

16.1 LATE ITEM - FOR INFORMATION - ROEBOURNE ADVISORY GROUP MINUTES JUNE 2014

File No:	CS.4
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Community and Engagement
Date of Report:	5 June 2014
Disclosure of Interest:	Nil
Attachment(s)	Draft Minutes RAC Meeting - 3 June 2014

PURPOSE

To present to Council draft minutes of the Roebourne Advisory Group (RAG) meeting held 3 June 2014.

BACKGROUND

Roebourne Advisory Group (RAG) meetings are held on the first Monday of every month, with the June meeting held on 3 June 2014.

The June RAG meeting presented as the first meeting members of the public were able to attend. Four community members attended.

A summary of the key matters considered at this meeting were:

- A letter of response has been received from the Department of the Attorney General outlining intended actions for the Roebourne Courthouse. Initial repairs were scheduled to be completed July 2014, however they are unable to re-connect the electrical supply to the building unless a new electrical switchboard is installed. This is now expected to be installed in August 2014. Once this is complete, the Department of the Attorney General have indicated they expect to re-open the courthouse;
- \$4,824 remaining from the 11/12 ACADS funding was allocated to the War Memorial project to cover costs of artist concept design submissions;
- \$6,000 previously approved for Luke Adams 30x30 event has been reassigned to the Community Kitchen (funds to be administered by SoR Officers);
- Four concept designs submitted to the Roebourne War Memorial Project were presented by Archipelago Arts. RAG would like to clarify a few questions before making a final decision on artwork selection; and
- Overview of current resolution register.

CONCLUSION

The June RAG meeting presented as the first meeting members of the public were able to attend. Four community members attended.

The draft minutes of the Roebourne Advisory Group (RAG) meeting held 3 June 2014 are attached.

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Roebourne Advisory Group MEETING

Minutes

**The Roebourne Advisory Group Meeting held
at the Roebourne School Staff Room, Roebourne on
Tuesday, 3 June 2014 at 5pm**

**Garry Bailey
CHAIRPERSON**



Powerhouse of the Pilbara

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by any member or Officer of the Shire of Roebourne during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Roebourne.

The Shire of Roebourne warns that anyone who has any application lodged with the Shire of Roebourne 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 Shire of Roebourne in respect of the application.

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 s.5.69(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 in the Roebourne School Staff Room, Roebourne on Tuesday, 3 June 2014 and was declared open at 5.25pm.

2 RECORD OF ATTENDANCES AND APOLOGIES

Committee Members: Cr Garry Bailey
Cr Michael Saylor
Cr Fiona White-Hartig
Erica Prosser
Ruth Ellis

Staff: Rebecca Smalpage (Manager Community and Engagement)

Invited Guests: Jessica Buckley (Archipelago Arts)
Cara Tregonning (Archipelago Arts)

Community Members: Michael Nikakis
Judith Coppin
Margaret Read
Josie Samson

Apologies: Paul Costanzo
Elizabeth Smith

3 DECLARATION OF INTEREST

None

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Roebourne Advisory Group Meeting held on Monday 5 May 2014 were confirmed as a true and correct record of proceedings.

Moved: Michael Saylor **Seconded:** Erica Prosser **CARRIED**

5 ISSUES ARISING FROM PREVIOUS MINUTES

- Horizon Power update – The week commencing 12th May, Horizon Power replaced every streetlight that wasn't working in Roebourne. On 23 May, Officer's were advised Horizon Power received 10 new streetlight faults. LED streetlights have been ordered which are harder to break. The crew intends 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.
- Cemeteries update – The initial 2-mile cemetery day was well attended by the community and has received substantially positive feedback. Due to the popularity of the 2-mile day, the community have been coordinating a second day to be held this Friday (06/06/14). Unsure if this is still due to proceed, however other 2 Shire

coordinated days are Roebourne/Wickham (24/06/14) and town cemetery (08/07/14). Flyers provided to members for circulation.

- Roebourne Advisory Group flyers – due to formatting and printing issues, the flyers were not developed in time for the June meeting. Content was approved by RAG members. Formatting will be completed and flyer circulated within community for July meeting.
- A letter of response has been received from the Department of the Attorney General outlining intended actions for the Roebourne Courthouse. Initial repairs were scheduled to be completed July 2014, however they are unable to re-connect the electrical supply to the building unless a new electrical switchboard is installed. This is now expected to be installed in August 2014. Once this is complete, DotAG have indicated they expect to re-open the courthouse.

