

Shire of Cocos (Keeling) Islands

MINUTES

Ordinary Council Meeting
17 December 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 4:01PM and welcomed Councillors and Officers.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President: Cr I Minkom

Councillors: Cr A Badlu
Cr L Fowler (via MS Teams video link)
Cr S Knight
Cr T Lacy

Officers: David Tombs, Acting Chief Executive Officer
Ibrahim Macrae, Manager Governance Risk and Planning
Luluilmaknun Sloan, Infrastructure Coordinator
Azia Bulka, ICT Coordinator
Sofiya Aindil, Governance Administration Officer (Minute Secretary)

Guests: Nil

Public: 3

Apologies: Cr O Sloan

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.

Jeff Welch and Jill Welch – 30 Nelson Mandela Walk, West Island Cocos (Keeling) Islands

Land Trust and Shire Operations

Question 1: Are Land Trust and Shire operation cost kept separate?

Acting CEO response: Yes

Question 2: How much has been spent on legal fees in the past year?

Acting CEO response: Our lawyers have advised that Shire-related legal costs during 2024/25 were approximately \$28,000. A further \$136,000 was incurred in relation to the Land Trusts and Kampong.

Question 3: Why has it been required to get legal advice?

Acting CEO response: The issues under review are highly complex and technical, for example involving Trust Law, and the Shire does not have an in-house legal officer.

West Island Boat Ramp

Question 1: Was a risk assessment done with regard to the present ramp?

Response taken on notice: No. The ramp installed south of Rumah Baru was installed only as a temporary facility responding to community calls for a boat ramp launching facility. It is a basic facility only. Investigations for a long-term boat ramp solution for West Island are ongoing.

Question 2: Is the Shire required to register its boat ramp under the WA Jetties Act?

Response taken on notice: If the WA Jetties Act 1926 and Jetties Regulations 1940 are applicable on Cocos, a public boat ramp would require licensing as a Community Jetty Facility. (Note that boat ramps are defined as Jetties under the Act).

It has not been determined definitively that the WA legislation and regulations apply on Cocos. WA DOT has confirmed there are currently no licensed structures on either of the IOT islands (Cocos and Christmas Island)

Question 3: Is Council aware that the access road to the ramp, that also services to WI green waste and waste site (used by the Shire rubbish truck) is regularly inundated by sea and has sitting puddles at low tide?

Response to question taken on notice: Yes. *The Shire is aware of this issue and is investigating what options it has available.*

CHRMAP

Question 1: Are monthly meetings occurring and has a 12-month plan been completed as per Shire notice?

Response to question taken on notice: *The matter has not progressed, and monthly meetings have not yet commenced. A 12-month plan has therefore not been completed.*

Question 2: Who is on the committee?

Response to question taken on notice: *At this stage, the committee has not been formally established.*

Question 3: Any update on Torres Strait visit and why Torres Strait?

Response to question taken on notice: *There is no update on the Torres Strait visit, and no arrangements have been made. The purpose of the proposed visit is still under consideration.*

Public Toilets

Question 1: Are public toilets at DI and Trannies being regularly cleaned?

Response to question taken on notice: *Public Toilets at Trannies, Scout Park, Yacht Club and DI are scheduled for cleaning each Friday.*

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)

COUNCILLOR	DATE OF LEAVE	APPROVED BY COUNCIL
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 - 26 November 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 26 NOVEMBER 2025 AS PRESENTED IN ATTACHMENT 7.1 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS.

RESOLUTION OCM/25/023

MOVED: CR T LACY **SECONDED: CR A BADLU**

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING OF 26 NOVEMBER 2025 COPIES OF WHICH WERE PREVIOUSLY CIRCULATED, ARE HEREBY CONFIRMED AS A TRUE AND CORRECT RECORD OF THE PROCEEDINGS OF THAT MEETING.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

FOR: CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER

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
Nil			

10 REPORTS FROM COMMITTEES AND OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

Nil

10.2 GOVERNANCE, RISK AND PLANNING

Nil

10.3 FINANCE AND CORPORATE SERVICES

10.3.1 SCHEDULE OF ACCOUNTS PAID - NOVEMBER 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. Fuel Transaction
- 10.3.1.2. List of Accounts November 2025
- 10.3.1.3. Credit Card Transaction

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.</i>

		<i>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 provided 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 November 2025, as required by the Local Government (Financial Management) Regulations 1996.

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 10.3.1.2.

Payment Type	Amount (\$)
EFT- #11938-#12011	\$487,665.05
Cheque #11785-#11786	\$6,354.45
Direct Payments	\$82,074.69
Total	\$576,094.19

Contained within attachment 10.3.1.1 and 10.3.1.3 is a detailed transaction listing of payments, including credit card expenditure and fuel card expenditure as per the Summary table above.

Note that the payment of \$146k to Water Corp includes \$112k that related to balances owing by Kampong residents to Water Corp at 30 June 2025 that, due to new billing arrangements, are now legally the liability of the Shire to collect.

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

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 November 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*:

1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE MONTH OF NOVEMBER 2025 TOTALLING \$576,094.19 AS CONTAINED IN ATTACHMENT 10.3.1.2
2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.1.1 AND 10.3.1.3.

RESOLUTION OCM/25/024**MOVED: CR A BADLU****SECONDED: CR S KNIGHT**

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

1. RECEIVES THE REPORT FROM THE CHIEF EXECUTIVE OFFICER ON THE EXERCISE OF DELEGATED AUTHORITY IN RELATION TO PAYMENTS MADE FROM MUNICIPAL OR TRUST FUNDS FOR THE MONTH OF NOVEMBER 2025 TOTALLING \$576,094.19 AS CONTAINED IN ATTACHMENT 10.3.1.2.
2. RECEIVES THE DETAILED TRANSACTION LISTING OF CREDIT CARD AND FUEL CARD EXPENDITURE FOR THE PERIOD NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.1.1 AND 10.3.1.3.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0**FOR:** CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER**AGAINST:** NIL

Detailed Fuel Card Transactions for October 2025 (November 2025)

