Lot 100 Sydney Hwy W.I

Question 1: Does the Shire know that I am not doing Aquaponics at this time as the CE said I am only allowed to do Aquaculture and Hydroponic and I am not allowed to combine then to use the Fish waste to fertilize my green vegetables, even though there are 2 sections in my DA saying that I intend to do Aquaponics.

Also does the Shire know that the Excess building materials that I have on my leased land will be Recycled throughout my Aquaculture Farm due to minimal materials on Island and the excessive costs of freight to the islands.

Manager Governance Risk and Planning: *Mr Cahill's lease does not include a milestone requiring him to obtain Development Approval (DA) for aquaculture by a specific date. The lease also does not make securing DA a condition for exercising the further lease option. Accordingly, he retains the right to take up that option.*

In short, the ability to extend the lease is a contractual matter and is separate from the planning approval process. Provided the other terms of the lease have been met — such as payment of rent and compliance with lease conditions — the lease extension may proceed, even if DA has not yet been granted.

However, it is important to note that holding a lease does not grant permission to commence aquaculture activities. Mr Cahill is still required to obtain all relevant planning and regulatory approvals before beginning operations. While the lease provides land tenure, it does not override any applicable planning or statutory requirements.

Following the Shire's recent site inspection of Mr Cahill's lease property, it was noted that the condition of the site is generally consistent with other leases in the area. There are various building materials scattered across the property — a mix of new and recycled items.

While the scattered materials give the site an untidy appearance, many of the recycled items appear to be suitable for future construction use. The report did not recommend any formal compliance action; however, it did suggest that a general tidy-up would improve the overall presentation of the site. Organising and consolidating the materials would not only enhance the appearance but also reduce potential safety risks and reflect more positively on the management of the lease.

Question 2: In December 2024, I emailed all Councillors and sent in the registered mail, my acceptance of the Shires offer to the second term on my Aquaculture lease and requested a prompt response.

It is now 28/05/2025, there has been no response for over 5 months. I have a Fisheries approved Aquaculture farmed product to grow and sell but waiting on Shire now. Why is it taking so long?

Manager Governance Risk and Planning: *See response to Question 1.*

Question 3: Due to seriousness of the CEO's poor health over the last 6 months or so and him not being on island to discuss matters, I have refrained from clarifying some important issues. The CEO has made many incorrect assumptions in previous correspondence regarding my Aquaculture Development Lease.

So, will the Shire please not that, I reserve the right to correct and misunderstanding prior to any possible negative outcomes that may be considered against me by Council.

Manager Governance Risk and Planning: *The Development Approval (DA) condition linked to the milestone — which permitted the growing of red claw hatchlings (or an approved alternative) — lapsed in December 2024.*

Mr Cahill's updated proposal, which involves purchasing live mullet, growing them in aquaculture tanks, and cooking and selling the fish fresh onsite, significantly alters the nature and scope of the original approval. This proposal introduces a new species, changes the operational nature of the aquaculture activity, and adds a food preparation and retail element that resembles a small-scale hospitality offering.

In the officer's view, this represents a significant change from the previously approved development. On this basis, and consistent with planning advice received by the Shire, Mr Cahill would be required to submit a new or amended DA to reflect the updated activities. This will ensure compliance with all relevant planning, health, and regulatory requirements.

Question 4: Does the Shire know that the Concept of my Aquaculture Development has not changed.

Both the CEO and the President said that they haven't got an issue with my choice of Sea Mullet to Grow and Sell nor have an issue of how many I have on my Lease and with my fisheries approval, I can get the CKI Exempt Fisher to restock whenever needed now.

It does not matter if I have Red Claw, Barramundi, Sea Mullet or any other Fisheries approved alternative, the concept remains the same, cook my Aqua cultured grown product at my approved, purpose built Engineered "Product Tasting Shelter" for the enjoyment of tourist and the wider Cocos Community.

Manager Governance Risk and Planning: *See response to Question 3.*

Question 5: Does the Shire know that approved Building Plans, Engineering, Energy Efficiency, Aquaculture approved DA had not changed, only my choice of Fisheries Approved Alternative but that should be of no concern of Shire. Therefore, my existing Development Approval that has no End Date is still current and a new DA is not required.

Does the Shire also know that I believe that I have Met Milestone #3 in full and sent evidence to all Councillors last October, 2 months early.

Manager Governance Risk and Planning: *In general, a valid Development Approval (DA) must be in place before a building permit — or any extension of a permit — can be issued. This is because the DA process determines whether the proposed land use or development is acceptable under the planning framework, while building permits address the technical and safety aspects of construction. Planning approval is therefore required before construction can proceed.*

In this case, the original DA — which permitted the growing of red claw hatchlings (or an approved alternative) — has lapsed. The revised proposal introduces a different species, changes the production method, and adds a food preparation and retail component. These changes amount to a new land use with different planning implications. As such, it is the officer's view that a new or amended DA must be submitted and approved before any consideration can be given to issuing or extending a building permit. Without a current and relevant DA, the Shire would not be in a position to support any building-related approvals. Proceeding without appropriate planning approval could also result in compliance risks.

In summary, the DA must reflect the proposed activities. Once approved, building permits can then be assessed in support of the development.

4 PUBLIC QUESTIONS TIME

In accordance with section 5.24(1) (a) of the *Local Government Act 1995*, time is allocated for questions to be raised by members of the public, as follows:

(1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Pursuant to regulation 7(4) (a) of the *Local Government (Administration) Regulations 1996*, questions from the public must relate to a matter affecting the local government.

In accordance with section 5.25 (1)(f) of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* regulation 11(e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.

Where a question is taken on notice at the meeting, a summary of the response to the question will be included in the agenda for the following Council meeting.

5 LEAVE OF ABSENCE

The *Local Government Act 1995* (Section 2.25) provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. A member who is absent, without first obtaining leave of the Council, throughout three consecutive Ordinary meetings of the Council is disqualified from continuing his or her membership of the Council. Disqualification from membership of the Council for failure to attend Ordinary Meetings of the Council will be avoided so long as the Council grants leave prior to the member being absent. The leave cannot be granted retrospectively. An apology for non-attendance at a meeting is not an application for leave of absence.

5.1 APPROVED LEAVE OF ABSENCE

5.2 APPLICATION FOR LEAVE OF ABSENCE

6 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting held on 28 May 2025 - Attachment 7.1

OFFICER RECOMMENDATION

THAT COUNCIL BY SIMPLE MAJORITY, PURSUANT TO SECTIONS 5.22(2) AND 3.18 OF THE *LOCAL GOVERNMENT ACT 1995 (WA)(CKI)*, RESOLVES THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 28 MAY 2025 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

Shire of Cocos (Keeling) Islands

Minutes

Ordinary Meeting of Council

Wednesday 28 May 2025, 4:00pm

Community Resource Centre Meeting Room

Administration Building, West Island

Disclaimer

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OUR VALUES

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Provide the best service we can.

We serve the community and each other.

Accountability

We take responsibility for our own actions.

We do what we say we will do.

Mistakes are an opportunity to learn.

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We support our team and our community.

Look for opportunities to help each other.

Respect

We respect and value others.

Our interactions are always respectful towards others.

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Being proactive and enabling the outcomes.

Be creative and think outside the square.

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1. OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding member declared the meeting open at 4:02pm and welcomed Councillors and Officers.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President: Cr A Minkom

Deputy President: Cr I Minkom

Councillors: Cr Badlu
Cr Knight
Cr Lacy
Cr Sloan
Cr Young - arrived at 4:10pm

Officers: David Tombs, Manager Finance and Corporate Services
Ibrahim Macrae, Manager Governance Risk and Planning
Nadya Adim, Community Development Coordinator
Azia Bulka, ICT Coordinator
Amallia Alim, Governance Administration Officer
Suzie Bulka, Leasing and Policy Development Officer

Guests: Nil

Public: 4

Apologies: Frank Mills

Approved Leave of Absence: Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

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Greg Cahill – Aquaculture Lease Lot 100 Sydney Hwy W.I

Question 1: Does the Shire know that I am not doing Aquaponics at this time as the CE said I am only allowed to do Aquaculture and Hydroponic and I am not allowed to combine then to use the Fish waste to fertilize my green vegetables, even though there are 2 sections in my DA saying that I intend to do Aquaponics.

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Response: Taken into notice

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Response: Taken into notice

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Response: Taken into notice.

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Response: Taken into notice.

5. LEAVE OF ABSENCE

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5.1 LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Councillor	Date of Leave	Approved by Council
NIL		

5.2 APPLICATION FOR LEAVE OF ABSENCE

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)

7.1 Ordinary Council Meeting held on 23 April 2025 - Attachment 7.1

OFFICER RECOMMENDATION – ITEM NO 7.1

THAT COUNCIL BY SIMPLE MAJORITY, PURSUANT TO SECTIONS 5.22(2) AND 3.18 OF THE *LOCAL GOVERNMENT ACT 1995 (WA)(CKI)*, RESOLVES THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 23 APRIL 2025 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

COUNCIL RESOLUTION – ITEM NO 7.1

MOVED CR I MINKOM

SECONDED CR SLOAN

THAT COUNCIL BY SIMPLE MAJORITY, PURSUANT TO SECTIONS 5.22(2) AND 3.18 OF THE *LOCAL GOVERNMENT ACT 1995 (WA)(CKI)*, RESOLVES THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 23 APRIL 2024 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

Nil

9. DECLARATION OF INTERESTS

Councillors are to complete a Disclosure of Interest Form for each item they are required to disclose an interest in. The Form should be given to the Presiding Member before the meeting commences. After the meeting, the Form is to be provided to the Governance and Risk Coordinator for inclusion in the Disclosures Register.

Name	Item No.	Interest	Nature
Cr Young	15.2.1	Impartiality	Supporting and assisting applicant for lease.
Cr Badlu	15.2.1	Impartiality	Applicant is a relative.

10. REPORT FROM COMMITTEES AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1.1 CHIEF EXECUTIVE OFFICER REPORT – MAY 2025

Report Information

Date: 22 May 2025
Location: Cocos (Keeling) Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: Chief Executive Officer
Island: Shire wide
Attachments: Nil

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

To provide Council with an update on the activities and matters attended to by the Chief Executive Officer during the April–May 2025 reporting period.

Relevant Documents

Available for viewing at the meeting

Nil

Background

Amongst daily meetings with staff, community members, a myriad of Commonwealth and State Government agencies and their staff and visitors to the Cocos (Keeling) Islands, the following key items are noted in this month's report

1. Civic Legal

Met with various members of Civic Legal to discuss matters which Civic Legal is providing support to the Shire. The main items of interest are as follows:

- **CHRMAP:** With all the challenges of CHRMAP and Kampong Housing and Trust Deeds it was determined that the nexus of all these matters that Kampong Housing and Trust Deeds would be rolled into the CHRMAP process. A separate report is in the agenda for the attention of Council with respect to CHRMAP.
- **CEO Recruitment:** The Shire President is liaising with Civic Legal prior to the appointment of an appropriate body to support Council through the recruitment and appointment of a new Chief Executive Officer.

2. Department of Infrastructure, Transport, Regional Development, Communications, and the Arts (DITRDCA)

Met with Kim Forbes and Adam Stankevicius of DITRDCA to discuss the following items:

- **CEO Cocos (Keeling) Islands, pathway for the future:** Provided advice on the pathway for the future with the current CEO's contract finishing on 22 June 2025. Ibrahim Macrae will act as CEO until a new appointment is made.
- **Sydney Highway:** Sought any advice given by Commonwealth/DITRDCA to AECOM/Fulton Hogan regarding the use of Sydney Highway during the runway upgrade program and any associated traffic management plans. Advised that DITRDCA has no knowledge of this matter, and it should be referred to Defence.

- **Sydney Highway:** Sought advice regarding the proposal put forward by the Commonwealth to shift Sydney Highway towards the jungle and away from the beach. Advised that the Commonwealth identified this as an action that has been included in their version of the draft CHRMAP and that it is the Shire's responsibility to determine how to proceed, as roads fall under its jurisdiction.
- **Kampong Housing:** Sought advice on whether the Commonwealth would accept any responsibility. Response: No.
- **Dry Wood Termites:** Sought advice that as the Commonwealth/DITRDCA has been aware of Dry Wood Termite issues on Home Island for about 10 years, what are their plans for the future of housing on Home Island. Having been aware of termite issues for about 10 years, what are their plans for future housing on Home Island? Response: The Shire is responsible; no assistance will be provided.
- **1979 and 1984 Trust Deed Review:** Sought advice if the Commonwealth/DITRDCA play a pivotal funding role in 1979 and 1984 Trust Deed review as recommended by the joint parliamentary committee after a visit to Cocos (Keeling) Islands.
- **Q Station Lease:** Sought advice regarding the application by the Shire to lease part of the Q Station for the purposes of housing the West Island Infrastructure team and associated plant and equipment. Advised that this matter is still awaiting action by the WA Department of Lands and Planning.
- **Disaster Ready Fund:** Advised The process was supportive of Council, and assistance in developing the application was appreciated. Advised that there is limited funding, and it is a very competitive process. Funding was sought for additional pumps to alleviate flooding of the Kampong and to build sea walls on Home Island.
- **The Outstanding Waste Management Fees and Charges:** Sought advice as to whether the Commonwealth has changed its stance on the payment of outstanding rates and waste management fees and charges. Advised that the stance of DITRDCA has not changed. NB - the outstanding fees and charges have been referred to Civic Legal for action.
- **CHRMAP:** Sought advice on the Commonwealth plans for the draft CHRMAP pre and post 30 June 2025. Advised that it is expected the Shire will endorse the draft CHRMAP as presented and any submissions the Shire wishes to make must be done prior to 30 June 2025. Also advised that if the Shire does not support the Commonwealth version of CHRMAP as tabled, then the 3 million in funding provided to Cocos (Keeling) Islands as part of the 23.1 million that was awarded for coastal protection works will be withheld. Therefore, the scientific study and investigation into the water lenses on Home Island to determine long term effects and issues that could arise with flooding will not occur until Council agrees to the Commonwealth CHRMAP. Also advised that so far, the Commonwealth has funded the development of their version of CHRMAP, and no funding

will be provided to the Shire to do its own investigations and make submissions to the Commonwealth Version of CHRMAP.

- **23.1 million Commonwealth Funding:** Sought advice as to what is going to happen with the 15.2 million component of 23.1 million Commonwealth funding being held by DITRDCA for coastal protection works on West Island. Advised that some emergency works behind the medical clinic are in the pipeline with the Shire being assessed to see if they deliver fair value for money. Also advised that some funding will be released for works along Sydney highway in the future.
- **Sandbag/seawall collapse:** Sought advice regarding a report that was to be prepared regarding seawall failure along William Keeling and Orion Close during ocean swells and tidal inundations in 2024. A copy of the report has now been provided and is attached for information of elected members. It should be noted that our Infrastructure team is currently revising the scope of works with a view to being engaged to carry out works asap.
- **Telecommunications Strategy:** Development of the Telecommunications Strategy for Cocos (Keeling) Islands has identified the need for housing for a technical support person for the Cocos (Keeling) Islands. Advice was sought if DITRDCA will support the long-term allocation of a Commonwealth house from IOT stock for this purpose? Response - We are having difficulty in providing sufficient housing for our teachers, nurses and police, so unfortunately, we are unable to assist with your request.

3. Kampong Housing

- A random selection of 10 Kampong houses underwent a thorough inspection to determine the structural integrity due to dry “wood termites” and rot. The inspections have shown that the structural integrity of the sample houses is of great concern. Allowing for the sample being representative of the entire Kampong houses and other structures on Home Island, the enormity of the challenge to address structural integrity cannot be understated.
- A spreadsheet detailing both minor and major repairs enabling the evaluation and development of a comprehensive program of works has now been developed and for the first time an entire program of works can be evaluated and developed.
- The challenge for the Shire as Trustee over the Kampong houses is determining how to address the extensive repairs or rebuilding required.

-

4. Shire Ranger Update

Biosecurity and Pest Control:

- Wasps & Siam Weed: Ongoing surveillance; traps set for winter hibernation studies.
- Fire Ants & Termites: Surveillance and coordination with Infrastructure team.

Animal Management:

- **Cats:** Active trapping on both islands; spotlighting planned at Home Island Garden Plots.
- **Rats:** Monthly baiting around key locations; limited DI baiting due to boat issues.
- **Chooks:** Monitoring and trap setting continue. Community advised to relocate poultry to avoid nuisances.

Inspections and Surveillance on both islands:

- Illegal dumping
- Abandoned vehicles
- Burning and backlane checks
- Cyclone shelter inspections
- Lease area maintenance (West Island)

Mosquitos:

- Scheduled fogging during wet season and Direction Island fogging every 3 months (boat dependent)

Policy and Legislative Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

OFFICER RECOMMENDATION – ITEM NO 10.1.1

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE CHIEF EXECUTIVE OFFICER’S REPORT FOR MAY 2025.

COUNCIL RESOLUTION – ITEM NO 10.1.1

MOVED CR LACY

SECONDED CR I MINKOM

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE CHIEF EXECUTIVE OFFICER’S REPORT FOR MAY 2025.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

10.1.2 CHRMAP UPDATE

Report Information

Date: 22 May 2025

Location: Cocos (Keeling) Islands

Applicant: Shire of Cocos (Keeling) Islands

File Ref:

Disclosure of Interest:

Reporting Officer: Chief Executive Officer

Island: Shire wide

Attachments: 10.1.2.1 – CONFIDENTIAL Shire of Cocos (Keeling) Islands -
Letter to

Shire

10.1.2.2 - WA DoT Part 1

10.1.2.3 - WA DoT Part 2

10.1.2.4 - WA DoT Part 3

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for</i>

		<i>noting).</i>
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Report Purpose

The purpose of this report is to provide Council with an update on the development of a submission for the Shire of Cocos (Keeling) Islands Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) document.

Documents

Available for viewing at the meeting

Nil

Background

On 8 February 2025, Kim Forbes, First Assistant Secretary - Indian Ocean Territories, Department of Infrastructure, Transport, Regional Development, Communications and Arts (DITRDCA); Anna Kellerman - Director, Shape Urban; and Peter Wood, Principal Planner – Land Use Planning, Department of Planning, Lands and Heritage, Western Australia, released the latest draft version of the Cocos (Keeling) Islands CHRMAP on Home Island.

Originally initiated in 2021 and years in the making, the document fell short of expectations in terms of its support for the residents of Home and West Island in addressing both present and future challenges related to rising sea levels in the Indian Ocean.