RAG members outlined ongoing concerns for the courthouse and will ensure further action is taken in August if the courthouse does not look like reopening.

6 ITEMS FOR DISCUSSION BEHIND CLOSED DOORS

6.1 Funding Allocations

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

	Funds Acquitted	Funds Committed	Funds Remaining (exc. Committed Funds)	Timeline for Expenditure
<ul style="list-style-type: none"> • 2011/2012 • Birra Birra ex gratia • \$97,500 (exGST) 	\$10,000 Project Officer \$47,500 (Car park near Centenary Park on Roe Road) \$6,529.33 Bollards and chain for car park Rock Wall signage \$4,470 (Inc. installation)	\$29,000.67 for Sculpture at the Roebourne war memorial site \$2,500 - Pilbara Community Legal Services (Domestic Violence march being hosted on 25/11 in Roebourne)	\$0	30 June 2014
<ul style="list-style-type: none"> • 2011/2012 • ACADS • \$100,000 (ex GST) 	\$10,000 Lights On Project \$14,064 Community Events (YothD10, Luke Adams Foundation, Roebourne Visitors Centre and Roebourne VFRS) \$46,610 Centenary Park Public Toilet \$600 Visitor Centre to promote ANZAC day 2013. \$8,577 Community Events (Roebourne Volunteer Fire and Rescue Service ANZAC day/ Gun Fire Breakfast)	\$10,475 BB court Art project	\$4,824 (Proposed: War Memorial project)	30 June 2014

	\$4,850 Pathway to toilet			
<ul style="list-style-type: none"> • 2012/2013 • ACADS • \$100,000 (ex GST) 	<p>\$15,000 for Community Events for Luke Adams Foundation; Roebourne Girls FX program.</p> <p>\$1,698 Business After Hours Roebourne Visitors Centre</p>	<p>\$65,000 Remaining funds allocated to the Skate Park in the 13/14 budget</p> <p>\$6,000 previously approved for Luke Adam's Foundation; 30x30 events reassigned to Community Kitchen (IF Foundation).</p>	\$12,302.00	30 June 2015
<ul style="list-style-type: none"> • 2012/2013 • Birra Birra ex-gratia • \$125,000 (exGST) 		<p>\$51,000 for Roebourne War Memorial Sculpture</p> <p>\$74,000 Remaining funds allocated to the Skate Park in the 13/14 budget</p>	\$0	30 June 2015
<ul style="list-style-type: none"> • 2013/2014 • ACADS • \$100,000 		<p>\$40,000 for Community Events & Project Funding</p> <p>\$40,000 for Skate park Development</p> <p>\$20,000 Roebourne Redevelopment Project (playground and fitness equipment)</p>		30 June 2016
<ul style="list-style-type: none"> • 2013/2014 • Birra Birra ex-gratia • \$125,000 		<p>\$100,000 Skate Park Development Funds</p> <p>\$25,000 BB court Art project</p>	\$0	30 June 2016
<ul style="list-style-type: none"> • 2014/2015 • ACADS • \$100,000 		<p>Light's On</p> <p>Roebourne Redevelopment project (playground and fitness equipment)</p> <p>ANZAC Day and Aboriginal Veterans</p> <p>NAIDOC contribution</p> <p>Consultation/Investigation & Establishing a Community Association for Roebourne</p> <p>Contingency</p>	<p>\$20,000</p> <p>\$28,500</p> <p>\$12,000</p> <p>\$2,500</p> <p>\$17,000</p> <p>\$20,000</p>	<p>30 June 2017</p> <p>30 June 2015</p>
<ul style="list-style-type: none"> • 2014/2015 • Birra Birra ex-gratia • \$101,500 		<p>Roebourne Redevelopment project (playground and fitness equipment)</p>	\$101,500	30 June 2017

The proposed additional allocation to the War memorial budget will cover the costs of artist's concept design submissions. This will allow full allocation of the remaining 11/12 funding that needs to be spent by 30 June this year.

Emails and letters were sent to the Luke Adam's Foundation requesting a status update on the 30x30 event. All communication advised that funds are to be spent within 6 months or will be forfeited. As no response has been received, \$6000 allocation has been reassigned to the Community Kitchen (coordinated by the same organisation but funds administered by the Shire of Roebourne).

