

# Shire of Cocos (Keeling) Islands

## **MINUTES**

**Ordinary Council Meeting  
26 November 2025**

**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**

THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 4:02PM AND WELCOMED COUNCILLORS AND OFFICERS.

## **2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

PRESIDENT: CR I MINKOM

COUNCILLORS: CR A BADLU  
CR S KNIGHT  
CR T LACY  
CR O SLOAN

OFFICERS: DAVID TOMBS, ACTING CHIEF EXECUTIVE OFFICER  
IBRAHIM MACRAE, MANAGER GOVERNANCE RISK AND PLANNING  
DAVID NIELSEN, INTERIM MANAGER INFRASTRUCTURE  
LULUILMAKNUN SLOAN, INFRASTRUCTURE COORDINATOR  
AZIA BULKA, ICT COORDINATOR  
SUZIE BULKA, LEASING AND POLICY DEVELOPMENT OFFICER

GUESTS: NIL

PUBLIC: NIL

APOLOGIES: CR L FOWLER

APPROVED LEAVE OF ABSENCE: CR A YOUNG

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

Nil

### **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.

Nil

### **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 (PREVIOUSLY APPROVED)**

<b>COUNCILLOR</b>	<b>DATE OF LEAVE</b>	<b>APPROVED BY COUNCIL</b>
Cr A Young	14 November 2025 – 22 December 2025	8 October 2025

#### **5.2 APPLICATION FOR LEAVE OF ABSENCE**

Nil

## 6 PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

## 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting - 29 October 2025

### OFFICER RECOMMENDATION - ITEM 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 29 OCTOBER 2025 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

### RESOLUTION OCM/25/009

MOVED: CRT LACY

SECONDED: CR A BADLU

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 29 OCTOBER 2025 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

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

AGAINST: NIL

## 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
CR LACY	10.2.1	FINANCIAL	HE IS THE LESSEE OF LOT 220 MAHOON ROAD, WEST ISLAND AND APPLICANT FOR DEVELOPMENT APPROVAL.
CR LACY	14.3	FINANCIAL	HE IS THE LESSEE OF LOT 220 MAHOON ROAD, WEST ISLAND

## 10 REPORTS FROM COMMITTEES AND OFFICERS

### 10.1 CHIEF EXECUTIVE OFFICER

#### 10.1.1 JUNE 2025 ANNUAL FINANCIAL STATEMENTS

**FILE NUMBER:**

**AUTHOR:** David Tombs, Acting Chief Executive Officer

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author - Nil

Authoriser - Nil

**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 seek Council's support to finalise the June 2025 Annual Financial Statements with a Limitation of Scope Audit Qualification (instead of waiting for numerous complex legal matters to be resolved and having a clean audit report).

#### **BACKGROUND**

The audit of the Shire's June 2025 Annual Financial Statements is largely complete. The Auditors have raised issues over the complexity associated with the history of the whole Top Level Domain arrangements the Shire inherited during 2023/24. As further details regarding old trusts that have been

part of this history have emerged they have raised the following concerns/issues with the June 2025 annual financial statements, and therefore the June 2025 Annual Report:

**Legal issues**

1. Does the Shire own the IT Assets and 190 Emden Walk or do the assets belong to the Development Trust (with the Shire as the Trustee)
2. If the Shire does not own the IT Assets, does it have a constructive obligation to manage, repair and replace them?
3. When the IT assets are replaced, the Shire is billed for the new assets. Does the Shire own these or does it hold them in Trust?
4. The Shire currently nets off the revenue from providing communication services from these assets against the costs it pays to a third-party provider. Is it permitted to do so?
5. Does 190 Emden Land belong to the Shire?
6. If the IT assets and 190 Emden Walk do legally belong to the Shire, what was the effective date of ownership?
7. Were monies received by Verisign and paid to CCIA prior to 2015 paid into the development Trust?
8. If not, who are the beneficiaries of the Trust and do they have recourse to the Shire for any shortfalls?

**Financial Reporting Issues**

Once the legal issues above have been resolved, considering the highly technical nature of these issues, the Shire needs to engage a separate accounting firm to advise on:

- How to account for the IT assets and Land transactions
- How to account for its obligations to maintain, repair, operate and replace the IT assets
- Whether assets purchased by the Shire to replace the IT assets belong the Shire or Trust
- Should the Shire recognise a provision or contingent liability for any shortfall of monies received by that should have been paid into the Trust

The Shire now essentially has two options regarding the June 2025 Annual Financial Statements (AFS):

- Accept that the identified issues mean that the auditors have no choice but to issue a 'Limited Scope Audit Qualification' in the June AFS and proceed with the finalisation of the 2025 AFS (and therefore the June 2025 Annual Report)
- Wait, for an unknown (but expected to be very long time) to resolve these issues and then finalise the June 2025 Annual Report

Officers are recommending the first of these options as:

- It is not a reflection of anything the Shire could have controlled.
- It enables the Shire to issue the June 2025 Annual Report in a timeframe where it is still relevant.
- it enables the Shire to claim the third instalment of its 2025/26 Financial Assistance Grant (\$1.8m)

## **POLICY AND LEGISLATION IMPLICATIONS**

Nil identified.

## **FINANCIAL IMPLICATIONS**

As noted above, the Officers recommendation will enable the Shire to claim the third instalment of its 2025/26 Financial Assistance Grant.

## **STRATEGIC IMPLICATIONS**

### **Theme**

L Leadership

### **Goal**

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

### **Strategy**

L1.3 Shire representatives (Councillors and Shire Leadership team) to pro-actively engage, communicate with, and increase visibility within the community.

## **RISK IMPLICATIONS**

<b>Risk Category</b>	<b>Description</b>	<b>Rating (consequence x likelihood)</b>	<b>Mitigation Action</b>
Financial	Minimal impact – will impact on the timing of the receipt of the third instalment of the 2025/26 Financial Assistance Grant. Will potentially avoid additional legal and audit fees	Low (1)	Nil required
Reputation	Potentially damaging should a party be aware of the audit qualification but not be aware of the justifiable reason for this.	Moderate (6)	Place emphasis on reasons included in the audit report
Compliance	Having a much-delayed Annual Report is not considered 'best practice'	Low (2)	Adoption of the Officer recommendation will avoid this risk
Fraud	Potentially some historic fraud allegations could be made – but unlikely to be against the Shire	High (10)	Obtaining clear and comprehensive understanding of the legal issues associated with this matter

## 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

Having a qualified audit report could be potentially damaging as qualified audit opinions are sometimes associated with weak financial systems, controls and processes. However, in this instance this is not the case and the audit report will include the reasons for the Limitation of Scope qualification.

Based on the above considerations Officers recommend that elected members approve the recommendation to finalise the June 2-025 Annual Finance Statements on the understanding that they will include a Limitation of Scope audit qualification.

## OFFICER RECOMMENDATION – ITEM NO 10.1.1

THAT COUNCIL, BY SIMPLE MAJORITY, ACKNOWLEDGE THAT:

1. THE AUDIT OF THE JUNE 2025 ANNUAL FINANCIAL STATEMENTS HAS IDENTIFIED A NUMBER OF COMPLEX LEGAL ISSUES ASSOCIATED WITH THE ARRANGEMENTS ASSOCIATED WITH THE SHIRE'S INVOLVEMENT WITH THE TOP LEVEL DOMAIN; AND
2. THESE COMPLEX LEGAL ISSUES ARE EXPECTED TO NEED A SIGNIFICANT LENGTH OF TIME TO FULLY ASSESS; AND
3. THE SHIRE CAN EITHER:
  - (A) DELAY THE FINALISATION OF ITS JUNE 2025 ANNUAL REPORT UNTIL THESE MATTERS ARE RESOLVED OR
  - (B) FINALISE THE JUNE 2025 ANNUAL REPORT IN THE PLANNED TIMEFRAME AND ACCEPT THAT THE ANNUAL FINANCIAL STATEMENTS CONTAINED IN THE ANNUAL REPORT WILL INCLUDE A (FULLY EXPLAINED) LIMITATION OF SCOPE AUDIT QUALIFICATION

THAT COUNCIL, BY SIMPLE MAJORITY, RESOLVES THAT OFFICERS SHOULD FINALISE THE JUNE 2025 ANNUAL REPORT IN THE PLANNED TIMEFRAME AND ACCEPT THAT THE ANNUAL FINANCIAL STATEMENTS CONTAINED IN THE ANNUAL REPORT WILL INCLUDE A (FULLY EXPLAINED) LIMITATION OF SCOPE AUDIT QUALIFICATION

## RESOLUTION OCM/25/010

**MOVED: CRT LACY**

**SECONDED: CR S KNIGHT**

**THAT COUNCIL, BY SIMPLE MAJORITY, ACKNOWLEDGE THAT:**

1. THE AUDIT OF THE JUNE 2025 ANNUAL FINANCIAL STATEMENTS HAS IDENTIFIED A NUMBER OF COMPLEX LEGAL ISSUES ASSOCIATED WITH THE ARRANGEMENTS



**ASSOCIATED WITH THE SHIRE'S INVOLVEMENT WITH THE TOP LEVEL DOMAIN; AND**

- 2. THESE COMPLEX LEGAL ISSUES ARE EXPECTED TO NEED A SIGNIFICANT LENGTH OF TIME TO FULLY ASSESS; AND**
- 3. THE SHIRE CAN EITHER:**
  - (A) DELAY THE FINALISATION OF ITS JUNE 2025 ANNUAL REPORT UNTIL THESE MATTERS ARE RESOLVED OR**
  - (B) FINALISE THE JUNE 2025 ANNUAL REPORT IN THE PLANNED TIMEFRAME AND ACCEPT THAT THE ANNUAL FINANCIAL STATEMENTS CONTAINED IN THE ANNUAL REPORT WILL INCLUDE A (FULLY EXPLAINED) LIMITATION OF SCOPE AUDIT QUALIFICATION**

**THAT COUNCIL, BY SIMPLE MAJORITY, RESOLVES THAT OFFICERS SHOULD FINALISE THE JUNE 2025 ANNUAL REPORT IN THE PLANNED TIMEFRAME AND ACCEPT THAT THE ANNUAL FINANCIAL STATEMENTS CONTAINED IN THE ANNUAL REPORT WILL INCLUDE A (FULLY EXPLAINED) LIMITATION OF SCOPE AUDIT QUALIFICATION**

**THE MOTION WAS PUT AND DECLARED CARRIED 5/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN

**AGAINST:** NIL

## 10.2 GOVERNANCE, RISK AND PLANNING

*Council considered Item 14.3 – Part Lot 220 Mahoon Road, West Island – ahead of Item 10.2.1 as lease matters are typically addressed prior to development matters. Council proceeded to discuss Item 14.3.*

*Cr T. Lacy declared a financial interest in Item 14.3 and left the meeting room at 4:20pm.*

### SUSPENSION OF STANDING ORDERS

#### RESOLUTION OCM/25/019

**MOVED: CR A BADLU**

**SECONDED: CR O SLOAN**

**A MOTION WAS MOVED THAT COUNCIL SUSPEND STANDING ORDERS, THE TIME BEING 4:20PM.**

**THE MOTION WAS PUT AND DECLARED CARRIED 4/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, SLOAN

**AGAINST:** NIL

### RESUMPTION OF STANDING ORDERS

#### RESOLUTION OCM/25/020

**MOVED: CR A BADLU**

**SECONDED: CR O SLOAN**

**A MOTION WAS MOVED THAT COUNCIL RESUME STANDING ORDERS, THE TIME BEING 4:50PM.**

**THE MOTION WAS PUT AND DECLARED CARRIED 4/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, SLOAN

**AGAINST:** NIL

## 14.3 CONFIDENTIAL – PART LOT 220 MAHOON ROAD, WEST ISLAND

### FILE NUMBER:

**AUTHOR:** Suzie Bulka, Leasing and Policy Development Officer

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author -

Authoriser -

**ISLAND:** West Island

**ATTACHMENTS:** Confidential (circulate under separate cover)

The Council is satisfied that, pursuant to Section 5.23(2) of the *Local Government Act 1995*, the information to be received, discussed or considered in relation to this agenda item is:

- (a) a matter affecting an employee or employees

- (b) the personal affairs of any person
- (e) 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.

## **AUTHORITY/DISCRETION**

### **Definition**

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<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 present to Council a new lease proposal from Cocos Artisans Collective Pty Ltd (Cocos Artisans) to lease Part of Lot 220 Mahoon Road, West Island (Part Lot 220), for the purpose of horticulture and agriculture.

To present to Council a related deed of surrender. This deed of surrender is intended to ensure certainty that the original lease (previously covering both Lot 219 Mahoon Road, West Island and Part Lot 220) no longer applies.

## **RESOLUTION OCM/25/021**

**MOVED: CR A BADLU**

**SECONDED: CR O SLOAN**

**THAT COUNCIL, ACTING IN ITS CAPACITY AS TRUSTEE OF THE LAND 1984 LAND TRUST DEED, BY SIMPLE MAJORITY, PURSUANT TO SECTION 3.58 OF THE LOCAL GOVERNMENT ACT 1995 (WA) (CKI), RESOLVES TO:**

- 1. GIVE LOCAL PUBLIC NOTICE OF THE PROPOSAL (INCLUDING INVITING PUBLIC**

**SUBMISSIONS) TO DISPOSE OF PART LOT 220 MAHOON ROAD, WEST ISLAND BY WAY OF ENTERING A LEASE AGREEMENT WITH COCOS ARTISANS COLLECTIVE PTY LTD (PROSPECTIVE TENANT);-**

**2. INCLUDE THE FOLLOWING INFORMATION IN THE LOCAL PUBLIC NOTICE:**

- a. A PLAN SHOWING THE PROPOSED AREA TO BE LEASED ON LOT 220 MAHOON ROAD, WEST ISLAND AND A SPECIFICATION OF THE APPROXIMATE SIZE OF THIS AREA IN SQUARE METERS;**
- b. THE PURPOSE OF THE LEASE IS TO UTILISE PART LOT 220 FOR HORTICULTURE AND AGRICULTURE;**
- c. THE MARKET VALUE OF THE PROPOSED DISPOSITION IS \$6,924.00;**
- d. THE PROPOSED TERMS OF THE LEASE AGREEMENT INCLUDE THAT:**
  - i. THE TERM OF THE LEASE WILL BE TEN (10) YEARS WITH AN OPTION FOR THE PROSPECTIVE TENANT TO EXTEND THE LEASE FOR A FURTHER TEN-YEAR PERIOD;**
  - ii. THE RENT IN THE FIRST YEAR WILL BE SIX THOUSAND NINE HUNDRED AND TWENTY SIX DOLLARS (\$6,926.00) PLUS GST (IF APPLICABLE);**
  - iii. THE RENT WILL BE ADJUSTED FOR CPI ANNUALLY.**
  - iv. A MARKET RENT REVIEW WILL OCCUR AT THE COMMENCEMENT OF ANY FURTHER TERM;**
  - v. THE PROSPECTIVE TENANT WILL PAY THE SHIRE A ONE-OFF FEE OF \$275.00 FOR PREPARATION OF THE NEW LEASE;**
  - vi. THE PROSPECTIVE TENANT WILL BEAR PRIMARY RESPONSIBILITY FOR MAINTENANCE OF THE LEASED AREA;**

**3. SHOULD NO SUBMISSIONS BE RECEIVED DURING THE PUBLIC SUBMISSION PERIOD:**

- a. AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO THE LEASE AGREEMENT IN THE FORM ATTACHED AS DEEMED NECESSARY; AND**
- b. AUTHORISE THE CHIEF EXECUTIVE OFFICER AND SHIRE PRESIDENT TO SIGN AND AFFIX THE SHIRE OF COCOS (KEELING) ISLAND COMMON SEAL TO THE EXECUTION COPY OF THE LEASE AGREEMENT;**