First reported to Council in March 2025, this report is a continuation of advice for the information of Council.

1. Civic Legal

Civic Legal has been engaged to provide advice and direction to staff and Council relating to the 1979 and 1984 Trust Deeds, Kampong Housing Policy and Land Tenure. The advice has been very comprehensive and ongoing. With the release of the DITRDCA draft CHRMAP document, the relationship between work currently being done by Civic Legal and the CHRMAP is so close it essentially “blurs the lines”. After discussion with Civic Legal it was determined that the most positive way forward is to treat CHRMAP, Trust Deeds, Kampong Housing, and Land Tenure as a single matter moving forward.

The next step for Council is recommended to be an appeal to the Minister for Territories, Hon Kristy McBain MP to reconsider her previous veto to extend community consultation period for CHRMAP submissions post 30 June 2025.

In discussing CHRMAP with Civic Legal, a suggested positive addition to support Council would be engagement of Civic Legal and one of their team members, Merinda Logie. A proposal from Civic Legal for this engagement is attached to this report for the information of Council.

Fact file - Merinda Logie

Merinda has over 24 years of legal experience in the fields of planning and environment, native title and heritage and major projects. She has worked for national firms, boutique law firms and as in-house counsel in the Department of Water and Environment.

For ten years Merinda co-wrote and lectured at Murdoch University's Law School in 'The Law of Planning' and 'Environment, Sustainability and Climate Law'. She regularly attends as a guest tutor on environmental and native title issues in University of Western Australia's 'Mining Law Workshop'.

"I take a strategic approach to solving problems and achieving client goals. I enjoy helping people to navigate the regulatory landscapes of planning, development and environment law."

Experience

Merinda's expertise lies in a deep understanding of regulatory approval processes, resolving complex problems, all aspects of land and environment law.

A meeting with Civic Legal, including Merinda Logie, is scheduled for the morning of Tuesday, 27 May 2025

2. Museums WA

Met with Tim Eastwood representing Museums Western Australia to discuss Museums WA making a submission to Council regarding the future of the museum and historically significant sites, infrastructure, and items especially those on Home Island.

3. Other Consultation

Meetings with Peter Wood (Department of Lands, Planning and Heritage WA) and Anna Kellerman (Shape Urban) have centred around the DITRDCA insistence to have community consultation complete by 30 June 2025. Meetings will continue on a regular basis to glean any information regarding the draft CHRMAP and the way forward.

Meeting with **Liam Moore** and **Carolyn Lambert** have centred around the draft CHRMAP and its contents and the need for Management and adaptation as opposed to retreat. Further meetings will be held with Liam and Carolyn and the next meeting will be on 26 May 2025, with an oral report to accompany this written report to Council.

4. Community Consultation

With CHRMAP and housing now being “wrapped together” it is proposed to hold a community information day on Home Island to discuss CHRMAP, Housing Policy, Housing Repairs and Maintenance and Land Tenure. The date for this meeting which is proposed for a Saturday, will be set in June after consultation with the Shire President.

Policy and Legislative Implications

The Shire of Cocos (Keeling) Islands CHRMAP is the most important policy document with respect to occupancy of the islands. Failure to develop an acceptable and achievable CHRMAP will result in non-compliance with policy and legislative requirements.

Financial Implications

As per Civic Legal proposal and 2025 – 2026 budget allocation.

Strategic Implications

It is strategically prudent and appropriate to have a CHRMAP developed after community consultation.

Voting Requirements

Simple majority.

OFFICER RECOMMENDATION – ITEM NO 10.1.2

THAT COUNCIL, SIMPLE MAJORITY, ENDORSE THE CHIEF EXECUTIVE OFFICER TO WRITE TO THE MINISTER FOR TERRITORIES TO REQUEST AN EXTENSION OF TIME FOR THE COMMUNITY CONSULTATION PERIOD FOR THE COCOS (KEELING) ISLANDS SHIRE CHRMAP SUBMISSIONS AND NOTES AND RECEIVES THE REMAINDER OF THIS REPORT.

COUNCIL RESOLUTION – ITEM NO 10.1.2

MOVED CR LACY

SECONDED CR I MINKOM

THAT COUNCIL, SIMPLE MAJORITY, ENDORSE THE CHIEF EXECUTIVE OFFICER TO WRITE TO THE MINISTER FOR TERRITORIES TO REQUEST A 12 MONTH EXTENSION OF TIME FOR THE COMMUNITY CONSULTATION PERIOD FOR THE COCOS (KEELING) ISLANDS SHIRE CHRMAP SUBMISSIONS AND NOTES AND RECEIVES THE REMAINDER OF THIS REPORT.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

REASON FOR VARIATION TO THE EXECUTIVE RECOMMENDATION: Within discussion amongst the Elected Members, Councillors have requested that the Chief Executive Officer to write to the Minister for Territories to request for a 12-month extension of time for the community consultation period for the Cocos (Keeling) Islands CHRMAP submissions.

10.1.3 LOCAL GOVERNMENT ORDINARY ELECTION 2025

Report Information

Date: 12 May 2025

Location: Cocos (Keeling) Islands

Applicant: Western Australian Electoral Commission

File Ref:

Disclosure of Interest:

Reporting Officer: Chief Executive Officer

Island: Shire wide

Attachments: 10.1.3.1 - Cost Estimate Letter – 2025 Local Government Ordinary Election
10.1.3.2 - Written Agreement – 2025 Local Government Ordinary Election

Authority / Discretion

Definition

<input checked="" type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

To seek Council's resolution for the Western Australian Electoral Commission (WAEC) to be responsible for conducting the 2025 Local Government Ordinary Election, and any other required elections or polls.

Relevant Documents

Available for viewing at the meeting

Nil

Background

The next Local Government Ordinary Election is scheduled for Saturday, 18 October 2025. For the Shire of Cocos (Keeling) Islands, four (4) full-term vacancies will be open.

The Western Australian Electoral Commission has formally requested that Council declare the Electoral Commissioner responsible for conducting the 2025 election, along with any additional elections or polls that may be necessary (refer to attachments).

Comment

The recommended course of action to have a voting in person election conducted by the Western Australian Electoral Commission will provide an independent, transparent, and accountable election.

Policy and Legislative Implications

The number of vacancies is legislated and required to be filled.

Financial Implications

Estimated cost of the election is \$24,985 (ex GST) and the Commissioner is to conduct elections on a full cost recovery basis.

Strategic Implications

Shire of Cocos (Keeling) Islands Strategic Plan 2022-2037

L1: To be involved, respectful and inclusive and to facilitate diversity and representation within the decision-making process.

Elections are essential to fill current vacancies and retiring Councillor vacancies.

Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Reputation	Experience of all the election officials is not sufficient to conduct the elections should the WAEC not conduct the elections resulting in reputation damage to both the Shire and potential candidates.	High	Council to declare the Electoral Commissioner responsible for the 2025 Elections.
Compliance	Experience of all the election officials is not sufficient to conduct the elections should the WAEC not conduct the elections. Resulting in non-compliances from both the Shire and potential candidates.	High	Council to declare the Electoral Commissioner responsible for the 2025 Elections.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Council requires all vacancies to be filled to be able to provide the highest standard of leadership possible to the Cocos (Keeling) Islands.

Voting Requirements

Absolute majority.

OFFICER RECOMMENDATION – ITEM NO 10.1.3

THAT COUNCIL, BY ABSOLUTE MAJORITY, RESOLVE TO DECLARE, IN ACCORDANCE WITH SECTION 4.20(4) OF THE *LOCAL GOVERNMENT ACT 1995*, THE ELECTORAL COMMISSIONER TO BE RESPONSIBLE FOR THE CONDUCT OF THE 2025 ORDINARY ELECTION, TOGETHER WITH ANY OTHER ELECTIONS OR POLLS WHICH MAY BE REQUIRED.

COUNCIL RESOLUTION – ITEM NO 10.1.3

MOVED CR I MINKOM

SECONDED CR YOUNG

THAT COUNCIL, BY ABSOLUTE MAJORITY, RESOLVE TO DECLARE, IN ACCORDANCE WITH SECTION 4.20(4) OF THE *LOCAL GOVERNMENT ACT 1995*, THE ELECTORAL COMMISSIONER TO BE RESPONSIBLE FOR THE CONDUCT OF THE 2025 ORDINARY ELECTION, TOGETHER WITH ANY OTHER ELECTIONS OR POLLS WHICH MAY BE REQUIRED.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

10.1.4 COMMUNITY DEVELOPMENT REPORT MAY 2025

Report Information

Date: 21st May 2025
Location: Cocos Keeling Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: Community Development Coordinator
Island: Cocos (Keeling) Islands
Attachments: 10.1.4.1 - Home Island Museum Merch
10.1.4.2 - Batik by Jacky Cheng

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input checked="" type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

To provide Council with updates on programs and events within the Community Development Team for May 2025.

1. Community Development Coordinator Update

Library Services – Hours of Operation

West Island Library:

- *Non – Freighter Week*
Wednesday 3.30pm to 5.30pm| 6.00pm to 8.00pm.

- *Freighter Week*
Wednesday 3.30pm to 5.30pm| Friday 3.30pm to 5.30pm.

Home Island Library:

- Monday: 7.00pm to 9.00pm.
- Thursday: 3.30pm to 5.30pm.

2. Community Development Officer – Culture and Heritage

Projects:

- Pulu Cocos Museum
- Circuit West – Steve Hensby Band
- Batik Revival Project
- Jukong Restoration Project

Pulu Cocos Museum:

- Ready and GCR have been accepted onto the Australian Register for Historic Vessels. This fantastic achievement would not have been possible without the assistance of the WA Museum’s David O’Sullivan, who was instrumental in writing and putting forward the application to the National Maritime Museum panel.
 - In future, this national recognition of boatbuilding excellence on the Cocos Keeling Islands will assist with making a case for future funding, both for the vessels themselves, and the Museum at large.
 - The Pulu Cocos Museum, alongside the WA Museum and the National Maritime Museum will soon put out a public announcement.
- Niamh has organised 2 samples of a cap design to be printed as merch for the Museum. These will be completed in the next few weeks. (See attachment 10.1.4.1)
- Tim Eastwood has been visiting in May, with 3D expert Kevin. Kevin is taking 3D scans of all the Jukongs, Museum vessels and all of the boat building half models that have been collected.

Circuit West – Steve Hensby Band:

- The Steve Hensby Band’s performance was a great success. Performances were enjoyed by both Islands, and the band worked with the children on a series of school workshops where they wrote their own song together!

Batik Revival Project:

- Below is a write up from LinkedIn that Niamh has shared.
 - Stage 1 of the Batik Revival Project has concluded with resounding success! The Cocos Islands community have risen to the opportunity, creating over 140 silk scarves over the last 10 days between Community and School workshops with renowned Artist and Facilitator, Jacky Cheng. The passion for art here is truly special and shows itself in the beautiful designs created throughout the workshops. Stage 1 has been all about access - making the process of resist dyeing approachable and fun for a wide array of interested community members. In order to do so, this stage was focused on Silk Painting, a relatively modern technique which acts as a stepping stone towards the traditional Hot Wax Batik. We look forward to Stage 2 which will take place in early July, where the Community will further their textile skills by working through the meticulous process of Hot Wax Batik, once prevalent on the Cocos Keeling Islands in the late 1990s. Many thanks to Regional Arts WA, Regional Arts Australia, Australian Government for making this project possible through the Regional Arts Project Grants.
 - Jacky Cheng and Niamh are looking into future funding options to prolong the project and keeping textiles a prominent art form on Cocos. In the future, it would be amazing to touch on screen printing with a goal of local designs created into clothing or something similar that can be turned into an industry.

Jukong Restoration Project:

- Nek Callum has returned to work on the Jukongs in the Chula Shed.
- All parts are on the ship from Perth for the installation of the doors.

3. Youth & Recreation Officer

Sports Visit:

- NRL Rugby – Coach Gethin Thomas, May 13-16 was a success, both community sessions and a school workshop were enjoyed by the Cocos Community.
- Volleyball – Coach Jose Martinez, June 3 – 6. Offering school workshops and community sessions.
- Olympics – June 24 – 27, including 3 Olympians/coaches offering school workshops, community sessions and interacting with our Cocos Seniors.

Risk Implications

Risk Category	Description	Rating (consequence x	Mitigation Action
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		likelihood)	
Financial	Budget allocations may be exceeded.	Moderate (6)	Monitor variances and report them to Council for corrective action.
Reputation	Monthly financial statements are open to public scrutiny.	Low (3)	Ensure all expenditures are justifiable.
Compliance	Report to be presented to Council within two months to comply with legislation.	Low (3)	Processes in place to ensure compliance.
Fraud	Risk of report manipulation.	Low (3)	Interim and end-of-year audits.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Voting Requirements

Simple majority.

OFFICER RECOMMENDATION – ITEM NO 10.1.4

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE COMMUNITY DEVELOPMENT COORDINATOR'S MONTHLY UPDATE FOR MAY 2025.

COUNCIL RESOLUTION – ITEM NO 10.1.4

MOVED CR I MINKOM

SECONDED CR YOUNG

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE COMMUNITY DEVELOPMENT COORDINATOR'S MONTHLY UPDATE FOR MAY 2025.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG
AGAINST: NIL

10.2 MANAGER FINANCE AND CORPORATE SERVICES

10.2.1 MONTHLY FINANCIAL REPORT – APRIL 2025

Report Information

Date: 12 May 2025

Location: Cocos (Keeling) Islands

Applicant: Shire of Cocos (Keeling) Islands

File Ref:

Disclosure of Interest:

Reporting Officer: Manager Finance & Corporate Services

Island: Shire Wide

Attachments: 10.2.1.1 - Monthly Financial Report – April 2025

10.2.1.2 – CONFIDENTIAL – Note 12 Additional Information
Council

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

The purpose of this report is to provide a monthly financial report for April 2025, which includes rating, investment, reserve, debtor, and general financial information to Elected Members in accordance with Section 6.4 of the *Local Government Act 1995 (WA)* (CKI).

Relevant Documents

Available for viewing at the meeting.

Background

The reporting of monthly financial information is a requirement under section 6.4 of the *Local Government Act 1995 (WA) (CKI)*, and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* and provides oversight of the Shire's finances to Council.

Comment

The period of review is the 10 months ended 30 April 2025. The current closing municipal surplus for this period is \$4.5m compared to a budget position of (\$1.4m).

(Note : The budget amendments as per the Mid-Year Budget Review have not yet been fully loaded into the general ledger at the time of generating this report.)

Income for the year to date is:

- Operating Revenues \$9.4m
- Capital Grants \$0.1m
- Total \$9.5m

(Note: cash receipts for the year to date are higher but due to the accounting treatment of the .CC Revenue, some receipts are not recorded as revenue in 2024/25)

The Income budget for the same period was \$9.5m, resulting in an overall Income budget variance of \$0.0m. Note 3 provides further analysis of this variance.

Council's expenditure for the period is summarised in the following table:

Type	Actual	Budget	Variance
	\$m	\$m	\$m
Operating Expenditure			
Excluding Depreciation	5.50	6.99	1.49
Depreciation	1.15	1.25	0.10
Total	6.65	8.24	1.59
Capital Expenditure	0.90	1.40	0.50

Details of all material variances against the current budget are provided in the notes to the Monthly Financial Report contained within Attachment 10.2.1.1.

Policy and Legislative Implications

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires all Local Governments to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure for the month.

Financial Management Regulation 34 also requires this statement to be accompanied by:

- a. An explanation of the composition of the net current assets, less committal assets and restricted assets;
- b. An explanation of material variances; and
- c. Such supporting information that is relevant to the Local Government

Strategic Implications

Nil

Risk Implications

Risk Category	Description	Rating (consequence likelihood) x	Mitigation Action
Financial	That budget allocations are significantly exceeded.	Moderate (6)	Variances are monitored and highlighted to Council on a monthly basis for corrective action.
Reputation	The monthly financial statements are open to public scrutiny.	Low (3)	Procedures in place to ensure all expenditure is justifiable.
Compliance	The report is to be presented to Council within two months in order to comply with relevant legislation.	Low (3)	There are processes in place to ensure compliance with legislation.
Fraud	That the report is manipulated.	Low (3)	Interim and end of year audits.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Voting Requirements

Simple majority.

Conclusion

That the Monthly Financial Report for the period ending 30 April 2025, including explanations of material variances, be received.

OFFICER RECOMMENDATION – ITEM NO 10.2.1

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.1.1; AND
2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 30 APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.1.2

COUNCIL RESOLUTION – ITEM NO 10.2.1

MOVED CR LACY

SECONDED CR I MINKOM

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

- 1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.1.1; AND**
- 2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 30 APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.1.2**

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

10.2.2 SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD MARCH 2025

Report Information

Date: 21 May 2025
Location: Cocos (Keeling) Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: Senior Finance Officer
Island: Shire Wide
Attachments: 10.2.2.1 - Schedule of Accounts Paid March 2025

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the period March 2025, as required by the *Local Government (Financial Management) Regulations 1996*.

Relevant Documents

Available for viewing at the meeting.

Nil

Background

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

Comment

The following table summarises the payments for the period by payment type, with further details of the accounts paid contained within Attachment 10.2.2.1.

Payment Type	Amount (\$)
EFT Payments 11357-11419	\$820,716.39
Direct Debit Payment	\$77,101.58
Cheque Payment #11768- #11769	\$464.60
Total Payments	\$899,695.02

Contained within Attachment 10.2.2.1 is a detailed transaction listing of payments, including credit card expenditure and fuel card expenditure as per the Summary table above.

Policy and Legislative Implications

The schedule of accounts paid is submitted in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*

Strategic Implications:

Shire of Cocos (Keeling) Islands Community Strategic Plan 2022-2037

Objective L2: To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	That budget allocations are significantly exceeded.	Moderate (6)	Variances are monitored and highlighted to Council monthly for corrective action.
Reputation	The accounts paid report is open to public scrutiny.	Low (3)	Procedures in place to ensure all expenditure is justifiable.
Compliance	The report is to be presented to Council in order to comply with relevant legislation.	Low (3)	There are processes in place to ensure compliance with legislation.
Fraud	That the report is manipulated.	Low (3)	Interim and end of year audits along with sequence checks.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Voting Requirements

Simple majority.

Conclusion

It is recommended that Council receives the reports provided for the period March 2025.