7 ITEMS FOR DISCUSSION

Members of the public and guests entered at 5.45pm

7.1 War Memorial Concept Design Presentations

Archipelago Arts presented four concept designs as submitted by Artists:

Andrew Kay: The artwork incorporates a Pilbara inspired landscape design, from which an Australian military figure steps out, representing the strong connection between service personnel and the surrounding country. The artwork is designed to encourage public engagement at ANZAC Day services, as poppies or other local native floral tributes could be attached to the cut-out landscape features. A plaque placed at the base of the artwork would inform the viewer of the Pilbara specific war history. LED lights at ground level would create a dramatic illumination of the artwork. Laser cut steel plate (12mm thick, 350 grade steel) with natural rust finish. The soldier figure will be cut in thicker steel (15-20mm).

Smith Sculptors: The memorial is based upon an ancient 'reclining equatorial clock' concept. The 'clock face' would be inclined at the exact geodesic latitude of Roebourne. As historical events, such as the 100th Anzac Anniversary, are measured in time, the shadow created by the sculpture would be a metaphor of the passage of ages. The design would carry all the appropriate wording and symbolism necessary to inform and commemorate, and make it unique to the Pilbara. It would also have the capacity for visitors to engage with the artwork by using it to tell time. The 'clock face' will be 2.4m diameter and 150mm thick. Made from stonecast concrete, which is precast in Pilbara red aggregate. The surface detail will be carved in high relief. The part of the sundial that cast shadow (gnomon) will be a solid, 316 Stainless Steel polished bar.

Greg James: The bronze sculpture will be a young man, his features generic and clearly aboriginal, standing in an 'at ease' position with his hat held to his heart, directly in front of the existing memorial. He will have his head slightly bowed as though focusing on and contemplating the names of his fallen comrades. The work will educate and recognise the contribution and sacrifices made by local Aboriginal soldiers and invite and inspire quiet contemplation of the existing memorial.

Simon Gilby: Artwork consists of an essentialised form of a horse and rider floating above a concrete podium carrying didactic panels. The standing figure can be lit from inside with a blue light. It is intended as an evocative image of respect and defiance, acting as a sentinel against forgetting and for the maintaining of overdue recognition. The horseman is also a link to the local pastoral heritage. Artwork to be made of steel with a rusted patina, which connects with the iron stone hills of the region and is intended to mature over time.

RAG members wished to clarify the following points before making a final decision:

- As preference is for artwork to be placed next to current memorial (not Centenary Park), can Smith Sculptors piece be scaled down to accommodate.
- Which direction will the clock be facing?

- Would the location of the Smith Sculptors piece be compromised if placed under trees?
- Can words be inscribed/cut out on Andrew Kay design?
- Can RAG feed into plaque text?

Answers provided by artists will be circulated to members prior to the next meeting for consideration.

Members of the public exited at 6.40pm

7.2 Centenary Park Sign

Signage currently at Cattrall Park was presented to RAG as an example for Centenary Park signage, however noting that colour and logos would change with any change to City status. Members would like to explore the option of turning the sign design into a competition.

8 GENERAL BUSINESS

8.1 Fire pits

Fiona raised concerns over current Community Kitchen designs that have 2 fire pits open and accessible to the public at all times. Other members agreed this could be a safety issue and would like Officer's to present alternative options to make this safe.

8.2 Banners

Proposed images for the main street banner poles were presented for comment. Whilst members were supportive of the majority of images, further information around where they came from and theory behind selected subjects would be useful. Some suggestions on themes/images not in current selection were:

- Magpies Football Club
- Past elders (recognising stories and history)
- Stockman/horses
- Church and other historical buildings

Preference for no MotoX images.

8.3 Centenary Park Carpark

Request for Officer's to investigate what actions can be taken by Rangers to prevent workers parking all day in the car park. Defeats the purpose of providing a pull-over area for large vehicles if car park is at capacity during work hours.

9 CLOSURE & DATE OF NEXT MEETING

The Meeting closed at 6:45 pm and the date of the next meeting will be Monday 7 July 2014.