**4. IF SUBMISSIONS ARE RECEIVED, TO CONSIDER ALL SUCH SUBMISSIONS AT THE FIRST ORDINARY MEETING OF COUNCIL FOLLOWING THE CLOSE OF THE PUBLIC SUBMISSION PERIOD;**

**5. IF A LEASE AGREEMENT IS TO BE EXECUTED IN ACCORDANCE WITH ITEM THREE (3) ABOVE:**

- a. AUTHORISE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A DEED OF SURRENDER IN THE FORM ATTACHED; AND**
- b. AUTHORISE THE CHIEF EXECUTIVE OFFICER AND SHIRE PRESIDENT TO SIGN AND AFFIX THE SHIRE OF COCOS (KEELING) ISLAND COMMON SEAL TO THE DEED OF SURRENDER;**

**6. IF A LEASE AGREEMENT IS EXECUTED IN ACCORDANCE WITH ITEM THREE (3) ABOVE, CAUSE REGULAR INSPECTIONS OF THE LEASED AREA TO BE UNDERTAKEN; AND**

**7. IF THE PROSPECTIVE TENANT FAILS TO SETTLE ANY OUTSTANDING DEBT IT CURRENTLY**

**HAS WITH THE SHIRE WITHIN 6 MONTHS OR FAILS TO ENTER INTO A PAYMENT ARRANGEMENT PRIOR TO EXECUTING THE LEASE AGREEMENT, WITHDRAW THE LEASE OFFER AND ADVERTISE TO THE PUBLIC IN RESPECT OF EXPRESSIONS OF INTEREST TO LEASE PART LOT 220 MAHOON ROAD, WEST ISLAND.**

**THE MOTION WAS PUT AND DECLARED CARRIED 4/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, SLOAN

**AGAINST:** NIL

**RESOLUTION OCM/25/022**

**MOVED: CR O SLOAN**

**SECONDED: CR A BADLU**

**THAT COUNCIL, BY SIMPLE MAJORITY, RESOLVES TO MOVE FROM BEHIND CLOSED DOORS THE TIME BEING AT 5:33PM.**

**THE MOTION WAS PUT AND DECLARED CARRIED 5/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN

**AGAINST:** NIL

## 10.2.1 PROPOSED ANIMAL HUSBANDRY (EGG FARM) LOT 220 MAHOON ROAD, WEST ISLAND, COCOS (KEELING) ISLANDS

### FILE NUMBER:

**AUTHOR:** Ibrahim Macrae, Manager Governance Risk and Planning

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author – Nil

Authoriser - Nil

**ISLAND:** West Island

**APPLICANT:** Anthony (Tony) Lacy

**OWNER:** Shire of Cocos (Keeling) Islands

**PROPOSAL:** Animal husbandry (egg farm) and Signage

**LOCATION:** Lot 220 Mahoon Road, West Island

**ATTACHMENTS:** 10.2.1.1 - SOCKI Application - DA Application for Poultry/Signage [↓](#)  
10.2.1.2 - DA SITE PLANS PG 1 REVISED V2 [↓](#)  
10.2.1.3 - Signage for DA - Revised V2 [↓](#)  
10.2.1.4 - Application Information - Egg production Criteria for DA [↓](#)  
10.2.1.5 - 1. 2 DA Intro Letter - Egg production & Signage [↓](#)

### 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

To present for Council's consideration an application seeking approval for an animal husbandry use (egg farm) and associated signage at Lot 220 Mahoon Road, West Island.

## BACKGROUND

The applicant proposes to establish an animal husbandry (egg farm) within an existing shed and surrounds (free range).

The applicant has provided the following summary: Full details and site plans are provided in the attachments.

### *Project Summary:*

- *Purpose: Small-scale egg production trial housing the following*
  - *Year 1: 100-200 chickens (2026)*
  - *Year 2: 200-300 chickens (2027)*
  - *Year 3: 300-400 chickens (2028)*
- *Local Support: Indian Ocean Group Training Assoc, Shamrocks and WI Supermarket, have all confirmed their support of such a project. The Project plan is to supply local supermarkets with weekly supply of fresh eggs from 2026.*
- *Finance: Commonwealth-funded project to improve food security and create local employment opportunities*
- *Infrastructure: Installation of internal nesting frames and electrical cabling — no structural or external changes to the shed at this stage however we may investigate a veranda on the eastern and western sides and fencing requirements as per industry standards. However daily feed stations undercover in allocated bays, will provide free range management and possibly no or limited fencing.*
- *Outcomes: Supply of weekly fresh local eggs, with the potential to scale up following the first-year trial phase*
- *Employment: The Commonwealth have allocated 1 full time and 2 part time permanent positions for a period of 3 years.*

The applicant proposes new signage on the property as shown on the site plan and images.

## COMMENTS

The proposed egg farm will be of benefit to the residents of Cocos Keeling Islands ensuring fresh and available egg supply.

There are issues around any potential nuisance odour and the depth to water table.

Relevant comments below from Stuart Saggars, WA Chickens

*“Department of Water and Environmental Regulation (DWER) Information was sought from DWER regarding scenarios that would enable the reduction of setbacks to the adjoining wetlands and the depth to water table, as current regulations would be restrictive. Although our request was acknowledged for actioning, no response has been given to date. To this effect, I can only suggest the standard requirements; that a minimum depth over the water table of 3metres on sand is required. We do know of farms that have been approved with the water table as close as 1.6metres, but the exact scenario for granting this is unknown.”*

*“Disposal Typically, a poultry farm has an Environmental Protection Authority (EPA)-approved disposal area (if a suitable area is available), or dead/discarded birds are sent to a processor/land fill. In this case, further investigation would need to be considered. Approximately 90 birds will die annually from natural causes. There will also be birds unsuitable for processing for human or pet consumption (perhaps processed privately) and a scenario may occur whereby the entire flock must be destroyed*

*e.g. disease outbreak. The composting area should be suitable for some of these birds, but in the case of destruction due to disease the birds will need incineration. The town incinerator may be suitable.”*

The proposed signage is relevant to the proposed development application and is set well back from the road frontage.

## FINANCIAL IMPLICATIONS

No direct financial impact to Council.

## RISK IMPLICATIONS

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Compliance	Potential odour impacts on adjacent properties due to hygiene issues or adverse wind conditions.	Moderate (9)	Maintain hygiene; store all waste and carcasses in sealed containers; record any odour complaints.
Fraud	Depth to water table and proximity to adjoining wetlands.	Moderate (8)	Minimum 3-metre separation, or alternative advice from DWER.

## 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

Shire of Cocos (keeling) Islands Local Planning Scheme No.1:

Property is located within the Rural Zone.

The following definition is taken from the Scheme. Schedule 1 – Dictionary of defined words and expressions

*animal husbandry*: means any land or buildings used for the breeding, keeping, rearing or fattening of domestic animals, livestock, poultry or bees.

The Planning and Development (Local Planning Schemes) Regulations 2015 also provide a definition in Schedule 2, Regulation 38, deemed provisions for local planning schemes.

*animal husbandry*: intensive means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens.

Cocos Keeling Scheme Text - Rural Objectives



To provide land for shared community use and land which allows for a mix of relatively low intensity uses, including traditional pondoks, research activities and recreational activities, in such a way which ensures the conservation of the natural environment and local resources.

Comment – the above objective requires low intensity use, there is concern that this proposal may over time result in a large high intensity animal husbandry (egg farm) if the chicken numbers are not capped.

Table 1 – ZONING TABLE - Discretionary use

Land Use “animal husbandry” is listed as “D” in the zoning table means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

There is no requirement to advertise this application under Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Part 8 as set out in the Zoning table.

## **LOCAL PLANNING POLICIES**

Nil

## **STRATEGIC IMPLICATIONS**

### **Theme**

E Economic

### **Goal**

E2 To work alongside local businesses to facilitate employment, growth and development

### **Strategy**

E2.1 Work with community members / businesses to overcome barriers in accessing grant funding, discuss options and provide appropriate assistance (if possible)

## **VOTING REQUIREMENT**

Simple Majority

## **CONCLUSION**

The proposal is supported, subject to appropriate conditions to manage intensity, environmental impacts, and community amenity.

**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 TO GRANT DEVELOPMENT APPROVAL TO ANTHONY (TONY) LACY FOR LAND USE ANIMAL HUSBANDRY (EGG FARM) AND ASSOCIATED SIGNAGE AT LOT NO 220 MAHOON 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 NUMBER OF CHICKENS ON THE PROPERTY IS TO BE CAPPED AT YEAR 1 (2026): 200 CHICKENS, YEAR 2 (2027): 300 CHICKENS, YEAR 3 (2028): 400 CHICKENS.
4. A FURTHER DEVELOPMENT APPLICATION IS REQUIRED IF THE NUMBER OF CHICKENS ON THE PROPERTY EXCEEDS 400 CHICKENS.
5. SIGNAGE LOCATION, SIZE AND CONTENT AS DETAILED IN THE APPLICATION IS INCLUDED IN THIS APPROVAL AS SHOWN IN THE ATTACHMENTS.
6. APPLICANT IS TO COMPLY AT ALL TIMES WITH THE ENVIRONMENTAL CODE OF PRACTICE FOR POULTRY FARMS IN WESTERN AUSTRALIA MAY 2004.
7. ALL WASTE AND OTHER OFFENSIVE MATERIAL IS TO BE REGULARLY REMOVED TO A SUITABLE WASTE DISPOSAL SITE AND STORED IN SEALED CONTAINERS FOR STORAGE, TRANSPORT AND DISPOSAL, WITHOUT DELAY.
8. THE SITE MANAGER IS REQUIRED TO LOG ANY COMPLAINTS OF ODOUR NOTING WIND DIRECTION AND STRENGTH. THIS LOG IS TO BE MADE AVAILABLE UPON REQUEST BY THE SHIRE'S ENVIRONMENTAL HEALTH OFFICER OR NOMINEE.

**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 (INCL. BUILDING PERMITS), LEASES, AND LICENSES REQUIRED UNDER ANY OTHER LAW, AND TO COMMENCE AND CARRY OUT DEVELOPMENT IN ACCORDANCE WITH ALL RELEVANT LAWS.
- B. IF THE DEVELOPMENT THE SUBJECT OF THIS APPROVAL IS NOT SUBSTANTIALLY COMMENCED WITHIN A PERIOD OF TWO (2) YEARS, THE APPROVAL SHALL LAPSE AND BE OF NO FURTHER EFFECT.
- C. WHERE AN APPROVAL HAS SO LAPSED, NO DEVELOPMENT SHALL BE CARRIED OUT WITHOUT THE FURTHER APPROVAL OF THE LOCAL GOVERNMENT HAVING FIRST BEEN SOUGHT AND OBTAINED.
- D. 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.

**RESOLUTION OCM/25/011****MOVED: CR A BADLU****SECONDED: CR S KNIGHT**

**THAT COUNCIL, BY SIMPLE MAJORITY, PURSUANT TO THE SHIRE OF COCOS (KEELING) ISLANDS LOCAL PLANNING SCHEME NO.1, RESOLVES TO GRANT DEVELOPMENT APPROVAL TO ANTHONY (TONY) LACY FOR LAND USE ANIMAL HUSBANDRY (EGG FARM) AND ASSOCIATED SIGNAGE AT LOT NO 220 MAHOON ROAD, WEST ISLAND SUBJECT TO THE FOLLOWING CONDITIONS AND ADVICE NOTES:**

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- 6. APPLICANT IS TO COMPLY AT ALL TIMES WITH THE ENVIRONMENTAL CODE OF PRACTICE FOR POULTRY FARMS IN WESTERN AUSTRALIA MAY 2004.**
- 7. ALL WASTE AND OTHER OFFENSIVE MATERIAL IS TO BE REGULARLY REMOVED TO A SUITABLE WASTE DISPOSAL SITE AND STORED IN SEALED CONTAINERS FOR STORAGE, TRANSPORT AND DISPOSAL, WITHOUT DELAY.**
- 8. THE SITE MANAGER IS REQUIRED TO LOG ANY COMPLAINTS OF ODOUR NOTING WIND DIRECTION AND STRENGTH. THIS LOG IS TO BE MADE AVAILABLE UPON REQUEST BY THE SHIRE'S ENVIRONMENTAL HEALTH OFFICER OR NOMINEE.**

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**MUST BE LODGED WITHIN TWENTY-EIGHT (28) DAYS FROM THE DATE OF THE DECISION.**

**THE MOTION WAS PUT AND DECLARED CARRIED 4/0**


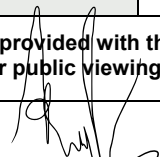
**FOR:** CRS MINKOM, BADLU, KNIGHT, SLOAN

**AGAINST:** NIL

*Cr T Lacy returned to the meeting room at 4:50pm*



APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details (Please ensure that ALL Landowners sign this form)			
Name			
ABN (if applicable)			
Postal Address			
		Postcode	
Phone	Home:	Mobile:	
Email Address			
Contact person(s) for Correspondence			
Signature:			Date: 17 Nov 2025
Signature:			Date:
<p><b>The signature of the owner(s) is required on all applications. This application will not proceed without the signature. For the purposes of signing this application, an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</b></p>			
Applicant Details (if different from owner)			
Name			
Postal Address			
		Postcode	
Phone	Home:	Mobile:	
Email Address			
Contact person(s) for Correspondence			
<p><b>The information and plans provided with this application may be made available by the local government for public viewing in connection with this application.</b></p>			Yes
Signature			

APPLICATION FOR DEVELOPMENT APPROVAL

Property Details			
Lot No	House No	Location No	
Diagram or Plan No	Certificate of Title Vol. No	Folio	
Title encumbrances (e.g. easements, restrictive covenants):			
Street Name		Suburb	
Nearest Street Intersection:			
Nature of Proposed Development (Please ensure to tick one box below)			
<b>Works</b> Means any demolition, erection, construction, alteration of or addition to any building/structure or any excavation carried out on the land.		<input type="checkbox"/> Works	
<b>Use</b> The action of using something or the state of being used for a purpose (i.e. Dwelling being used for a holiday house or home occupation).		<input type="checkbox"/> Use	
<b>Works and Use</b> Any application that involves both of the above.		<input type="checkbox"/> Works and Use	
Is an exemption from development claimed for part of the development?  If yes, is the exemption for:		<input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use (PLEASE TYPE BELOW YOUR PROPOSAL)			
<b>Description:</b>			
Description of exemption claimed (if relevant)			
Nature of any <b>existing</b> buildings and/or land use			
Approximate cost of proposed development ( <b>excl. GST</b> )		\$	
Estimated time of completion of Development			
Office Use Only			
Acceptance Officer's Initials		Date Received	
Local Government Reference Number			

APPLICATION FOR DEVELOPMENT APPROVAL

Shire of Cocos (Keeling) Islands 1094 Home Island, Cocos (Keeling) Islands, INDIAN OCEAN 6799  
Tel: (08) 9162 6649 Fax: (08) 9162 6668 Email: [info@cocos.wa.gov.au](mailto:info@cocos.wa.gov.au)