OFFICER RECOMMENDATION – ITEM NO 10.2.2

THAT COUNCIL BY SIMPLE MAJORITY, PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE PERIOD MARCH 2025 TOTALLING \$899,695.02 AS CONTAINED IN ATTACHMENT 10.2.2.1.
2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD MARCH 2025, AS CONTAINED IN ATTACHMENT 10.2.2.1.

COUNCIL RESOLUTION – ITEM NO 10.2.2

MOVED CR SLOAN

SECONDED CR I MINKOM

THAT COUNCIL BY SIMPLE MAJORITY, PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

- 1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE PERIOD MARCH 2025 TOTALLING \$899,695.02 AS CONTAINED IN ATTACHMENT 10.2.2.1.**
- 2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD MARCH 2025, AS CONTAINED IN ATTACHMENT 10.2.2.1.**

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

10.2.3 SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD APRIL 2025

Report Information

Date: 22 May 2025
Location: Cocos (Keeling) Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: Senior Finance Officer
Island: Shire Wide
Attachments: 10.2.3.1 - Schedule of Accounts Paid April 2025

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

Report Purpose

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the period April 2025, as required by the *Local Government (Financial Management) Regulations 1996*.

Relevant Documents

Available for viewing at the meeting.

Nil

Background

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

Comment

The following table summarises the payments for the period by payment type, with further details of the accounts paid contained within Attachment 10.2.3.1.

Payment Type	Amount (\$)
EFT Payments 11420 - 11497	\$404,536.88
Direct Debit Payment	\$68,469.45
Cheque Payment #11770	\$236.36
Total Payments	\$473,242.69

Contained within Attachment 10.2.3.1 is a detailed transaction listing of payments, including credit card expenditure and fuel card expenditure as per the Summary table above.

Policy and Legislative Implications

The schedule of accounts paid is submitted in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*

Strategic Implications:

Shire of Cocos (Keeling) Islands Community Strategic Plan 2022-2037

Objective L2: To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community.

Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	That budget allocations are significantly exceeded.	Moderate (6)	Variances are monitored and highlighted to Council monthly for corrective action.
Reputation	The accounts paid report is open to public scrutiny.	Low (3)	Procedures in place to ensure all expenditure is justifiable.
Compliance	The report is to be presented to Council in order to comply with relevant legislation.	Low (3)	There are processes in place to ensure compliance with legislation.
Fraud	That the report is manipulated.	Low (3)	Interim and end of year audits along with sequence checks.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Voting Requirements

Simple majority.

Conclusion

It is recommended that Council receives the reports provided for the period April 2025

OFFICER RECOMMENDATION – ITEM NO 10.2.3

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE PERIOD APRIL 2025 TOTALLING \$473,242.69 AS CONTAINED IN ATTACHMENT 10.2.3.1.
2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.3.1.

COUNCIL RESOLUTION – ITEM NO 10.2.3

MOVED CR BADLU

SECONDED CR SLOAN

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*:

1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE PERIOD APRIL 2025 TOTALLING \$473,242.69 AS CONTAINED IN ATTACHMENT 10.2.3.1.
2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD APRIL 2025, AS CONTAINED IN ATTACHMENT 10.2.3.1.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

10.3 MANAGER INFRASTRUCTURE

Nil

11. MINUTES TO BE RECEIVED

Nil

12. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. MOTIONS WITHOUT NOTICE WITH LEAVE OF COUNCIL

Nil

14. MATTERS BEHIND CLOSED DOOR

Pursuant to Section 5.2(1) of the Shire of Cocos (Keeling) Islands Meeting Procedures Local Law 2019, this part of the meeting was closed to the public, as a confidential discussion was required.

Confidential items, details of which have been circulated separately to Elected Members.

The public left the gallery at 4:56pm. Councillors took a break and returned and resumed the meeting at 5:02pm.

PROCEDURAL MOTION

MOVED CR I MINKOM

SECONDED CR BADLU

THAT COUNCIL BY SIMPLE MAJORITY, RESOLVES TO MOVE BEHIND CLOSED DOORS AT 5:02PM IN ACCORDANCE WITH SECTION 5.23(2) OF THE LOCAL GOVERNMENT ACT 1995 AND SECTION 5.2(1) OF THE SHIRE OF COCOS (KEELING) ISLANDS MEETING PROCEDURES LOCAL LAW 2019 THAT THE FOLLOWING REPORTS ARE CONFIDENTIAL.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

PROCEDURAL MOTION

MOVED CR I MINKOM

SECONDED CR SLOAN

THAT COUNCIL, BY SIMPLE MAJORITY, RESOLVES TO MOVE FROM BEHIND CLOSED DOORS

THE TIME BEING AT 5:11PM.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

14.1 CONFIDENTIAL - eNIC .CC REGISTRY ACTIVITY MONTHLY REPORT – MAY 2025

Report Information

Date: 20 May 2025

Location: Cocos (Keeling) Islands

Applicant: Shire of Cocos (Keeling) Islands

File Ref:

Disclosure of Interest:

Reporting Officer: ICT Coordinator

Island: Shire wide

Attachments: Confidential – Circulated under separate cover

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by</i>

		<i>officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input checked="" type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

This report is confidential under Section 5.23 (2) of the Local Government Act 1995 and is circulated under a separate cover.

2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following–

(e) a matter that if disclosed, would reveal —

- (i) a trade secret; or*
- (ii) information that has a commercial value to a person; or*
- (iii) information about the business, professional, commercial or financial affairs of a person,*

OFFICER RECOMMENDATION – ITEM NO 14.1

AS PER THE CONFIDENTIAL ITEM.

COUNCIL RESOLUTION – ITEM NO 14.1

MOVED YOUNG

SECONDED BADLU

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

This item remains confidential as it contains information relating to a matter that if disclosed would reveal information about the business, professional, commercial or financial affairs of

a person, where the trade secret or information is held by, or is about, a person other than the local government

14.2 CONFIDENTIAL - eNIC .CC TLD QUARTERLY REPORT

Report Information

Date: 20 May 2025
Location: Cocos (Keeling) Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: ICT Coordinator
Island: Shire wide
Attachments: Confidential – Circulated under separate cover

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input checked="" type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following–

(e) a matter that if disclosed, would reveal —

- (i) a trade secret; or*
- (ii) information that has a commercial value to a person; or*
- (iii) information about the business, professional, commercial or financial affairs of a person,*

OFFICER RECOMMENDATION – ITEM NO 14.2

AS PER THE CONFIDENTIAL ITEM.

COUNCIL RESOLUTION – ITEM NO 14.2

MOVED SLOAN SECONDED YOUNG

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

This item remains confidential as it contains information relating to a matter that if disclosed would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government

14.3 CONFIDENTIAL - TELECOMMUNICATIONS SERVICES AGREEMENT

Report Information

Date: 20 May 2025
Location: Cocos (Keeling) Islands
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: ICT Coordinator
Island: Shire wide
Attachments: Confidential - Circulated under separate cover

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

This report is confidential under Section 5.23 (2) of the Local Government Act 1995 and is circulated under a separate cover.

2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following–

(c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*

(e) *a matter that if disclosed, would reveal —*

(i) *a trade secret; or*

(ii) *information that has a commercial value to a person; or*

(iii) *information about the business, professional, commercial or financial affairs of a person,*

OFFICER RECOMMENDATION – ITEM NO 14.3

AS PER THE CONFIDENTIAL ITEM.

COUNCIL RESOLUTION – ITEM NO 14.3

MOVED I MINKOM SECONDED BADLU

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

This item remains confidential as it contains information relating to a matter that if disclosed would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government

15. MATTERS RELATING TO THE LAND TRUSTS



MATTERS RELATING TO THE LAND TRUST 1979 AND LAND TRUST 1984

The Australian Government transferred ownership of portions of land on the Cocos (Keeling) Islands, under two separate deeds, to the Territory's local government being the Cocos (Keeling) Islands Council. On 1 July 1992, the Territories Law Reform Act came into effect by which the Commonwealth Government applied Western Australian laws to the Cocos (Keeling) Islands. The *Local Government (Transition) Ordinance 1992* established the Shire of the Cocos (Keeling) Islands by absorbing the Cocos (Keeling) Islands Council. By this arrangement, the body corporate called the Shire of Cocos (Keeling) Islands became the Trustee for both Land Trusts. Decisions relating to the Trust are made by Council as the decision-making arm of the body corporate.

The 1979 Deed: The 1979 Trust Deed applies to all of the land above the high-water mark on Home Island, except Lot 13, Lot 14 and Pulu Gangsa (Cemetery Island). The Deed states that the land is to be held 'upon trust for the benefit, advancement and wellbeing of the community formed by the Kampong residents.' No other terms were expressed in the Deed. 'Kampong residents' were described in the 1979 Trust Deed as 'the residents from time to time of the Kampong area'.

The 1984 Deed: The 1984 Trust Deed applies to all parcels of land situated and being above high-water mark within the Cocos (Keeling) Islands, including North Keeling Island, but not including parcels of land as described in the First Schedule of the 1984 Trust Deed.

This transferred land was to be held by the Council (and later, by its successor, the Shire) 'upon trust for the benefit, advancement and wellbeing of the Cocos (Keeling) Islander's resident in the Territory on land owned by the Council.'

15.1 TRUSTS ADMINISTRATION

Nil

15.2 TRUSTS LEASES

Cr Young declared an impartiality interest to item 15.2.1 as supporting and assistors applicant for lease and Cr Badlu declared an impartiality interest to item 15.2.1 as applicant is a relative. Cr Young and Cr Badlu both remained in the meeting room.

15.2.1 CONFIDENTIAL - APPLICATION TO LEASE PART LOT 18 HOME ISLAND RETAIL CENTRE - TENANCY 9 (LAUNDROMAT)

Report Information

Date: 19 February 2025
Location: Part Lot 18 Home Island Retail Centre – Tenancy 9 Laundromat
Applicant: Shire of Cocos (Keeling) Islands
File Ref:
Disclosure of Interest:
Reporting Officer: Leasing & Policy Development Officer
Island: Home Island
Attachments: Confidential – Circulated under separate cover

Authority / Discretion

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input checked="" type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character</i>

		<i>arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

This report is confidential under Section 5.23 (2) of the Local Government Act 1995 and is circulated under a separate cover.

2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following–

*(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
(e)a matter that if disclosed, would reveal —*

*(i) a trade secret; or
(ii) information that has a commercial value to a person; or
(iii) information about the business, professional, commercial or financial affairs of a person,*

OFFICER RECOMMENDATION – ITEM NO 15.2.1

AS PER THE CONFIDENTIAL ITEM.

COUNCIL RESOLUTION – ITEM NO 15.2.1

MOVED I MINKOM

SECONDED KNIGHT

THAT COUNCIL ACTING IN ITS CAPACITY AS TRUSTEE OF THE 1979 LAND TRUST DEED, BY SIMPLE MAJORITY, PURSUANT TO SECTION 3.58 OF THE *LOCAL GOVERNMENT ACT 1995 (WA) (CKI)* RESOLVES:

- 1. TO GIVE LOCAL PUBLIC NOTICE OF THE INTENT (INCLUDING INVITING PUBLIC SUBMISSIONS) TO DISPOSE BY WAY OF LEASE FOR PART LOT 18 HOME ISLAND TENANCY 9 TO MRS DARLING ELAT-RASA ON THE CONDITONS THAT;-**
 - a. LEASE FEE SET AT \$2,692.90 PER ANNUM, SUBJECT TO ANNUAL CPI REVIEWS AND A ONE-OFF LEASE PREPARATION FEE OF \$260.THE LEASE TERM OF TWO (2) YEARS WITH A FURHTER OPTION OF THREE (3) YEARS;**

- b. THAT THE PROSPECTIVE LESSEE IS ADVISED THAT THEY WILL BE RESPONSIBLE FOR ALL MAINTENANCE OF THE BUILDING INCLUDING THE THREE SETS OF WASHERS AND DRYERS AS PER THE LEASE CONDITIONS;
2. THE PURPOSE OF THE LEASE IS TO UTILISE THE SPACE AS A LAUNDROMAT;
 3. SHOULD NO OBJECTIONS BE RECEIVED DURING THE PUBLIC NOTICE PERIOD; THE CHIEF EXECUTIVE OFFICER IS AUTHORISED TO ENTER INTO THE LEASE AS PER THE SHIRE'S NEW COMMERCIAL LEASE TEMPLATE AND WITH THE CONDITIONS AS OUTLINED ABOVE;
 4. IF OBJECTIONS ARE RECEIVED, TO CONSIDER ALL PUBLIC SUBMISSIONS AT THE FIRST ORDINARY MEETING OF COUNCIL FOLLOWING THE CLOSE OF THE PUBLIC SUBMISSION PERIOD;
 5. REGULAR INSPECTIONS OF COMMERCIAL TENANCY BE UNDERTAKEN;
 6. IF THE APPLICANT FAILS TO SETTLE ANY OUTSTANDING DEBT WITHIN 6 MONTHS OR FAILS TO ENTER INTO A PAYMENT ARRANGEMENT PRIOR TO EXECUTING A LEASE, THE LEASE OFFER WILL BE WITHDRAWN AND RE-ADVERTISED. THE CHIEF EXECUTIVE OFFICER AND SHIRE PRESIDENT TO SIGN AND AFFIX THE SHIRE OF COCOS (KEELING) ISLAND COMMON SEAL TO THE SHIRE RETAIL AGREEMENT.

THE MOTION WAS PUT AND DECLARED CARRIED (7/0)

FOR: BADLU, KNIGHT, LACY, MINKOM, MINKOM, SLOAN, YOUNG

AGAINST: NIL

15.3 TRUSTS FINANCE

Nil

16. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING (LATE ITEM)

Nil

17. CLOSURE

The Presiding member declared the meeting closed at 5:11pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2024

as a true record of proceedings.

PRESIDING MEMBER

8 ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

Nil

9 DECLARATION OF INTEREST

Councillors are to complete a Disclosure of Interest Form for each item they are required to disclose an interest in. The Form should be given to the Presiding Member before the meeting commences. After the meeting, the Form is to be provided to the Governance and Risk Coordinator for inclusion in the Disclosures Register.

Name	Item No.	Interest	Nature

10 REPORTS FROM COMMITTEES AND OFFICERS**10.1 CHIEF EXECUTIVE OFFICER**

Nil

10.2 GOVERNANCE, RISK AND PLANNING

10.2.1 PROPOSED RENEWAL OF SHORT-TERM RENTAL ACCOMMODATION (GUEST HOUSE) LOT 164 AIRFORCE ROAD, WEST ISLAND

FILE NUMBER: WL164

AUTHOR: Ibrahim Macrae, Acting Chief Executive Officer

AUTHORISER: Ibrahim Macrae, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author – Nil
Authoriser -

ISLAND: West Island

APPLICANT:

OWNER: Phosphate Resources Properties Pty Ltd

PROPOSAL:

LOCATION: Lot 164 Airforce Road, West Island

ATTACHMENTS: 10.2.1.1 -DA Application Short-term Rental Accommodation
Renewal Lot 164 Airforce Road, West Island. - *Confidential*

AUTHORITY/DISCRETION

Definition

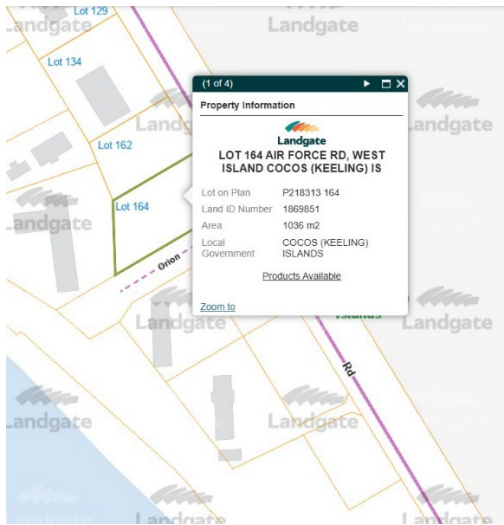
<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input checked="" type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

For Council to consider renewing a development application that has expired for the use of an existing dwelling at Lot 164 Airforce Road, West Island for short-term rental accommodation (Guest House).

Relevant Documents

Available for viewing at the meeting
Plans/images in attachments.



Location Plan



BACKGROUND

The subject property of Lot 164 Airforce Road, West Island is zoned Residential R15 under the Shire's Local Planning Scheme No.1 (Scheme).

On 26 August 2020 Council granted approval for a Short Stay Accommodation (Guest House) for a period of two years commencing 1 September 2020 subject to conditions. The approval lapsed on 2 September 2022.

The applicant has submitted an application to renew the approval, without the 2-year limitation.

The 2-year time limited approval was previously recommended in a State Planning Bulletin when the original approval was granted, since then a new planning bulletin from the State Department of Planning dealing with holiday accommodation no longer recommends the 2-year time limited approval.

COMMENT

Planning Bulletin 115/2024 115/2024 Short-Term Rental Accommodation (STRA) – Guidance for local government

The state-wide STRA Register, established by the STRA Act 2024, is now operational. Registration for all STRA will be mandatory by 1 January 2025. The Register replaces any existing local government STRA. All STRA are required to register prior to operation – regardless of whether they are ‘hosted’ or ‘un hosted,’ or whether they qualify for a development approval exemption through the LPS Regulations. Registration is completed by either the STRA owner or tenant (with the owner’s consent) and is renewed annually. Under the STRA Act 2024 and associated regulations, it is mandatory.

Amendments to local planning schemes to complement and align with new ‘deemed’ land use classes for short term rental accommodation will need to be initiated as soon as possible and should ideally be completed by mid-2025, to allow for development approvals to be obtained by 1 January 2026.

The current Scheme is still pending with the Department of Planning, as such, approvals are still required under the current Scheme.

Note: short-term rental accommodation is defined in other legislation as a maximum stay up to three months.

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Compliance	Unruly behaviour of guests in a residential area	Moderate (6)	Approval condition enforcement
Health & Safety	House fire	Moderate (5)	Approval condition – property management plan

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

POLICY AND LEGISLATION IMPLICATIONS

The Shire of Cocos (Keeling) Islands Local Planning Scheme No. 1 has been considered in preparing this item to ensure the recommendation is compliant.

The Scheme does not have the land use “short-term rental accommodation”

listed in Table 1 - Zoning table use classes in the Scheme. This means the land use is not permitted unless Council exercises discretion in its decision making.

Clause 3.4.2 of the Scheme deals with this issue;

- 3.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may:
- determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
 - determine that the proposed use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 64 of the deemed provisions in considering an application for development approval ; or
 - determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Given that there is conflict between the definitions in the Scheme and the State Regulations, both of which have the same meaning, the land use can be combined and defined as Short-term Rental Accommodation Use (Guest House).