Date	Card Number	Registration	Product	Litre	Per Litre	Total
29.10.2025	7034303113549169	N/A	DIESEL	90.05	\$ 2.73	\$ 245.59
29.10.2025	7034303113549169	N/A	DIESEL	130.01	\$ 2.73	\$ 354.57
28.10.2025	7034301108997898	C1897	DIESEL	60.06	\$ 2.73	\$ 163.80
22.10.2025	7034303113549169	N/A	UNLEADED 95	82.03	\$ 2.68	\$ 219.99
22.10.2025	7034303113549169	N/A	DIESEL	500	\$ 2.73	\$ 1,363.64
21.10.2025	7034301108997906	C1898	DIESEL	63.36	\$ 2.73	\$ 172.80
19.10.2025	7034303093122078	N/A	DIESEL	50.71	\$ 2.73	\$ 138.30
16.10.2025	7034301108997880	C1895	DIESEL	59.3	\$ 2.73	\$ 161.73
15.10.2025	7034303113549169	N/A	DIESEL	94.36	\$ 2.73	\$ 257.35
14.10.2025	7034303113549169	N/A	DIESEL	56.7	\$ 2.73	\$ 154.64
13.10.2025	7034301108998433	C1454	DIESEL	50.01	\$ 2.73	\$ 136.39
13.10.2025	7034303113549169	N/A	DIESEL	481.12	\$ 2.73	\$ 1,312.15
10.10.2025	7034301108997898	C1897	DIESEL	62.79	\$ 2.73	\$ 171.25
09.10.2025	7034303113549169	N/A	UNLEADED 95	40.24	\$ 2.68	\$ 107.92
09.10.2025	7034301108997906	C1898	DIESEL	63.2	\$ 2.73	\$ 172.36
02.10.2025	7034303113549169	N/A	DIESEL	177.55	\$ 2.73	\$ 484.23
01.10.2025	7034301108997898	C1897	DIESEL	58.7	\$ 2.73	\$ 160.09
01.10.2025	7034303113549169	N/A	DIESEL	87.67	\$ 2.73	\$ 239.10
01.10.2025	7034303113549169	N/A	DIESEL	500.03	\$ 2.73	\$ 1,363.72
Total				2707.89	\$ 2.73	\$ 7,379.62

EFT11992	27/11/2025	Dash Digital	Hostig Caretaker-November 2025	\$ 164.00
EFT11993	27/11/2025	David Gray & Co Pty Ltd	Purchase Glyphosati	\$ 2,014.80
EFT11994	27/11/2025	Department Of Mines, Industry Regulation And Safety	Building Services Levy month 01.12.2024-31.07.2025	\$ 409.70
EFT11995	27/11/2025	Department of Transport	Disbursement MVR For October 2025	\$ 13,212.05
EFT11996	27/11/2025	Zaitu Feyrel	Jukong Restorer month November	\$ 960.00
EFT11997	27/11/2025	Focus Networks	Computer Replacement (Stage 2)	\$ 24,495.04
EFT11998	27/11/2025	Fire & Safety Services Co Pty Ltd	Fire Detection & Fire Indicator Panel	\$ 6,803.00
EFT11999	27/11/2025	Gforce Printing	Purchase Registration /hire Stickers	\$ 1,810.00
EFT12000	27/11/2025	IT Vision	SynergySoft Update	\$ 1,290.00
EFT12001	27/11/2025	Jones Lang LaSalle Pty Ltd	Office Rent month December 2025	\$ 1,215.80
EFT12002	27/11/2025	Moore Australia (WA) Pty Ltd	Audit of Shire Trust Financial Statements	\$ 23,870.00
EFT12003	27/11/2025	Office National Cannington Vale	Purchase stationery	\$ 3,942.64
EFT12004	27/11/2025	Lululimaknun Sloan	Reimbursement Power,Wifi, & Phone bill	\$ 827.30
EFT12005	27/11/2025	Subco Pty Ltd	Service 1: Shire Office (Building ID AUCKI0007) 100Mbps month November 2025	\$ 1,000.00
EFT12006	27/11/2025	Territories Courier Service	Purchase materials (Bungalow-101/H102)	\$ 459.77
EFT12007	27/11/2025	Telstra	Mobile charge for Phone Satelite	\$ 15.00
EFT12008	27/11/2025	Insurance Commission of Western Australia	Disbursement MVR For October 2025	\$ 14,126.82
EFT12009	27/11/2025	Water Corporation	Water & Sewerage charges for Several Properties	\$ 6,168.32
EFT12010	27/11/2025	William Buck Audit (wa) Pty Ltd	Professional Services Rendered Year Ended June 2025	\$ 4,851.00
EFT12011	27/11/2025	Zentner Shipping Pty Ltd	Cost associated with washing Hyundai Loader to obtain biosecurity release	\$ 20,796.99
Total Eft payments				\$ 487,665.05
DD11766.1	02/11/2025	Australian Super	Superannuation contributions	\$ 1,906.90
DD11766.2	02/11/2025	GESB Super	Superannuation contributions	\$ 369.60
DD11766.3	02/11/2025	Unisuper	Payroll deductions	\$ 1,776.69
DD11766.4	02/11/2025	AXA Australia	Superannuation contributions	\$ 3,449.08
DD11766.5	02/11/2025	Aware Super	Superannuation contributions	\$ 9,052.60
DD11766.6	02/11/2025	Panorama Super	Superannuation contributions	\$ 1,321.95
DD11766.7	02/11/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 712.11
DD11766.8	02/11/2025	Rest Superannuation	Superannuation contributions	\$ 1,147.73
DD11766.9	02/11/2025	Australian Super	Superannuation contributions	\$ 1,617.18
DD11786.1	14/11/2025	Viva Energy Australia Ltd	Fuel Purchased	\$ 7,379.62
DD11789.1	16/11/2025	Australian Super	Superannuation contributions	\$ 1,988.38
DD11789.2	16/11/2025	GESB Super	Superannuation contributions	\$ 16.80
DD11789.3	16/11/2025	Unisuper	Payroll deductions	\$ 1,776.69
DD11789.4	16/11/2025	AXA Australia	Superannuation contributions	\$ 3,349.26
DD11789.5	16/11/2025	Aware Super	Superannuation contributions	\$ 9,262.79
DD11789.6	16/11/2025	Panorama Super	Superannuation contributions	\$ 1,321.95
DD11789.7	16/11/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 193.49
DD11789.8	16/11/2025	Rest Superannuation	Superannuation contributions	\$ 969.46
DD11789.9	16/11/2025	Australian Super	Superannuation contributions	\$ 1,860.40
DD11803.1	30/11/2025	Australian Super	Superannuation contributions	\$ 1,791.56
DD11803.2	30/11/2025	GESB Super	Superannuation contributions	\$ 33.60
DD11803.3	30/11/2025	Unisuper	Payroll deductions	\$ 1,776.69
DD11803.4	30/11/2025	AXA Australia	Superannuation contributions	\$ 3,432.96
DD11803.5	30/11/2025	Aware Super	Superannuation contributions	\$ 9,179.40
DD11803.6	30/11/2025	Panorama Super	Superannuation contributions	\$ 1,321.95
DD11803.7	30/11/2025	Commonwealth Life Superannuation Mastertrust	Superannuation contributions	\$ 637.48
DD11803.8	30/11/2025	Rest Superannuation	Superannuation contributions	\$ 1,252.67
DD11803.9	30/11/2025	Australian Super	Superannuation contributions	\$ 1,710.72
DD11807.1	27/11/2025	Mastercard	See Attachment	\$ 3,978.08
DD11816.1	27/11/2025	Mastercard	See Attachment	\$ 6,214.13
DD11766.10	02/11/2025	Australian Super	Superannuation contributions	\$ 87.50
DD11766.11	02/11/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 337.12
DD11789.10	16/11/2025	Australian Super	Superannuation contributions	\$ 87.50
DD11789.11	16/11/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 337.12
DD11803.10	30/11/2025	Australian Super	Superannuation contributions	\$ 86.41
DD11803.11	30/11/2025	ANZ Smart Choice Super	Superannuation contributions	\$ 337.12
Total Direct Debit Payment				\$ 82,074.69
Total Transaction for the Month of November 2025				\$ 576,094.19