Additional Information for Sign Applications only	
1.	Description of property on which advertisement is to be displayed including full details of its proposed position within that property:  _____
2.	<p>Details of proposed sign:</p> <p>(a) Type of structure on which advertisement is to be erected (i.e. freestanding, wall mounted, other): _____</p> <p>(b) Height: _____ Width: _____ Depth: _____</p> <p>(c) Colours to be used: _____</p> <p>(d) Height above ground level – to top of advertisement: _____ to underside: _____</p> <p>(e) Materials to be used: _____</p> <p>Illuminated: Yes _____ No _____</p> <p>If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source: _____</p>
3.	Period of time for which advertisement is required:  _____
4.	<p>Details of signs (if any) to be removed if this application is approved:  _____</p> <p>Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above.</p> <p>Signature of advertiser(s): _____</p> <p>(if different from land owners) _____</p> <p>Date: _____</p>

APPLICATION FOR DEVELOPMENT APPROVAL

<b>DEVELOPMENT APPROVAL CHECKLIST</b>	
<p>Clause 63 of the Deemed provisions of the Scheme requires appropriate information to accompany every application for planning consent. This checklist sets out the minimum required information for an application to be considered complete. The level of information required may vary depending the nature of an application.</p>	
<p><b>Any Application not meeting minimum information requirements will not be accepted.</b>            All applications require a brief covering letter providing details of the proposed development/land use. This should include details of compliance with the Scheme and relevant Shire local planning policies and should provide appropriate justification where applicable for any variation to Scheme, local planning policies or Residential Design Codes. Variations to R-Codes will require a detailed assessment /justification against the design principles.</p> <p>If the proposal is required to be advertised or notified under the provisions of the Scheme, the application will attract an additional fee. You will be invoiced in accordance with the Shire's Fees and Charges prior to advertising.</p>	
<p><b>ALL APPLICATIONS SHALL BE ACCOMPANIED BY :</b>  <b>(If lodged electronically a printing fee will be charged)</b></p>	<p><b>Tick</b></p>
Application form fully completed and signed by <i>all</i> landowners or strata owners where applicable.	
Cover letter providing details of proposed development (as described above)	
Planning Fee - As per Council's Fees and Charges Schedule (fee due on lodgment)	
Copy of current Certificate of Title and Deposited Plan.	
<p><b>SITE PLANS (1 copy)</b> (preferred scale of not less than 1:500) including:</p> <ul style="list-style-type: none"> <li>• Lot boundaries, dimensions &amp; street frontages</li> <li>• Dimensions of building envelope (where applicable)</li> <li>• Proposed development (include setback details) and existing structures/ structures to be removed</li> <li>• Contours, existing and proposed levels, finished floor levels</li> <li>• Existing vegetation, proposed landscaping areas and proposed clearing</li> <li>• Easements, rights of carriageway, sewer/drainage lines, power poles, manholes and footpaths on site or in verge</li> <li>• On-site effluent disposal system(if applicable)</li> <li>• Existing/proposed parking, access ways and crossovers</li> <li>• Fencing / Screen walls (location, height, materials)</li> <li>• Scale, lot/street number(s), address, owner's name, drawn by, date drawn, north arrow</li> </ul>	
<p><b>ELEVATIONS (1 copy) including: (not required for change in use or intensive agriculture)</b></p> <ul style="list-style-type: none"> <li>• Proposed structures all elevations (additions to include existing structures) showing natural ground level and dimensions.</li> <li>• External finishes (including schedule of colours and materials)</li> </ul>	
<p><b>FLOOR PLANS (1 copy) including</b></p> <ul style="list-style-type: none"> <li>• Total Floor Area, Proposed Floor Area of Use(s)</li> <li>• Sanitary facilities, Entry/Exits, Internal Walls</li> </ul>	

The Shire may within 21 days of receipt of the application request additional information or justification where it is considered necessary to enable an informed assessment of the proposal. Where further information is required you will have 21 days to provide the information requested, or alternatively you can withdraw your application.

Any queries regarding your application please contact the Shire office on (08) 91626649. Please note, this checklist is in relation to development consent only.

APPLICATION FOR DEVELOPMENT APPROVAL

Shire of Cocos (Keeling) Islands 1094 Home Island, Cocos (Keeling) Islands, INDIAN OCEAN 6799

Tel: (08) 9162 6649 Fax: (08) 9162 6668

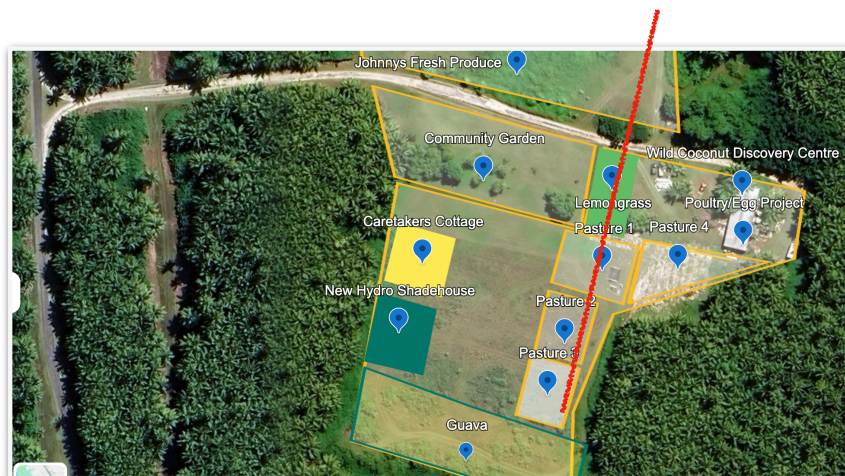
Email: [info@cocos.wa.gov.au](mailto:info@cocos.wa.gov.au)





AN ENTERPRISE PROVIDING TRAINING AND EMPLOYMENT  
OPPORTUNITIES FROM ECONOMIC DEVELOPMENT PROJECTS  
IN AGRICULTURE, TOURISM & HOSPITALITY

LOT 220 MAHOON RD, WEST ISLAND. SITE PLANS  
Rotational pasture zones with temp electric fencing.

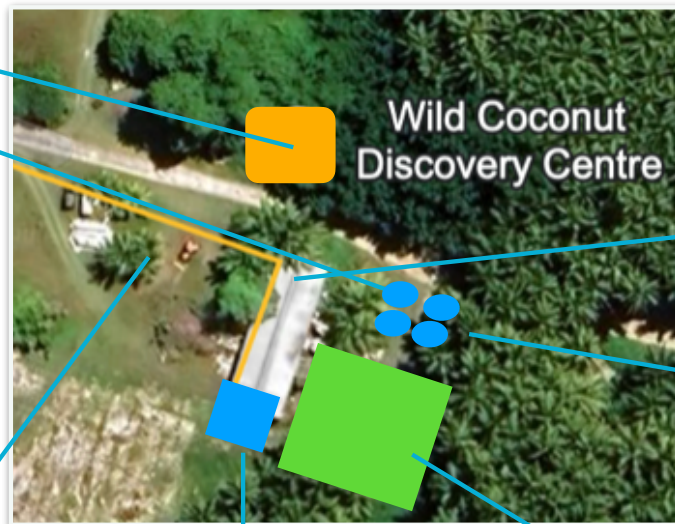


CARETAKERS  
RESIDENCE

HYDROPONIC &  
HIGH VALUE FIELD CROPS

FARM SHED

OLD  
DEMOLISHED  
CARETAKERS  
RESIDENCE



OFFICE,  
SHOP,  
TOILETS &  
BATHROOM

WATER  
SUPPLY  
EX LENS

NEW MAINS POWER

INDOOR NESTING BAYS  
& QUARANTINE BAY

PASTURE ZONE

Sign #1: Lot 220 Entrance 1800x1200mm  
Cyclone Rated Footings

Sign #2: Farm Shed & Shop Entrance  
1800x1200mm

WELCOME (SELAMAT DATANG) TO:

# COCOS ISLANDS



## WILD COCONUT Estate

THE HOME OF AUSTRALIA'S ONLY  
COCONUT PLANTATION & PRODUCTION CENTRE

- FARM SITE OFFICE ↑
- COCONUT DISCOVERY CENTRE ↑
- COCONUT TOURS ↗
- FRESH PRODUCE & GIFT SHOP ↑
- COMMUNITY EGGS & POULTRY ↗
- COMMUNITY WORM FARM ↗
- MICRO GREENS ↑
- HYDROPONIC SHADE HOUSE ↗
- CARETAKERS COTTAGE ↗
- LEMONGRASS ↑
- GUAVA, LIMES & MORINGA ↗
- VANILLA BEANS ↗
- DUCKS & DUCKLINGS ↗

ALL VISITORS PLEASE REPORT TO FARM OFFICE  
TO REGISTER FOR INSURANCE PURPOSES

# COCOS ISLANDS



## WILD COCONUT Estate

### DISCOVERY CENTRE

**OPEN**  
**MONDAYS & TUESDAYS**  
**10AM-12PM**

### PRODUCTION TOURS

### WORKSHOPS

### ECO GIFT SHOP

### FARM PRODUCE

Site Map for Sign Locations





**Provide a short title of your Application for this Project/Activity.**

*Community Egg Production for Food Security on Cocos Keeling Islands.*

**Provide a brief description of your project or the services to be delivered and how it will contribute to the objectives outlined in the Grant Opportunity Guidelines. \***

*The proposed new community egg project on Cocos Keeling Islands, aims to enhance food security and economic development by establishing a sustainable poultry farming initiative for our community of 650 residents, 3,000 visitors and proposed Department of Defence construction projects.*

*This project will involve the daily production of eggs using environmentally friendly practices, existing infrastructure, independent industry consultants to ensure a reliable food source for the local community.*

*By training and employing local Cocos Malay residents (and if required local staff) in poultry management and egg production, the project will provide a guarantee of fresh eggs and reduce dependence of expensive imported eggs from Perth via ship and air freight.*

*Overall, the community egg project not only addresses immediate food security needs but also fosters skill development and economic resilience, contributing to the long-term sustainability of food supply to the community of Cocos Keeling Islands.*

**Proposed project/activity start date**

What is the planned start date for the proposed project/activity?

*01 August 2025 (revised)*

**Proposed project/activity end date**

What is the planned end date for the proposed project/activity?

*30 December 2029 (revised)*

**Number of jobs**

What is the total number of proposed jobs you are applying for in this application?

*3.00 (1 x full time, 2 x part time)*

**Expected start date**

What date do you expect to start filling the proposed job/s?

*01 Jan 2026 (revised)*

**Criterion 1: Creating new jobs**

Applicants must describe the proposed job/s and the plan for supporting eligible employee/s living in the community/ies to move into employment.

Applicants should provide a description of:

- the proposed job/s.
- for each job, the type of job/s (industry), the type of employment (casual, part-time or full time) and other information required in your budget template.
- whether and how the jobs will support groups particularly at risk of unemployment, including RES participants, youth, people leaving prison or people with disability, and
- how the job may be sustainable and actions that will be undertaken to ensure ongoing sustainability of the job beyond the RJED funding.

***Position 1: Trainee Poultry Manager (Full Time)***

*Industry: Poultry Farming*

*Hours/Week: 38*

*Salary: Industry Level \$25-\$35/hr (\$70,000-\$95,000pa)*

*Accredited Training: AHC30510 Certificate III in Poultry Production*

*Indian Ocean Group Training Association will co ordinate the accredited training programs.*

*The new trainee position will be managed by the on island agricultural manager, with close consultation and guidance by off island consultant from WA Chickened Stuart Staggers and all poultry management operations.*

*Responsibilities will range from daily care of hens, feeding, monitoring health, and maintaining the chicken coops.*

*The position will be suited for a job seeker, school leaver post year 11 or 12 qualifications seeking to live on island with their Cocos Malay family, as there are limited jobs on the island. Experience in management would not be required as the project will be supervised by an existing on site resident agricultural manager. The agricultural manager would be the mentor and trainer for the position on a day to day basis with the external poultry consultant.*

*AHC30510 Certificate III in Poultry Production*

**Position 2: Poultry Farm Assistant (Permanent Part Time)**

Industry: Poultry Farming

Hours/Week: 25

Salary: Industry Level \$25-\$30/hr (\$40,000-\$45,000pa)

Online Training: Certificate of Poultry - <https://australianonlinecourses.com.au/courses/certificate-of-poultry/>

On the job training provided in addition to online training, that will be self managed with weekly progress reports to Agriculture Manager.

Responsibilities will range from daily collecting of eggs, monitoring health, packaging eggs and distribution to supermarkets

The position will be suited for a job seeker, early school leaver or a senior within the community seeking basic light duties work prior to retirement as many seniors are unable to secure jobs due to age and that English is a second language. The agricultural manager would be the mentor and trainer for the position on a day to day basis, but they will work closely with Trainee Poultry Manager who will be fluent in Cocos Malay and English.

Responsibilities: Collection of eggs, cleaning, quality checking, sorting, and packaging for distribution.

**Position 3: Poultry Farm Assistant (Permanent Part Time)**

Industry: Poultry Farming

Hours/Week: 25

Salary: Industry Level \$25-\$30/hr (\$40,000-\$45,000pa)

Online Training: Certificate of Poultry - <https://australianonlinecourses.com.au/courses/certificate-of-poultry/>

On the job training provided in addition to online training, that will be self managed with weekly progress reports to Agriculture Manager.

Responsibilities will range from daily collecting of eggs, monitoring health, packaging eggs and distribution to supermarkets

The position will be suited for a job seeker, early school leaver or a senior within the community seeking basic light duties work prior to retirement as many seniors are unable to secure jobs due to age and that English is a second language. The agricultural manager would be the mentor and trainer for the position on a day to day basis, but they will work closely with Trainee Poultry Manager who will be fluent in Cocos Malay and English.

Responsibilities: Collection of eggs, cleaning, quality checking, sorting, and packaging for distribution.

**Criterion 2: Community need**

Applicants should outline:

- how they engaged with the local community/ies to align the job/s with local needs and priorities.
- how they will demonstrate their commitment to continuing this engagement.
- how RJED funding would strengthen and enhance the provision of goods and services in the community; and
- details of their approach to identifying and engaging employees in the community.

Applicants must provide supporting evidence of community support for the jobs which may include, but is not limited to:

- a letter of support from community and/or
- other documentation/evidence that the local community endorses the new job/s.

Supporting evidence can be included as an attachment at the end of this application.

**Criterion 2: Community Need****Community Overview**

The Community of Cocos (Keeling) Islands consists of 650 residents on two inhabited islands within an atoll of 27 islands in Australia's remote Indian Ocean Territories. The isolated nature of the region makes local food production vital for economic sustainability and food security.

Eggs are one of the highest consumable products in demand for both communities, hospitality industries, and visitors to the islands. The goal of this project is to support the local supermarkets on both islands, where 90% of the communities purchase their weekly produce.

**Community Engagement**

The Cocos Artisans Collective new project team engaged with the Shire of Cocos (Keeling) Islands CEO Mr Frank Mills and their Environmental, Health and Planning consultant Mr Felix Nuiellier who have encouraged the submission of a Development Application for the concept. To date research has indicated that the proposed site is suitable for the housing of the poultry as its away from the unused water sense and township. The consultant has conducted water testing analysis and approved this for suitable use.

Online surveys and discussions highlighted strong community interest in reducing dependence on imported eggs and increasing local employment opportunities from the

local supermarkets as we see these outlets the main purchasing markets rather than create another retailer in competition, we would support existing businesses as one is a cooperative structure and the other a small business.

The local school have also indicated this Economic Development project if successful in funding will encourage other pilot projects for the school students to research and develop for a continued community effort for sustainable food supply and security.

