



ROEBOURNE ADVISORY GROUP

MINUTES

**The Roebourne Advisory Group Meeting held
at the Gurlu Gurlu Maya Family Centre, Roebourne
on Tuesday, 17 March 2015**

**GARRY BAILEY
CHAIRPERSON**



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The City of Karratha warns that anyone who has any application lodged with the City of Karratha must obtain and should only rely on

WRITTEN CONFIRMATION

of the outcome of the application, and any conditions attaching to the decision made by the City of Karratha in respect of the application.

Signed: _____

Garry Bailey - Chairperson

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION: *An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.*

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

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MINUTES

1 OFFICIAL OPENING

The Roebourne Advisory Group Meeting was held at the Gurlu Gurlu Maya Family Centre, Roebourne on Tuesday 17 March 2015 and was declared open at 5.05 pm.

Welcome – we would like to acknowledge the traditional owners of the land on which we are gathered, and pay our respects to their elders past and present.

2 RECORD OF ATTENDANCE / APOLOGIES

**Advisory Group
Members:**

Cr Garry Bailey
Cr Fiona White-Hartig
Cr Michael Saylor
Ruth Ellis
Elizabeth Smith
Paul Costanzo
Susan Smith

Staff: Kimberly Sykes, A/ Community Development Coordinator

**Community
Members:** Nil

Apologies:

3 DECLARATIONS OF INTEREST

Item of Interest	Declaration
Community Event Funding Application: Roebourne ANZAC Day Committee requesting \$50,000	Ruth Ellis, Committee Member and applicant

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

That the Minutes of the Roebourne Advisory Group Meeting held on Monday, 5 January 2015, be confirmed as a true and correct record of proceedings.

Moved: Beth Smith

Seconded: Cr Michael Saylor

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Resolution Register

- Update on the progress of the War Memorial Project including fabrication and schedule for installation. Fabrication of the War Memorial Project is complete with the installation scheduled for Friday 27 March 2015.
- Update on variable signage – Roebourne Advisory Group raised concerns regarding speeding vehicles including trucks through the main street of Roebourne. Roebourne Advisory Group to explore the option for permanent signage to be installed in accordance with Main Road requirements to encourage motorists to abide by the speed limits.
- Update on locations of the “What’s coming out your rear end” signage within the City of Karratha. The signage has been installed at the following locations:
 - Burrup Road, Dampier
 - Exploration Drive, Gap Ridge
 - Entry to Wickham Transfer Station, Roebourne
 - Wickham Drive, Wickham
 - Major exit points of Rio Tinto work sites (Cape Lambert, 7 Mile and Dampier)
- Update on Roebourne Redevelopment Project including young children’s playground and fitness equipment at the Roebourne School Oval. During 2015/16 financial year the City of Karratha do not have any plans to develop a children’s playground or install fitness equipment. Roebourne Advisory Group to consider potential sites and type of equipment suitable for toddlers.
- Update on the option to increase the number of Community Bus services during the school holidays. City of Karratha to provide Roebourne Advisory Group with Community Bus statistics for April school holidays.
- Kerbside at Jubilee Park Rest Area – City of Karratha are responsible for the Jubilee Park Rest Area kerbside, City Officers to contact the infrastructure department on behalf of Roebourne Advisory group and discuss the width of the driveway at the Rest Area.

6 ITEMS FOR DISCUSSION

a) Funding Allocations

The following table indicates the current status of Roebourne Advisory Group funding available, expended and committed.

	Funds Acquired	Funds Committed	Funds Remaining (exc. Committed Funds)	Timeline for Expenditure
<ul style="list-style-type: none"> • 2012/2013 • ACADS • \$100,000 (ex GST) 	\$15,000 for Community Events for Luke Adams Foundation for Roebourne Girls FX program. \$1, 698 Business After Hours Roebourne Visitors Centre \$65,000 Roebourne Skatescape \$6,000 Community Kitchen/Skatescape	\$11,251 Jubilee Park signage project.	\$0	30 June 2015