Guest House: means the use of premises for a commercial accommodation establishment compatible in character and scale with residential housing;

Zoning of the subject property is “Residential” R15

“D” means that the use is not permitted unless the local government has exercised its discretion by granting development approval;

Local Planning Policies

Nil

STRATEGIC IMPLICATIONS

Theme

E Economic

Goal

E5 To encourage low-impact tourism

Strategy

E5.2 Strengthen relationship and communication with Cocos (K) Islands Tourism Association (CKITA) and operators and work collaboratively to promote low-impact, eco-friendly approach to tourism

VOTING REQUIREMENT

Simple Majority

CONCLUSION

The proposed guest capacity of the Guest House of six guests is supported as it will not result in overcrowding in accordance with local health regulations. Collectively, if approved, the property could provide short-term rental accommodation for up to six guests. This form of short-term rental accommodation is considered low scale.

Short-term rental accommodation has to date not caused any detrimental impacts on neighbours on the islands and supports the economy of the islands from tourism. The proposal is supported with conditions.

Past approvals have linked the planning approval to individuals, this has been problematic when selling holiday houses without a mechanism to transfer the approval without triggering a new application and a subsequent Council approval process.

Under the *STRA Act 2024* approvals will lie with the land and not the individual.

OFFICER RECOMMENDATION – ITEM NO 10.2.1

THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE SHIRE OF COCOS (KEELING) ISLANDS LOCAL PLANNING SCHEME NO.1, RESOLVES THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE SHIRE OF COCOS (KEELING) ISLANDS LOCAL PLANNING SCHEME NO.1, RESOLVES TO GRANT DEVELOPMENT APPROVAL FOR A SHORT-TERM RENTAL ACCOMMODATION (GUEST HOUSE) AT LOT 164 AIRFORCE ROAD, WEST ISLAND SUBJECT TO THE FOLLOWING CONDITIONS AND ADVICE NOTES:

- 1. DEVELOPMENT MAY BE CARRIED OUT ONLY IN ACCORDANCE WITH THE DETAILS OF THE APPLICATION AS APPROVED HEREIN AND ANY APPROVED PLAN.**
- 2. ANY ADDITIONAL DEVELOPMENT WHICH IS NOT IN ACCORDANCE WITH THE APPLICATION THE SUBJECT OF THIS APPROVAL OR ANY CONDITION OF APPROVAL WILL REQUIRE THE FURTHER APPROVAL OF THE SHIRE OF COCOS (KEELING) ISLANDS.**

3. THE TOTAL NUMBER OF PEOPLE TO BE ACCOMMODATED IN THE GUEST HOUSE SHALL NOT EXCEED EIGHT (6) GUESTS AT ALL TIMES.
4. MAINTAIN THE SUBMITTED MANAGEMENT PLAN AND FIRE SAFETY TO THE SATISFACTION OF THE CHIEF EXECUTIVE OFFICER;
5. EMERGENCY RESPONSE PLAN/EVACUATION DIAGRAM TO BE CLEARLY DISPLAYED IN THE DWELLING;
6. EACH BEDROOM TO BE FITTED WITH A HARD-WIRED SMOKE DETECTOR;
7. A FULLY MAINTAINED AND COMPLIANT FIRE EXTINGUISHER TO BE IN A CLEARLY VISIBLE AND ACCESSIBLE LOCATION;
8. BARBEQUES ARE TO BE LIMITED TO GAS OR ELECTRIC ONLY;
9. ALL PARKING BE CONTAINED ON-SITE;
10. SIGNAGE BE RESTRICTED TO ONE SIGN ON SITE NOT EXCEEDING 0.5M² IN SIZE AND INCORPORATED INTO THE FRONT FENCE OR FRONT OF THE BUILDING.
11. THE DEVELOPMENT MUST NOT CAUSE NUISANCE OR DEGRADE THE AMENITY OF THE LOCALITY IN ANY WAY, INCLUDING BY REASON OF THE EMISSION OF NOISE, LIGHT, ODOUR, FUMES, SMOKE, VAPOUR OR OTHER POLLUTANT, OR IMPACT ON PUBLIC SAFETY OR OTHERWISE; TO THE SATISFACTION OF THE SHIRE OF COCOS (KEELING) ISLANDS.
12. GUESTS OF THE GUEST HOUSE ARE TO BE SHORT STAY ONLY, MEANING NO GUEST SHALL OCCUPY THE SERVICED APARTMENT FOR MORE THAN A TOTAL OF THREE MONTHS IN ANY ONE TWELVE-MONTH PERIOD.
13. THE GUEST HOUSE SHALL BE OPERATED IN ACCORDANCE WITH THE APPROVED 'HOLIDAY HOME - PROPERTY MANAGEMENT PLAN,' 'HOLIDAY HOME - CODE OF CONDUCT,' 'HOLIDAY HOME - FIRE AND EMERGENCY PLAN' FOR THE LIFE OF THE DEVELOPMENT, TO THE SATISFACTION OF THE CHIEF EXECUTIVE OFFICER.

ADVICE NOTES:

- A. THIS IS A DEVELOPMENT APPROVAL OF THE SHIRE OF COCOS (KEELING) ISLANDS UNDER ITS LOCAL PLANNING SCHEME NO.1. IT IS NOT AN APPROVAL TO COMMENCE OR CARRY OUT DEVELOPMENT UNDER ANY OTHER LAW. IT IS THE RESPONSIBILITY OF THE APPLICANT/LANDOWNER TO OBTAIN ANY OTHER NECESSARY APPROVALS, CONSENTS, PERMITS AND LICENSES REQUIRED UNDER ANY OTHER LAW, AND TO COMMENCE AND CARRY OUT DEVELOPMENT IN ACCORDANCE WITH ALL RELEVANT LAWS.
- B. THE APPLICANT IS TO IMPLEMENT AND MAINTAIN REPORTING MECHANISMS FOR COMPLAINTS CONCERNING THE OPERATION OF THE GUEST HOUSE. IN THE EVENT OF A SUBSTANTIATED COMPLAINT BEING RECEIVED THE APPLICANT IS REQUIRED TO DEMONSTRATE MITIGATION RESPONSE(S) TO THE APPROVAL OF THE SHIRE OF COCOS (KEELING) ISLANDS.
- C. SHOULD THE APPLICANT BE AGGRIEVED BY THE DECISION (IN PART OR WHOLE) THERE IS A RIGHT PURSUANT TO THE PLANNING AND DEVELOPMENT ACT 2005 TO HAVE THE DECISION REVIEWED BY THE STATE ADMINISTRATIVE TRIBUNAL. SUCH AN APPLICATION MUST BE LODGED WITHIN TWENTY-EIGHT (28) DAYS FROM THE DATE OF THE DECISION.

THE STATE ADMINISTRATIVE TRIBUNAL
GPO BOX U1991
PERTH WA 6845"
- D. THE STATE-WIDE STRA REGISTER, ESTABLISHED BY THE STRA ACT 2024, IS NOW OPERATIONAL. REGISTRATION FOR ALL STRA WILL BE MANDATORY BY 1 JANUARY 2025. THE REGISTER REPLACES ANY EXISTING LOCAL GOVERNMENT STRA ALL STRA ARE REQUIRED TO

REGISTER PRIOR TO OPERATION – REGARDLESS OF WHETHER THEY ARE ‘HOSTED’ OR ‘UNHOSTED,’ OR WHETHER THEY QUALIFY FOR A DEVELOPMENT APPROVAL EXEMPTION THROUGH THE LPS REGULATIONS.

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10.3 FINANCE AND CORPORATE SERVICES

10.3.1 MONTHLY FINANCIAL REPORT – MAY 2025

FILE NUMBER:

AUTHOR: David Tombs, Manager Finance and Corporate Services

AUTHORISER: Ibrahim Macrae, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author - Nil

Authoriser - Nil

ISLAND: Shire Wide

ATTACHMENTS:

1. Monthly Financial Report - May 2025
2. Additonal Information for Council Only - *Confidential*

AUTHORITY/DISCRETION

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

The purpose of this report is to provide a monthly financial report for April 2025, which includes rating, investment, reserve, debtor, and general financial information to Elected Members in accordance with Section 6.4 of the *Local Government Act 1995 (WA)* (CKI).

BACKGROUND

The reporting of monthly financial information is a requirement under section 6.4 of the *Local Government Act 1995 (WA) (CKI)*, and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* and provides oversight of the Shire's finances to Council.

COMMENTARY

The period of review is the 11 months ended 31 May 2025.

Income for the year to date is:

- | | |
|----------------------|---------|
| • Operating Revenues | \$9.54m |
| • Capital Revenues | \$0.16m |
| • Total | \$9.70m |

(Note: cash receipts for the year to date are higher but due to the accounting treatment of the .CC Revenue, some receipts are not recorded as revenue in 2024/25)

The Income budget for the same period was \$9.63m, resulting in an overall Income budget variance of \$0.07m. Note 3 provides further analysis of this variance.

Council's expenditure for the period is summarised in the following table:

Type	Actual	Budget	Variance
	\$m	\$m	\$m
Operating Expenditure			
Excluding Depreciation	5.93	7.43	1.50
Depreciation	1.29	1.38	0.09
Total	7.22	8.81	1.59
Capital Expenditure	1.13	1.70	0.57

Details of all material variances against the current budget are provided in the notes to the Monthly Financial Report contained within Attachment 1.

The current closing municipal surplus for this period is \$4.05m compared to a budget position of (\$2.06m). The main causes of this variance relate to:

- Large increase in Opening Surplus compared to Budget caused by transactions in the previous financial year
- Large budget variance relating to Operating Expenditure caused by delay in the payment of certain large invoices (this variance is expected to significantly reduce during June)
- Unspent capital budgets
- Journals relating to Transfers to Reserves being deferred to the end of the financial year (this has minimal impact on the key financial statements)

POLICY AND LEGISLATION IMPLICATIONS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires all Local Governments to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure for the month.

Financial Management Regulation 34 also requires this statement to be accompanied by:

- a. An explanation of the composition of the net current assets, less committal assets and restricted assets;
- b. An explanation of material variances; and
- c. Such supporting information that is relevant to the Local Government

FINANCIAL IMPLICATIONS

As discussed within the Report and attachments.

STRATEGIC IMPLICATIONS

Nil

RISK IMPLICATIONS

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	That budget allocations are significantly exceeded.	Moderate (6)	Variances are monitored and highlighted to Council on a monthly basis for corrective action.
Reputation	The monthly financial statements are open to public scrutiny.	Low (3)	Procedures in place to ensure all expenditure is justifiable.
Compliance	The report is to be presented to Council within two months in order to comply with relevant legislation.	Low (3)	There are processes in place to ensure compliance with legislation.
Fraud	That the report is manipulated.	Low (3)	Interim and end of year audits.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

VOTING REQUIREMENT-

Simple Majority

CONCLUSION

That the Monthly Financial Report for the period ending 31 May 2025, including explanations of material variances, be received.

OFFICER RECOMMENDATION – ITEM NO 10.3.1

THAT COUNCIL, BYSIMPLE MAJORITY, PURSUANT TO THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

- 1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2025, AS CONTAINED IN ATTACHMENT 1 AND**
- 2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 31 MAY 2025, AS CONTAINED IN ATTACHMENT 2.**

SHIRE OF COCOS (KEELING) ISLANDS**MONTHLY FINANCIAL REPORT**

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 May 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS***Statements required by regulation***

Statement of Financial Activity	2
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Note 1 Basis of Preparation	4
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Note 3 Explanation of Material Variances	6

SHIRE OF COCOS (KEELING) ISLANDS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

		Adopted Budget	Current Budget	YTD Current Budget	YTD Actual	Variance*	Variance*	
		\$	(a)	(b)	(c)	\$	%	Var.
						(c) - (b)	((c) - (b))/(b)	
						\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates	7	524,569	524,569	524,569	526,206	1,637	0.31%	
Grants, subsidies and contributions	8	5,661,002	5,073,886	5,045,439	4,860,449	(184,990)	(3.67%)	
Fees and charges		1,064,788	1,414,788	1,356,162	1,055,421	(300,741)	(22.18%)	▼
Interest revenue		288,650	288,650	227,300	254,493	27,193	11.96%	▲
Other revenue		4,034,610	3,034,610	2,278,170	2,784,493	506,323	22.22%	▲
Profit on asset disposals	5	20,500	20,500	20,500	56,080	35,580	173.56%	▲
		11,594,119	10,357,003	9,452,140	9,537,142	85,002	0.90%	
Expenditure from operating activities								
Employee costs		(4,126,807)	(4,170,807)	(3,720,783)	(3,675,767)	45,016	1.21%	
Materials and contracts		(2,559,959)	(2,542,959)	(2,407,116)	(1,474,457)	932,659	38.75%	▲
Utility charges		(67,370)	(67,370)	(67,370)	(47,180)	20,190	29.97%	▲
Depreciation		(1,504,592)	(1,504,592)	(1,380,360)	(1,288,925)	91,435	6.62%	
Finance costs		(822)	(822)	(764)	(263)	501	65.58%	
Insurance		(183,004)	(183,004)	(183,004)	(173,205)	9,799	5.35%	
Other expenditure		(1,210,252)	(1,152,252)	(1,008,963)	(557,774)	451,189	44.35%	▲
Loss on asset disposals	5	(44,660)	(44,660)	(44,660)	0	44,660	100.00%	▲
		(9,697,466)	(9,666,466)	(8,813,020)	(7,217,571)	1,595,449	18.10%	
Non-cash amounts excluded from operating activities	Note 2(b)	1,545,952	1,545,952	1,404,520	1,250,568	(153,952)	(10.96%)	▼
Amount attributable to operating activities		3,442,605	2,236,489	2,043,640	3,570,139	1,526,499	74.70%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	9	257,654	215,270	215,270	98,000	(117,270)	(54.48%)	▼
Proceeds from disposal of assets	5	(24,160)	(24,160)	(34,660)	68,430	103,090	297.43%	▲
		233,494	191,110	180,610	166,430	(14,180)	(7.85%)	
Outflows from investing activities								
Payments for property, plant and equipment	4	(992,196)	(1,429,196)	(1,424,196)	(913,463)	510,733	35.86%	▲
Payments for construction of infrastructure	4	(281,883)	(281,883)	(281,883)	(217,530)	64,353	22.83%	▲
		(1,274,079)	(1,711,079)	(1,706,079)	(1,130,993)	575,086	33.71%	
Amount attributable to investing activities		(1,040,585)	(1,519,969)	(1,525,469)	(964,563)	560,906	36.77%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves	3	3,331,454	3,331,454	1,575,897	0	(1,575,897)	(100.00%)	▼
		3,331,454	3,331,454	1,575,897	0	(1,575,897)	(100.00%)	
Outflows from financing activities								
Payments for principal portion of lease liabilities		(12,908)	(12,908)	(13,493)	(13,493)	0	0.00%	
Transfer to reserves	3	(5,789,066)	(5,789,066)	(4,214,900)	(1,491,370)	2,723,530	64.62%	▲
		(5,801,974)	(5,801,974)	(4,228,393)	(1,504,863)	2,723,530	64.41%	
Amount attributable to financing activities		(2,470,520)	(2,470,520)	(2,652,496)	(1,504,863)	1,147,633	43.27%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		68,500	68,500	68,500	2,951,439	2,882,939	4208.67%	▲
Amount attributable to operating activities		3,442,605	2,236,489	2,043,640	3,570,139	1,526,499	74.70%	▲
Amount attributable to investing activities		(1,040,585)	(1,519,969)	(1,525,469)	(964,563)	560,906	36.77%	▲
Amount attributable to financing activities		(2,470,520)	(2,470,520)	(2,652,496)	(1,504,863)	1,147,633	43.27%	▲
Surplus or deficit after imposition of general rates		0	(1,685,500)	(2,065,825)	4,052,151	6,117,976	296.15%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for material variances.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF COCOS (KEELING) ISLANDS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2025

	Supplementary Information	30 June 2024 \$	This time last year	31 May 2025 \$
CURRENT ASSETS				
Cash and cash equivalents	2	6,262,833	6,215,449	11,190,994
Trade and other receivables	6	3,713,042	818,325	1,108,302
Inventories		8,751	4,380	12,882
Other assets		145,998	27,348	91,338
TOTAL CURRENT ASSETS		10,130,624	7,065,502	12,403,516
NON-CURRENT ASSETS				
Trade and other receivables		13,960,632	0	13,960,632
Property, plant and equipment		14,954,459	14,903,496	14,973,243
Infrastructure		9,949,826	9,947,699	9,769,911
Right-of-use assets		31,730	32,708	20,742
Intangible assets		4,000	4,082	3,082
TOTAL NON-CURRENT ASSETS		38,900,647	24,887,985	38,727,610
TOTAL ASSETS		49,031,271	31,953,487	51,131,126
CURRENT LIABILITIES				
Trade and other payables		472,797	142,464	168,600
Other liabilities		84,405	254,273	84,405
Lease liabilities		12,908	306	(585)
Employee related provisions		498,622	518,768	498,622
TOTAL CURRENT LIABILITIES		1,068,730	915,811	751,042
NON-CURRENT LIABILITIES				
Lease liabilities		18,763	31,365	18,763
Employee related provisions		49,814	61,037	49,814
TOTAL NON-CURRENT LIABILITIES		68,576	92,402	68,577
TOTAL LIABILITIES		1,137,306	1,008,212	819,619
NET ASSETS		47,893,965	30,945,275	50,311,507
EQUITY				
Retained surplus		31,867,627	16,499,836	32,793,985
Reserve accounts	3	6,485,944	4,905,044	7,977,160
Revaluation surplus		9,540,394	9,540,395	9,540,394
Under Review		0	0	(32)
TOTAL EQUITY		47,893,965	30,945,275	50,311,507

This statement is to be read in conjunction with the accompanying notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025**

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement

of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report 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 controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 10 to these financial statements.