Detailed Credit Card Transaction - November 2025			
Date	Name	Description	Amount
28.10.2025	Cocos Island Co-operative Society	Credit Card - brad Macrae - Manager Governance, Risk and Reporting	
28.10.2025	Cocos Island Co-operative Society	Cocos Island Co-operative Society	
29.10.2025	Cocos Island Co-operative Society	Fuel C1915	\$ 11.05
31.10.2025	Cocos Island Co-operative Society	Membership Renewal -cocos (Keeling) Island Tourism	\$ 667.71
06.11.2025	Qantas Airways Limited	Qantas - Annual Airfare Entitlement for Alim Amilan	\$ 254.63
06.11.2025	Qantas Airways Limited	Qantas - Flight Change -Natalya Adin	\$ 1,894.92
07.11.2025	Qantas Airways Limited	Qantas - Annual Airfare Entitlement for Sofya Andil	\$ 85.09
07.11.2025	Qantas Airways Limited	Qantas - Annual Airfare Entitlement for Sofya Andil	\$ 1,895.32
07.11.2025	Sharmers Supermarket	Sharmers - Staff Entertainies	\$ 10.00
18.11.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 36.00
17.11.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 21.20
18.11.2025	Cocos Island Co-operative Society	Staff Amenities	\$ 30.59
21.11.2025	Cocos Island Co-operative Society	Hardware Store - Fuel	\$ 1,368.80
21.11.2025	Seafront Restaurant	Sharmers - Councillors Training	\$ 78.00
23.11.2025	Starlink Internet	Starlink Subscription	\$ 538.00
	Total		\$ 6,214.13
Date	Name	Description	Amount
30.10.2025	David Tombs-Manager of Finance and Corporate Service		
06.11.2025	Telstra Prepaid	Telstra Prepaid	\$ 30.00
06.11.2025	Cocos Island Co-operative Society	Fuel Purchase	\$ 1,267.10
09.11.2025	Cocos Island Co-operative Society	Fuel Purchase	\$ 272.23
09.11.2025	Cocos Island Co-operative Society	Fuel Purchase	\$ 975.32
09.11.2025	Cocos Island Co-operative Society	Fuel Purchase	\$ 975.32
09.11.2025	Cocos Island Co-operative Society	Seniors Week Supplies	\$ 30.00
10.11.2025	Cocos Island Co-operative Society	Vehicle Registration	\$ 200.40
11.11.2025	Int CHRTB ACCTS ENGL MILTON KEYNES SUB	Professional Subscription	\$1,077.48
11.11.2025	Int Transaction Fee	Professional Subscription	\$26.94
11.11.2025	Palu Connect	Palu Connect Service	\$50.75
12.11.2025	Cocos Island Co-operative Society	Supplies -Event for Seniors Week	\$234.41
26.11.2025	Brayden Co-operative Society	Telstra Prepaid	\$ 30.00
28.11.2025	Cocos Island Co-operative Society	Hardware Supplies	\$ 420.00
28.11.2025	Cocos Island Co-operative Society	Hardware Supplies	\$ 64.45
	Total		\$ 5,978.00
Date	Name	Description	Amount
	Credit Card - Chief Executive Officer		
	Total		\$ 10,190.21

Total Credit Card Transaction for the Month Ended November 2025

10.3.2 MONTHLY FINANCIAL REPORT – NOVEMBER 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. Monthly Financial Report - November 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 provided 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 November 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 5 months ended 30 November 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	\$6.1m
• Capital Revenues	\$0.0m
• Total	\$6.1m

The Income budget for the same period was \$5.9m, resulting in an overall Income budget variance of \$0.1m.

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

Type	Actual	Budget	Variance
	\$m	\$m	\$m
Operating Expenditure	\$3.2m	\$4.1m	\$0.9m
Excluding Depreciation	\$2.6m	\$3.4m	\$0.8m
Depreciation	\$0.6m	\$0.7m	\$0.1m
Capital Expenditure	\$0.2m	\$0.7m	\$0.5m

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.

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

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

Risk Matrix

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

VOTING REQUIREMENT

Simple Majority

CONCLUSION

That the Monthly Financial Report for the period ending 30 November 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 30 NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1 AND
2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 30 NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1.