RJED funding will strengthen the community by:

- **Improving Food Security:** Providing a reliable, locally produced supply of fresh eggs to reduce dependence on costly and inconsistent imports.
- **Supporting Economic Growth:** Creating sustainable employment and skill-building opportunities in agriculture and retail.
- **Encouraging Self-Sufficiency:** Enhancing local food production capabilities and fostering a resilient economy.

#### **Business Diversification**

In addition to producing fresh eggs, the project will explore:

- **Value-Added Products:** Developing products such as liquid eggs and compost fertilizer to expand revenue streams or create a new business for other residents and maximize sustainability.
- **Local Partnerships:** Working with the hospitality industry to integrate locally sourced eggs into restaurants and catering businesses.

#### **Identifying and Engaging Employees**

The recruitment process will prioritize local residents and will include:

- Partnering with local employment and training services such as IOGTA and community groups to identify suitable candidates.
- Providing job readiness support and training programs to ensure accessibility for all interested community members.
- Offering flexible work arrangements to accommodate diverse needs, particularly for youth and individuals re-entering the workforce or those unemployed seniors pre retirement years.



**Criterion 3: Organisation Capability and Delivery**

Applicants' responses to this criterion should include:

- the impact of RJED funding on your organisation, including how the funding will support your organisation to deliver new job/s
- examples of your successes and/or lessons learned from past experiences, and
- the key things that need to go well or what could potentially go wrong with the new job/s and how you plan to manage those factors.

RJED funding will provide critical financial support to establish and operate the egg production initiative. The funding will cover initial setup costs, including some vital infrastructure, equipment and training.

It will ensure stable employment for new employees during the initial three year phase.

Facilitate training programs to upskill employees and enhance operational efficiency with off island technical consultants from WA Chickens

**Past Successes and Lessons Learned**

Our organisation has successfully managed community-driven projects in the past, demonstrating expertise in

- re developing an under-utilised farm shed facility, into one of Australia's only commercial coconut production centres on Lot 220 Mahoon Rd, Cocos Islands.
- establishing a range of flavoured coconut chips for local shops and food outlets in mainland Australia
- establishing a range of coconut oil skin moisturising products for local tourism industry
- establishing small-scale field grown agricultural enterprises in banana, paw paw, sugar cane, lemon grass and micro greens production
- collaborating with local stakeholders (Cooperative Society, Shamrocks Supermarket and Shire of Cocos Keeling Islands), to ensure project viability
- investing in commercial machinery for coconut chip, coconut cream and coconut oil production for community and export markets.

Lessons learned from past projects include

- the importance of onsite management for mentorship and guidance
- the importance of external consultants
- the need for consultations with regulatory industry bodies
- the need for a diversified revenue strategy to ensure financial stability
- the value of ongoing training to maintain workforce efficiency.

Risk Management and Mitigation Strategies

Potential risks and corresponding management strategies include

Covered in the attached consultant report.

- feed supply (ensure existing cool room has dehumidifier)
- water quality (additional tank supply in case of bore issues)
- workforce challenges (Offer continuous training and support to retain employees and ensure productivity).
- operational costs (Implement cost-effective farming practices to maintain financial sustainability).

By leveraging RJED funding, past experience, and proactive risk management, our organisation is well-positioned to successfully deliver this project and ensure long-term community benefits.

### **Criterion 4: Delivering Outcomes and Economic Benefits to the community (optional)**

Applicants should clearly outline why the funding is required to bring a new job/s into existence and how the funding will support employing an eligible employee/s. In addition, you must complete the budget template provided capturing:

- Up to and including 15% of Job creation budget (Oncosts)
  - A detailed description of the oncosts.
- Over 15 % of the Job creation budget
  - A detailed description of the oncosts and additional information as outlined in the budget template.

#### **Funding Justification for Job Creation**

The RJED funding is essential to establish the small-scale egg production facility and create new employment opportunities in the community. Without this funding, the startup costs for infrastructure, equipment, and training would be prohibitive, delaying or preventing job creation.

The funding will support:

- **Hiring and Training Employees:** Covering initial wages and on-the-job training to ensure a skilled workforce.
- **Infrastructure Development:** Constructing and equipping the farm shed and poultry housing to maintain efficient operations.
- **Sustainable Business Growth:** Investing in operational essentials such as feed, packaging, and transportation to establish a self-sustaining enterprise.

#### **Economic and Social Benefits to the Community**

The egg production project will:

- **Enhance Local Food Security:** Reducing reliance on imported eggs and stabilizing supply for households and businesses.
- **Boost Employment:** Providing stable, skill-building jobs for residents, including those at risk of long-term unemployment.
- **Encourage Economic Diversification:** Supporting local businesses through partnerships and sales opportunities.
- **Increase Disposable Income:** Keeping egg production profits within the community rather than external suppliers.

By securing RJED funding, the project will successfully establish a sustainable local egg production facility, benefiting both the economy and social fabric of the Cocos (Keeling) Islands community. There is potential expansion opportunities to supply Christmas Island supermarkets to reduce shipping delays or supply issues from Perth.



A SOCIAL ENTERPRISE PROVIDING TRAINING AND EMPLOYMENT  
OPPORTUNITIES IN AGRICULTURE, TOURISM AND HOSPITALITY

**1st August 2025**

Ibrahim Macrae  
**Chief Executive Officer (Acting)**  
Shire of Cocos Keeling Islands

Dear Ibrahim,

**Subject: Development Application**

- 1. Trial Egg Production Project**
- 2. Required Signage for Agricultural and Site Map Interpretation**

I am writing to formally request approval under a Development Application for the use of the existing farm building located at Lot 220 Mahoon Rd for the purpose of operating a trial egg production facility over a period of three years then ongoing based on success.

The facility will operate from within the three-bay section of the existing farm shed, with no structural changes proposed at this time, only internal vertical fit out to house laying chickens along with any waste management requirements as per industry requirements and conditions set by the Shire.

The project has secured Commonwealth funding from the National Indigenous Australians Agency under their Round 2 Remote Jobs and Economic Development grant, which has enabled the financing of critical infrastructure for an electrical contractor to provide new mains trenching, cabling and electrical fit out to the farm shed and chicken coop nesting frames.

**Project Summary:**

- **Purpose:** Small-scale egg production trial housing the following
  - Year 1: 100-200 chickens
  - Year 2: 200-300 chickens
  - Year 3: 300-400 chickens
- **Local Support:** Indian Ocean Group Training Assoc, Shamrocks and WI Supermarket, have all confirmed their support of such a project. The Project plan is to supply local supermarkets with weekly supply of fresh eggs from 2026.
- **Finance:** Commonwealth-funded project to improve food security and create local employment opportunities

- **Infrastructure:** Installation of internal nesting frames and electrical cabling — no structural or external changes to the shed at this stage however we may investigate a verandah on the eastern and western sides and fencing requirements as per industry standards. However daily feed stations undercover in allocated bays, will provide free range management and possibly no or limited fencing.
- **Outcomes:** Supply of weekly fresh local eggs, with the potential to scale up following the first year trial phase
- **Employment:** The Commonwealth have allocated 1 full time and 2 part time permanent positions for a period of 3 years of up to \$700,000 in approved funding.

This project proposal has addressed some of the risks required to mitigate and we have been and will be working closely with WA Chickens Consultant Mr Stuart Saggars. We have also had discussions with the following stakeholders to seek project feedback for the application and will address any conditions placed within the DA with these bodies.

- **WA Chickens Consultancy** – Technical & management expertise
- **IOGTA** – Letter of support and commitment to training & qualifications
- **Shamroks, WI Supermarket, and other HI retailers** – Supply chain feedback
- **Shire of Cocos Keeling Islands** – Early environmental and project advice
- **DWER** – Guidance on water lens flow rates and water lens location (industry standards)
- **Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts** – Water lens assessments and allocation of water rights
- **Department of Primary Industries and Regional Development (DPIRD – WA)**  
Primary regulator for agriculture, biosecurity, and animal welfare in WA
- **Department of Health (WA)** labelling must comply with the *Food Act 2008 (WA)*
- **Australian Eggs (Industry Body – National)** - Egg standards Australia
- **Safe Food Australia (via FSANZ – National)** national food safety standards under the Food Standards Code

Please refer to the attached for additional documentation

1. DA signed SOCKI document
2. DA Site Plan for farm shed and poultry areas
3. Funding Approval Letter from Commonwealth
4. Funding Submission for background info
5. WA Chickens Consultant Report
5. DA site plan for sign placement
6. Signage templates

Thank you for considering this application. I look forward to your advice in progressing this project forward as we are aware of some of the conditions that will be required to comply with from governing bodies around compliance for water, waste/composting and waste disposal.

Warm regards,

**Tony Lacy**  
Director  
Cocos Artisans Collective Pty Ltd

## 10.3 FINANCE AND CORPORATE SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID - OCTOBER 2025

**FILE NUMBER:**

**AUTHOR:** Sally Badlu, Senior Finance Officer

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author - Nil

Authoriser - Nil

**ISLAND:** Shire Wide

**ATTACHMENTS:** 10.3.1.1 - Card Transactions [↓](#)  
10.3.1.2 - Fuel Transactions [↓](#)  
10.3.1.3 - List of Accounts Paid [↓](#)

### 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 month of October 2025, as required by the *Local Government (Financial Management) Regulations 1996*.

### RELEVANT DOCUMENTS

Available for viewing at the meeting.

Nil

## BACKGROUND

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.

## COMMENTS

The following table summarises the payments for the period by payment type, with further details of the accounts paid contained within attachment 10.3.1.3.

Payment Type	Amount (\$)
EFT#11869 - #11937	\$419,721.21
Cheque #11726	\$1,776.85
Direct Payments	\$58,707.21
<b>Total</b>	<b>\$480,205.27</b>

Contained within attachment 10.3.1.1 and 10.3.1.2 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*

## 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

### 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 payments are for unauthorised purposes and/or excessive	Moderate (6)	Payments require delegated approval and are reported to Council monthly for review
Reputation	The accounts paid report is open to public review.	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 October 2025.

## OFFICER RECOMMENDATION — ITEM NO 10.3.1

THAT COUNCIL, BY SIMPLE MAJORITY:

- PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996* 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 MONTH OF OCTOBER 2025 TOTTALLING \$480,205.27 AS CONTAINED IN ATTACHMENT 10.3.1.3.
- RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.1.1 AND 10.3.1.2.



**RESOLUTION OCM/25/012****MOVED: CRT LACY****SECONDED: CR O SLOAN****THAT COUNCIL, BY SIMPLE MAJORITY:**

- 1. PURSUANT TO REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996* 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 MONTH OF OCTOBER 2025 TOTALLING \$480,205.27 AS CONTAINED IN ATTACHMENT 10.3.1.3.**
- 2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.1.1 AND 10.3.1.2.**

**THE MOTION WAS PUT AND DECLARED CARRIED 5/0****FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN**AGAINST:** NIL

Detailed Credit Card Transaction - October 2025			
Date	Name	Description	Amount
<b>Credit Card - Ibrahim Macrae-Governance &amp; Risk Co-ordinator</b>			
26.09.2025	Mis Maud	Mis Maud	\$ 7.95
26.09.2025	CBA Mindjet/Corel	CBA Mindjet/Corel	\$ 262.90
26.09.2025	Cbeach Murray St	Cbeach Murray St	\$ 40.24
26.09.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 546.00
26.09.2025	Holiday Inn Perth CBD	Accommodation Convention Walga - Coucillor Signa Knight	\$ 2,185.76
26.09.2025	Mis Maud	Mis Maud	\$ 8.95
26.09.2025	BWC	BWC	\$ 94.50
01.10.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 537.35
01.10.2025	Cocos Island Co-operative Society	Hardware Store - Workshop Consumables	\$ 50.40
01.10.2025	Shamroks Supermarket	Staff Amenities	\$ 9.00
03.10.2025	Shamroks Supermarket	Small Tools - Matches	\$ 75.00
08.10.2025	Cocos Island Co-operative Society	Hardware Store - Small Tools	\$ 22.45
08.10.2025	Cocos Island Co-operative Society	Hardware Store - Small Tools	\$ 60.55
08.10.2025	Shamroks Supermarket	Staff Amenities	\$ 42.00
09.10.2025	Cocos Island Co-operative Society	WI Supermarket School Holiday Program	\$ 62.80
10.10.2025	Cocos Asian Imports	House hold Items for House 16 WI and 31 WI	\$ 66.40
10.10.2025	Kelapa Pulu	House hold Items for House 16 WI and 31 WI	\$ 293.00
10.10.2025	Shamroks Supermarket	Staff Amenities	\$ 10.00
13.10.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 1,285.20
14.10.2025	Shamroks Supermarket	Staff Amenities	\$ 50.00
14.10.2025	Shamroks Supermarket	House hold Items for House 16 WI and 31 WI	\$ 178.00
15.10.2025	Shamroks Supermarket	Conference Amenities	\$ 116.00
18.10.2025	Qantas Airways Limited	Annual Airfare for Nadya Adim	\$ 1,809.32
23.10.2025	Starlink Internet	Starlink Subscription	\$ 538.00
24.10.2025	Cocos Island Co-operative Society	Hardware Store - Items for House 31 WI	\$ 74.15
	<b>Total</b>		<b>\$ 8,425.92</b>
<b>Credit Card - David Tombs-Manager of Finance and Corporate Service</b>			
01.10.2025	Telstra Service	Telstra	\$50.00
01.10.2025	Pulu Connect	Pulu Connect	\$50.75
02.10.2025	Teltra Prepaid	Testra Prepaid	\$39.00
09.10.2025	Shamroks Supermarkets	Groceries Supplies Shamroks	\$21.00
13.10.2025	Teltra Service	Telstra	\$50.00
22.10.2025	Shamroks Supermarkets	Groceries Supplies Shamroks	\$81.00
	<b>Total</b>		<b>\$291.75</b>
<b>Credit Card - Chief Executive Officer</b>			
	<b>Total</b>		<b>\$ -</b>
<b>Total Credit Card Transaction for the Month Ended October 2025</b>			<b>\$8,717.67</b>

Detailed Fuel Card Transactions for September 2025 (paid in October 2025)						
Date	Card Number	Registration	Product	Litre	Per Litre	Total
26.09.2025	7034301108997906	C1898	DIESEL	62.83	\$ 2.74	171.93
24.09.2025	7034303093122078	N/A	DIESEL	52.21	\$ 2.74	142.86
23.09.2025	7034301108997898	C1897	DIESEL	58.1	\$ 2.74	158.98
22.09.2025	7034303113549169	N/A	DIESEL	59.86	\$ 2.74	163.8
20.09.2025	7034301108997880	C1895	DIESEL	61.02	\$ 2.74	166.97
17.09.2025	7034303113549169	N/A	DIESEL	94.69	\$ 2.74	259.11
17.09.2025	7034303113549169	N/A	DIESEL	171.13	\$ 2.74	468.27
16.09.2025	7034303113549169	N/A	DIESEL	363.11	\$ 2.74	993.6
16.09.2025	7034303113549169	N/A	DIESEL	212.15	\$ 2.74	580.52
12.09.2025	7034301108998433	C1454	DIESEL	56.01	\$ 2.74	153.26
11.09.2025	7034303113549169	N/A	DIESEL	153.83	\$ 2.74	420.94
10.09.2025	7034301108997906	C1898	DIESEL	58.3	\$ 2.74	159.53
09.09.2025	7034301108997898	C1897	DIESEL	63.54	\$ 2.74	173.87
09.09.2025	7034303113549169	N/A	DIESEL	958.39	\$ 2.74	2622.5
09.09.2025	7034303113549169	N/A	DIESEL	191.73	\$ 2.74	524.65
09.09.2025	7034303113549169	N/A	DIESEL	181.11	\$ 2.74	495.58
03.09.2025	7034303113549169	N/A	DIESEL	88.58	\$ 2.74	242.39
01.09.2025	7034303113549169	N/A	DIESEL	141.3	\$ 2.74	386.65
<b>Total</b>				<b>3027.89</b>	<b>\$ 2.74</b>	<b>8285.41</b>