\$1,051 Boulder relocation				
<ul style="list-style-type: none"> • 2012/2013 • Birra Birra ex-gratia • \$125,000 (ex GST) 	\$74,000 Roebourne Skatescape	\$51,000 for Roebourne War Memorial Sculpture	\$0	30 June 2015
<ul style="list-style-type: none"> • 2013/2014 • ACADS • \$100,000 (ex GST) 	\$40, 000 Roebourne Skatescape	\$19,855 for Community Events & Project Funding (Community projects/events supported below have been deducted from original \$40K total allocation: \$4,825 allocated to Roebourne VFRS for ANZAC Day Gunfire Breakfast 2014 \$2,000 allocated to IF Foundation Ambassador Program \$7,320 allocated to V Swans Roebourne Basketball Competition \$5,000 allocated to Mingullathardu Association) \$1,000 allocated to Ngarluma Yindjibarndi Foundation Limited (NYFL) for Parent Support Group. \$20, 000 Roebourne Redevelopment Project (playground and fitness equipment)	\$0	30 June 2016
<ul style="list-style-type: none"> • 2013/2014 • Birra Birra ex-gratia • \$125,000 (ex GST) 	\$100, 000 Roebourne Skatescape \$25, 000 BB court Art project (scheduled completion 14/15 FY)		\$0	30 June 2016
<ul style="list-style-type: none"> • 2014/2015 • ACADS • \$100,000 (ex GST) 	\$2,500 NAIDOC contribution	\$20,000 Light's On \$28,500 Roebourne Redevelopment project (playground and fitness equipment) \$12,000 ANZAC Day and Aboriginal Veterans Up to \$17,000 <ul style="list-style-type: none"> • Consultation/Investigation & Establishing a Community Association for Roebourne • Contingency for programs 	\$0	30 June 2015 (unless extension granted)
\$20,000 Contingency			30 June 2015	
<ul style="list-style-type: none"> • 2014/2015 • Birra Birra ex-gratia • \$101,500 (ex GST) 		\$101,500 Roebourne Redevelopment project (playground and fitness equipment)	\$0	30 June 2015 (unless extension granted)

b) War Memorial Plaque – wording and design**Out of the Land**

This memorial was installed by the Roebourne Advisory Group to pay respect to all Roebourne (and surround) servicemen and women that have served in conflicts since the original Roebourne War Memorial was unveiled on 13th May 1920.

To retain the history and integrity of this long standing monument, local community members chose to recognise all subsequent servicemen and women: past, present and future, with this separate tribute.

This memorial was designed by Andrew Kay and unveiled on the Centenary of Gallipoli on 25th April 2015.

Resolution:

The Roebourne Advisory Group endorse the wording and design for the War Memorial Plaque as detailed above.

Moved: Cr Fiona White-Hartig **Seconded:** Cr Michael Saylor **CARRIED**

c) Boulder relocation for the Roebourne War Memorial Project

The boulder relocated at the end 2014 from the front of Ngarluma Yindjibarni Foundation Limited (NYFL) to the War Memorial Site will be obstructing the view of the War Memorial public art piece scheduled for installation on Friday 27 March 2015. Roebourne Advisory Group to consider an alternative location for the boulder. Ruth Ellis and Paula Costanzo to explore possible options to have the boulder relocated once an alternative location is identified.

d) Roebourne Redevelopment Projects

Roebourne Advisory Group allocated ACADS and Ex-Gratia Funds for a children's playground and fitness equipment. Roebourne Advisory Group considered the current pool site should the Roebourne Aquatic Centre be relocated however Group members felt there was a need for a young children's playground to be constructed in the short term.

Roebourne Advisory Group members discussed alternative locations for the playground and indicated their preferred location was the corner of the Roebourne school oval between the school boundary fence and the basketball court boundary fence. Roebourne Advisory Group members to conduct community consultation regarding the most appropriate playground equipment and explore potential suppliers.

City Officers to commence discussions regarding the approval/installation of a playground on the school oval and report back at the April Roebourne Advisory group meeting.

e) Jubilee Park Signage Project

Roebourne Advisory Group did not have a response from Roebourne Art Group, YinjaaBarni Art or the Roebourne School in relation to art work designs for the Jubilee Park Signage Project. Beth Smith to establish contact with Roebourne School and explore possible ways to incorporate the project into the curriculum.