RESOLUTION OCM/25/025**MOVED: CR A BADLU****SECONDED: CR S KNIGHT**

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

1. RECEIVES THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1 AND
2. ACCEPTS THE EXPLANATIONS FOR MATERIAL VARIANCES FOR THE PERIOD ENDING 30 NOVEMBER 2025, AS CONTAINED IN ATTACHMENT 10.3.2.1.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0**FOR:** CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER**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 30 NOVEMBER 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**SHIRE OF (COCONUTS) KEELING ISLANDS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

Note	Adopted Budget Estimates		YTD Actual	Variance* \$	Variance* %	Var.				
	(a)	(b)								
OPERATING ACTIVITIES										
Revenue from operating activities										
General rates	509,516	509,516	460,546	(48,970)	(9.61%)					
Rates excluding general rates	29,800	29,800	29,800	0	0.00%					
Grants, subsidies and contributions	5,481,923	3,610,116	3,450,597	(159,519)	(4.42%)					
Fees and charges	1,095,796	616,116	464,614	(151,502)	(24.59%)	▼				
Proceeds from Non- Current Debtor	1,100,000	275,000	0	(275,000)	(100.00%)	▼				
Interest revenue	320,000	127,707	173,418	45,711	35.79%					
Other revenue	3,028,000	760,500	1,472,214	711,714	93.59%	▲				
	11,565,035	5,928,755	6,051,189	122,434	2.07%					
Expenditure from operating activities										
Employee costs	(4,439,210)	(1,963,955)	(1,446,142)	517,813	26.37%	▲				
Materials and contracts	(3,463,550)	(1,288,008)	(746,584)	541,424	42.04%	▲				
Utility charges	(69,787)	(24,220)	(143,859)	(119,639)	(493.97%)	▼				
Depreciation	(1,505,875)	(589,130)	(663,874)	(74,744)	(12.69%)	▼				
Finance costs	(500)	(200)	0	200	100.00%					
Insurance	(190,324)	(171,960)	(88,009)	83,951	48.82%	▲				
Other expenditure	(1,001,021)	(68,450)	(61,413)	7,037	10.28%					
	(10,670,267)	(4,105,923)	(3,149,881)	956,042	23.28%					
Non cash amounts excluded from operating activities	2(c)	1,471,519	589,130	663,874	74,744	12.69%	▲			
Amount attributable to operating activities		2,366,287	2,411,962	3,565,182	1,153,220	47.81%				
INVESTING ACTIVITIES										
Inflows from investing activities										
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%					
	780,000	0	0	0	0.00%					
Outflows from investing activities										
Acquisition of property, plant and equipment	(1,683,077)	(189,910)	(183,296)	6,614	3.48%					
Acquisition of infrastructure	(1,317,420)	(506,215)	(9,617)	496,598	98.10%	▲				
Payments for intangible assets	(78,420)	0	(17,979)	(17,979)	0.00%					
	(3,078,917)	(696,125)	(210,892)	485,233	69.70%					
Amount attributable to investing activities		(2,298,917)	(696,125)	(210,892)	485,233	69.70%				
FINANCING ACTIVITIES										
Inflows from financing activities										
Transfer from reserves	3,967,534	0	0	0	0.00%					
	3,967,534	0	0	0	0.00%					
Outflows from financing activities										
Payments for principal portion of lease liabilities	(12,909)	0	0	0	0.00%					
Transfer to reserves	(6,347,077)	(32,000)	(118,436)	(86,436)	(270.11%)	▼				
	(6,359,986)	(32,000)	(118,436)	(86,436)	(270.11%)					
Amount attributable to financing activities		(2,392,452)	(32,000)	(118,436)	(86,436)	(270.11%)				
MOVEMENT IN SURPLUS OR DEFICIT										
Surplus or deficit at the start of the financial year	2(a)	2,325,082	2,325,082	2,853,574	528,492	22.73%	▲			
Amount attributable to operating activities		2,366,287	2,411,962	3,565,182	1,153,220	47.81%	▲			
Amount attributable to investing activities		(2,298,917)	(696,125)	(210,892)	485,233	69.70%	▲			
Amount attributable to financing activities		(2,392,452)	(32,000)	(118,436)	(86,436)	(270.11%)	▼			
Surplus or deficit after imposition of general rates		0	4,008,919	6,089,428	2,080,509	51.90%	▲			

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 (COCONUTS) KEELING ISLANDS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	Actual 30 June 2025	Actual as at 30 November 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	10,029,758	14,920,062
Trade and other receivables	4,824,168	2,596,701
Inventories	19,792	42,120
TOTAL CURRENT ASSETS	14,873,718	17,558,883
NON-CURRENT ASSETS		
Trade and other receivables	11,903,052	11,903,050
Property, plant and equipment	15,113,120	14,838,412
Infrastructure	9,792,877	9,615,021
Intangible assets	3,000	2,581
TOTAL NON-CURRENT ASSETS	36,812,049	36,359,064
TOTAL ASSETS	51,685,767	53,917,947
CURRENT LIABILITIES		
Trade and other payables	715,593	356,837
Contract liabilities	117,991	117,991
Lease liabilities	13,229	6,193
Employee related provisions	512,351	512,351
TOTAL CURRENT LIABILITIES	1,359,164	993,372
NON-CURRENT LIABILITIES		
Lease liabilities	5,271	5,271
Employee related provisions	63,852	63,852
TOTAL NON-CURRENT LIABILITIES	69,123	69,123
TOTAL LIABILITIES	1,428,287	1,062,495
NET ASSETS	50,257,480	52,855,452
EQUITY		
Retained surplus	29,658,413	32,137,949
Reserve accounts	11,058,673	11,177,109
Revaluation surplus	9,540,394	9,540,394
TOTAL EQUITY	50,257,480	52,855,452

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

**SHIRE OF (COCONUTS) KEELING ISLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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 06 December 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 (COCONUT) KEELING ISLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

2 NET CURRENT ASSETS INFORMATION

Note	Adopted Budget Opening 1 July 2025		Actual as at 30 June 2025	Actual as at 30 November 2025
	\$	\$	\$	\$
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	11,017,938	10,029,758	14,920,062	
Trade and other receivables	1,808,302	4,824,168	2,596,701	
Inventories	12,882	19,792	42,120	
Other assets	32	0	0	
	12,839,154	14,873,718	17,558,883	
Less: current liabilities				
Trade and other payables	(168,600)	(715,593)	(356,837)	
Contract liabilities	0	(117,991)	(117,991)	
Lease liabilities	(5,270)	(13,229)	(6,193)	
Employee related provisions	(498,622)	(512,351)	(512,351)	
	(672,492)	(1,359,164)	(993,372)	
Net current assets	12,166,662	13,514,554	16,565,511	
Less: Total adjustments to net current assets	2(b)	(12,166,662)	(10,660,980)	(10,476,083)
Under Review				
Closing funding surplus / (deficit)		0	2,853,574	6,089,428
(b) Current assets and liabilities excluded from budgeted deficiency				
Adjustments to net current assets				
Less: Reserve accounts		(12,517,360)	(11,058,673)	(11,177,109)
Less: Current assets not expected to be received at end of year				
- Current financial assets at amortised cost - self supporting loans				
- Interfund transfer		0	0	303,334
- Synergy Error to be corrected		0	0	2,918
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		5,270	13,229	6,193
- Current portion of employee benefit provisions held in reserve		345,428	384,464	388,582
Total adjustments to net current assets	2(a)	(12,166,662)	(10,660,980)	(10,476,083)
(c) Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Add: Depreciation		1,505,875	589,130	663,874
Movement in current contract liabilities associated with restricted cash		(34,356)	0	0
Total non-cash amounts excluded from operating activities		1,471,519	589,130	663,874