Judgements and 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 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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 June 2025

SHIRE OF COCOS (KEELING) ISLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity

		Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 May 2025
		\$	\$	\$
Current assets				
Cash and cash equivalents	2	8,098,024	6,262,833	11,190,994
Trade and other receivables		205,360	3,713,042	1,108,302
Inventories		10,409	8,751	12,882
Other assets		0	145,998	91,338
		8,313,793	10,130,624	12,403,516
Less: current liabilities				
Trade and other payables		(153,010)	(472,797)	(168,600)
Other liabilities		0	(84,405)	(84,405)
Lease liabilities		(13,185)	(12,908)	585
Employee related provisions		(518,768)	(498,622)	(498,622)
		(684,963)	(1,068,732)	(751,042)
Net current assets		7,628,830	9,061,892	11,652,474
Less: Total adjustments to net current assets	Note 2(b)	(5,171,218)	(6,110,453)	(7,597,594)
Under Review				(2,729)
Closing funding surplus / (deficit)		2,457,612	2,951,439	4,052,151

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	5	(20,500)	(20,500)	(56,080)
Add: Loss on asset disposals	5	44,660	44,660	0
Add: Depreciation		1,504,592	1,380,360	1,288,925
Movement in current employee provisions associated with restricted cash		17,200	0	17,723
Total non-cash amounts excluded from operating activities		1,545,952	1,404,520	1,250,568

(b) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 May 2025
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	3	(5,564,187)	(6,485,944)	(7,977,314)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of lease liabilities		13,185	12,908	(585)
- Current portion of employee benefit provisions held in reserve	3	379,784	362,583	380,306
Total adjustments to net current assets	Note 2(a)	(5,171,218)	(6,110,453)	(7,597,594)

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF COCOS (KEELING) ISLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$20,000 and 10.00% whichever is the greater.

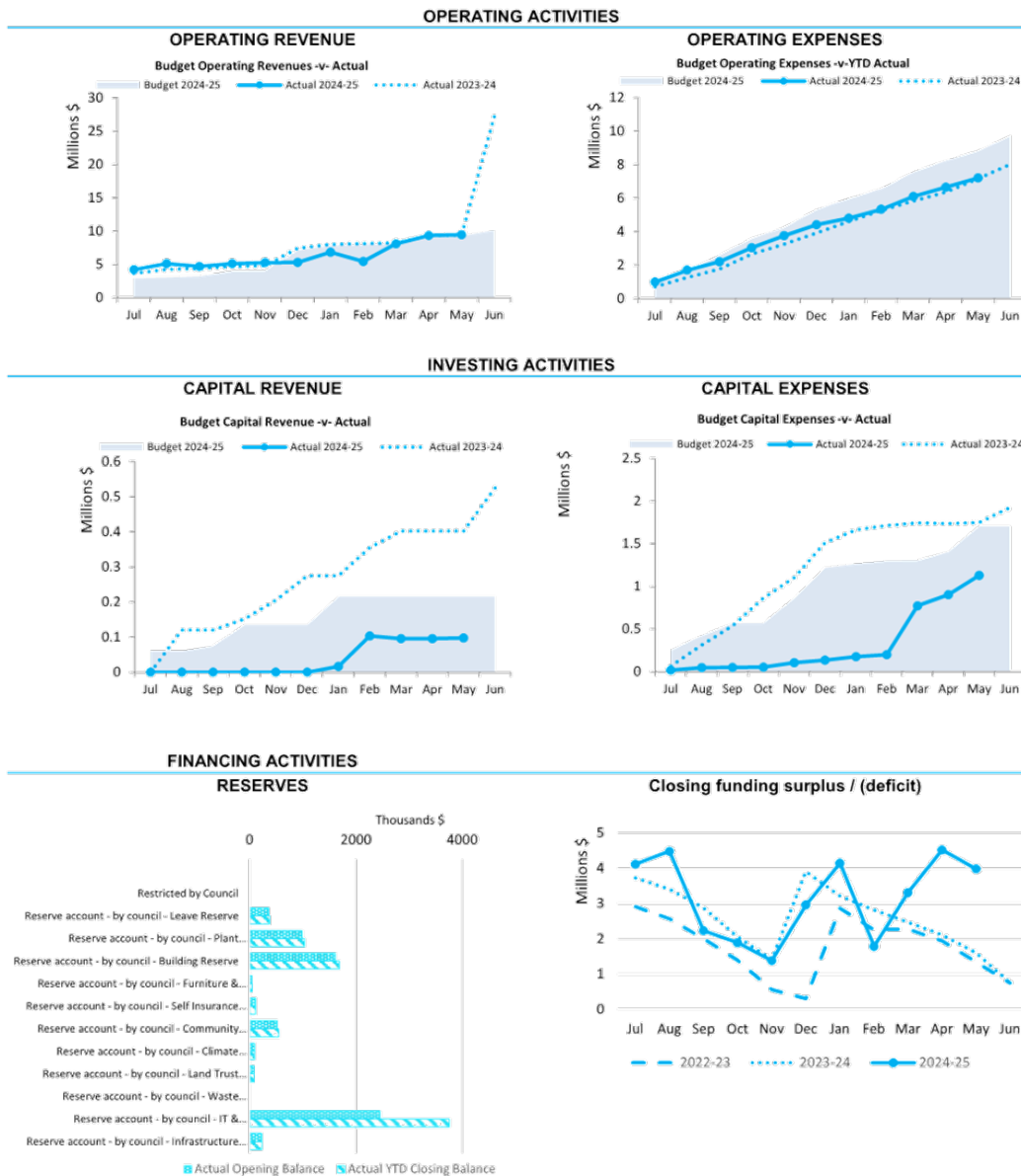
Description	Var. \$	Var. %	Timing / Permanent	Explanation of variances
Opening funding surplus / (deficit)	2,882,939	4208.67%	▲	23/24 Surplus higher than Adopted Budget
Revenue from operating activities				
Rates	1,637	0.31%		
Rates (excluding general rate)	0	0.00%		
Operating grants, subsidies and contributions	(184,990)	(3.67%)		Refer Note 8 for details on Operating Grants.
Fees and charges	(300,741)	(22.18%)	▼	Various - Private Works (non Jetty related) underbudget
Service charges	0	0.00%		
Interest earnings	27,193	11.96%	▲	
Other revenue	506,323	22.22%	▲	IT & Communications income exceeds budget
Profit on disposal of assets	35,580	173.56%	▲	
Expenditure from operating activities				
Employee costs	45,016	1.21%		
Materials and contracts	932,659	38.75%	▲	Underspend due to delay in finalisation of large IT invoices (received April)
Utility charges	20,190	29.97%	▲	
Depreciation on non-current assets	91,435	6.62%		2023/24 Capex was under budget
Interest expenses	501	65.58%		
Insurance expenses	9,799	5.35%		
Other expenditure - exclude contribution to 1979 & 1984 Trusts	81,380	8.07%		
- Contribution to 1979 & 1984 Land Trust	369,809	36.65%	▲	Refer Statement of Financial Activity for Land Trusts.
Loss on disposal of assets	44,660	100.00%	▲	
Non-cash amounts excluded from operating activities	(153,952)	(10.96%)	▼	2023/24 Capex was under budget
Investing activities				
Proceeds from Capital grants, subsidies and contributions	(117,270)	(54.48%)	▼	Refer Note 9 for details on Capital Grants
Proceeds from disposal of assets	103,090	297.43%	▲	Refer Note 5 for details on Asset Disposals.
Proceeds from financial assets at amortised cost - self supporting loans				
Payments for financial assets at amortised cost - self supporting loans				
Payments for property, plant and equipment and infrastructure	575,086	33.71%	▲ Timing	Refer Note 4 for details on Capital Expenditure.
Non-cash amounts excluded from investing activities				
Financing activities				
Proceeds from new debentures				
Transfer from reserves	(1,575,897)	(100.00%)	▼	Refer Note 3 for details on Reserve Funding.
Payments for principal portion of lease liabilities	0	0.00%		
Repayment of debentures				
Transfer to reserves	2,723,530	64.62%	▲	Refer Note for details on Reserve Funding.
Closing funding surplus / (deficit)	6,117,976	296.15%	▲	per above

SHIRE OF COCOS (KEELING) ISLANDS**SUPPLEMENTARY INFORMATION****TABLE OF CONTENTS**

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SHIRE OF COCOS (KEELING) ISLANDS SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 MAY 2025

1 KEY INFORMATION - GRAPHICAL



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal Fund - 7340 & 5474	Cash and cash equivalents	3,213,280	2,235,478	5,448,758	25,690	CBA	Variable	N/A
Cash on hand - Float	Cash and cash equivalents	400	0	400		N/A	N/A	N/A
Term Deposit - Municipal Funds	Cash and cash equivalents	0	0	0		N/A	N/A	N/A
Term Deposit - Reserve Funds	Cash and cash equivalents	0	5,741,836	5,741,836		CBA	4.27%	Jul-25
		0						
Total		3,213,680	7,977,314	11,190,995	25,690			
Comprising								
Cash and cash equivalents		3,213,680	7,977,314	11,190,995	25,690			
Financial assets at amortised cost		0	0	0	0			
		3,213,680	7,977,314	11,190,995				

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

3 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Reserve account - by council - Leave Reserve	362,584	17,200	0	0	379,784	362,583	17,723	0	0	380,306
Reserve account - by council - Plant Replacement Reserve	986,465	40,000	505,558	(520,000)	1,012,023	986,464	48,218	0	0	1,034,682
Reserve account - by council - Building Reserve	1,610,354	60,000	270,632	(280,421)	1,660,565	1,610,354	78,713	0	0	1,689,067
Reserve account - by council - Furniture & Equipment Reserve	41,961	800	18,596	(17,957)	43,400	41,961	2,051	0	0	44,012
Reserve account - by council - Self Insurance Reserve	109,838	4,000	0	0	113,838	109,838	5,369	0	0	115,207
Reserve account - by council - Community Reserve	517,796	24,000	0	0	541,796	517,796	25,465	0	0	543,261
Reserve account - by council - Climate Adaptation Reserve	91,101	3,200	0	0	94,301	91,102	4,453	0	0	95,555
Reserve account - by council - Land Trust Administration Reserve	84,083	800	100,000	0	184,883	84,083	0	0	0	84,083
Reserve account - by council - Waste Management Reserve	0	0	491,080	(491,080)	0	0	0	0	0	0
Reserve account - by council - IT & Communications Reserve	1,526,505	70,000	4,060,000	(2,021,996)	3,634,509	2,448,263	0	1,309,379	0	3,757,642
Reserve account - by council - Infrastructure Reserve	233,500	3,200	120,000	0	356,700	233,500	0	0	0	233,500
	5,564,187	223,200	5,565,866	(3,331,454)	8,021,799	6,485,944	181,991	1,309,379	0	7,977,314

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
Leave Reserve	Ongoing	- to be used to fund annual and long service leave requirements.
Plant Reserve	Ongoing	- to be used for the purchase of major plant.
Building Reserve	Ongoing	- to be used for the construction of Council buildings.
Furniture and Equipment Reserve	Ongoing	- to be used for the purchase of furniture and office equipment.
Self Insurance Reserve	Ongoing	- to be used to ensure that Council has sufficient cover on all insurance policies
Community Reserve	Ongoing	- to be used for the development of Home Island facilities and infrastructure.
Climate Adaption Reserve	Ongoing	- to be used for the purpose of providing for the needs of climate adaptation in the future.
Land Trust Administration Reserve	Ongoing	- to be used to provide funds for the future administration and winding-up of the 1979 and 1984 Land Trusts
Waste Management Reserve	Ongoing	- to be used for bin collection and transfer station gate fees to be used to fund waste management operating and capital costs
IT & Communications Reserve	Ongoing	- to be used for .CC income and for Shire ICT costs and other Island wide initiatives.
Infrastructure Reserve	Ongoing	- to be used for future Shire infrastructure projects

**SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025**

INVESTING ACTIVITIES

4 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Current Budget	Current Budget - YTD	Actual YTD	YTD Variance
	\$	\$	\$	\$	\$
Buildings - non-specialised	193,755	193,755	193,755	146,385	(47,370)
Furniture and equipment	114,457	151,457	151,457	57,586	(93,871)
Plant and equipment	683,984	1,083,984	1,078,984	709,492	(369,492)
Acquisition of property, plant and equipment	992,196	1,429,196	1,424,196	913,463	(510,733)
Infrastructure - roads	281,883	281,883	281,883	217,530	(64,353)
Infrastructure - Other	0	0	0	0	0
Acquisition of infrastructure	281,883	281,883	281,883	217,530	(1,085,818)
Total capital acquisitions	1,274,079	1,711,079	1,706,079	1,130,993	(1,596,551)
Capital Acquisitions Funded By:					
Capital grants and contributions	257,654	215,270	215,270	103,800	(111,470)
Other (disposals & C/Fwd)	500	500	0	68,430	68,430
Reserve accounts					
Reserve account - by council - Plant Replacement Reserve	520,000	520,000	0	0	0
Reserve account - by council - Building Reserve	107,072	107,072	0	0	0
Reserve account - by council - Furniture & Equipment Reser	17,957	17,957	0	0	0
Reserve account - by council - ICT Reserve	91,500	128,500	0	0	0
Municipal Contribution - operations	279,396	721,780	1,490,809	958,763	(532,046)
Capital funding total	1,274,079	1,711,079	1,706,079	1,130,993	(575,086)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025
4 CAPITAL ACQUISITIONS - DETAILED

INVESTING ACTIVITIES

Level of completion indicator, please see table at the end of this note for fu

		Adopted	Current	Current		Variance		
Account Description		Budget	Budget	YTD Budget	YTD Actual	(Under)/Over	Status	Comments
		\$	\$	\$	\$	\$		
Buildings								
C267	Studio Unit Lot 198 HI	41,535	41,535	41,535	53,552	(12,017)		
C030	Beach Shelters - Direction Island	30,975	30,975	30,975	56,098	(25,123)		
C138	LIA Sheds - Replace Purlins	14,173	14,173	14,173	936	13,237		
C367	Shed - HI Depot	51,442	51,442	51,442	-	51,442		
C368	Azmie Zaitu Re-roof	55,630	55,630	55,630	32,575	23,055	Quotes being obtained	
C274	Look Out Direction Island				153	(153)		
	Buildings -Doctors House (#100)				2,653			
	Other				418			
Plant, Furniture and Equipment								
IT & Communications Equipment								
C279	HI Photocopier Replacement	20,000	12,000	12,000	56,334	(44,334)		
C277	Telephone System renewal	10,000	25,000	25,000	1,252	23,748		
C054	Server Upgrades	6,500	36,500	36,500	-	36,500	Quotes for Replacement are for \$36k	
C278	WI to HI Point 2 Point	55,000	55,000	55,000	-	55,000		
Furniture & Equipment								
C154	Depot HI - Shelving/fitout	17,957	17,957	17,957	-	17,957		
C056	Marquee	5,000	5,000	5,000	-	5,000		
Plant and Equipment								
C271	Minor Plant Purchases (<\$5,000)	10,000	10,000	5,000	-	5,000		Annual provision for minor plant items.
C241	Plant Replacement - Kubota Tractor - Home Island (C1262)	85,000	85,000	85,000	14,016	70,984	On site	
C272	Crusher Bucket	85,000	85,000	85,000	3,709	81,291	On site	
C216	Plant Replacement - Loader Home Island	290,000	590,000	590,000	570,631	19,369		
C222	Plant Replacement -Excavator	100,000	100,000	100,000	-	100,000		
C015	Water Tank	36,600	36,600	36,600	-	36,600		
Motor Vehicles								
C552	Plant replacement - PE1404 - Electric Ezi-Go	35,000	35,000	35,000	-	35,000		
C257	New Buggie Purchase	42,384	142,384	142,384	121,136	21,248		
TOTAL PROPERTY, PLANT AND EQUIPMENT		992,196	1,429,196	1,424,196	913,463	513,804		
Roads								
C551	Jalan Masjid 320m2	123,383	123,383	123,383	96,828	26,555		
C532	Jalan Kembang Molok 480m2	158,500	158,500	158,500	120,702	37,798		
Infrastructure - Other								
TOTAL INFRASTRUCTURE		281,883	281,883	281,883	217,530	64,353		
		1,274,079	1,711,079	1,706,079	1,130,993	578,157		

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

OPERATING ACTIVITIES

5 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Nett Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
	Other Infrastructure								
IO041	DI RIP Lookout Deck	0	0	0	0	0	0	0	0
	Plant and equipment								
PE428	Plant Replacement - Utility - PC1253	0	(8,665)	0	(8,665)	0	1,080	1,080	0 Shipped to Pickles 23/24 - Auction 24/25
PE422	Plant Replacement - Utility - PC1151	0	(8,665)	0	(8,665)	3,100	3,100	0	0 Shipped to Pickles 23/24 - Auction 24/25
PE430	Plant Replacement - Utility - PC1252	0	(8,665)	0	(8,665)	3,750	3,750	0	0 Shipped to Pickles 23/24 - Auction 24/25
PE416	Plant Replacement - Utility - PC929	0	(8,665)	0	(8,665)	5,500	5,500	0	0 Shipped to Pickles 23/24 - Auction 24/25
PE727	Isuzu Giga Side Tipper (2014)	0	(10,000)	0	(10,000)	0	0	0	0 sale only - plant replaced prior years
PE730	Loader HL - Hyundai HL740-9 (2014)	0	20,000	20,000	0	0	15,000	15,000	0 Trade
PE736	Loader HL - Hyundai HL757-9 - Wheel Loader	0	0	0	0	0	40,000	40,000	0 Trade
PE224	Plant Replacement - Eneco Work Punt Motor only	0	500	500	0	0	0	0	0 auction on-island - new motor is installed in 2023/24.
		0	(24,160)	20,500	(44,660)	12,350	68,430	56,080	0

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

OPERATING ACTIVITIES

6 RECEIVABLES

Sundry Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - sundry	(15,481)	124,899	46,735	5,424	126,937	288,514
Percentage	(5.4%)	43.3%	16.2%	1.9%	44.0%	
Balance per trial balance						
Rates						256,728
Rubbish Collection & Swimming Pool Fees						567,291
GST receivable (remitted Qlty)						12,618
Allowance for credit losses of trade receivables						(16,850)
Sundry Debtors Suspense						
Total trade and other receivables general outstanding						1,108,301