Beth Smith to report back at the April Roebourne Advisory Group meeting, this project is to be completed by 30 June 2015.

f) Consultation regarding colours for the Shade Structure at Roebourne Skatescape

City of Karratha are installing shade structures at the Roebourne Skatescape, colour charts for the shade structures were considered by Roebourne Advisory Group. Group members recommended the City of Karratha chose colours that are incorporated in the Roebourne Community Art Project currently underway at the Roebourne Basketball Courts and Skatescape.

g) Bins in the Main Street and Village Park – response

Roebourne Advisory Group considered the response prepared by Simon Kot, City of Karratha in relation to the bins in the Main Street and Village Park. Below is a summary of the response following investigation from the Waste Services department:

- There are 9 bins provided in enclosures down the Main Street of Roebourne. These bins are emptied twice weekly and to date there have been no reports of the bins overflowing.
- The location of the bins appear to be appropriate adjacent to key premises and users of the Main Street. On this basis the City of Karratha assess there is no reason for further bins in the Main Street.
- To supplement any litter concerns in the Main Street the City of Karratha has let a contract with NYFL who monitor the area on behalf of the City to ensure that a high standard is maintained and the area kept as litter free as possible.
- Waste Services installed a bin at Village Park in December 2014. This bin is emptied twice weekly and has been not reached a point where it has overflowed to warrant a further bin.

h) Roebourne Recreation Precinct – Partnership Proposal

Roebourne Advisory Group were provided a copy of the City of Karratha Roebourne Recreation Precinct Partnership Proposal to provide an update on works to date, precinct benefits and proposed services.

i) Roebourne Oval

Roebourne Advisory Group raised concerns regarding a large amount litter on the Roebourne School Oval. Since the agenda item was raised the litter has been removed. Group members recommended the City of Karratha install a gate with a lock on the Oval to restrict vehicle access.

j) Roebourne Cemetery Headstone Project

Over 25 years ago a number of headstones were broken as a result of vandalism at the Old Roebourne Cemetery. The resulting pieces of the broken headstones were stored by the City of Karratha. To honour the history of the headstones, the individuals and their families the City of Karratha initiated the Roebourne Cemetery Headstone Project. It was envisaged the broken headstone pieces would be used to create a public art piece and this be installed at the Old Roebourne Cemetery.

In January 2015 the City of Karratha released a Request for Quotation for the Roebourne Old Cemetery Headstone Project, the request sought an artist to design, fabricate and install a public art piece using the broken headstone pieces.

The City of Karratha received a letter from Roebourne community members raising concerns regarding the consultation with Roebourne community members in relation

to this project and the intension to use the broken headstone pieces to create a public art piece. As a result of the community concerns the City of Karratha will not be progressing further with the Request for Quotation that closed on 27 February 2015.

The City of Karratha has reallocated the Roebourne Old Cemetery Headstone Project to the Community Development Team who will investigate the requirements for cemetery conservation, maintenance and enhancement projects. Throughout 2015 the Community Development Team will consult and engage with the Roebourne community to identify the most appropriate course of action for the broken headstone pieces.

k) Roebourne School Holiday Program

Planning for the Roebourne School Holiday Program has commenced with a strong focus on collaboration between youth stakeholders to increase the level of service being offered. A major Youth Week event will take place in the second week of the school holidays with Justice Crew performing at the Roebourne Cultural Precinct.

l) NAIDOC – proposed opening of celebrations on Saturday 27 June 2015

In previous years, NAIDOC was been celebrated across a one-week period (typically the first Sunday to the second Sunday of July). The official NAIDOC body (NAIDOC.ORG) acknowledges events that happen throughout July to the end of September.

After NAIDOC 2014 events, surveys and feedback collated from the community and sponsors indicated there was a strong preference to expand NAIDOC events throughout the month of July. The core reason for this change is to allow community to experience NAIDOC across an extended timeframe. From a community perspective, NAIDOC is typically too many Indigenous cultural events packed into the one week with long distances in between. Some of the challenges raised were around events falling on a weeknight, limiting the public from attending.

A month of activities would create opportunities for community groups and /or individuals wanting to coordinate their own cultural events to share in existing resources such as co-share entertainers/guests. Each year school holidays clash with NAIDOC reducing the number of opportunities for Indigenous engagement with our school community.