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 (COCONUT) KEELING ISLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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. %
	\$	%
Revenue from operating activities		
Fees and charges <i>Private Works Income is \$103K lower than YTD budget. This will largely be offset by lower expenditure.</i>	(151,502)	(24.59%) ▼
Proceeds from Non- Current Debtor <i>Journal required to fix this up: income has been received but recorded in a different account (see item below)</i>	(275,000)	(100.00%) ▼
Other revenue <i>.CC income (variable) exceeds Budget (which was set at a conservative level) to be adjusted with Non-Current Debtor. To be reviewed during the budget review.</i>	711,714	93.59% ▲
Expenditure from operating activities		
Employee costs <i>These variances are a mix of timing, and permanent variances due to vacancies, and will be reviewed with the budget review.</i>	517,813	26.37% ▲
Materials and contracts <i>Mix of timing differences and budget savings. To be reviewed as part of budget review.</i>	541,424	42.04% ▲
Utility charges <i>Water Corp charges to be oncharged to Kampong tenants - under review.</i>	(119,639)	(493.97%) ▼
Depreciation <i>Depreciation expense higher than budget due to onboarding of new assets as at 30th June 2025. This has no cash impact. To be assessed and corrected with the budget review.</i>	(74,744)	(12.69%) ▼
Insurance <i>Insurance costs to be expensed in December.</i>	83,951	48.82% ▲
Non cash amounts excluded from operating activities <i>Depreciation expense higher than budget due to onboarding of new assets as at 30th June 2025. This has no cash impact. To be assessed and corrected with the budget review.</i>	74,744	12.69% ▲
Outflows from investing activities		
Acquisition of infrastructure <i>Timing difference : delay in Capital works</i>	496,598	98.10% ▲
Outflows from financing activities		
Transfer to reserves <i>Higher Interest received than YTD budget. This will be assessed with the budget review.</i>	(86,436)	(270.11%) ▼
Surplus or deficit at the start of the financial year <i>24/25 figures still being finalised. Surplus higher than budget.</i>	528,492	22.73% ▲

SHIRE OF (COCOS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION

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5	Receivables
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8	Rates
9	Land Trusts
10	Budget Amendments

**SHIRE OF (COCONUTS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 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	3,742,953	3,600,632	7,343,585		CBA	variable	NA
Term Deposit - Reserve Funds	Cash and cash equivalents	0	7,576,477	7,576,477		CBA	4.09%	6/01/26
Total		3,742,953	11,177,109	14,920,062	0			
Comprising								
Cash and cash equivalents		3,742,953	11,177,109	14,920,062	0			
		3,742,953	11,177,109	14,920,062	0			

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 (COCONUT) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 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
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Leave Reserve	379,784	11,394	(45,750)	345,428	384,464	4,118	0	388,582
Plant Reserve	1,045,155	573,145	(813,600)	804,700	1,012,696	10,846	0	1,023,542
Building Reserve	1,803,905	336,702	(511,789)	1,628,818	1,787,280	19,141	0	1,806,421
Furniture and Equipment Reserve	(228)	25,761	(7,688)	17,845	55,289	592	0	55,881
Self Insurance Reserve	113,838	3,415	0	117,253	116,466	1,247	0	117,713
Community Reserve	541,796	16,254	0	558,050	549,043	5,880	0	554,923
Climate Adaption Reserve	94,301	2,829	0	97,130	96,599	1,035	0	97,634
Land Trust Administration Reserve	84,883	2,546	0	87,429	84,083	901	0	84,984
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	70,891	0	6,690,144
Infrastructure Reserve	356,700	50,701	(400,000)	7,401	353,500	3,786	0	357,286
	10,137,817	6,347,077	(3,967,534)	12,517,360	11,058,673	118,436	0	11,177,109

**SHIRE OF (COCONUTS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**
INVESTING ACTIVITIES
3 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted			
	Budget	YTD Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$
Buildings	511,789	87,410	28,145	(59,265)
Plant and equipment	1,171,288	102,500	155,152	(80,796)
Acquisition of property, plant and equipment	1,683,077	189,910	183,296	(140,062)
Infrastructure - roads	1,317,420	506,215	9,617	496,598
Acquisition of infrastructure	1,317,420	506,215	9,617	496,598
Total of PPE and Infrastructure	3,000,497	696,125	192,913	356,536
Synergy Upgrades	78,420	0	17,979	(17,979)
Acquisition of intangible asset	78,420	0	17,979	(17,979)
Total capital acquisitions	3,078,917	696,125	210,892	338,558
Capital Acquisitions Funded By:				
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	0	0
Building Reserve	511,789	0	0	0
Furniture and Equipment Reserve	7,688	0	0	0
IT & Communications Reserve	565,840	0	0	0
Infrastructure Reserve	400,000	0	0	0
Contribution - operations	0	696,125	210,892	(485,233)
Capital funding total	3,078,917	696,125	210,892	(485,233)

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 (COCONUT) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**
INVESTING ACTIVITIES
3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Account Description	Adopted			Variance (Under)/Over
	Budget	YTD Budget	YTD Actual	
Buildings				
Minor Structures	301,996	0	0	0
133470 Buildings & Minor Structures - Economic Services	209,793	87,410	0	87,410
C138 Light Industrial Sheds Home Island	0	0	803	(803)
C267 Studio Unit Lot198 Hi	0	0	1,626	(1,626)
C368 Azmie Zaitu Centre - Capital Works	0	0	25,716	(25,716)
Plant, Furniture and Equipment				
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	100,000	265	99,735
Motor Vehicles				
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			
C257 Replacement Of Buggies	0	0	2,776	(2,776)
C280 Outboard Motors	0	0	10,595	(10,595)
TOTAL PROPERTY PLANT AND EQUIPMENT	1,683,077	102,500	183,296	(80,796)
Roads				
122210 Capital - Roads Renewal & Upgrade	1,214,920	506,215	0	506,215
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)
Capital Works - Other Infrastructure - Tourism And Area				
131465 Promotion	102,500	0	0	0
TOTAL INFRASTRUCTURE	1,317,420	506,215	9,617	496,598
Intangible Assets				
144410 Capital - It & Communications Equipment	78,420	0	17,979	(17,979)
TOTAL INTANGIBLES	78,420	0	17,979	(17,979)
TOTAL	3,078,917	608,715	210,892	397,823