# MINUTES OF THE ORDINARY MEETING OF COUNCIL

## 26 NOVEMBER 2025

List of Accounts Paid Under Delegated Authority for the Month of October 2025				
Chq/EFT	Date	Name	Description	
EFT11869	09/10/2025	Focus Networks	Managed Proactive Service	\$ 3,826.00
EFT11870	10/10/2025	Collector of Public Monies	Electricity Charges for-Shire Depot HI	\$ 8,010.75
EFT11871	10/10/2025	Austain Fasteners Pty Ltd	Purchase materials	\$ 1,216.72
EFT11872	10/10/2025	Boc Ltd	Container Service month 29.08.2025 to 27.09.2025	\$ 79.77
EFT11873	10/10/2025	Bunnings Group Limited	Purchase Shovel Post Hole/Trojan	\$ 1,532.06
EFT11874	10/10/2025	Complete Building Supplies Wa	Purchase Roof & Gutter Silicone	\$ 760.00
EFT11875	10/10/2025	Cocos Communications And IT Pty Ltd	ISP Reimbursements Digital Infrastructure O&M*	\$ 40,496.36
EFT11876	10/10/2025	Cocos Island Co-Operative Society Limited	Contract Cleaning Month August 2025	\$ 9,045.89
EFT11877	10/10/2025	Pulu Connect	Fixed Data & 4G Data-Service charge period 01.10.2025 to 31.10.2025 (David,Luluk,Ibrahim)	\$ 1,195.00
EFT11878	10/10/2025	CPM Licencing	Renewal Registration for Shire Vehicle C1355	\$ 519.15
EFT11879	10/10/2025	Dash Digital	Hosting Caretaker October 25	\$ 164.00
EFT11880	10/10/2025	Focus Networks	Monthly Subscription is per Computer Agent (Endpoint Detection & Response)	\$ 4,337.66
EFT11881	10/10/2025	Goodchild Enterprises	Purchase Lifep04 Jumpstarter	\$ 3,920.00
EFT11882	10/10/2025	Lydia Highfield	CEO Recruitment and Selection Service	\$ 8,000.00
EFT11883	10/10/2025	Indian Ocean Group Training	Training Major Incident Medical Management 11.09.25	\$ 420.00
EFT11884	10/10/2025	J Blackwood & Son Ltd	Purchase Gun Engine	\$ 252.16
EFT11885	10/10/2025	Aindil Minkom	Taxi Fare-CEO Recruitment	\$ 247.20
EFT11886	10/10/2025	Multiwave Networks Pty Ltd	NBN Sky Muster Premium month October 2025	\$ 297.00
EFT11887	10/10/2025	Mo Sparks Electrical	Install Isolator to Ac unit 2 in Office	\$ 1,565.00
EFT11888	10/10/2025	Midland Road And Trail & Co	Purchase Tyre	\$ 1,248.00
EFT11889	10/10/2025	Natalija Vujanic	Atoll Distributors - September 2025	\$ 15.00
EFT11890	10/10/2025	William David Nielsen	Reimbursement airfares	\$ 1,505.04
EFT11891	10/10/2025	Roy Galvin & Co Pty Ltd	Purchase of material kampong mtc	\$ 5,382.00
EFT11892	10/10/2025	Source Machinery Pty Ltd	Purchase New 4ft Excavator Slasher	\$ 114,215.00
EFT11893	10/10/2025	Sprayline Innovation Spraying & Agr Solutions	Purchase Gun and Adjustable Lance Assy	\$ 86.00
EFT11894	10/10/2025	Subco Pty Ltd	Subco Service month October 2025	\$ 1,000.00
EFT11895	10/10/2025	Telstra	Telephone charges month 24.09-24.10.25	\$ 41.92
EFT11896	10/10/2025	The Good Guys	Purchase rice cooker ( Bungalow Unit 1)	\$ 1,459.00
EFT11897	10/10/2025	Total Tools O'connor	Purchase Plasma Torch (Mechanic Workshop)	\$ 341.28
EFT11898	17/10/2025	Bhumen Surfacing	20L drums of emulsion and delivery to Zentner	\$ 313.46
EFT11899	17/10/2025	Boc Ltd	R020E Oxygen Industrial E&G Size	\$ 86.64
EFT11900	17/10/2025	Cocos Island Co-Operative Society Limited	Cleaning Contract month May 2025, Shire Office -Home Island, Shire Office - West Island, Home Island Depot, Public toilet - Business Centre, Public toilet - Industrial, Public toilet - Sandy Point, Public toilet - Community Resource Centre, Public toilet - Community Pondok, Home Island Museum, Home Island Cyclone Shelter, Home Island Gym	\$ 4,245.83
EFT11901	17/10/2025	Civic Legal	Variation of Lease - Shamrocks Supermarket	\$ 8,813.50
EFT11902	17/10/2025	Fire & Safety Services Co Pty Ltd	Fire Detection and Alarm system servicing Admin building (Shire Office)	\$ 1,510.00
EFT11903	17/10/2025	Prime Packaging	Rags - Mixed Cotton 15kg	\$ 190.20
EFT11904	17/10/2025	Sweet As Makan	Councillor dinner x9 as requested	\$ 335.00
EFT11905	17/10/2025	Territories Courier Service	Purchase of items, admin and delivery to Freightshop	\$ 657.73
EFT11906	17/10/2025	Dave Tombs	Purchase of New TV for House 16 West Island	\$ 299.00
EFT11907	22/10/2025	Australian Services Union	Payroll deductions	\$ 53.00
EFT11908	22/10/2025	Australian Taxation Office	Payroll deductions	\$ 50,905.00
EFT11909	22/10/2025	Shire of Cocos (Keeling) Islands	Disbursement MVR for August 2025	\$ 783.69
EFT11910	27/10/2025	Australian Services Union	Payroll deductions	\$ 53.00
EFT11911	27/10/2025	Australian Taxation Office	Payroll deductions	\$ 51,843.00
EFT11912	28/10/2025	Australia Post	Postage Stamps	\$ 2,053.17
EFT11913	28/10/2025	Cocos Island Co-Operative Society Limited	Cleaning Contract month September 2025	\$ 9,122.49
EFT11914	28/10/2025	CPM Licencing	Renewal Registration for Shire Motor Vehicle-C1895	\$ 1,381.05
EFT11915	28/10/2025	E & M J Roshier Pty Ltd	Purchase materials for PC1872	\$ 828.32
EFT11916	28/10/2025	Focus Networks	Monthly Subscription FOC-HUNT-M EDR,Huntress Managed EDR	\$ 7,719.31
EFT11917	28/10/2025	Fridays Jetskis Pty Ltd	Purchase Small Tools	\$ 81.60
EFT11918	28/10/2025	Jones Lang LaSalle Pty Ltd	Office Rent month November 25	\$ 1,163.97
EFT11919	28/10/2025	Ibrahim Macrae	Reimbursement Power & Internet Bill (as per contract)	\$ 673.25
EFT11920	28/10/2025	Felix Neuweiler	Travel Allowance period 17-24.10.2025	\$ 1,140.40
EFT11921	28/10/2025	GPC Asia Pacific Pty Ltd, Trading As Repco	Purchase materials for (Mechanic Workshop)	\$ 88.65
EFT11922	28/10/2025	Roy Galvin & Co Pty Ltd	Purchase materials (Kampong Mtc)	\$ 4,495.90
EFT11923	28/10/2025	Kuranda Seyit	Accommodation for-Luke & Ritchie	\$ 2,100.00
EFT11924	28/10/2025	Totally Workwear Distribution Center	Purchase Uniform (Fisheries)	\$ 181.11
EFT11925	28/10/2025	Bob Waddell & Associates Pty Ltd	Assisting and Provide rates services 26.10.25	\$ 836.00
EFT11926	28/10/2025	Zentner Shipping Pty Ltd	Freight charge costs associated with washing Hyundai Loader HL757-9 to obtain Biosecurity release	\$ 34,242.29
EFT11927	30/10/2025	Atoll Air Conditioning	Investigate Fault Ac Unit at CEO Office	\$ 230.00
EFT11928	30/10/2025	Bureau of Meteorology	Recover electricity cost period July-30 September 2025	\$ 143.60
EFT11929	30/10/2025	Cocos Island Co-Operative Society Limited	Cleaning Contracts for Cleaning Toiletries mont September 25	\$ 389.90
EFT11930	30/10/2025	Happy Jacks CKI Pty Ltd	Cleaning House 31,16 WI	\$ 780.00
EFT11931	30/10/2025	Diverse Training Concepts	PSP40416 Certificate IV in Government Investigations June/August 2025	\$ 8,700.00
EFT11932	30/10/2025	Freightshop	Freight charges-Roof & Gutter Silicone (Complete Building)	\$ 224.75
EFT11933	30/10/2025	Fridays Jetskis Pty Ltd	Purchase Sparkplugs ( Mechanic Workshop)	\$ 66.58
EFT11934	30/10/2025	Official CPM	Rent for Hse 16,31 and 56 WI month October 2025	\$ 4,652.00
EFT11935	30/10/2025	Omnicom Media Group Australia Pty Ltd	CEO Recruitment-Advertisement Western Australian	\$ 4,922.04
EFT11936	30/10/2025	Sweet As Makan	Catering Special Council Meeting and Citizenship Ceremony	\$ 585.00
EFT11937	30/10/2025	Water Corporation	Water & Sewerage Charge for-Hse 56,31 and 16 WI	\$ 1,652.82
<b>Total EFT payments</b>				<b>\$ 419,721.21</b>
DD11726.1	05/10/2025	Australian Super	Superannuation contributions	\$ 1,776.85
<b>Total Cheque Payments</b>				<b>\$ 1,776.85</b>
DD11726.2	05/10/2025	GESB Super	Superannuation contributions	\$ 21.00
DD11726.3	05/10/2025	Unisuper	Payroll deductions	\$ 1,382.47
DD11726.4	05/10/2025	AXA Australia	Superannuation contributions	\$ 3,363.33
DD11726.5	05/10/2025	Aware Super	Superannuation contributions	\$ 9,682.45
DD11726.6	05/10/2025	Panorama Super	Superannuation contributions	\$ 1,321.95
DD11726.7	05/10/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 637.98
DD11726.8	05/10/2025	Rest Superannuation	Superannuation contributions	\$ 1,384.83
DD11726.9	05/10/2025	Australian Super	Superannuation contributions	\$ 1,602.59
DD11737.1	19/10/2025	Australian Super	Superannuation contributions	\$ 1,965.59
DD11737.2	19/10/2025	GESB Super	Superannuation contributions	\$ 100.80

DD11737.3	19/10/2025	Unisuper	Payroll deductions	\$ 1,776.69
DD11737.4	19/10/2025	AXA Australia	Superannuation contributions	\$ 3,299.66
DD11737.5	19/10/2025	Aware Super	Superannuation contributions	\$ 9,324.96
DD11737.6	19/10/2025	Panorama Super	Superannuation contributions	\$ 1,321.95
DD11737.7	19/10/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 640.35
DD11737.8	19/10/2025	Rest Superannuation	Superannuation contributions	\$ 1,226.39
DD11737.9	19/10/2025	Australian Super	Superannuation contributions	\$ 1,608.29
DD11749.1	15/10/2025	Viva Energy Australia Ltd	Fuel Purchase	\$ 8,285.41
DD11764.1	28/10/2025	Mastercard	See Attachment	\$ 291.75
DD11773.1	28/10/2025	Mastercard	See Attachment	\$ 8,425.92
DD11726.10	05/10/2025	Australian Super	Superannuation contributions	\$ 194.70
DD11726.11	05/10/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 337.12
DD11737.10	19/10/2025	Australian Super	Superannuation contributions	\$ 173.91
DD11737.11	19/10/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 337.12
		<b>Total Direct Debit Payment</b>		<b>\$ 58,707.21</b>
		<b>Total Transaction for the Month of October 2025</b>		<b>\$ 480,205.27</b>

### 10.3.2 MONTHLY FINANCIAL REPORT – OCTOBER 2025

**FILE NUMBER:**

**AUTHOR:** David Tombs, Acting Chief Executive Officer

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author - Nil

Authoriser - Nil

**ISLAND:** Shire Wide

**ATTACHMENTS:** 10.3.2.1 - Council Finance Report - October 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 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 the monthly financial report for September 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.

## COMMENTS

The period of review is the 4 months ended 31 October 2025.

(General reminder that, as the 2024/25 financial year figures have yet to be audited, 'opening figures' may change.)

Income for the year to date is:

- |                      |        |
|----------------------|--------|
| • Operating Revenues | \$6.4m |
| • Capital Revenues   | \$0.0m |
| • Total              | \$6.4m |

Revenues for the year increased in October due to the receipts of the September quarter Top Level Domain (TLD) revenues (\$2m) and one of the Financial Assistance Grant (FAG) instalments (\$1.6m). Note that discussions are ongoing regarding the accounting treatment of the TLD revenues and this has caused some budget differences at the end of October.

The Income budget for the same period was \$4.2m, resulting in an overall Income budget variance of \$2.2m. Note 3 provides further analysis of this variance, which is mainly due to timing differences associated with the receipt of the \$1.6m FAG income and the TLD revenue.

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

Type	Actual	Budget	Variance
	\$m	\$m	\$m
<b>Operating Expenditure</b>	\$2.5m	\$3.2m	<b>\$0.7m</b>
Excluding Depreciation	\$2.0m	\$2.7m	\$0.3m
Depreciation	\$0.5m	\$0.5m	\$0.0m
<b>Capital Expenditure</b>	\$0.2m	\$0.5m	<b>\$0.3m</b>

Details of all material variances against the current budget are provided in the notes to the Monthly Financial Report contained within attachment 10.3.2.1.

The last 3 notes in the attached report have not been completed for October. The external contractor who has been assisting with Council's Financial Management whilst the Executive Team is short staffed has noted that these Notes are not actually part of the required reporting package and welcomes discussion as to whether this information is actually useful/required.

As a general observation it should be noted that the inclusion of 'secondary' information can often result in a shift in focus away from 'primary' information.

## 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**

### **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**

<b>Risk Category</b>	<b>Description</b>	<b>Rating (consequence x likelihood)</b>	<b>Mitigation Action</b>
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 October 2025, including explanations of material variances, be received.

### OFFICER RECOMMENDATION – ITEM NO 10.3.2

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

1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1 AND
2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 31 OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1.

### RESOLUTION OCM/25/013

**MOVED: CR A BADLU**

**SECONDED: CRT LACY**

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

1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1 AND
2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 31 OCTOBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1.