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
June 2014	Banner images for main street.	Further information to be provided on design development	Rebecca Smalpage	New Item	New Item
June 2014	Long term parking at Centenary Park Carpark	Investigate what options available to Rangers to prevent all day parking.	Rebecca Smalpage/Rangers	New Item	New Item
June 2014	Open Fire Pits in Community Kitchen Design	Present alternative options available to make these safe.	Rebecca Smalpage/Leisure Services	New Item	New Item
May 2014	Communicating work of RAG to community members.	Develop a flyer on history and role of RAG for dissemination to community members.	Rebecca Smalpage		Content approved by RAG members at June meeting. Formatting and pictures to be finalized.
February 2014	NW Coastal Highway and Roebourne-Point Samson Rd intersection	Response requested from Main Roads as to what actions can be taken to improve safety at the intersection.	Rebecca Smalpage/Beth Smith	Email sent 30/05/2014 requesting update on items raised.	Ongoing.
February 2014	Poor street lighting around Roebourne.	A letter to be drafted to Horizon Power outlining concerns.	Rebecca Smalpage	<p>Horizon Power has supplied a flyer for residents to report lighting issues.</p> <p>Draft letter requesting additional lights and strength of lights in Roebourne be addressed was not sent as maintenance was being undertaken.</p> <p>Flyer emailed to Roebourne calendar for dissemination to community.</p>	<p>The week commencing 12th May, Horizon Power replaced every streetlight that wasn't working in Roebourne. On 23 May, Officer's were advised Horizon Power received advice of 10 new streetlight faults.</p> <p>LED streetlights have been ordered which are harder to break.</p>

					The crew intends 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.
February 2014	Presentation of Roebourne cemeteries.	Request from committee to get update on actions planned to be undertaken at the Roebourne cemeteries.	Rebecca Smalpage/Martin Waddington.	Cemetery day at 2 mile conducted 21 May.	Ongoing. Roebourne/Wickham scheduled 24 June. Roebourne Town scheduled 8 July.
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	Vanessa Subramoney	Council report presented at the November OCM to endorse engaging Archipelago Arts to administer the project.	Presentation of concept designs scheduled for June RAG meeting.
July 2013	13/14 ACADS funding available for Community Events \$40,000	\$40K allocated to support local community events in 13/14	Vanessa Subramoney	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.	Vanessa Subramoney	Options available for signage were presented at June RAG meeting. Recommendation from group to make it a competition for youth.	Officer's to investigate options to make the sign design a competition for youth.
July 2013	No sullage dump facility is available in the Roebourne town	The group agreed to draft a letter to council to suggest that the before mentioned tank system be installed at the Wickham Transfer Station and costs be covered by the Shire. The letter will advise the facility will benefit tourists to all towns of the Shire.	Rebecca Smalpage	Response received from Manager Regulatory Services. If Shire of Roebourne to fund project it will need to be considered as part of ordinary budget process. Alternatively, RAG can fund this project through ACADS or ex-gratia funding.	Project to be presented to Council via ordinary budget process and outcome fed back to RAG. Ongoing
July 2013	Roebourne Volunteer Fire and Rescue Services needs to acquit the approved ANZAC Day funds.	The group requested that an email be sent to the Roebourne Volunteer Fire and Rescue Services as a friendly reminder to acquit the approved ANZAC Day funds.	Vanessa Subramoney	All acquittal documents have been received and fully paid	Closed
February 2014	ANZAC/memorial funding availability.	Officer's to investigate funding available and present to Advisory Group.	Rebecca Smalpage	Two grant schemes were considered and Group decided not to pursue these further.	Closed.
March 2014	Investigate sinking road near Police Station. Possible sewerage leak.	Query status of road with internal Officer's and Water Corporation	Rebecca Smalpage	Officer's advised that this has been rectified	Closed.

March 2014	Courthouse office closed.	Letter to Attorney General drafted requesting office to be re-opened.	Rebecca Smalpage	Letter was sent and response received 20 May 2014	Closed.
March 2014	Consultation to occur regarding community suggestions for 2014/15 ACADS and ex-gratia funding.	Quote to be received from Roebourne Consulting Service (Jolleen Hicks) to coordinate consult.	Rebecca Smalpage	Quote emailed to all RAG members. Consensus was that consultation would be undertaken by the group members.	Closed.
March 2014	How much funding is provided by Shire of Roebourne to Youth Service Providers in Roebourne.	Request for an outline of funding provided by Shire of Roebourne to Roebourne Youth Service Providers.	Rebecca Smalpage	Summary provided to all RAG members at May meeting.	Closed.
February 2014	Light's On project.	Project Funding	Rebecca Smalpage/RAG	Program funded via 2014/2015 RAG ACADS funds	Closed