Sundry Debtors Outstanding - Over 90 days	Status / Action	\$
Description		
Sundry	To chase up	15
Sundry	To chase up	311
Kampong Lease	To chase up	2,045
Commercial Group	To chase up	184
Kampong Lease	To chase up	187
Kampong Lease	To chase up	712
Kampong Lease	To chase up	712
Commercial Group	To chase up	321
Kampong Lease - insurance contribution	Debtors Officer to follow up	1,134
Kampong Lease - insurance contribution	Debtors Officer to follow up	1,423
Kampong Lease - insurance contribution	To chase up	6,960
Sundry	Account on hold	201
Kampong Lease	To chase up	712
Commercial Group	To chase up	54
Commercial Group	To chase up	17,982
Commercial Group	Account on hold	32,890
Sundry	To chase up	212
Kampong Lease	To chase up	1,423
Kampong Lease	To chase up	2,255
Kampong Lease	To chase up	120
Govt Department	To chase up	281
House Rent	To chase up	200
Sundry	Debtors Officer to follow up	832
Workers Comp Insurance claims	Paid since	6,766
Sundry	Chase up	512
Private Works & Insurance Contribution	Debtors Officer to follow up	2,034
Sundry	To chase up	323
Lease payments	Debtors Officer to follow up	2,194
Commercial Group	Chase up	1,578
Kampong Lease - insurance contribution	pmts being made monthly, but not enough to cover debt in a timely	683
Kampong Lease	To chase up	100
Kampong Lease - insurance contribution	Fortnightly payments	162
Kampong Lease - insurance contribution	Fortnightly payments	751
Kampong Rental	Debtors Officer to follow up	7,231
Kampong Lease - insurance contribution	Balance is reducing - payment plan in place	3,489
Sundry	To chase up	66
Kampong Lease - insurance contribution	Payroll deductions - \$50/fortnight	1,220
Kampong Lease	To chase up	356
Kampong Lease - insurance contribution	Monthly Payments - reducing	2,746
Kampong Lease - insurance contribution	To chase up	1,053
Kampong Rental	Debtors Officer to follow up	1,165
Sundry	To chase up	180
Sundry	To chase up	398
Sundry	To chase up	712
Sundry	To chase up	712
Kampong Lease - insurance contribution	Balance is reducing - payment plan in place	885
Sundry	To chase up	712
Kampong Lease	To chase up	712
Commercial Lease - LIA Shed	Plan is to be paying off \$250 per fortnight	5,437
Sundry	Discussing with Debtor	12
Sundry	Discussing with Debtor	261
Sundry	Discussing with Debtor	1,081
Sundry	Discussing with Debtor	1,308
Kampong Lease	To chase up	361
Commercial business	Discussing with Debtor	233
Commercial business	Discussing with Debtor	1,943
Commercial business	Discussing with Debtor	158
Kampong Lease	To chase up	311
Kampong Lease	To chase up	2,103
Govt Department	Invoice details being queried	4,185
Sundry	To chase up	712
Sundry	To chase up	600
Kampong Lease	To chase up	98
Kampong Lease	To chase up	250
Total Debtors >90 Days		\$ 126,939

KEY INFORMATION

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

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months as current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

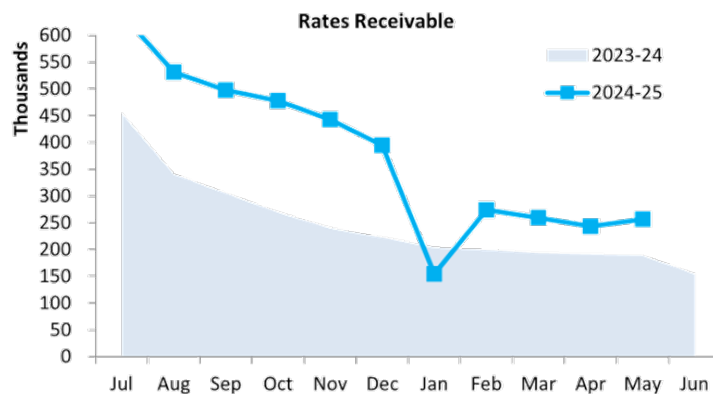
**SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025**

OPERATING ACTIVITIES

6 RECEIVABLES (RATES)

Rates receivable	Prior Year Close 30 June 2024	This Time Last Year	31 May 2025
	\$		\$
Opening arrears previous years	154,559	154,559	154,559
Levied this year	434,405	503,553	527,018
Less - collections to date	(434,305)	(487,379)	(440,324)
Gross rates collectable	154,659	170,732	241,253
Pensioner/Senior Rebate Claimable	(100)	18,475	15,475
Net rates collectable	154,559	189,207	256,728
% Collected	73.7%	74.1%	64.6%

2024/25 Rates Due	26/08/2024
Instalment 2	4/11/2024
Instalment 3	20/01/2025
Instalment 4	24/03/2025



SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

OPERATING ACTIVITIES

7 RATE REVENUE

General rate revenue

General rate revenue	YTD Actual						Budget		
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	Reassessed Rate Revenue	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$
Gross rental value									
General Developed	0.1244	163	2,720,380	338,415	0	338,415	375,277	0	375,277
Vacant	0.2483	15	44,400	11,025	0	11,025	10,652	0	10,652
Business	0.1312	65	1,151,975	151,139	0	151,139	144,026	0	144,026
Unimproved value									
Sub-Total		243	3,916,755	500,579	0	500,579	529,955	0	529,955
Interim Rate				2,449		2,449			
Minimum payment	Minimum Payment \$								
Gross rental value									
General Developed	810	4	3,540	3,240	0	3,240	3,120	0	3,120
Vacant	910	5	16,120	4,550	0	4,550	4,400	0	4,400
Business	810	20	72,604	16,200	0	16,200	16,380	0	16,380
Sub-total		29	92,264	23,990	0	23,990	23,900	0	23,900
Gross Total		272	4,009,019	527,018	0	527,018			553,855
Concession / Waiver						0			0
Total general rates				527,018	0	527,018	553,855	0	553,855

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

OPERATING ACTIVITIES

8 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					Comments
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 May 2025	Current Liability 31 May 2025	Amended Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	YTD Variance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Grants and subsidies											
Local Government General Purpose Grant					0	4,932,868	4,297,868	4,297,868	4,228,556	69,312	A portion was prepaid in June 23/24.
Local Government General Purpose Grant - Roads					0	210,019	210,019	210,019	101,459	108,560	
1,000 Jobs Grant / Apprenticeship Incentives	0	0	0	0	0	60,984	60,984	60,984	41,369	19,615	IT Officer and proposed Community Dev. Officer
Department of Disability WA	0	0	0	0	0	0	26,000	13,000	11,760	1,240	
National Museum - Jukong Restoration	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	5,203,871	4,594,871	4,581,871	4,383,144	198,727	
Operating Contributions											
WALGA - Councillor Training Contribution	0	0	0	0	0	5,000	5,000	5,000	0	5,000	
Election Expenses Contribution	0	0	0	0	0	0	0	0	0	0	
Fisheries Services in the Cocos (Keeling) Islands	84,405	0	(286,247)	(201,842)	0	257,225	204,109	204,109	286,247	(82,138)	Timing of revenue recognition against expenditure
Dept Primary Industries - Declared Pest Program	0	76,148	(76,148)	0	0	100,320	100,320	91,960	76,148	15,813	Assistant Ranger funding
Dept. Transport - Provision of Licencing Services	0	89,586	(89,586)	0	0	89,586	89,586	89,586	89,586	0	Per Service Agreement plus additional hours on WI.
Regional Arts Grant	0	24,824	(24,824)	0	0	75,000	75,000	72,903	24,824	48,079	
Dept Infrastructure, Transport	0	500	(500)	0	0	0	0	0	500	(500)	
Library - LisWA Book Exchange	0	0	0	0	0	5,000	5,000	0	0	0	
	84,405	191,058	(477,305)	(201,842)	0	532,131	479,015	463,558	477,305	(13,747)	
TOTALS	84,405	191,058	(477,305)	(201,842)	0	5,736,002	5,073,886	5,045,429	4,860,449	184,980	

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

INVESTING ACTIVITIES

9 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue							
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	Current	YTD	Budget		YTD Revenue	YTD	
	1 July 2024		(As revenue)	31 May 2025	31 May 2025	Revenue	Budget	Budget	Variations	Expected	Actual	Variance	Comments
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Capital grants and subsidies													
LRCI Phase 4 - Beach Shelters - Direction Island	0	0	0	0		15,270	15,270	15,270		15,270	0	15,270	
Roads to Recovery Funding	0	0	0	0		0	0	0		0	0	0	0 Cfwd 5yr funding for future W1 Roads Proj
National Australia Day Awards - Swim Pools	0	0	0	0		0	0	0	200,000		16,800	(16,800)	
Supplementary Roads Funding	0	0	0	0		200,000	200,000	200,000		200,000	87,000	113,000	Requested extension
Fisheries -Buggy purchase	0	0	0	0		42,384	42,384	0		0	0	0	
	0	0	0	0	0	257,654	257,654	215,270	200,000	215,270	103,800	111,470	

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

10 LAND TRUSTS

1979 LAND TRUST

	Adopted Budget	Current Budget	YTD Current Budget	YTD Actual	Variance*	Variance*	Var.	Comments
	\$	\$	\$	\$	\$	%		
Opening funding surplus / (deficit)	0	0	0	0	0	0%		
Revenue from operating activities								
Fees and charges	486,668	486,668	457,240	511,064	53,824	12%		Rental and lease fees
Other revenue	106,040	106,040	106,040	102,456	(3,584)	(3%)		
	592,708	592,708	563,280	613,520	50,240	9%		
Expenditure from operating activities								
Employee costs	(263,218)	(263,218)	(223,676)	(174,764)	48,912	22%		Property Maintenance
Materials and contracts	(717,170)	(717,170)	(637,404)	(470,797)	166,607	26%		Property Maintenance
Utility charges	(55,720)	(55,720)	(55,720)	(65,662)	(9,942)	(18%)		
Depreciation on non-current assets	(1,690,415)	(1,690,415)	(1,551,476)	(1,551,473)	3	0%		
Insurance expenses	(321,353)	(321,353)	(321,353)	(312,577)	8,776	3%		
	(3,047,876)	(3,047,876)	(2,789,629)	(2,575,274)	214,355	8%		
Non-cash amounts excluded from operating activities	1,690,415	1,690,415	1,551,476	1,551,473	(3)	(0%)		
Amount attributable to operating activities	(764,753)	(764,753)	(674,873)	(410,280)	264,593	39%		
Investing activities								
Payments for property, plant and equipment and infrastructure	(144,920)	(144,920)	(100,767)	(10,724)	90,043	89%		
Closing funding surplus / (deficit)	(909,673)	(909,673)	(775,640)	(421,005)	354,635	46%		
<i>Interfund Transfer</i>	909,673	909,673	775,640	421,005	(354,635)	(46%)		
Net Closing funding surplus / (deficit)	0	0	0	0	0	0%		

1984 LAND TRUST

	Adopted Budget	Current Budget	YTD Current Budget	YTD Actual	Variance*	Variance*	Var.	Comments
	\$	\$	\$	\$	\$	%		
Opening funding surplus / (deficit)	0	0	0	0	0	0%		
Revenue from operating activities								
Fees and charges	152,542	152,542	144,231	126,995	(17,236)	(12%)		Lease fees
	152,542	152,542	144,231	126,995	(17,236)	(12%)		
Expenditure from operating activities								
Employee costs	(64,230)	(64,230)	(59,573)	(69,635)	(10,062)	(17%)		
Materials and contracts	(51,095)	(51,095)	(49,605)	(32,337)	17,269	35%		
Utility charges	(9,120)	(9,120)	(9,120)	(5,545)	3,575	39%		
Depreciation on non-current assets	(267,213)	(267,213)	(245,249)	(245,256)	(7)	(0%)		
Insurance expenses	(39,747)	(39,747)	(39,747)	(46,547)	(6,800)	(17%)		
	(431,405)	(431,405)	(403,294)	(399,320)	3,974	1%		
Non-cash amounts excluded from operating activities	267,213	267,213	245,249	245,256	7	0%		
Amount attributable to operating activities	(11,650)	(11,650)	(13,814)	(27,069)	(13,255)	(96%)		
Investing activities								
Payments for property, plant and equipment and infrastructure	(28,429)	(28,429)	(28,429)	0	28,429	100%		
Closing funding surplus / (deficit)	(40,079)	(40,079)	(42,243)	(27,069)	15,174	36%		
<i>Interfund Transfer</i>	40,079	40,079	42,243	27,069	(15,174)	(36%)		
Net Closing funding surplus / (deficit)	0	0	0	0	0	0%		

LAND TRUST
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

INVESTING ACTIVITIES

11 CAPITAL ACQUISITIONS - DETAILED

Level of completion indicator, please see table at the end of this note for

Account Description		Adopted Budget \$	Current Budget \$	Current YTD Budget \$	YTD Actual \$	Variance (Under)/Over \$	Status	Comments
Buildings								
C269	1979 Land Trust - Kampong House Renewals	144,920	144,920	100,767	10,724	90,043		
C332	1984 Trust - HI Admin Building renewal	28,429	28,429	28,429	-	28,429		
		-	-	-	-	-		
						0		
		173,349	173,349	129,196	10,724	118,472		

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2025

12 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Budget adoption						
New loader	OCM OCM 23/10/24 10.2.3	Capital Expenses			(300,000)	(300,000)
Three buggies	OCM OCM 23/10/24 10.2.3	Capital Expenses			(100,000)	(400,000)
Grants, Subsidies and Contributions	March Budget Review : Ref o/s	Operating revenue			(679,500)	(1,079,500)
Fees and Charges	March Budget Review : Ref o/s	Operating revenue		350,000		(729,500)
Other revenue	March Budget Review : Ref o/s	Operating revenue	(1,000,000)			(729,500)
Employee costs	March Budget Review : Ref o/s	Operating expenses			(20,000)	(749,500)
IT Equipment	March Budget Review : Ref o/s	Capital expenses			(37,000)	(786,500)
Airconditioner	March Budget Review : Ref o/s	Capital expenses			(6,000)	(792,500)
various	March Budget Review : Ref o/s	Reserve Transfer	1,410,988			(792,500)

10.3.2 SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD OF MAY 2025

FILE NUMBER:

AUTHOR: Sally Badlu, Senior Finance Officer

AUTHORISER: Ibrahim Macrae, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author - Nil

Authoriser - Nil

ISLAND: Shire Wide

ATTACHMENTS:

1. Fuel Transaction May 2025
2. Credit Card Transaction
3. List of Accounts Paid May 2025

AUTHORITY/DISCRETION

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input checked="" type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the period May 2025, as required by the *Local Government (Financial Management) Regulations 1996*.

RELEVANT DOCUMENTS

Available for viewing at the meeting.

Nil

BACKGROUND

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

Local Government (Financial Management) Regulations 1996 a list of accounts paid is to be provided to Council, where such delegation is made.

COMMENT

The following table summarises the payments for the period by payment type, with further details of the accounts paid contained within Attachment 3.

Payment Type	Amount (\$)
EFT Payments #11498 - #11581	\$561,877.38
Direct Debit Payments	\$74,682.06
Cheque Payments	\$5,116.16
Total	\$641,675.60

Contained within Attachment 1 and 2 is a detailed transaction listing of payments, including credit card expenditure and fuel card expenditure as per the Summary table above.

POLICY AND LEGISLATION IMPLICATIONS

The schedule of accounts paid is submitted in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*

FINANCIAL IMPLICATIONS

This report contributes to the proper financial oversight of the Shire operations.

STRATEGIC IMPLICATIONS

Theme

L Leadership

Goal

L2 To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community

Strategy

L2.1 Responsible financial management utilizing resources to meet legislative requirements and community expectations

RISK IMPLICATIONS

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	That budget allocations are significantly exceeded.	Moderate (6)	Variances are monitored and highlighted to Council monthly for corrective action.
Reputation	The accounts paid report is open to public scrutiny.	Low (3)	Procedures in place to ensure all expenditure is justifiable.
Compliance	The report is to be presented to Council in order to comply with relevant legislation.	Low (3)	There are processes in place to ensure compliance with legislation.
Fraud	That the report is manipulated.	Low (3)	Interim and end of year audits along with sequence checks.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

VOTING REQUIREMENT

Simple Majority

CONCLUSION

It is recommended that Council receives the reports provided for the period May 2025

OFFICER RECOMMENDATION – ITEM NO 10.3.2

THAT COUNCIL, BYSIMPLE MAJORITY,PURSUANT TO REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

- 1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE PERIOD MAY 2025 TOTTALLING \$641,675.60 AS CONTAINED IN ATTACHMENT 3.**
- 2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD MAY 2025, AS CONTAINED IN ATTACHMENT 1 AND 2.**

Detailed Fuel Card Transactions for April 2025 (paid in May 2025)						
Date	Card Number	Registration	Product	Quantity	Per Litre	Total
30/04/2025 10:29 tt	7034301108998433	C1454	DIESEL	18.82	\$ 2.77	52.18
24/04/2025 09:09 tt	7034301108997898	C1897	DIESEL	60.11	\$ 2.77	166.67
23/04/2025 15:48 tt	7034301108998433	C1454	DIESEL	483.17	\$ 2.77	1339.7
23/04/2025 15:21 tt	7034301108997906	C1898	DIESEL	61.86	\$ 2.77	171.52
23/04/2025 14:56 tt	7034301108998433	C1454	DIESEL	493.4	\$ 2.77	1368.06
22/04/2025 17:38 tt	7034303093122078	N/A	DIESEL	53.68	\$ 2.77	148.84
16/04/2025 15:08 tt	7034301108998433	C1454	DIESEL	512.98	\$ 2.77	1422.35
16/04/2025 12:51 tt	7034301108998433	C1454	DIESEL	447.58	\$ 2.77	1241.02
16/04/2025 10:33 tt	7034301108998433	C1454	DIESEL	83.93	\$ 2.77	232.72
16/04/2025 10:21 tt	7034301108998433	C1454	DIESEL	315.21	\$ 2.77	873.99
16/04/2025 09:36 tt	7034301108998433	C1454	DIESEL	446.59	\$ 2.77	1238.27
11/04/2025 15:58 tt	7034301108998433	C1454	DIESEL	463.79	\$ 2.77	1285.96
11/04/2025 15:14 tt	7034301108998433	C1454	DIESEL	470.45	\$ 2.77	1304.43
11/04/2025 14:31 tt	7034301108998433	C1454	DIESEL	436.45	\$ 2.77	1210.15
11/04/2025 12:49 tt	7034301108998433	C1454	DIESEL	375.19	\$ 2.77	1040.3
10/04/2025 14:34 tt	7034301108997906	C1898	DIESEL	61.04	\$ 2.77	169.25
09/04/2025 15:26 tt	7034301108998433	C1454	DIESEL	200.03	\$ 2.77	554.63
02/04/2025 08:41 tt	7034301108997906	C1898	DIESEL	69.21	\$ 2.77	191.9
02/04/2025 08:34 tt	7034301108997906	C1898	DIESEL	166.16	\$ 2.77	460.72
Total				5219.65	\$ 2.77	14472.66