**THE MOTION WAS PUT AND DECLARED CARRIED 5/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN

**AGAINST:** NIL

**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 OCTOBER 2025**

***LOCAL GOVERNMENT ACT 1995***

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

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

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	509,516	509,516	464,848	(44,668)	(8.77%)	
Rates excluding general rates	29,800	29,800	29,800	0	0.00%	
Grants, subsidies and contributions	5,481,923	1,951,786	3,433,461	1,481,675	75.91%	▲
Fees and charges	1,095,796	549,156	409,689	(139,467)	(25.40%)	▼
Proceeds from Non- Current Debtor	1,100,000	275,000	0	(275,000)	(100.00%)	▼
Interest revenue	320,000	74,544	75,770	1,226	1.64%	
Other revenue	3,028,000	760,500	2,005,159	1,244,659	163.66%	▲
	<b>11,565,035</b>	<b>4,150,302</b>	<b>6,418,727</b>	<b>2,268,425</b>	<b>54.66%</b>	
<b>Expenditure from operating activities</b>						
Employee costs	(4,439,210)	(1,474,634)	(1,147,490)	327,144	22.18%	▲
Materials and contracts	(3,463,550)	(1,033,423)	(614,326)	419,097	40.55%	▲
Utility charges	(69,787)	(23,787)	(12,758)	11,029	46.37%	
Depreciation	(1,505,875)	(471,304)	(535,479)	(64,175)	(13.62%)	▼
Finance costs	(500)	(160)	0	160	100.00%	
Insurance	(190,324)	(171,960)	(88,009)	83,951	48.82%	▲
Other expenditure	(1,001,021)	(27,360)	(61,335)	(33,975)	(124.18%)	
	<b>(10,670,267)</b>	<b>(3,202,628)</b>	<b>(2,459,397)</b>	<b>743,231</b>	<b>23.21%</b>	
Non cash amounts excluded from operating activities	2(c) 1,471,519	471,304	535,479	64,175	13.62%	▲
<b>Amount attributable to operating activities</b>	<b>2,366,287</b>	<b>1,418,978</b>	<b>4,494,809</b>	<b>3,075,831</b>	<b>216.76%</b>	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Proceeds from capital grants, subsidies and contributions	750,000	0	0	0	0.00%	
Proceeds from disposal of assets	30,000	0	0	0	0.00%	
	<b>780,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from investing activities</b>						
Acquisition of property, plant and equipment	(1,683,077)	(72,428)	(182,586)	(110,158)	(152.09%)	▼
Acquisition of infrastructure	(1,317,420)	(404,972)	(9,617)	395,355	97.63%	▲
Payments for intangible assets	(78,420)	0	(17,979)	(17,979)	0.00%	
	<b>(3,078,917)</b>	<b>(477,400)</b>	<b>(210,182)</b>	<b>267,218</b>	<b>55.97%</b>	
<b>Amount attributable to investing activities</b>	<b>(2,298,917)</b>	<b>(477,400)</b>	<b>(210,182)</b>	<b>267,218</b>	<b>55.97%</b>	
<b>FINANCING ACTIVITIES</b>						
<b>Inflows from financing activities</b>						
Transfer from reserves	3,967,534	0	0	0	0.00%	
	<b>3,967,534</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from financing activities</b>						
Payments for principal portion of lease liabilities	(12,909)	0	0	0	0.00%	
Transfer to reserves	(6,347,077)	(32,000)	(31,956)	44	0.14%	
	<b>(6,359,986)</b>	<b>(32,000)</b>	<b>(31,956)</b>	<b>44</b>	<b>0.14%</b>	
<b>Amount attributable to financing activities</b>	<b>(2,392,452)</b>	<b>(32,000)</b>	<b>(31,956)</b>	<b>44</b>	<b>0.14%</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	2(a) 2,325,082	2,325,082	2,916,917	591,835	25.45%	▲
Amount attributable to operating activities	2,366,287	1,418,978	4,494,809	3,075,831	216.76%	▲
Amount attributable to investing activities	(2,298,917)	(477,400)	(210,182)	267,218	55.97%	▲
Amount attributable to financing activities	(2,392,452)	(32,000)	(31,956)	44	0.14%	
<b>Surplus or deficit after imposition of general rates</b>	<b>0</b>	<b>3,234,660</b>	<b>7,169,588</b>	<b>3,934,928</b>	<b>121.65%</b>	▲

**KEY INFORMATION**

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

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

	Actual 30 June 2025 \$	Actual as at 31 October 2025 \$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	10,029,758	15,405,397
Trade and other receivables	4,779,545	3,090,390
Inventories	19,792	36,828
<b>TOTAL CURRENT ASSETS</b>	<b>14,829,095</b>	<b>18,532,615</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	11,903,052	11,903,050
Property, plant and equipment	15,113,120	14,929,266
Infrastructure	9,792,877	9,651,770
Intangible assets	3,000	2,663
<b>TOTAL NON-CURRENT ASSETS</b>	<b>36,812,049</b>	<b>36,486,749</b>
<b>TOTAL ASSETS</b>	<b>51,641,144</b>	<b>55,019,364</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	718,673	389,808
Lease liabilities	13,229	7,409
Employee related provisions	519,296	519,296
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,251,198</b>	<b>916,513</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	5,271	5,271
Employee related provisions	42,004	42,004
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>47,275</b>	<b>47,275</b>
<b>TOTAL LIABILITIES</b>	<b>1,298,473</b>	<b>963,788</b>
<b>NET ASSETS</b>	<b>50,342,671</b>	<b>54,055,576</b>
<b>EQUITY</b>		
Retained surplus	29,743,604	33,424,553
Reserve accounts	11,058,673	11,090,629
Revaluation surplus	9,540,394	9,540,394
<b>TOTAL EQUITY</b>	<b>50,342,671</b>	<b>54,055,576</b>

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

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

**1 BASIS OF PREPARATION AND MATERIAL 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. Supplementary 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.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 19 November 2025

**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.

**MATERIAL ACCOUNTING POLICIES**

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

**Critical accounting estimates and judgements**

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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

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

2 NET CURRENT ASSETS INFORMATION

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

	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 October 2025
<b>Current assets</b>			
Cash and cash equivalents	11,017,938	10,029,758	15,405,397
Trade and other receivables	1,808,302	4,779,545	3,090,390
Inventories	12,882	19,792	36,828
Other assets	32	0	0
	12,839,154	14,829,095	18,532,615
<b>Less: current liabilities</b>			
Trade and other payables	(168,600)	(718,673)	(389,808)
Lease liabilities	(5,270)	(13,229)	(7,409)
Employee related provisions	(498,622)	(519,296)	(519,296)
	(672,492)	(1,251,198)	(916,513)
Net current assets	12,166,662	13,577,897	17,616,102
Less: Total adjustments to net current assets Under Review	2(b) (12,166,662)	(10,660,980)	(10,446,514)
<b>Closing funding surplus / (deficit)</b>	<b>0</b>	<b>2,916,917</b>	<b>7,169,588</b>

(b) Current assets and liabilities excluded from budgeted deficiency

<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(12,517,360)	(11,058,673)	(11,090,629)
Less: Current assets not expected to be received at end of year			
- Current financial assets at amortised cost - self supporting loans			246,618
- Interfund transfer			1,535
- Synergy Error to be corrected			
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	5,270	13,229	7,409
- Current portion of employee benefit provisions held in reserve	345,428	384,464	388,553
<b>Total adjustments to net current assets</b>	<b>2(a) (12,166,662)</b>	<b>(10,660,980)</b>	<b>(10,446,514)</b>

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 October 2025	YTD Actual 31 October 2025
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Add: Depreciation	1,505,875	471,304	535,479
Movement in current contract liabilities associated with restricted cash	(34,356)	0	0
<b>Total non-cash amounts excluded from operating activities</b>	<b>1,471,519</b>	<b>471,304</b>	<b>535,479</b>

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 local governments' operational cycle.

SHIRE OF (COCOS) KEELING ISLANDS  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 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 2025-26 year is \$50,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	1,481,675	75.91%	▲
<i>Timing difference : The 2nd instalment of the Finance Assistance Grant of \$1.6m was received in October, but budgeted to be received in November.</i>			
<b>Fees and charges</b>	(139,467)	(25.40%)	▼
<i>Timing difference : Private Works Income is \$90K lower than YTD budget. This will be offset by lower expenditure.</i>			
<b>Proceeds from Non- Current Debtor</b>	(275,000)	(100.00%)	▼
<i>.CC income journals for the October receipt have not been completed</i>			
<b>Other revenue</b>	1,244,659	163.66%	▲
<i>.CC income journals for the October receipt have not been completed</i>			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	327,144	22.18%	▲
<i>Lower expenditure to date in Public Works overheads \$130k, Private Works \$86k Governance \$79k, Training \$21k. These variances are a mix of timing, and permanent variances due to vacancies, and will be reviewed with the budget review.</i>			
<b>Materials and contracts</b>	419,097	40.55%	▲
<i>Timing variances in in various materials and contracts including Consultants \$136K, Advertising \$17k, Waste expenses \$62k, Admin/lt \$118k and off island disposal \$66k. These costs are expected to largely even out during the year.</i>			
<b>Depreciation</b>	(64,175)	(13.62%)	▼
<i>Depreciation expense higher than budget due to onboarding of new assets as at 30th June 2025. This has no cash impact.</i>			
<b>Insurance</b>	83,951	48.82%	▲
<i>Insurance costs to be expensed in November.</i>			
<b>Non cash amounts excluded from operating activities</b>	64,175	13.62%	▲
<i>Higher depreciation to YTD budget</i>			
<b>Outflows from investing activities</b>			
<b>Acquisition of property, plant and equipment</b>	(110,158)	(152.09%)	▼
<i>Timing difference : Plant acquisition was made ahead of budgeted time</i>			
<b>Acquisition of infrastructure</b>	395,355	97.63%	▲
<i>Timing difference : delay in Capital works</i>			
<b>Surplus or deficit at the start of the financial year</b>	591,835	25.45%	▲
<i>24/25 figures still being finalised. Surplus higher than budget.</i>			

**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 OCTOBER 2025**

**1 CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Fund - 7340 & 5474	Cash and cash equivalents	4,314,768	3,600,629	7,915,397		CBA	variable	NA
Term Deposit - Reserve Funds	Cash and cash equivalents	0	7,490,000	7,490,000		CBA	4.09%	6/01/26
<b>Total</b>		<b>4,314,768</b>	<b>11,090,629</b>	<b>15,405,397</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		4,314,768	11,090,629	15,405,397	0			
		<b>4,314,768</b>	<b>11,090,629</b>	<b>15,405,397</b>	<b>0</b>			

**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.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 6 - Other assets.

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

**2 RESERVE ACCOUNTS**

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Reserve accounts restricted by Council</b>								
Leave Reserve	379,784	11,394	(45,750)	345,428	384,464	4,089	0	388,553
Plant Reserve	1,045,155	573,145	(813,600)	804,700	1,012,696	1,125	0	1,013,821
Building Reserve	1,803,905	336,702	(511,789)	1,628,818	1,787,280	18,162	0	1,805,442
Furniture and Equipment Reserve	(228)	25,761	(7,688)	17,845	55,289	473	0	55,762
Self Insurance Reserve	113,838	3,415	0	117,253	116,466	1,239	0	117,705
Community Reserve	541,796	16,254	0	558,050	549,043	5,840	0	554,883
Climate Adaption Reserve	94,301	2,829	0	97,130	96,599	1,028	0	97,627
Land Trust Administration Reserve	84,883	2,546	0	87,429	84,083	0	0	84,083
Waste Management Reserve	0	313,800	(313,800)	0	0	0	0	0
IT & Communications Reserve	5,717,683	5,010,530	(1,874,907)	8,853,306	6,619,253	0	0	6,619,253
Infrastructure Reserve	356,700	50,701	(400,000)	7,401	353,500	0	0	353,500
	<b>10,137,817</b>	<b>6,347,077</b>	<b>(3,967,534)</b>	<b>12,517,360</b>	<b>11,058,673</b>	<b>31,956</b>	<b>0</b>	<b>11,090,629</b>

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

**INVESTING ACTIVITIES**

**3 CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	511,789	69,928	28,145	(41,783)
Plant and equipment	1,171,288	2,500	154,442	(180,086)
<b>Acquisition of property, plant and equipment</b>	<b>1,683,077</b>	<b>72,428</b>	<b>182,586</b>	<b>(221,870)</b>
Infrastructure - roads	1,317,420	404,972	9,617	395,355
<b>Acquisition of infrastructure</b>	<b>1,317,420</b>	<b>404,972</b>	<b>9,617</b>	<b>395,355</b>
<b>Total of PPE and Infrastructure</b>	<b>3,000,497</b>	<b>477,400</b>	<b>192,203</b>	<b>173,485</b>
Synergy Upgrades	78,420	0	17,979	(17,979)
<b>Acquisition of intangible asset</b>	<b>78,420</b>	<b>0</b>	<b>17,979</b>	<b>(17,979)</b>
<b>Total capital acquisitions</b>	<b>3,078,917</b>	<b>477,400</b>	<b>210,182</b>	<b>155,507</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	750,000	0	0	0
Other (disposals & C/Fwd)	30,000	0	0	0
Reserve accounts				
Plant Reserve	813,600	0	141,780	141,780
Building Reserve	511,789	0	28,145	28,145
Furniture and Equipment Reserve	7,688	0	0	0
IT & Communications Reserve	565,840	118,725	0	(118,725)
Infrastructure Reserve	400,000	0	0	0
Contribution - operations	0	358,675	40,257	(318,418)
<b>Capital funding total</b>	<b>3,078,917</b>	<b>477,400</b>	<b>210,182</b>	<b>(267,218)</b>

**KEY INFORMATION**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

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

INVESTING ACTIVITIES

3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total  
Level of completion indicators

		Adopted		YTD Actual	Variance (Under)/Over
Account Description		Budget	YTD Budget		
		\$	\$	\$	\$
<b>Buildings</b>					
	Minor Structures	301,996	0	0	0
	133470 Buildings & Minor Structures - Economic Services	209,793	69,928	0	69,928
	C368 Azmie Zaitu Centre - Capital Works	0	0	25,716	(25,716)
	C138 Light Industrial Sheds Home Island	0	0	803	(803)
	C267 Studio Unit Lot198 Hi	0	0	1,626	(1,626)
		0	0	0	0
<b>Plant, Furniture and Equipment</b>					
	C190 Projector Equipment / Screen	7,688	0	0	0
	C075 Satellite Tv Upgrade	50,000	0	0	0
	C091 Gym Equipment - Hi	15,000	0	0	0
	C062 2 X Push Mowers	10,000	2,500	0	2,500
	133460 Capital Works - Buildings - Comm Resource Centre	300,000	0	265	(265)
<b>Motor Vehicles</b>					
	C213 Mini Excavator	156,250	0	0	0
*	C222 Excavator Replacement	102,500	0	141,515	(141,515)
	C224 Purchase 4 Wheel Motor Bike	65,600	0	0	0
	C240 3 New Fleet Utes	153,750	0	0	0
	C241 Plant Replacement - Kubota Mower	112,750	0	0	0
	C242 Kubota Mower Wi	112,750	0	0	0
	Bandit 1890XP mulcher	85,000	0	0	0
	C257 Replacement Of Buggies	0	0	2,776	(2,776)
	C280 Outboard Motors	0	0	9,885	(9,885)
	<b>TOTAL PROPERTY PLANT AND EQUIPMENT</b>	<b>1,683,077</b>	<b>2,500</b>	<b>182,586</b>	<b>(180,086)</b>
<b>Roads</b>					
	122210 Capital - Roads Renewal & Upgrade	1,214,920	404,972	0	404,972
	C532 Roadworks - Jalan Kembang Molok - Home Island	0	0	3,813	(3,813)
	C551 Roadworks - Jalan Masjid - Home Island	0	0	5,804	(5,804)
	131465 Capital Works - Other Infrastructure - Tourism And Area Promotion	102,500	0	0	0
	<b>TOTAL INFRASTRUCTURE</b>	<b>1,317,420</b>	<b>404,972</b>	<b>9,617</b>	<b>395,355</b>
<b>Intangible Assets</b>					
	144410 Capital - It & Communications Equipment	78,420	0	17,979	(17,979)
	<b>TOTAL INTANGIBLES</b>	<b>78,420</b>	<b>0</b>	<b>17,979</b>	<b>(17,979)</b>
	<b>TOTAL</b>	<b>3,078,917</b>	<b>407,472</b>	<b>210,182</b>	<b>197,290</b>