The City of Karratha contract Weerianna Street Media and Wrapped Creations to deliver the NAIDOC Celebrations. Weerianna Street Media have been conducted community consultations with community members and stakeholders. Feedback has been received from community members regarding school holidays interfering with celebrations and there being a preference for the opening to take place prior to school holidays. Therefore it is proposed to host the Opening Roebourne Event on 27 June 2015 at the Old Reserve to maximise engagement and participation including school participation.

m) Annual Community Association Development Scheme and Ex Gratia Funding 2015/16 – commence community consultation

Roebourne Advisory Group received notification the 2015/16 Annual Community Association Development Scheme and Ex Gratia Funding is open for submission with applications closing by 4pm Friday 24 April 2015.

Group members to commence consultation with the Roebourne community regarding potential projects for 2015/16 financial year.

n) Community Events Funding Applications (x3)

Due to the Roebourne Advisory Group meeting running over time a number of members were unable to stay to consider the Community Event Funding applications (x3) therefore there was not sufficient numbers to form a quorum. It was agreed Advisory Group members would receive a copy of the applications and supporting material via email for consideration. Below is a summary of the applications received:

Organisation	Project/Event	Project/Event Description	Total Projected Expenditure	Amount of Funding requested	Roebourne Advisory Group Funds committed to date
Roebourne ANZAC Committee (auspice NYFL) Day via	ANZAC Day Centenary Celebrations 13 April – 25 April 2015	<ul style="list-style-type: none"> 1 week school holiday program – illustration workshops 5 day ANZAC Day program for schools Indigenous participation in war evening event Whim Creek memorial event ANZAC Day/NYFL Game – Wickham Wolves ANZAC Day Dawn Service and Gunfire Breakfast 	\$94,500	\$50,000	\$12,000
City of Karratha on behalf of Weerianna Street Media	NAIDOC Saturday 4 July	2015 NAIDOC Celebration on 28 July at the Old Reserve to bring the community together to celebrate the achievements of aboriginal people.	\$475,000	\$5,000	\$2,500 (2014 NAIDOC Celebration)
Ngarliyarndu Bindirri Aboriginal Corporation	Elders Yarns -Four events each year	Elders Yarns are an open opportunity to engage directly with the elders of the community and to comprehend what they believe are key issues in the town of Roebourne.	\$8,000	\$8,000	Nil
Total funding requested			\$63,000		

7. GENERAL BUSINESS

Nil

8. CLOSURE & DATE OF NEXT MEETING

The Meeting closed at 7.20 pm and the date of the next meeting will be Wednesday 8 April 2015 at 5.00pm at the Gurlu Gurlu Maya Family Centre.

Date Raised	Issues/Items Raised	Recommendation	Action Officer	Comments/Updates	Status
March 2015	Speeding motorists through the Main Street of Roebourne.	Investigate the possibility of installing signage at 3 locations along the Main Street.	Kim Sykes	Officer to contact Main Roads and discuss concerns and suitable signage including wording and location.	Update to be provided at April Advisory Group meeting.
March 2015	Roebourne Redevelopment Project - Children's playground and fitness equipment	Investigate potential site and approvals for a playground on Roebourne School Oval. Consult with Roebourne community regarding appropriate equipment and investigate potential suppliers	Kim Sykes Roebourne Advisory Group	Officer to commence discussions with Leisure Services regarding appropriate location for toddlers playground.	Update to be provided at April Advisory Group meeting.
January 2015	Blackboard to display community activities and events	Investigate the cost of purchasing and installing a blackboard at Roebourne basketball courts.	Kim Sykes	Officer to obtain quotes for a blackboard, explore a suitable location and cost of installation.	Ongoing.
January 2015	Community Bus	Investigation into the number of services meeting passenger demands during the school holidays.	Kim Sykes	Officer to obtain statistics for December/January school holidays.	Passenger statistics to be provided post April school holidays.
January 2015	Kerbside at Jubilee Park Rest Area – kerb is not sufficient for caravans and longer vehicles.	City of Karratha amend the kerbside angle to meet the requirements of a caravan or long vehicle.	Kim Sykes	Officer to request City of Karratha consider amending the kerbside angle at the Jubilee Rest Area to allow sufficient room for caravans to enter and exit the site.	Update to be provided at April Advisory Group Meeting.
June 2014	Long term parking at Centenary Park Carpark	Investigate what options available to Rangers to prevent all day parking.	Martin Waddington (Infrastructure)	Map marked up with sign locations and a letter to the CEO sent on behalf of RAG 19 August 2014.	Location of signage currently being investigated by Infrastructure team.
February 2014	NW Coastal Highway and Roebourne-Point	Response requested from Main Roads as to what actions can be taken to	Strategic Projects and Infrastructure	Summary of issues provided to Director Strategic Projects and Infrastructure for MRWA	Ongoing. Update to be supplied.