**SHIRE OF (COCONUTS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 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
		0	30,000	30,000		0	0	0	0

**SHIRE OF (COCONUT) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**
OPERATING ACTIVITIES
5 RECEIVABLES

Rates receivable	30 Jun 2025	30 Nov 2025
Opening arrears previous year	\$ 140,038	\$ 244,821
Levied this year	526,206	490,346
Less - collections to date	(205,837)	(244,489)
Gross rates collectable	460,407	490,678
Allowance for doubtful debts	(212,850)	(212,850)
Net rates collectable	244,821	277,828
% Collected	30.9%	33.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(15,123)	110,325	22,302	30,848	300,984	449,335
Percentage	(3.4%)	24.6%	5.0%	6.9%	67.0%	
Balance per trial balance						
Rates						493,414
Sundry Debtors - Rubbish						637,703
Other receivables						159,070
Receivables - Calculated .CC Revenue						1,014,256
Prepaid Expenses/Rent-Lease Bonds						44,595
Gst Receivable						11,178
Provision for doubtful debts						(212,850)
Total receivables general outstanding						2,596,700

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 (COCONUTS) KEELING ISLANDS
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

6 PAYABLES

Payables - general	Credit \$	Current \$	30 Days \$	60 Days \$	90+ Days \$	Total \$
Payables - general	0	53,595	812	0	0	54,407
Percentage	0.0%	98.5%	1.5%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						152,190
Other accruals						86,030
Bonds and Deposits held						89,740
Prepaid rates						2,736
Provision for Operating expenses						26,141
Total payables general outstanding						356,837
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**SHIRE OF (COCOS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

OPERATING ACTIVITIES

7 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Grants, subsidies and contributions revenue

Provider	Adopted Budget	YTD	YTD Revenue	Comment
	Revenue	Budget	Actual	
	\$	\$	\$	
Grants and subsidies				
Grants Commission General	4,900,000	3,310,000	3,310,086	
Grant Funding (Non-Capital)-Other Culture	0	0	1,100	
Mvr - Income	0	0	92,094	
Jobseeker / Apprenticeship Scheme Incentives	40,000	16,650	23,932	
	4,940,000	3,326,650	3,427,212	
Contributions				
Fisheries Control - Income	515,912	283,466	0	
Funding Income - Administration	26,011	0	0	
Other Culture - Income	0	0	5,200	
Pest Control - Income	0	0	18,184	
	541,923	283,466	23,384	
TOTALS	5,481,923	3,610,116	3,450,597	

Note 1 Apparent miscoding of Budget - under review

SHIRE OF COCOS (KEELING) ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

8 RATE REVENUE

General rate revenue

RATE TYPE	YTD Actual						Budget	
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim/Back Rate Revenue	Total Revenue	Rate Revenue	Total Revenue
Note 1								
Gross rental value								
General Developed	0.1051	158	3,277,040	344,253	(48,970)	295,283	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
Unimproved value								
Sub-Total		212	4,641,735	509,516	(48,970)	460,546	509,516	509,516

Minimum payment

Gross rental value

	Minimum Payment \$						
	840	3	3,540	2,520	0	2,520	2,520
General Developed	920	5	16,120	4,600	0	4,600	4,600
Vacant	840	27	77,030	22,680	0	22,680	22,680
Sub-total		35	96,690	29,800	0	29,800	29,800
Gross Total		247	4,738,425	539,316	(48,970)	490,346	539,316
Concession / Waiver						0	0
Total general rates				539,316	(48,970)	490,346	539,316

Note 1 Amount reversed in error - corrected in December

**SHIRE OF (COCONUT) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**
9 LAND TRUSTS

1979 LAND TRUST	Adopted	Current	YTD	YTD	Variance	Variance
	Budget	Budget	Current	Actual		
	\$	\$	\$	\$	\$	%
1979 LAND TRUST						
Revenue from operating activities						
Fees and charges	538,000	538,000	224,165	188,815	(35,350)	-19%
Other revenue	102,500	102,500	42,710	54,288	11,578	21%
	640,500	640,500	266,875	243,103	(23,772)	
Expenditure from operating activities						
Employee costs	(210,000)	(210,000)	(86,665)	(121,668)	(35,003)	29%
Materials and contracts	(600,000)	(600,000)	(216,245)	(175,666)	40,579	-23%
Utility charges	(69,000)	(69,000)	(28,750)	(2,151)	26,599	-1236%
Depreciation on non-current assets	(1,700,000)	(1,700,000)	(708,330)	(708,583)	(253)	0%
Insurance expenses	(317,000)	(317,000)	(317,000)	(160,677)	156,323	-97%
	(2,896,000)	(2,896,000)	(1,356,990)	(1,168,746)	188,244	
Operating result	(2,255,500)	(2,255,500)	(1,090,115)	(925,643)	164,472	
Non-cash amounts excluded from operating activities	1,700,000	1,700,000	708,330	708,583	253	
Amount attributable to operating activities	(555,500)	(555,500)	(381,785)	(217,060)	164,725	
 1984 LAND TRUST						
Adopted	Current	YTD	YTD	Variance	Variance	
Budget	Budget	Current	Actual	\$	\$	%
	\$	\$	\$			
Revenue from operating activities						
Fees and charges	152,500	152,500	63,540	27,737	(35,803)	-129%
	152,500	152,500	63,540	27,737	(35,803)	
Expenditure from operating activities						
Employee costs	(79,500)	(79,500)	(33,135)	(49,417)	(16,282)	33%
Materials and contracts	(48,000)	(48,000)	(13,540)	(40,945)	(27,405)	67%
Utility charges	(9,300)	(9,300)	(3,875)	(3,776)	99	-3%
Depreciation on non-current assets	(267,000)	(267,000)	(111,250)	(112,083)	(833)	1%
Insurance expenses	(47,500)	(47,500)	(47,500)	(19,873)	27,627	-139%
	(451,300)	(451,300)	(209,300)	(226,094)	(16,794)	
Operating result	(298,800)	(298,800)	(145,760)	(198,357)	(52,597)	
Non-cash amounts excluded from operating activities	267,000	267,000	111,250	112,083	833	
Amount attributable to operating activities	(31,800)	(31,800)	(34,510)	(86,274)	(51,764)	
TOTAL INTERFUND	(587,300)	(587,300)	(416,295)	(303,334)	112,961	

**SHIRE OF (COCOS) KEELING ISLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 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
Budget adoption						0
Nil				0	0	0

10.4 INFRASTRUCTURE

10.4.1 INFRASTRUCTURE MONTHLY REPORT - DECEMBER 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 provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

The purpose of this report is to provide Council with a monthly update on infrastructure activities and operations across the Shire of Cocos (Keeling) Islands. It outlines key works undertaken, current issues impacting service delivery, resource availability, and upcoming priorities.