\* Excavator acquired ahead of budget

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

**OPERATING ACTIVITIES**

**4 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment		30,000	30,000	0			0	0
		0	30,000	30,000	0	0	0	0	0

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

**OPERATING ACTIVITIES**

**5 RECEIVABLES**

<b>Rates receivable</b>	<b>30 Jun 2025</b>	<b>31 Oct 2025</b>
	\$	\$
Opening arrears previous year	140,038	245,021
Levied this year	526,206	494,648
Less - collections to date	(205,837)	(230,385)
<b>Gross rates collectable</b>	<b>460,407</b>	<b>509,284</b>
Allowance for doubtful debts	(212,850)	(212,850)
<b>Net rates collectable</b>	<b>245,021</b>	<b>296,434</b>
% Collected	30.9%	31.1%

<b>Receivables - general</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$
Receivables - general	(14,436)	60,480	32,297	148,278	468,274	694,893
Percentage	(2.1%)	8.7%	4.6%	21.3%	67.4%	
<b>Balance per trial balance</b>						
Rates						296,434
Trade receivables						694,893
.CC Income due in 25/26						1,549,738
Historic Waste Fees						537,502
GST receivable						9,287
<b>Total receivables general outstanding</b>						<b>3,087,854</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade 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 are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-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 OCTOBER 2025

OPERATING ACTIVITIES

7 RATE REVENUE

General rate revenue

RATE TYPE	YTD Actual						Budget	
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Adjustment to be reversed	Total Revenue	Rate Revenue	Total Revenue
				\$	\$	\$	\$	\$
<b>Gross rental value</b>								
General Developed	0.1051	158	3,277,040	344,253	(44,668)	299,585	344,253	344,253
Vacant	0.2085	10	53,970	11,253	0	11,253	11,253	11,253
Business	0.1175	44	1,310,725	154,010	0	154,010	154,010	154,010
<b>Unimproved value</b>								
<b>Sub-Total</b>		<b>212</b>	<b>4,641,735</b>	<b>509,516</b>	<b>(44,668)</b>	<b>464,848</b>	<b>509,516</b>	<b>509,516</b>
<b>Minimum payment</b>								
<b>Gross rental value</b>								
General Developed	840	3	3,540	2,520	0	2,520	2,520	2,520
Vacant	920	5	16,120	4,600	0	4,600	4,600	4,600
Business	840	27	77,030	22,680	0	22,680	22,680	22,680
<b>Sub-total</b>		<b>35</b>	<b>96,690</b>	<b>29,800</b>	<b>0</b>	<b>29,800</b>	<b>29,800</b>	<b>29,800</b>
<b>Gross Total</b>		<b>247</b>	<b>4,738,425</b>	<b>539,316</b>	<b>(44,668)</b>	<b>494,648</b>		<b>539,316</b>
Concession / Waiver						0		0
<b>Total general rates</b>				<b>539,316</b>	<b>(44,668)</b>	<b>494,648</b>	<b>539,316</b>	<b>539,316</b>

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

OPERATING ACTIVITIES

8 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Grants, subsidies and contributions revenue				
Provider	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Comment
	\$	\$	\$	
<b>Grants and subsidies</b>				
Grants Commission General	4,900,000	1,655,000	3,310,086	Timing Variance
Grant Funding (Non-Capital)-Other Culture	0	0	1,100	
Mvr - Income	0	0	92,094	
Jobseeker / Apprenticeship Scheme Incentives	40,000	13,320	16,761	to be corrected with Budget Review
	<b>4,940,000</b>	<b>1,668,320</b>	<b>3,420,041</b>	
<b>Contributions</b>				
Fisheries Control - Income	515,912	283,466	0	
Funding Income - Administration	26,011	0	0	
Pest Control - Income	0	0	13,420	
	<b>541,923</b>	<b>283,466</b>	<b>13,420</b>	
<b>TOTALS</b>	<b>5,481,923</b>	<b>1,951,786</b>	<b>3,433,461</b>	



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

9 LAND TRUSTS

1979 LAND TRUST

	Adopted Budget	Current Budget	YTD Current Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>1979 LAND TRUST</b>						
<b>Revenue from operating activities</b>						
Fees and charges	538,000	538,000	179,332	162,175	(17,157)	-11%
Other revenue	102,500	102,500	34,168	54,288	20,120	37%
	<b>640,500</b>	<b>640,500</b>	<b>213,500</b>	<b>216,463</b>	<b>2,963</b>	
<b>Expenditure from operating activities</b>						
Employee costs	(210,000)	(210,000)	(69,332)	(95,303)	(25,971)	27%
Materials and contracts	(600,000)	(600,000)	(128,996)	(130,908)	(1,912)	1%
Utility charges	(69,000)	(69,000)	(23,000)	(761)	22,239	-2922%
Depreciation on non-current assets	(1,700,000)	(1,700,000)	(566,644)	(569,645)	(3,001)	1%
Insurance expenses	(317,000)	(317,000)	(317,000)	(160,677)	156,323	-97%
	<b>(2,896,000)</b>	<b>(2,896,000)</b>	<b>(1,104,972)</b>	<b>(957,294)</b>	<b>147,678</b>	
<b>Operating result</b>	<b>(2,255,500)</b>	<b>(2,255,500)</b>	<b>(891,472)</b>	<b>(740,831)</b>	<b>150,641</b>	
Non-cash amounts excluded from operating activities	1,700,000	1,700,000	566,644	569,645	3,001	
<b>Amount attributable to operating activities</b>	<b>(555,500)</b>	<b>(555,500)</b>	<b>(324,828)</b>	<b>(171,186)</b>	<b>153,642</b>	

1984 LAND TRUST

	Adopted Budget	Current Budget	YTD Current Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>1984 LAND TRUST</b>						
<b>Revenue from operating activities</b>						
Fees and charges	152,500	152,500	50,832	20,857	(29,975)	-144%
	<b>152,500</b>	<b>152,500</b>	<b>50,832</b>	<b>20,857</b>	<b>(29,975)</b>	
<b>Expenditure from operating activities</b>						
Employee costs	(79,500)	(79,500)	(26,508)	(47,108)	(20,600)	44%
Materials and contracts	(48,000)	(48,000)	(10,832)	(26,770)	(15,938)	60%
Utility charges	(9,300)	(9,300)	(3,100)	(2,340)	760	-32%
Depreciation on non-current assets	(267,000)	(267,000)	(89,000)	(90,105)	(1,105)	1%
Insurance expenses	(47,500)	(47,500)	(47,500)	(19,872)	27,628	-139%
	<b>(451,300)</b>	<b>(451,300)</b>	<b>(176,940)</b>	<b>(186,195)</b>	<b>(9,255)</b>	
<b>Operating result</b>	<b>(298,800)</b>	<b>(298,800)</b>	<b>(126,108)</b>	<b>(165,338)</b>	<b>(39,230)</b>	
Non-cash amounts excluded from operating activities	267,000	267,000	89,000	90,105	1,105	
<b>Amount attributable to operating activities</b>	<b>(31,800)</b>	<b>(31,800)</b>	<b>(37,108)</b>	<b>(75,233)</b>	<b>(38,125)</b>	

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

**10 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
			\$	\$	\$	\$
<b>Budget adoption</b>						0
Nil				0	0	0

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

## 11 ADDITIONAL INFORMATION - FEES AND CHARGES INCOME

SHIRE				1979 Land Trust			1984 Land Trust		
Current Budget	YTD Current Budget	YTD Actual	YTD Variance	Current Budget	YTD Current Budget	YTD Actual	Current Budget	YTD Current Budget	YTD Actual
\$	\$	\$		\$	\$	\$	\$	\$	\$

\* To be reviewed for November report

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

## 12 ADDITIONAL INFORMATION - EMPLOYEE COSTS

SHIRE				1979 Land Trust			1984 Land Trust		
Current Budget	YTD Current Budget	YTD Actual	YTD Variance	Current Budget	YTD Current Budget	YTD Actual	Current Budget	YTD Current Budget	YTD Actual
\$	\$	\$		\$	\$	\$	\$	\$	\$

\* To be reviewed for November report

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

## 12 ADDITIONAL INFORMATION - MATERIALS AND CONTRACTS

	SHIRE				1979 Land Trust			1984 Land Trust		
	Current Budget	YTD Current Budget	YTD Actual	YTD Variance	Current Budget	YTD Current Budget	YTD Actual	Current Budget	YTD Current Budget	YTD Actual
* To be reviewed for November report										

## 10.4 INFRASTRUCTURE

### 10.4.1 INFRASTRUCTURE MONTHLY REPORT - NOVEMBER 2025

**FILE NUMBER:**

**AUTHOR:** Luluilmaknun Sloan, Coordinator Infrastructure

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author - Nil

Authoriser - Nil

**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

This report outlines key activities, progress, and issues related to infrastructure operations across the Shire during the reporting period.

### RELEVANT DOCUMENTS

Nil

## **BACKGROUND**

### Rubbish Collection

Due to recent changes in flight schedules, waste collection days for Home and West Island have been temporarily revised.

This change prompted some comment and suggestions from the West Island community. We appreciate the community feedback received. Community concern appears to centre around that minimal waste will be collected in the Thursday collection on West Island.

The infrastructure team is reassessing waste collection schedules and waste operations more generally. Options under consideration include:

- Reverting to a one day per week collection – a trial of this may be utilised to assess effectiveness.
- Amendment of Transfer Station opening hours; and
- Reverting to previous schedule with operational changes to mitigate impacts to flights associated with rubbish burning.

Further updates will be provided once this assessment is complete.

### Cyclone Season Preparation

A cyclone verge collection was completed at the end of October ahead of the cyclone season commencing in November. This initiative supported residents in clearing potential debris and reducing hazards.

The Shire is working in collaboration with various agencies to undertake tree pruning and debris clean-up in preparation for the upcoming cyclone season. These efforts are focused on reducing the risk of windborne hazards and ensuring the safety of public spaces, particularly around community facilities and recreational areas.

### Road Maintenance

As part of the Shire's ongoing road maintenance program, road patching works have been completed during this reporting period. This includes targeted potholing repairs at:

- Beacon Heights
- Buffet Close

These works contribute to improving road safety and surface conditions for residents and service vehicles. Further assessments are underway to identify priority areas for the next phase of patching maintenance.

Resurfacing of service crossings on sections of road has also been completed following conclusion of several private works. Resurfacing ensure the integrity and longevity of the road network and restore affected areas to a safe and serviceable condition.

### Building & Facility Maintenance

Housing maintenance activities have continued throughout the reporting period, with ongoing works including:

- Changing over roofing screws
- Veranda post repairs
- Plumbing repairs
- Rectifying minor structural and cosmetic issues

These works are being undertaken in preparation for incoming new tenants into Shire-managed rental housing, ensuring all properties meet safety, functionality, and comfort standards prior to occupancy.

### Plant & Equipment Maintenance:

Parts for the grader have been ordered to address recent mechanical issues and ensure the machine remains operational for upcoming road maintenance tasks. Once the parts arrive, servicing will be scheduled promptly to minimise downtime and maintain continuity of works.

Technicians from Perth completed full maintenance of the Shire's Can-Am fleet during this reporting period. Technicians also provided training and advice to the Shire workshop team to assist future servicing. The servicing ensures that all vehicles are in optimal condition for operational demands. This proactive maintenance supports reliability, safety, and continued service delivery across both islands.

A new outboard motor for the Shire's work vessel has arrived and been successfully fitted. With this upgrade, the vessel is now fully operational and able to resume full service to Direction Island. This enhancement ensures reliable marine transport and supports ongoing maintenance and service delivery to outlying areas.

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENT**

Simple Majority

## **CONCLUSION**

The infrastructure team has continued to deliver a wide range of essential services and maintenance activities across the Shire during this reporting period. From road patching and housing repairs to cyclone preparedness and fleet servicing, each initiative reflects our commitment to maintaining safe, functional, and resilient community assets.

Looking ahead, we remain focused on completing scheduled works including Home Island repaving and waste collection review, while responding to seasonal demands and community feedback. We appreciate the ongoing support from Council and the community as we work collaboratively to meet operational goals and uphold service standards.

## **OFFICER RECOMMENDATION – ITEM NO 10.4.1**

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE INFRASTRUCTURE COORDINATOR MONTHLY REPORT FOR NOVEMBER 2025.



**RESOLUTION OCM/25/014****MOVED: CR A BADLU****SECONDED: CR O SLOAN****THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE INFRASTRUCTURE COORDINATOR MONTHLY REPORT FOR NOVEMBER 2025.****THE MOTION WAS PUT AND DECLARED CARRIED 5/0****FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN**AGAINST:** NIL

## 10.5 COMMUNITY DEVELOPMENT

### 10.5.1 COMMUNITY DEVELOPMENT REPORT - NOVEMBER 2025

**FILE NUMBER:**

**AUTHOR:** Nadya Adim, Community Development Coordinator

**AUTHORISER:** David Tombs, Acting Chief Executive Officer

**DISCLOSURE(S) OF INTEREST:** Author - Nil

Authoriser - Nil

**ISLAND:** Shire Wide

**ATTACHMENTS:**

- 10.5.1.1 - HI Museum Lighting [↓](#)
- 10.5.1.2 - Nek Callum's Rudder work [↓](#)
- 10.5.1.3 - Museum Updates - Tim & Ali - Wayang Kulit [↓](#)
- 10.5.1.4 - Cricket WA - Jesse Liddle [↓](#)
- 10.5.1.5 - Gymnastic - Jess Cansdale [↓](#)

### 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 the month of November 2025.

### COMMUNITY DEVELOPMENT COORDINATOR

Nadya is on Annual Leave and will be returning on the 28<sup>th</sup> of November. Niamh is currently Acting Community Development Coordinator.

Business Improvement Grant:

The Business Improvement Grant, round 2 is open for applications and will be closing on Monday 1<sup>st</sup> December 2025. A maximum grant of \$3000.00 will be available for eligible applicants for approved projects.

Seniors Week Morning Tea:

To show our respects to Thiyah and her family, we rescheduled our Seniors Week morning tea activity. We will look at rescheduling this for late January when the Seniors return from break.

**YOUTH AND RECREATION OFFICER**

Sports Visit – Cricket & Gymnastic:

The Sports Visit to the Cocos Islands, Cricket and Gymnastics sessions for both the school and community were very successful. The school sessions saw high participation and clear improvement in skills, confidence and teamwork. Community sessions attracted regular attendees of different ages, helping build social connections and promote physical health. Overall, both sports were enjoyed by many on both Home and West Island.

Anita Mocksen is currently on Annual Leave from 17<sup>th</sup> November to 28<sup>th</sup> November 2025.