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List of Accounts Paid Under Delegated Authority for the Month of May 2025				
Chq/EFT	Date	Name	Description	Amount
EFT11498	01/05/2025	Bunnings Group Limited	Purchase weather Station Holman	\$ 104.98
EFT11499	01/05/2025	Complete Building Supplies Wa	Purchase of Aluminum roofing materials	\$ 34,376.03
EFT11500	01/05/2025	Cocos Island Co-Operative Society Limited	Move 2 sea container from Manteena site transport to Shire Depot WI	\$ 3,081.55
EFT11501	01/05/2025	Cocos (K) Islands Golf Club Inc	Adopt-A-Spot Clean Up	\$ 110.00
EFT11502	01/05/2025	Cocos Island Artisans Collective Pty Ltd	Grant Program-Business Improvement	\$ 3,000.00
EFT11503	01/05/2025	CPM Licencing	Renewal Registration for C1819	\$ 828.80
EFT11504	01/05/2025	Department of Transport	Disbursement MVR for March 2025	\$ 16,676.65
EFT11505	01/05/2025	Focus Networks	Managed Proactive Service	\$ 12,517.76
EFT11506	01/05/2025	Indian Ocean Group Training	Conduct civil constrution skid steer loader operations (11-14 April 2025)	\$ 9,540.00
EFT11507	01/05/2025	Jones Lang LaSalle Pty Ltd	Office Rent month May 2025	\$ 1,163.97
EFT11508	01/05/2025	Ibrahim Macrae	Reimbursement Water bill, Internet	\$ 864.42
EFT11509	01/05/2025	McIntosh & Son	Purchase belt	\$ 172.94
EFT11510	01/05/2025	Mo Sparks Electrical	Retail Centre-Install H/Wired Smoke Alarms	\$ 7,200.00
EFT11511	01/05/2025	Official CPM	Being rent for-Hse 31,56 & 16 WI month April 2025	\$ 4,652.00
EFT11512	01/05/2025	Oil & Energy Pty Ltd	Purchase Oil-Engine Transmission,Hydraulic	\$ 17,675.50
EFT11513	01/05/2025	Sweet As Makan	Councillors Dinner	\$ 350.00
EFT11514	01/05/2025	Lululimahnun Sloan	Reimbursement Phone, Internet,Fuel,Power Bill	\$ 1,938.15
EFT11515	01/05/2025	Subco Pty Ltd	Service 1: Shire Office (Building ID AUCKI0007) 100Mbps month April 2025	\$ 1,000.00
EFT11516	01/05/2025	Insurance Commission of Western Australia	Disbursement MVR for March 2025	\$ 17,151.91
EFT11517	01/05/2025	Australian Services Union	Payroll deductions	\$ 53.00
EFT11518	01/05/2025	Australian Taxation Office	Payroll deductions	\$ 53,501.00
EFT11519	01/05/2025	Shire of Cocos (Keeling) Islands	Disbursement MVR for March 2025	\$ 902.79
EFT11520	05/05/2025	AQ2 Pty Ltd	Services Provided AQ2 Flood Study Report	\$ 2,400.00
EFT11521	05/05/2025	Austain Fasteners Pty Ltd	Purchase Materials for (Industrial Shed HI	\$ 936.24
EFT11522	05/05/2025	Pulu Connect	Service:Fixed Data 18:C2:41:1B:6D'E4 & Service: 4G Data month May 25	\$ 850.00
EFT11523	05/05/2025	David Gray & Co Pty Ltd	Purchase MGB Wheel	\$ 162.00
EFT11524	05/05/2025	Xavier Hart	Atoll Distributor month April 2025	\$ 30.00
EFT11525	05/05/2025	Manteena Security (aust) Pty Ltd	Purchase of two 20' sea containers	\$ 6,100.00
EFT11526	05/05/2025	Adirah Qaisarah Mhd Isa	Atoll Distributors month April 2025	\$ 100.00
EFT11527	05/05/2025	Waste Initiatives	WastePac 60 Heavy Duty Baler	\$ 24,303.04
EFT11528	05/05/2025	Ruby William	Atoll Distributors month April 2025	\$ 30.00
EFT11529	05/05/2025	Westbuild Products Pty Ltd	Purchase Materials	\$ 2,029.44
EFT11530	05/05/2025	Saifullah Zaitol	Reimbursement of fuel (WI Depot)	\$ 182.46
EFT11531	08/05/2025	Saufie Zaitol	Salary Pay 04.05.2025	\$ 2,064.52
EFT11532	13/05/2025	Accwest Pty Ltd	General Accounting assistance for mont April 25	\$ 2,100.00
EFT11533	13/05/2025	Australia Post	Postage Stamps	\$ 769.04
EFT11534	13/05/2025	Boc Ltd	Container Service-Daily Tracking month 29.03.25-27.04.25	\$ 77.69
EFT11535	13/05/2025	Complete Building Supplies Wa	Purchase Materials for General Kampong Mtc	\$ 837.60
EFT11536	13/05/2025	Cocos Island Hash House Harriers	Grant Adopt-A-Spot	\$ 150.00
EFT11537	13/05/2025	Cocos (Keeling) Islands Tourism Association Inc.	Hours HI Museum month April 2025	\$ 1,186.74
EFT11538	13/05/2025	Dash Digital	Hosting Caretaker May 2025	\$ 164.00
EFT11539	13/05/2025	IT Vision	Training for-David Tombs	\$ 1,250.00
EFT11540	13/05/2025	JC Consulting	Stage 1-Cocos Keeling Batik Revival Workshop 2025	\$ 7,920.31
EFT11541	13/05/2025	Melbourne Bbq Centre Pty Ltd	Purchase Materials for BBQ Scout Park	\$ 1,770.00
EFT11542	13/05/2025	Multiwave Networks Pty Ltd	NBN Sky Muster Premium month May 2025	\$ 297.00
EFT11543	13/05/2025	Official CPM	Rent for-Hse 31,16 & 56 WI month May 2025	\$ 4,652.00
EFT11544	13/05/2025	Office National Canning Vale	Purchase Italplast Metal for HI Transfer Station	\$ 40.65
EFT11545	13/05/2025	GPC Asia Pacific Pty Ltd, Trading As Repco	Purchase Materials for Mechanic Workshops	\$ 202.01
EFT11546	13/05/2025	Telstra	Telephone charges month 24 April to 24 May 2025	\$ 429.67
EFT11547	13/05/2025	Telstra	Being Phone Satellite for-0147 164476 period 28/3-27/04/2025	\$ 51.70
EFT11548	13/05/2025	Telstra	Telephone charges for-Hse 16 WI moth 21 April 25	\$ 47.72
EFT11549	15/05/2025	Direct Trades Supply Pty Ltd	Purchase materials (HI Fencing)	\$ 1,015.76
EFT11550	15/05/2025	Equipment Warehouse Pty Ltd	Purchase Container Ramp 7000kg	\$ 1,043.50
EFT11551	15/05/2025	Freightshop	Freight charges for (Craft,Steamers,Staple Gun) TCS	\$ 1,111.75
EFT11552	15/05/2025	Jones Lang LaSalle Pty Ltd	Office Rent month June 2025	\$ 1,163.97

EFT11553	15/05/2025	M. A. Island Courier	Refund Client paid half-half Option of Cash and Eftpos	\$ 100.00
EFT11554	15/05/2025	Major Motors Pty Ltd	Purchase Parts for C1483	\$ 1,360.55
EFT11555	15/05/2025	Zainal Mocksen	Purchase Jukong	\$ 800.00
EFT11556	15/05/2025	The Islanders Homestay	Acommodation for-MS J Cheng 29/4-09/05/25	\$ 2,000.00
EFT11557	15/05/2025	Westbuild Products Pty Ltd	Purchase materials for(HI Fencing Greenwaste)	\$ 1,189.50
EFT11558	16/05/2025	Zentner Shipping Pty Ltd	Freight charges voyage # ASC Lotti AL2501NB month April 2025	\$ 171,675.00
EFT11559	22/05/2025	Saufie Zaitol	Salary Pay period 18.05.2025	\$ 3,326.40
EFT11560	26/05/2025	Australian Services Union	Payroll deductions	\$ 53.00
EFT11561	26/05/2025	Australian Taxation Office	Payroll deductions	\$ 54,447.00
EFT11562	26/05/2025	Shire of Cocos (Keeling) Islands	Disbursement MVR for April 2025	\$ 825.25
EFT11563	28/05/2025	Department of Transport	Disbursement MVR for April 2025	\$ 20,158.90
EFT11564	28/05/2025	Zaitu Feyrel	Jukong Restorer period 06.05.2025-15.05.2025	\$ 600.00
EFT11565	28/05/2025	Freightshop	Freight charge-Door Furniture (Complete Building)	\$ 166.85
EFT11566	28/05/2025	Goodchild Enterprises	Purchase N120-T4 Bosch	\$ 932.00
EFT11567	28/05/2025	Jones Lang LaSalle Public Sector Valuations Pty Ltd	Provision of Professional Valuations Services-Lot 103 HI Workshed	\$ 700.00
EFT11568	28/05/2025	Ibrahim Macrae	Reimbursement Power Bill, Phone Bill,Internet Bill	\$ 610.45
EFT11569	28/05/2025	Frank Mills	Reimbursement Telephone month July 24 to May 25	\$ 411.50
EFT11570	28/05/2025	Mo Sparks Electrical	Repair Light outside Public Toilets	\$ 380.00
EFT11571	28/05/2025	Sweet As Makan	Purchase catering Councilor Budget Workshop 15.05.25	\$ 121.00
EFT11572	28/05/2025	Source Machinery Pty Ltd	Purchase Parts for C1872	\$ 1,162.22
EFT11573	28/05/2025	Subco Pty Ltd	Service 1: Shire Office (Building ID AUCCI0007) 100Mbps month May 2025	\$ 1,000.00
EFT11574	28/05/2025	Telstra	Telephone charges for-Hse 16 WI	\$ 95.44
EFT11575	28/05/2025	Insurance Commission of Western Australia	Disbursement MVR for April 2025	\$ 15,679.00
EFT11576	28/05/2025	William Buck Audit (wa) Pty Ltd	Final fee for the acquittal Audit Local Roads/Community Infrastructure 30 June 2024	\$ 5,720.00
EFT11577	29/05/2025	Cocos Autos	Purchase Parts	\$ 1,539.00
EFT11578	29/05/2025	Civic Legal	Professional Fes: CEO Succession Planning	\$ 14,860.07
EFT11579	29/05/2025	Focus Networks	Agreement Monthly Saas	\$ 7,580.76
EFT11580	29/05/2025	Frank Mills	Reimbursement Taxi Fares (as per contract)	\$ 667.23
EFT11581	29/05/2025	Enty Naple	Refund on Hse rent	\$ 1,386.00
		Total Eftpos payments		\$ 561,877.38
11771	01/05/2025	State Revenue Department	Disbursement MVR for April 2025	\$ 2,960.00
11772	01/05/2025	Water Corporation	Water & Sewerage Charges for-hse 17 p/e 01.03.2025-30.04.2025	\$ 527.08
11773	28/05/2025	State Revenue Department	Disbursement MVR for April 2025	\$ 1,494.15
11774	28/05/2025	Water Corporation	Water Sewerage Service Charges for-Lot 246 (ENIC)	\$ 134.93
		Total Cheque Payments		\$ 5,116.16
DD11512.1	04/05/2025	Australian Super	Superannuation contributions	\$ 1,903.42
DD11512.2	04/05/2025	LGIA Super	Payroll deductions	\$ 2,113.70
DD11512.3	04/05/2025	Unisuper	Payroll deductions	\$ 1,157.72
DD11512.4	04/05/2025	AXA Australia	Superannuation contributions	\$ 3,118.97
DD11512.5	04/05/2025	Aware Super	Superannuation contributions	\$ 8,346.85
DD11512.6	04/05/2025	Panorama Super	Superannuation contributions	\$ 1,365.00
DD11512.7	04/05/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 588.75
DD11512.8	04/05/2025	Rest Superannuation	Superannuation contributions	\$ 1,209.47
DD11512.9	04/05/2025	Australian Super	Superannuation contributions	\$ 1,201.94
DD11522.1	15/05/2025	Viva Energy Australia Ltd	Fuel Purchase	\$ 14,472.66
DD11530.1	18/05/2025	Australian Super	Superannuation contributions	\$ 1,918.64
DD11530.2	18/05/2025	LGIA Super	Payroll deductions	\$ 2,113.70
DD11530.3	18/05/2025	Unisuper	Payroll deductions	\$ 1,157.72
DD11530.4	18/05/2025	AXA Australia	Superannuation contributions	\$ 3,226.59
DD11530.5	18/05/2025	Aware Super	Superannuation contributions	\$ 8,524.97
DD11530.6	18/05/2025	Panorama Super	Superannuation contributions	\$ 1,396.52
DD11530.7	18/05/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 603.16
DD11530.8	18/05/2025	Rest Superannuation	Superannuation contributions	\$ 1,211.99
DD11530.9	18/05/2025	Australian Super	Superannuation contributions	\$ 1,033.20
DD11557.1	27/05/2025	Mastercard	See Attachments	\$ 679.05
DD11575.1	27/05/2025	Mastercard	See Attachments	\$ 15,846.42
DD11512.10	04/05/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 645.08
DD11512.11	04/05/2025	Australian Super	Superannuation contributions	\$ 92.75

DD11530.10	18/05/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 645.08
DD11530.11	18/05/2025	Australian Super	Superannuation contributions	\$ 81.54
200525	20/05/2025	CLICKSUPER - CLICKSUPER FEES	Click Super Fees	\$ 27.17
		Total Direct Debit Payment		\$ 74,682.06
		Total Transaction for the Month of May 2025		\$ 641,675.60

10.4 INFRASTRUCTURE

10.4.1 MONTHLY INFRASTRUCTURE REPORT

FILE NUMBER:

AUTHOR: Luluilmaknun Sloan, Coordinator Infrastructure

AUTHORISER: Ibrahim Macrae, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author - Nil

Authoriser -

ISLAND: Shire Wide

ATTACHMENTS: Nil

AUTHORITY/DISCRETION

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input checked="" type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

The purpose of this report is to inform Council of key activities, progress, and challenges experienced by the Shire's Infrastructure team during the May/June 2025 reporting period. This includes updates on capital works, building and maintenance projects, environmental management, and roads and civil works across the Cocos (Keeling) Islands.

RELEVANT DOCUMENTS

Nil

BACKGROUND

Building and Plumbing

Within the reporting period the team has been able to reengage in completion of projects halted by shipping delays of required equipment and materials. Despite these issues there are some notable achievements during the period includes;

- Completion of roofing for veranda to studio demountable LOT198 Jalan Edit and installation of decking underway.
- Installation of roof sheets for veranda at Bungalow 1.
- Completion of reinstallation of solar hot water systems for 5 residential kampong dwellings.

Roads

The civil team has completed of repaving works for Jalan Masjid however due to break down in critical plant works have halted to commence on the adjoining works for Jalan Kembang Molok.

The West Island team is continuing with road patching and maintenance across the island and ensuring these works are of the highest priority. We are seeking expert advice on maintenance strategies and materials requirements moving forward as we can't rely on limited island resources.

Environment

Work has continued in the nursery with propagation and planting of native seedlings. Planting has continued and is ongoing in at risk coastal areas. Recently completed planting of a trial hedge of *Suriana maritima* (Pokok Keriting) at the Home Island playground as a natural barricade to potentially replace outdated wooden bollards.

Ongoing maintenance of established and recently planted trees is ongoing. Clean up and maintenance work of Lot 14 Botanical Gardens has also recommenced.

We would also like to share the resignation of our Environment Officer, Thomas Battcher who has been with the Infrastructure team for six years. While we are sad to see them go, we understand and support their decision to pursue new opportunities.

Thomas has been an integral part of our team, contributing significantly to waste management and horticultural strategies and planning over the past few years. We are grateful for their hard work and dedication during their time with us, and we wish them all the best in their future endeavours.

Waste Management

We have received more containers to be used for off island disposal. These have been earmarked for batteries and air-conditioning units to be loaded in the coming months on both Islands. Loading of air-conditioning units was completed on Home Island and sent on last ship back to Perth for recycling.

New green waste facility on West Island is now in operation and fencing around Home Island green waste and sludge/biosolids area has been completed.

Asbestos removal is ongoing, with plans for further containers on Home and West Island, next container hoping to be completed on West Island.

Due to local and tourist interest and with support from on Island Tangaroa Blue Coordinator Emma Washer, we will continue to re-supply clean up bags to our marine debris stations across the islands.

Civil

We have planned cleaning and grounds maintenance at Direction Islands with the support from CKI Ports occurring in the next few weeks. We appreciate all the comments and updates received from the community over the past few months and will work to ensure the island is returned to its former glory.

STRATEGIC IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Absolute Majority

CONCLUSION

Nil

OFFICER RECOMMENDATION – ITEM NO 10.4.1

THAT COUNCIL, BYABSOLUTE MAJORITY, RECEIVES THE SHIRE’S INFRASTRUCTURE UPDATE FOR THE MAY/ JUNE 2025 REPORTING PERIOD.

10.5 COMMUNITY DEVELOPMENT

10.5.1 COMMUNITY DEVELOPMENT REPORT JUNE 2025

FILE NUMBER:

AUTHOR: Nadya Adim, Community Development Coordinator

AUTHORISER: Ibrahim Macrae, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author - Nil

Authoriser - Nil

ISLAND: Cocos (Keeling) Islands

ATTACHMENTS:

1. Term 2 - School Holiday Program.
2. Oral History - Invitation Letter.
3. Oral History - Informed Consent Document.
4. Batik Revival Project - Fulton Hogan's Competition.
5. Community Colour Run - CIDHS

AUTHORITY/DISCRETION

Definition

<input type="checkbox"/>	Advocacy	<i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>
<input type="checkbox"/>	Executive	<i>The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes and policies. Review when Council reviews decisions made by officers.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses.</i>
<input checked="" type="checkbox"/>	Information	<i>Includes items provides to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

The purpose of this report is to provide Council with updates on programs and events within the Community Development Team for June 2025.