BACKGROUND

ROUTINE OPERATIONS

The Infrastructure Support crew has also been active with business-as-usual works, including;

- Regular mowing and ground maintenance of reserves, parks and public areas.

- Tree pruning to maintain safety and amenity.
- Green waste collections across the islands.
- Fruit tree replanting across Home Island.
- Native plant cultivation

These activities ensure the community's open spaces remain safe, functional, and welcoming. In addition to Shire operations, the team has undertaken private works for community members and organisations, including:

- Vegetation clearing.
- Waste collection services.

Such activities ensure contractors receive the necessary support to deliver projects effectively while also demonstrating the Shire's capacity to provide specialised services beyond core operations.

BUILDING AND PLUMBING

Recent activities completed within this reporting period includes continuation of building and plumbing maintenance works which included, but not limited to:

- Changing over of damaged roofing screws and sheets for residential rental and other Shire's building assets across Home Island.
- Repairing damaged veranda posts for residential rental properties.
- Repairs to damaged and burst water pipes.
- Unblocking drains to restore proper function and prevent service disruptions.
- Attending to faults and perform repairs for solar hot water systems to ensure reliable service for effected rental properties.

COMMUNITY SUPPORT

The Infrastructure Team also assisted the community with the installation of the annual Christmas Tree and the logistical support for the Barefoot Ball event. These contributions reflect the Shire's commitment to supporting community traditions and fostering collaboration across the islands.

As 2025 draws to a close, the Shire of Cocos (Keeling) Islands Infrastructure Team would like to extend heartfelt thanks to everyone who has supported us throughout the year.

We are grateful to our community members, stakeholders, and volunteers who have assisted the Infrastructure Team in delivering essential services across our Islands. Your time, effort, and commitment have made a real difference.

We also acknowledge the vital contributions of our local business operators, contractors, and government agencies. Your partnership and expertise have ensured projects were completed efficiently and with professionalism, strengthening our capacity to serve the community.

We look forward to continuing this spirit of collaboration in 2026 and wish everyone a safe and joyful festive season.

STRATEGIC IMPLICATIONS

Theme

L Leadership



MINUTES OF THE ORDINARY MEETING OF COUNCIL

17 DECEMBER 2025

Goal

- L1 To be involve, respectful and inclusive and to facilitate diversity and representation within the decision-making process.
- L2 To ensure that Shire resources are utilised in a manner that represents the best interest of the whole community

Strategy

- L1.3 Shire representatives (Councillors and Shire Leadership team) to pro-actively engage, communicate with, and increase visibility within the community.
- L2.1 Responsible financial management utilizing resources to meet legislative requirements and community expectations

VOTING REQUIREMENT

Simple Majority

CONCLUSION

The Infrastructure Department has continued to deliver a wide range of essential services throughout December 2025. The team has maintained strong operational performance, ensuring that community events, routine maintenance, and private works were completed effectively.

These works are vital in sustaining the Shire's assets, supporting contractors, and ensuring the continuation of reliable services for the community. The department remains committed to strengthening partnerships and preparing for upcoming infrastructure priorities in early 2026.

OFFICER RECOMMENDATION – ITEM NO 10.4.1

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

RESOLUTION OCM/25/026

MOVED: CRT LACY **SECONDED: CRA BADLU**

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

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

FOR: CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER

AGAINST: NIL

10.5 COMMUNITY DEVELOPMENT

10.5.1 COMMUNITY DEVELOPMENT REPORT - DECEMBER 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: 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 provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

To provide Council with an update on programs, projects, and events delivered by the Community Development Team during December 2025.

BACKGROUND

COMMUNITY DEVELOPMENT COORDINATOR UPDATE

On 3 December, the Shire of Cocos (Keeling) Islands and the Indian Ocean Health Service hosted a community celebration for International Day of People with Disability (IDPWD) 2025 on Home Island at the Cyclone Shelter. Around 40 residents from Home and West Island joined an evening of Inclusion, Connection, and Shared Learning.

The event opened with speeches from Nadya Adim (Community Development Coordinator), Leah Hobbs (IOTHS Community Health Nurse) and Mardi Bertrem (West Island Resident) who spoke about the importance of community strength, understanding, and supporting people living with disability.

Attendees enjoyed a range of activities. A lively Zumba session led by Ashleigh Bertrem was truly the highlight of the night. The Mirror Image Dyslexia Challenge enabled participants to experience different learning styles. Paint by Numbers arts table created a calm space for creativity and connection. This was well enjoyed by the children. The Shire offered delicious nibbles catered by Sweet As Makan and a grazing table by Cocos Picnics (Ashleigh and Mardi Bertrem) brought everyone together to talk, reflect and enjoy the evening.

Overall special thanks to the Shire, IOT Administrator Farzian Zainal, the Bertrem family, Sweet As Makan and ALAMI, and all community members who made the event warm and welcoming.

COMMUNITY DEVELOPMENT OFFICE – CULTURE AND HERITAGE UPDATE:

Projects:

- Cocos Textile Project.
- Garland Magazine Article.
- Museum.
- IOT TOUR – Circuit West.