**COMMUNITY DEVELOPMENT OFFICER – CULTURE & HERITAGE:**

Projects:

- 200 Years of Cocos
- Garland Magazine
- Jukong Restoration Project
- Museum
- MMAPSS Grant – Museum Updates

200 Years of Cocos:

- Larissa Heald-West (CKITA Marketing Manager) has brought to Niamh's attention that 2026 will be 200 years since the settlement of the Cocos Islands.
- With this significant milestone on the horizon, Community Development may begin to look into organising a celebration for July 2026, ideally in collaboration with Tourism and perhaps the CRC.
- Historical Information provided by Larissa, for those interested
  - o Captain Ross arrived in December 1825 (aboard the *Borneo*), and named Horsburgh and Direction island at that time. He discovered there was ample water on Horsburgh, but not DI, and planted some seeds he'd brought from Sumatra on Horsb. Island. He left Cocos on 10 December 1825 and in the presence of his crew he "took possession of the private rights to their soil" and announced his intention of settling there. The *Hippomenes* (Alexander Hare) sailed and reached Cocos in July 1826 – he had with him 32 men, 23 women and some children (slaves). Most were from the East Indies, with a few from New Guinea and Mozambique. John Clunies-Ross (on the *Borneo*), with his wife Elizabeth and their 4 children, his mother-in-law, a maidservant, an apprentice, a Portuguese cook, and 11 British seamen and apprentices arrived on Cocos "as the sun was setting on 15<sup>th</sup> February 1827, the masthead observer called out that he could sight the islands. Captain Ross thereupon sailed directly towards them, to come in the northern entrance in darkness. He dropped anchor in the lagoon at about 11 o'clock that night". "At daybreak the following morning, a boat came out from Direction Island.

Ross was astounded that its occupants were nothing to do with Alexander Hare. They were the crew of the brig, *Sir Francis Nicholas Burton*, which had been wrecked on the south-western corner of the atoll. They were now camped on Direction Island. They pointed to a small island on the eastern side of the lagoon. There Ross could make out the roofs of a settlement amongst the trees.”

Garland Magazine:

- Garland Magazine will be publishing an article written by Niamh about the Batik Revival Project. The article will be available publicly from 2<sup>nd</sup> December.
- In speak with the editor, Kevin, Niamh requested to write an article about the Jukong Restoration Project. This idea has been well received and will be included in a future edition of Garland.

Jukong Restoration Project:

- Since returning to work, Nek Callum has been working on fabricating some rudders for the completed boats.
- Nek Callum will be going on leave again on Monday 24<sup>th</sup> for medical.
- Nek Su has agreed to investigate the metalworking elements for the Jukongs. He will return to us when he is ready to begin.

Museum:

- Tim Eastwood and his colleague Ali MacGregor visited Cocos 21<sup>st</sup> to 28<sup>th</sup> of October
- During their visit, they made many adjustments in the Museum including photographing, storing and cleaning the Wayang Kulit puppets. Majority of the puppets have been put into storage; however, they worked through displaying 5 puppets in the showcase that faces the entry door. These look beautiful and are worth checking out in their new home.

MMAPSS Grant – Museum Updates:

- Working with Tim to organise lighting fixtures.
- Current lighting plan with Mo, he will provide an installation quote shortly which will allow us to purchase the lighting tracks and several fittings.

**STRATEGIC IMPLICATIONS**

**Theme**

S Social

**Goal**

- S2 To establish good working relationships between groups and improve communication with the community.
- S3 To provide access to services, support and activities for young people.
- S4 To support and encourage community events that bring us together.

### Strategy

- S2.3 Work with community groups to overcome barriers in accessing grant funding, discuss options and provide appropriate assistance (if possible)
- S3.3 Support and encourage local community groups to deliver youth events and programs
- S4.2 Support and advocate for existing events (including sport / community group activities) that encourage inter-island participation. Annual community event supporting integration and inter-island participation include – Australia Day, Act of Self Determination Day, RU Ok Day.

### 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)

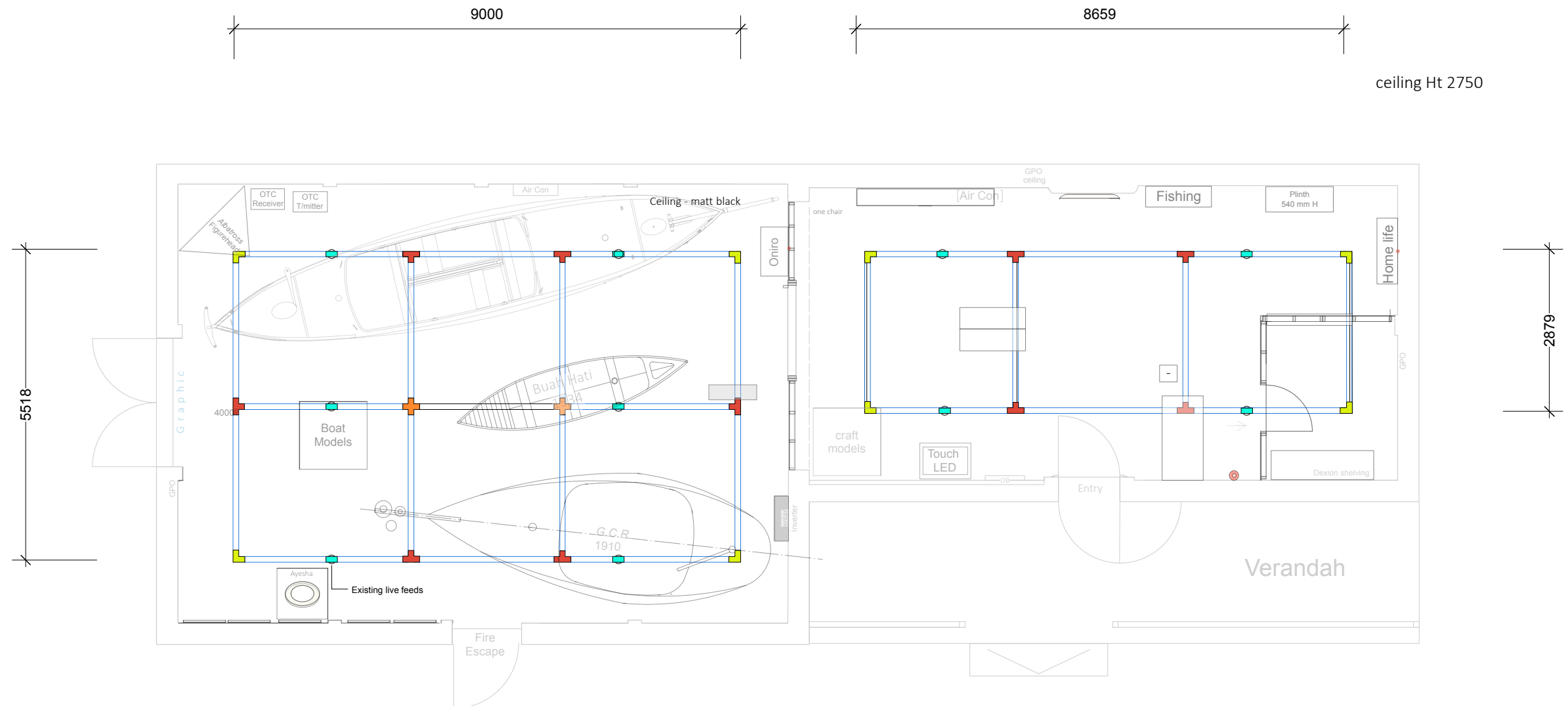
### VOTING REQUIREMENT

Simple Majority

### OFFICER RECOMMENDATION – ITEM NO 10.5.1

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

**RESOLUTION OCM/25/015****MOVED: CR A BADLU****SECONDED: CR O SLOAN****THAT COUNCIL, BY SIMPLE MAJORITY, NOTE AND RECEIVE THE SHIRE'S COMMUNITY DEVELOPMENT COORDINATOR'S MONTHLY UPDATE FOR NOVEMBER 2025.****THE MOTION WAS PUT AND DECLARED CARRIED 5/0****FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN**AGAINST:** NIL



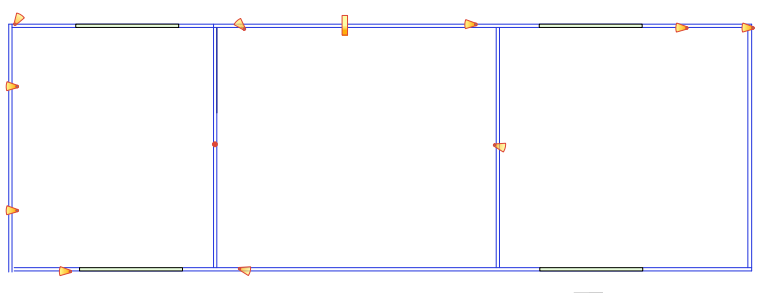
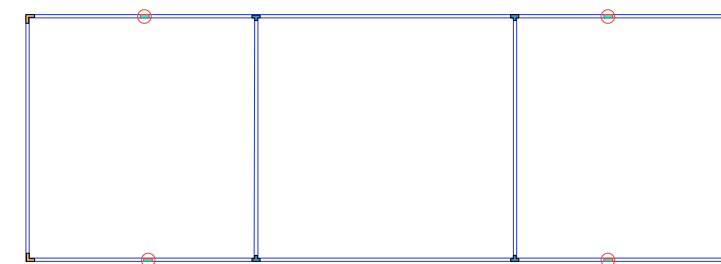
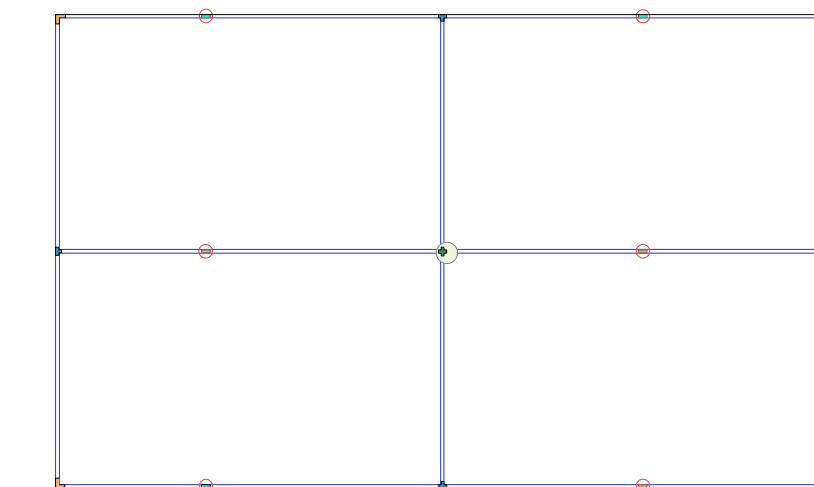
Pulu Cocos Museum

Reflected Ceiling Plan

Global Trac Pro 3

scale 1:75 @ A3

Oct 2025



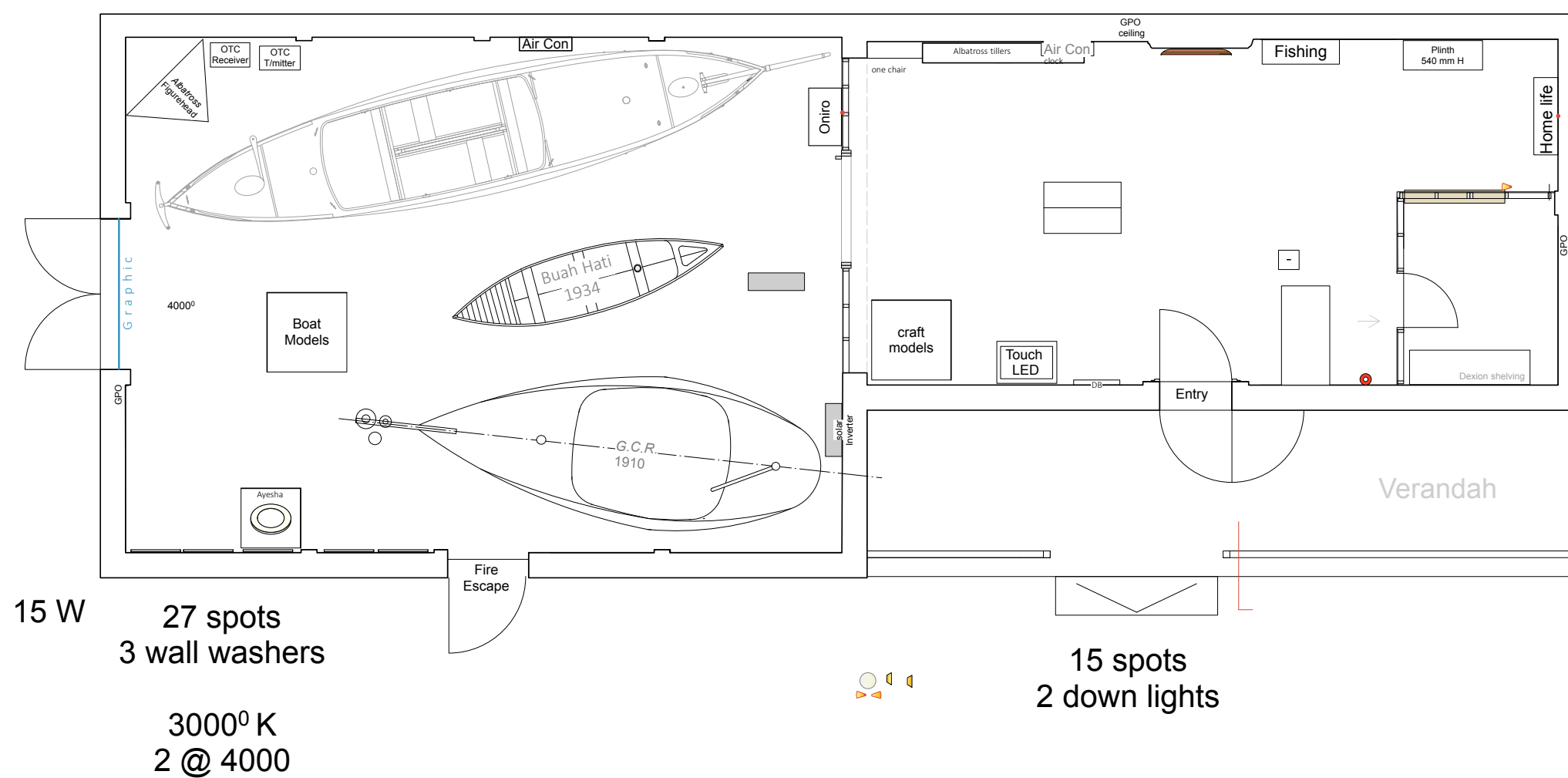
10 x 3m lengths

Total area = ~150 m<sup>2</sup>

Check all dimensions on site.

Ceiling Height = 2670





















**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**

NIL

**14 MATTERS BEHIND CLOSED DOORS****RESOLUTION OCM/25/016**

**MOVED: CRT LACY**

**SECONDED: CR A BADLU**

**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 1995*:**

**14.1 ENIC .CC TLD QUARTERLY REPORT Q3 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).**

**14.2 UNPAID COMMONWEALTH WASTE MANAGEMENT FEES AND RATES**

**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).**

**14.3 CONFIDENTIAL – PART LOT 220 MAHOON ROAD, WEST ISLAND**

**THIS MATTER IS CONSIDERED TO BE CONFIDENTIAL UNDER SECTION 5.23(2) - ((A)), ((B)) AND ((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 AFFECTING AN EMPLOYEE OR EMPLOYEES), (THE PERSONAL**

**AFFAIRS OF ANY PERSON) AND (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).**

**THE MOTION WAS PUT AND DECLARED CARRIED 5/0**

**FOR:** CRS MINKOM, BADLU, KNIGHT, LACY, SLOAN

**AGAINST:** NIL



## 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 (LATE ITEMS)**

Nil

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

Nil

## 17 CLOSE OF MEETING

The Presiding member declared the meeting closed at 5:33pm.

These minutes were confirmed at a meeting on .....

SIGNED this                      day of                      2025

as a true record of proceedings.

PRESIDING MEMBER