COMMUNITY DEVELOPMENT COORDIANTOR UPDATE

Library Services Officer:

West Island Library:

- **Non – Freighter Week:** Wednesday 3.30pm to 5.30pm|6.00pm to 8.00pm.
- **Freighter Week:** Wednesday 3.30pm to 5.30pm
Friday 3.30pm to 5.30pm.

Home Island Library:

- Monday: 7.00pm to 9.00pm.
- Thursday: 3.30pm to 5.30pm.

Iffahzurah will be covering for Danie's (Nek Namira) at the Home Island Library as Danie will be off island from 26/06/2025 to 12/08/2025.

Oral History Interviews:

Dr. Elaine Rabbit, Oral Historian arrived on Cocos on Friday 6th June to Friday 13th June to conduct interviews with the Cocos Island locals. The purpose of this project is to preserve the culture, history and stories of the Cocos Islands peoples, of the Indian Ocean Territory.

Each interviewee was given an Invitation to participate in the project along with an Informed Consent Document for them to sign prior the interview. All recordings are kept in our files and given to the interviewees to keep and share with their families. *(Please see attachment 2)*

Elaine has trained Nadya to conduct interviews. Nadya assisted Elaine with all interviews as it was done in Cocos Malay.

COMMUNITY DEVELOPMENT OFFICER – CULTURE AND HERITAGE

Pulu Cocos Museum:

We have a new noticeboard – installed by Bulka's team! Thanks to the crew. We will use this to display information regarding opening hours and information about initiatives and projects.

Batik Revival Project:

Jacky returns to Cocos on 1st July for the Hot Wax Batik sessions and a few further silk workshops. There will be a series of workshops available to Home and West Islanders, including a children's and parents' session.

We are having an exhibition on 2nd July to celebrate all the art created in the Batik Restoration Project so far, 4.00pm at the Cyclone Shelter.

Fulton Hogan's competition has started, to find a design for their project shirts for Cocos. Entries close midnight 8th July. Winners announced 12th July. *(Please see attachment 4)*

Jukong Restoration Project:

Awaiting parts for the doors – on their way via ship. The 3D scanning was successful and illustrated some challenges that may be faced when restoring Ini Lagi – Tim is going to provide further information on the next steps here.

Annual Leave:

Niamh will be on leave from 12th July to 18th August.

YOUTH AND RECREATION OFFICER

Cocos Island District Highschool:

The school is open to collaborate with the Shire in terms of Youth Engagement activities. Kylie Davis (Deputy Principal) will meet up with Anita to discuss and support getting feedback from the students.

The Shire can use the school site and equipment for holidays and after school activities, however, we will need to provide them with a copy of the Shire's Public Liability Insurance and send a request via email outlining the activity, dates and clean – up plan.

Community Colour Run:

The school has invited us to collaborate during their Colour Run event. Kylie Davis and Rebecca Cracknell (Sports Teacher) will be organising the event whilst the Shire will support them by organising a Market Food stall for the community and for more food options. The school has organised a community BBQ held at the Cocos Club. The Colour Run will be held on the 8th of August at the West Island Oval starting from 4.30pm to 5.30pm. this event is supported by Geck Sports. *(Please see attachment 5)*

Youth Shirts/Uniform:

Anita will be looking at updating and replacing the Youth Shirts. These shirts will be worn during Shire's Community Events and Youth Engagement activities.

Volleyball WA:

Volleyball visit was a success. Coach Jose Martinez arrived on Cocos on the 3rd of June to 6th of June offering both school workshops and community sessions. Anita assisted Jose during his time on Cocos. This visit was enjoyed by both Adults and Children.

Olympians Visit:

Olympians expected to arrive on Cocos on the 24th of June to 27th June. Offering both school workshops and community sessions. This was a high-profile visit from special "Unleashed" Olympians from Perth, Rugby Sevens player Nick Malouf and Football player Elise Kellond-Knight. Their visit also includes a meet and greet with our Seniors Group, Suka Duka.

School Holiday Programs:

The term 2 School Holiday Program has been finalized. Offering activities that is suitable for children all ages. A mixture of sporting, cooking and arts and crafts activities. Anita will be off island (1st July to 8th August) during the Term 2 holidays so Nadya will be running the activities. *(Please see attachment 1)*

STRATEGIC IMPLICATIONS

Theme

S Social

Goal

S3 To provide access to services, support and activities for young people.

Strategy

S3.1 Provide a range of coordinated activities specifically aimed at youth e.g. holiday program, youth week

- S3.2 Identify agencies (Government, NFP etc). with existing community youth programs and advocate and support suitable programs to consider local implementation
- S3.3 Support and encourage local community groups to deliver youth events and programs

RISK IMPLICATIONS

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Budget allocations may be exceeded.	Moderate (6)	Monitor variances and report them to Council for corrective action.
Reputation	Monthly financial statements are open to public scrutiny.	Low (3)	Ensure all expenditures are justifiable.
Compliance	Report to be presented to Council within two months to comply with legislation.	Low (3)	Processes in place to ensure compliance.
Fraud	Risk of report manipulation.	Low (3)	Interim and end-of-year audits.

Risk Matrix

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION – ITEM NO 10.5.1

THAT COUNCIL, SIMPLE MAJORITY, NOTE AND RECEIVE THE SHIRE'S COMMUNITY DEVELOPMENT COORDINATOR'S MONTHLY UPDATE FOR JUNE 2025.



Term 2 Program 2025

DATE	TIME	ACTIVITY	VENUE
MONDAY 7TH JULY	8.30am – 10.30am	Pizza Making	West Island – Salty's Cafe
TUESDAY 8TH JULY	9.00am – 11.00am	Fishing	Home Island – Foreshore (near House 1)
WEDNESDAY 9TH JULY	3.30pm – 5.30pm	Tennis Tournament	West Island – Tennis Courts
FRIDAY 11TH JULY	8.30am – 10.30am	Sushi Making	Home Island – Cyclone Shelter
MONDAY 14TH JULY	8.30am – 10.30am	DIY Wind Chimes	West Island – Community Resource Centre (Veranda)
TUESDAY 15TH JULY	9.00am – 11.00am	Beach Clean - up	Home Island – Kampong Atas
WENESDAY 16TH JULY	8.30am - 10.30am	Dodgeball	West Island - Basketball Courts (School)
WEDNESDAY 16TH JULY	6.30pm – 8.00pm	Twilight Volleyball	Home Island – Volleyball Courts
THURSDAY 17TH JULY	8.30am - 10.30am	Paper Plate Painting	West Island - Airport Playgroup (Grassed area)

Permission slips and details of activities can be obtained by contacting Nadya at the Shire Office on 91626649 or email nadya.adim@cocos.wa.gov.au

Invitation to Participate in a History Project**Title: WA MUSEUM: INDIAN OCEAN TERRITORIES ORAL HISTORY PROJECT**

Dear _____,

You are invited to participate in a local history project called the **WA MUSEUM: INDIAN OCEAN TERRITORIES ORAL HISTORY PROJECT**. The interviews will be recorded by Nadya Adim of the Shire of Cocos Keeling Islands and Elaine Rabbitt of Goolarri Media Enterprises. This project is funded by the WA Museum.

We want to record your story as the project is about the importance of preserving the culture, history and stories of the Cocos Island peoples, of the Indian Ocean Territory.

If you agree, we would like to ask you questions about your life.

We will make a recording of the talk. It will take about one or two hours or maybe longer depending on the stories you tell. You will be interviewed at a place you are happy with. If you would like us to take photographs we will, if not we won't.

Afterwards, we will listen to the recording and will give you a copy of the recording, so you and your family can listen to the talk. We would like you to tell us if you are happy with the talk. We will also give you a copy of any photographs taken.

After we listen to your talk, we may need to ask more questions. We will come back to you then.

If you would like to interview with us, please sign the consent form on the next page. This lets us know that you understand what the project is about and what will happen. It also shows that you are willing to provide information.

If you change your mind and don't want to take part in the project any more that's all right too. You can pull out from the project at any stage. If you have any questions, please do not hesitate to ask.

Thanking you,

Nadya Adim

Community Development Coordinator

Telephone (Home Island Office): (08) 9162 6649

Email: nadya.adim@cocos.wa.gov.au

Address: PO Box 1094, Cocos (Keeling) Islands, WA 6799



Participant's signature: _____

Dr Elaine Rabbitt
Goolarri Media Enterprises
PO Box 2708 Broome
Western Australia 6725
elaine.rabbitt@gme.com.au
0891949999

Informed Consent Document

WA MUSEUM: INDIAN OCEAN TERRITORIES ORAL HISTORY PROJECT

I have received a letter of invitation that tells me about the research. I have read this letter and understand what it is about. I have been able to ask questions. I know that if I have any other questions I can ask Niamh Swingler, Nadya Adim or Elaine Rabbitt.

I understand that I will be talking to The Shire and Elaine and they will make a recording of the talk. They will listen to the talk and won't let anyone else listen to it without me saying it is OK. They will take photographs if I want them to and will only use them if I say it is OK.

I understand that I have the right to pull out of the project at anytime. I do not have to give a reason. I have made up my own mind to take part in the project.

I understand that the researchers will keep a copy of the recording of what I said with my name on it, and a copy will be kept at the Shire of Cocos Keeling Islands. I don't mind if the Shire lets other researchers listen to this recording.

I understand that the public can listen to the recording that comes out of this research, and that local people might see it, as well as people on the other side of the world. It also may be listened to on the internet. That's OK with me.

I agree that the Shire of Cocos Keeling Islands or Elaine can present information from the recording at conferences even if I'm not there and it's OK they can do this without asking me first. I give my approval for any of that information to be published, as long as the source is referenced or acknowledged appropriately.

I understand that the Shire of Cocos Keeling Islands or Elaine will hold copyright in any articles, databases, conference papers or recordings produced as a result of this research.

[Option] This informed consent has been read and explained to me by _____ I understand and agree in full.

Name: _____

Address: _____

Email: _____

Interviewee Signature: _____ Date: _____

Researcher's signature: _____ Date: _____

Dr Elaine Rabbitt
Goolarri Media Enterprises
PO Box 2708 Broome
Western Australia 6725
elaine.rabbitt@gme.com.au
0891949999

Dokumen Jelaskan Keizinan

WA MUSEUM: INDIAN OCEAN TERRITORIES PROJEK SEJARAH

Saya suda menerima jumputan yang beritahu tentang research ini. Saya suda baca surat ini dan paham. Saya boleh menayak. Kalok misalnya ada pertanyakan lagi saya boleh tanyak kepada Niamh Swingler, Nadya Adim atau Elaine Rabbitt.

Saya pahan yang saying akan mengomong dengan Shire dan Elaine dan mereka akan rekoding mengomongan ini. Dorang akan mendengar monongman ini dan tidak akan benarkan siapa pun selain daripada saya yang kasi izin. Mereka akan mengambil gambar dengar izin saya dan pakek gambar ini kalok saya kasi izin.

Saya faham saya boleh kelaur daripada projek ini kapan kapan sak. Saya tidak payah kasi alasan. Saya masok projek ini dengan kemauhan saya sendiri.

Saya faham yang researchers akan simpan rekod ini dan kopinya di simapn jugak di Shire Pulu kokos. Saya tidak kesa kalok Shire kasi dengar researchers' yang lain.

Saya faham yang siapa2 boleh baca buku/repot atau dengar rekoding ini, termasuk juga orang seluruh dunia boleh diak rekoding ini kerana ada di internet. Ok bagi saya.

Saya setujuh yang Shire Pulu kokos atau Elaine boleh siarakan projek ini di mitingan konfeence walaupun saya tidak hadir, OK bagi saya tanppah menayak saya duluhan. Saya kasi izin untuk pakek cerita ini.

Saya faham yang Shire Pulu kokos atau Elain akan pegang copyright di semua artikel, rekoding ynag telah keluar daripada research ini.

Nama:

Alamat:

Nomor Telipon:

Email:

Tandah tanggan:

Tanggal hari bulan:

Tandah researcher:

Tanggal hari bulan:

COMPETITION

Fulton Hogan would like to commission a Silk Painting/Batik design to be used on project T-shirts for their staff here on Cocos. We thank them for this opportunity, and for their support of the project.

To select a design, we will be running a competition, entries closing at Midnight on July 8th.

Prizes generously donated by
Fulton Hogan:

- 1** 1st Prize: \$300.00 + selected design for T-shirts.
- 2** 2nd Prize: \$200.00
- 3** 3rd Prize: \$100.00

Competition details on the following page, please read and follow them carefully.

Good luck!

 **Fulton Hogan**



COMPETITION

COMPETITION CONDITIONS:

- Free to enter.
- The competition will close on July 8th at midnight. All entries must be submitted before then via email (contact Niamh if you require assistance).
- No age restrictions. Anyone who has taken part in the Batik workshops, or is still interested to learn is welcome to enter. The design must be created using the Silk Painting method.
- What you draw is up to you - There are no rules about colours, or imagery, however it is highly encouraged that the content is something Cocos related.
- The design must be the artist's original work - Not directly copied or traced from a reference online or elsewhere.
- You can enter an existing design from the workshops, or create a new one. Entrants can only enter one design - Choose wisely!
- The design entry should be accompanied by a 200 word description of the artwork, to give the judges further context as to what the design is about.
- The competition will be judged by a panel of Fulton Hogan employees.
- There will be three (3) prize winners, who will be awarded a cash prize each from Fulton Hogan, paid through the Shire:
\$300.00 for 1st prize + the design will be used on the T-shirts.
\$200.00 for 2nd prize
\$100.00 for 3rd Prize.
- Intellectual property will remain with the artist.
- All artists will be able to keep their original designed scarf. The 1st prize scarf may need to be borrowed for a short time but will be returned to the owner.
- Winner will be announced on Friday, July 11th via the Community Facebook page. If the winner does not have facebook, we will find a way to contact you.

RECOMMENDED IMAGE FORMAT



OR



Your scarf should be photographed flat on a plain background, or cropped to fill the entire image frame. Pay attention to the lighting to best show off your colours!

ENTRIES CLOSE
JULY
8th, 2025
~Midnight~

SUBMISSION CHECKLIST:

- ☐ x1 Image - High quality of the completed design.
(Ask Niamh at the Shire if you need help with this.)
- ☐ Design Description - 200 words maximum.
(Please include your name)
- ☐ Design submission sent to Niamh via email.
(niamh.swingler@cocos.wa.gov.au)

 **Fulton Hogan**

COLOUR BLAST

A Fun Run for All!

Followed by market food
stalls and bbq at the
Cocos Club



8TH AUGUST

4:30pm - 5:30pm

Gecko Sports, in partnership with the Shire and Cocos Islands District High School, invites the entire community to an exciting Colour Run and Community Celebration! Head down to the West Island Town Oval for an unforgettable afternoon of energy, laughter, and vibrant colour. Don't forget to wear a white shirt and bring your best smile—this event is for all ages and everyone is welcome! After the run, enjoy a delicious BBQ at the Cocos Club or explore a variety of market food stalls hosted by some of our locals! Come along for a fantastic evening of connection, celebration, and colour — you won't want to miss it!





FREE





DON'T FORGET

a water bottle, change of clothes, & towel.

Getting there:

Normal ferry timetable will run between Home and West Island to support travel across the lagoon. Jump on the 3:30pm ferry from Home to West Island to make sure your here in time to join in the fun! Late ferries will run after the event to support everyone to get home and the freighter.






11 MINUTES TO BE RECEIVED

Nil

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 MOTIONS WITHOUT NOTICE WITH LEAVE OF COUNCIL

14 MATTERS BEHIND CLOSED DOORS

OFFICER RECOMMENDATION

THAT COUNCIL CONSIDERS THE CONFIDENTIAL REPORT(S) LISTED BELOW IN A MEETING CLOSED TO THE PUBLIC IN ACCORDANCE WITH SECTION 275 OF THE LOCAL GOVERNMENT ACT 2012:

14.1 eNIC .CC REGISTRY ACTIVITY MONTHLY REPORT - MAY 2025

THIS MATTER IS CONSIDERED TO BE CONFIDENTIAL UNDER SECTION 5.23(2) - ((E)) OF THE LOCAL GOVERNMENT ACT, AND THE COUNCIL IS SATISFIED THAT DISCUSSION OF THIS MATTER IN AN OPEN MEETING WOULD, ON BALANCE, BE CONTRARY TO THE PUBLIC INTEREST AS IT DEALS WITH (A MATTER THAT IF DISCLOSED, WOULD REVEAL –

- (I) A TRADE SECRET; OR**
- (II) INFORMATION THAT HAS A COMMERCIAL VALUE; OR**
- (III) INFORMATION ABOUT THE BUSINESS, PROFESSIONAL, COMMERCIAL OR FINANCIAL AFFAIRS OF A PERSON).**

15 MATTERS RELATING TO THE LAND TRUSTS



The Australian Government transferred ownership of portions of land on the Cocos (Keeling) Islands, under two separate deeds, to the Territory's local government being the Cocos (Keeling) Islands Council. On 1 July 1992, the Territories Law Reform Act came into effect by which the Commonwealth Government applied Western Australian laws to the Cocos (Keeling) Islands. The Local Government (Transition) Ordinance 1992 established the Shire of the Cocos (Keeling) Islands by absorbing the Cocos (Keeling) Islands Council. By this arrangement, the body corporate called the Shire of Cocos (Keeling) Islands became the Trustee for both Land Trusts. Decisions relating to the Trust are made by Council as the decision-making arm of the body corporate.

The 1979 Deed: The 1979 Trust Deed applies to all of the land above the high-water mark on Home Island, except Lot 13, Lot 14 and Pulu Gangsa (Cemetery Island). The Deed states that the land is to be held 'upon trust for the benefit, advancement and wellbeing of the community formed by the Kampong residents.' No other terms were expressed in the Deed. 'Kampong residents' were described in the 1979 Trust Deed as 'the residents from time to time of the Kampong area'.

The 1984 Deed: The 1984 Trust Deed applies to all parcels of land situated and being above high-water mark within the Cocos (Keeling) Islands, including North Keeling Island, but not including parcels of land as described in the First Schedule of the 1984 Trust Deed. This transferred land was to be held by the Council (and later, by its successor, the Shire) 'upon trust for the benefit, advancement and wellbeing of the Cocos (Keeling) Islander's resident in the Territory on land owned by the Council.'

15.1 TRUSTS ADMINISTRATION

Nil

15.2 TRUSTS LEASES

Nil

15.3 TRUSTS FINANCE

Nil

**16 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF MEETING**

**17 DECISIONS MADE WHILE MEETING WAS CLOSED TO THE
PUBLIC**

18 CLOSE OF MEETING