Cocos Textile Project:

- Funding opportunities for this project have been difficult, however our search is gaining traction and support.
- Niamh has contacted Carola Akindele-Obe (Co-Founder & Executive Producer of the Indian Ocean Craft Triennial) to ask for her support on the project and an opportunity to display completed works at the Craft Triennial at the end of 2027. Carola has agreed to write a support letter for the project. This is a fantastic partnership as the Indian Ocean Craft Triennial is a professional organisation that raises the profile of Indian Ocean Artists. In addition to this, she has escalated our request for funding to her contacts at the WA State Department, who will hopefully be in touch about our options.
- Niamh also spoke with Lyn Fogg from WALGA who may be able to help. She has requested that WALGA's Community Policy Team follow up with the Department of Communities, Department of Creative Industries, Tourism and Sport and Lottery West to see if we can ascertain whether the former policy for WA Government to provide grants to IOTs (refunded by Commonwealth) has ended or been forgotten / lost through successive machinery of government and State agency staff changes. This will likely be reviewed in the new year.
- At this stage, Niamh has contacted Department of Creative Industries, Tourism and Sport (CITS), Office of Multi-Cultural Interest (who have forwarded to another worker at CITS), lottery west, Creative Australia, The Office of the Arts (Department of Infrastructure) and the Christmas Island RDO to find someone who can assist us to find funding for this project, however so far we have no solid leads but we are hopeful for things to come.

Garland Magazine

- Article is live - <https://garlandmag.com/article/cocos-batik/>

Museum

- Waiting for a quote from Mo for lighting installation
- Will be ordering track lighting soon to ensure installation before grant deadline in April.
- Light fittings can be ordered afterwards but should also be installed before April to get finalised pictures for acquitting the grant. Mo has agreed he will be available to install once all elements arrive.

IOT Tour – Circuit West

- As agreed with Christmas Island in 2024, the performance for this year's tour will be Aliwah Bardinah (Lookout Rosella!). It is a production written by Gina Williams and the late Guy Ghouse (Guy visited the islands some time ago as part of Desert Child, some may remember).
- Nadya, Anita and Niamh met with Circuit West as well as Breaksea representatives to have a kick off meeting on Thursday December 4th to begin working through logistics and workshop opportunities. We will work closely with Ryan Borbas and the school to bring the performances and workshops to the community.

YOUTH & RECREATION OFFICER UPDATE**Projects/Activities**

- After School Programs.
- Cocos Island Youth Council – End of Year Ball.
- School Holiday Program -TBC.

After School Program

Anita has planned to run an After School Program for the West Island children. Roller sport activity to get some energy going and Christmas decorations making just in time for the fun and exciting holiday festivities whether it is to decorate their Christmas tree at home or simply to gift their friends or family. Both activities will run at the school, the school has kindly offered us with arts and crafts resources and to utilize their school space for the activities.

CIYC Youth Ball

The End of Year Youth Ball to take place on Wednesday 24th December from 6.30pm to 9.00pm at the Home Island Cyclone Shelter. This event date is perfect as it gives the opportunity for Years 5 to Years 10 to attend since Year 10s have been away for Orientation Week in Perth until the Monday 15th December and will be having their Graduation night on Wednesday 17th December. The event will include games and activities for students from both West and Home Island. Since the event will be on a Wednesday, a late ferry service will be available for the West Island Students.

School Holiday Program

Anita is still planning the last School Holiday Program for the year. Programs will be posted on Shire's Facebook Page when it is finalized.

LIBRARY SERVICE OFFICERS UPDATE:

Funding available in this current year's budget at State Library Western Australia to go towards the cost of travel for the Library Officers to travel to Perth. SLWA can provide Better Beginnings training, as well as show the Library Officers how to use statewide eResources, talk about exchanges etc. they could also visit a Public Library such as Hillview Intercultural Community Centre. This could provide some ideas for what could potentially happen in our Cocos Libraries.

STRATEGIC IMPLICATIONS

Theme

C Cultural
S Social

Goal

C2 To support the integration of the Home Island and West Island communities.
S3 To provide access to services, support and activities for young people.
S4 To support and encourage community events that bring us together.

Strategy

C2.1 Support and advocate for existing events (including sport / community group activities) that encourage inter-island participation
S3.1 Provide a range of coordinated activities specifically aimed at youth e.g. holiday program, youth week
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	Budget allocations exceeded.	Moderate (6)	Monitor and report variances to Council.
Compliance	Reports not presented within statutory timeframe.	Low (3)	Processes in place to ensure compliance.
Fraud	Risk of misreporting.	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, NOTES AND RECIEVES THE SHIRE'S COMMUNITY DEVELOPMENT COORDINATOR'S REPORT FOR DECEMBER 2025.

RESOLUTION OCM/25/027

MOVED: CR A BADLU **SECONDED: CR S KNIGHT**

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECIEVES THE SHIRE'S COMMUNITY DEVELOPMENT COORDINATOR'S REPORT FOR DECEMBER 2025.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

FOR: CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER

AGAINST: NIL

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/25/029

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 REGISTRY ACTIVITY MONTHLY REPORT

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).

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

FOR: CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER

AGAINST: NIL

RESOLUTION OCM/25/031**MOVED: CR A BADLU** **SECONDED: CR T LACY****THAT COUNCIL, BY SIMPLE MAJORITY, RESOLVES TO MOVE FROM BEHIND CLOSED DOORS THE TIME BEING AT 4:28PM.****.THE MOTION WAS PUT AND DECLARED CARRIED 5/0****FOR:** CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER**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

14.1 ENIC .CC REGISTRY ACTIVITY MONTHLY REPORT

FILE NUMBER:

AUTHOR: Azia Bulka, ICT Coordinator

AUTHORISER: David Tombs, Acting Chief Executive Officer

DISCLOSURE(S) OF INTEREST: Author - Nil

Authoriser - Nil

ISLAND: Shire Wide

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:

(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

<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</i>

		<i>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 provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).</i>

REPORT PURPOSE

To provide Council with an overview of performance and activity of the eNIC .CC registry for September and October 2025

RESOLUTION OCM/25/001

MOVED: CR A BADLU

SECONDED: CR T LACY

THAT COUNCIL, BY SIMPLE MAJORITY, NOTES AND RECEIVES THE ICT COORDINATOR'S MONTHLY REPORT ON ENIC .CC REGISTRY ACTIVITIES FOR SEPTEMBER AND OCTOBER 2025, AS PRESENTED IN ATTACHMENTS 14.1.1 AND 14.1.2.

THE MOTION WAS PUT AND DECLARED CARRIED 5/0

FOR: CRS ISA MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY AND LEVI FOWLER

AGAINST: NIL

18 CLOSE OF MEETING

The Presiding member declared the meeting closed at 4:28pm.

These minutes were confirmed at a meeting on

SIGNED this

day of

2025

as a true record of proceedings.

PRESIDING MEMBER