	Samson Rd intersection. Crawford Rd and NW Coastal Hwy.	improve safety at these two intersections.		discussions. Follow up being undertaken. Strategic Projects and Infrastructure also investigating cross over barrier at Crawford Rd intersection.	
February 2014	Poor street lighting around Roebourne.	A letter to be drafted to Horizon Power outlining concerns.	Rebecca Steinki/Strategic Projects and Infrastructure	Horizon Power has supplied a flyer for residents to report lighting issues. Flyer emailed to Roebourne calendar for dissemination to community. Draft letter requesting additional lights and strength of lights in Roebourne be addressed was not sent as maintenance was being undertaken. The Horizon Power crew intend to replace the old streetlight heads with the new LED as fault calls come through, costs and stock permitting. They won't be replacing the broken streetlights until they receive the order of new LED lights to replace them.	Completed Installation expected for early 2015.
February 2014	Presentation of Roebourne cemeteries.	Request from committee to get update on actions planned to be undertaken at the Roebourne cemeteries.	Rebecca Steinki/Martin Waddington.	Cemetery day at 2 mile conducted 21 May. Roebourne/Wickham conducted 24 June.	Ongoing. New fencing installed at Roebourne Town

				<p>Roebourne Town conducted 8 July.</p> <p>Feedback being collated for presentation to Council Officer's.</p> <p>Example images for alternate use of broken headstones presented at August meeting.</p>	<p>Cemetery November 2014</p> <p>Consideration being given to art project for broken headstones.</p>
October 2013	Coordination and installation of war memorial sculpture	Request from the committee to source a maximum of five different artist proposals for the sculpture	Rebecca Steinki/RAG	<p>Council report presented at the November OCM to endorse engaging Archipelago Arts to administer the project.</p> <p>Presentation of concept designs occurred at June RAG meeting.</p> <p>Final images presented at July RAG meeting.</p> <p>Community consult occurred post August RAG meeting with these results incorporated into preferred artist selection.</p> <p>Community consult occurred at 50c hall 2 November and Andrew attended November RAG meeting.</p>	<p>Timelines for installation to be communicated so as not to be delayed by Main Street Lighting Project.</p>

July 2013	13/14 ACADS funding available for Community Events \$40,000	\$40K allocated to support local community events in 13/14	Rebecca Steinki	2013/2014 Event Application form has been updated. Copies provided to all RAG members and are available for Community Organisations from the Post Office or by request.	Ongoing.
July 2013	Centenary Park should have a sign	RAG approved a sign stating 'Centenary Park' should be erected.	Rebecca Steinki/RAG	<p>Options available for signage were presented at June RAG meeting. Recommendation from group to make it a competition for youth.</p> <p>Officer's have confirmed it is possible to turn the sign design into a competition, however RAG has indicated the name of the Park should be confirmed first from community feedback so far.</p> <p>Consultation on the name of the park was undertaken at same time as War Memorial consult. Most commonly used name was determined to be Jubilee Park.</p>	<p>3 successional signs to be designed and installed indicative of what the park means to the community (fishing, swimming, historical importance etc)</p> <p>Designs to be requested from the following groups (one sign each):</p> <ol style="list-style-type: none"> 1. School 2. Roebourne Art Group 3. Yinjaa-Barni Art Group <p>Letter approved by Advisory Group Members and will be sent to the above mentioned groups by Friday 9 January 2015.</p> <p>Follow up with Roebourne School regarding participation in project.</p>

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