

# Shire of Cocos (Keeling) Islands

## **MINUTES**

**Special Council Meeting  
24 September 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.

## Order of Business

1	Opening/Announcements of visitors.....	5
2	Attendance/Apologies/Leave of Absence.....	5
3	Responses to Previous Public Questions Taken on Notice.....	6
4	Public Questions Time .....	6
5	Leave of Absence .....	6
5.1	Approved Leave of Absence .....	6
5.2	Application for Leave of Absence.....	6
6	Declaration of Interest.....	7
7	Motions Without Notice With Leave of Council .....	7
8	Matters Behind Closed Doors.....	7
8.1	CEO RECRUITMENT - AMENDED EMPLOYMENT CONTRACT.....	8
9	New Business of an Urgent Nature Introduced by Decision of Meeting .....	10
10	Decisions made while Meeting was Closed to the Public.....	10
11	Close of Meeting .....	10

## **1 OPENING/ANNOUNCEMENTS OF VISITORS**

The Presiding member declared the meeting open at 4:00pm and welcomed Councillors and Officers.

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

President: Cr A Minkom

Councillors: Cr A Badlu via Teams Meeting  
Cr S Knight via Teams Meeting  
Cr T Lacy via Teams Meeting  
Cr O Sloan  
Cr A Young

Officers: Ibrahim Macrae, Acting Chief Executive Officer via Teams Meeting  
Amallia Alim, Governance Administration Officer

Guests: Nil

Public: Nil

Apologies: Cr I Minkom

Approved Leave of Absence: Nil

### **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**

Nil

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

Nil

## 6 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.

## 7 MOTIONS WITHOUT NOTICE WITH LEAVE OF COUNCIL

Nil

## 8 MATTERS BEHIND CLOSED DOORS

### RESOLUTION OCM/25/002

MOVED: CR A YOUNG

SECONDED: CR O SLOAN

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*:

#### 8.1 CEO RECRUITMENT - AMENDED EMPLOYMENT CONTRACT

THIS MATTER IS CONSIDERED TO BE CONFIDENTIAL UNDER SECTION 5.23(2) - ((A)), ((B)) AND ((C)) 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 CONTRACT ENTERED INTO, OR WHICH MAY BE ENTERED INTO, BY THE LOCAL GOVERNMENT AND WHICH RELATES TO A MATTER TO BE DISCUSSED AT THE MEETING).

THE MOTION WAS PUT AND DECLARED CARRIED 6/0

FOR: CRS AINDIL MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY, OSMAN SLOAN AND AYESHA YOUNG

AGAINST: NIL

### SUSPENSION OF STANDING ORDERS

#### RESOLUTION OCM/25/003

MOVED: CR T LACY

SECONDED: CR A YOUNG

A MOTION WAS MOVED THAT COUNCIL SUSPEND STANDING ORDERS TIME BEING 4:05PM.

THE MOTION WAS PUT AND DECLARED CARRIED 6/0

FOR: CRS AINDIL MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY, OSMAN SLOAN AND AYESHA YOUNG

AGAINST: NIL

## RESUMPTION OF STANDING ORDERS

### RESOLUTION OCM/25/001

**MOVED: CRT LACY**

**SECONDED: CR A YOUNG**

**A MOTION WAS MOVED THAT COUNCIL RESUME STANDING ORDERS TIME BEING 4:30PM.**

**THE MOTION WAS PUT AND DECLARED CARRIED 6/0**

**FOR:** CRS AINDIL MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY, OSMAN SLOAN AND  
AYESHA YOUNG

**AGAINST:** NIL

## 8.1 CEO RECRUITMENT - AMENDED EMPLOYMENT CONTRACT

### FILE NUMBER:

**AUTHOR:** Aindil Minkom, Shire President

**AUTHORISER:** Ibrahim Macrae, Acting Chief Executive Officer

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

Authoriser -

**ISLAND:** Shire Wide

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

## UTHORITY/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 /</i>



		<i>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 Council with an amended Chief Executive Officer (CEO) employment contract, negotiated in accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996. Council is requested to consider and approve the amended terms to enable the appointment of the preferred candidate and the formal execution of the CEO employment agreement.

## **RESOLUTION OCM/25/002**

**MOVED: CRT T LACY**

**SECONDED: CR A YOUNG**

**AS PER THE CONFIDENTIAL ITEM.**

**THE MOTION WAS PUT AND DECLARED CARRIED BY ABSOLUTE MAJORITY 6/0**

**FOR:** CRS AINDIL MINKOM, AZAH BADLU, SIGNA KNIGHT, TONY LACY, OSMAN SLOAN AND  
AYESHA YOUNG

**AGAINST:** NIL

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

Nil

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

Nil

**11 CLOSE OF MEETING**

The Presiding member declared the meeting closed at 5:00pm.

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

SIGNED this ..... day of .....2025

as a true record of proceedings.

---

PRESIDING MEMBER