



ROEBOURNE ADVISORY GROUP

MINUTES

**The Roebourne Advisory Group Meeting held
at the Roebourne School Staff Room, Roebourne
on Monday, 7 July 2014**

**GARRY BAILEY
CHAIRPERSON**



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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 in the Roebourne School Staff Room, Roebourne on Tuesday 3 June 2014 and was declared open at 5.10 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

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

Staff: Rebecca Smalpage Manager Community and Engagement
Wendy Mc-Lean Brown (Leisure Planner)

Community Members: Nil

Apologies: Paul Costanzo
Erica Prosser

3 DECLARATIONS OF INTEREST

Fiona White-Hartig declared an interest in Funding Application to be discussed under General Business (IF Foundation).

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Roebourne Advisory Group Meeting held on Tuesday, 3 June 2014, be confirmed as a true and correct record of proceedings.

Moved: Fiona White-Hartig **Seconded:** Ruth Ellis **CARRIED**

5 BUSINESS ARISING FROM PREVIOUS MINUTES

- Horizon Power (HP) update – HP has approved the design for enhanced lighting on the intersection North West Coastal Highway (NWCH) and Point Samson/Roebourne Road and this was presented to the Advisory Group. The design also accommodates lighting to the intersections of NWCH and Andover and Crawford Way. Estimated delivery and install is approximately 10 weeks. HP has replaced a significant number of damaged residential street lights with LED lighting

as part of its general maintenance and this has improved the lighting of the area significantly. HP will use existing infrastructure and provide new cross arms and LED lamps to the main street however the heritage themed poles will remain. Once installed the luminance level should again be significantly enhanced.

- Cemeteries update – The second cemetery day (Roebourne/Wickham cemetery) was again well received by the community with approximately 15 community members attending. The Community Services team at Corrective Services also attended and will now include cemeteries as a project where possible. Final day (Roebourne town) is scheduled for 8 July 2014. To be raised with the community: ideas for broken headstones held in storage from vandal episode a number of years ago. Advisory Group would like to see images/photos/concept ideas on utilising these in paths and/or walls etc.
- Further information provided on creation of banner images. After informal consultation with Roebourne community members in February and March it was decided that images of country and local community members would encourage connection, association, pride and a strong sense of community. The City of Karratha approached Weerianna Street Media and HAW to design the banners from images already held on file (reflective of community feedback) at Weerianna Street Media. Weerianna Street Media is an Indigenous video production and photography business established by Ngarluma man, Tyson Mowarin. Tyson has experience in writing, producing, directing and is also a photographer and cinematographer with years' experience. The City of Karratha requested the banner designs:
 - Incorporate local people from Roebourne
 - Display activities and sites significant to Roebourne people
 - Include Indigenous and non-indigenous people
 - Appear impartial
 - Include people from various age groups
 - Promote connection, pride and sense of community

The images were provided by Weerianna Street Media free of charge with HAW being contracted to design the banners. To date there has been minimal consultation, however once final designs are received from HAW, formal and informal consultation with Roebourne community members, young people, organisations and groups will ensue. Additionally, as these banners have an reduced life expectancy, ongoing ideas and requests from the community can be incorporated as banners are replaced.

Advisory Group indicated that predominant focus should be on feedback from the community, however their feedback includes:

- Incorporation of text. Key words such as 'fashion', 'culture', 'history', 'sport' to reflect the intent of the image.
- Only one banner depicting non-indigenous people. Could there be more?
- Incorporation of historical buildings (acknowledging initial feedback requested to focus on country and people).
- The budget to install a sullage facility within the Roebourne vicinity has been approved as part of the 14/15 budget. Updated will be provided once installation begins.

- Centenary Park carpark can have 2- 3 hr parking signs installed to curb number of cars parked there all day. Advisory Group members preferred to progress with better signposting alternative parking options around town (old bottleshop parking on Padbury St) and caravan parking signs so travellers are aware of upcoming parking opportunities.
- Query raised as to why fire pits were removed from the community kitchen when this had been a request of the community. Councillors clarified that this was due to public liability concerns.

6 ITEMS FOR DISCUSSION BEHIND CLOSED DOORS

	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) \$2,500 - Pilbara Community Legal Services (Domestic Violence march hosted on 25/11 in Roebourne)	\$29,000.67 for Sculpture at the Roebourne war memorial site	\$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) \$4,850 Pathway to toilet	\$10, 475 BB court Art project \$4, 824 War Memorial project		30 June 2014
<ul style="list-style-type: none"> • 2012/2013 • ACADS • \$100,000 (ex GST) 	\$15,000 for Community Events for Luke Adams Foundation; Roebourne Girls FX program. \$1, 698 Business After Hours Roebourne Visitors Centre	\$65,000 Remaining funds allocated to the Skate Park in the 13/14 budget \$6,000 Community Kitchen (retained and	\$12,302.00	30 June 2015

	administered by City of Karratha)		
<ul style="list-style-type: none"> 2012/2013 Birra Birra ex-gratia \$125,000 (exGST) 	\$51,000 for Roebourne War Memorial Sculpture \$74,000 Remaining funds allocated to the Skate Park in the 13/14 budget	\$0	30 June 2015
<ul style="list-style-type: none"> 2013/2014 ACADS \$100,000 	\$40,000 for Community Events & Project Funding \$40, 000 for Skate park Development \$20, 000 Roebourne Redevelopment Project (playground and fitness equipment)		30 June 2016
<ul style="list-style-type: none"> 2013/2014 Birra Birra ex-gratia \$125,000 	\$100, 000 Skate Park Development Funds \$25, 000 BB court Art project	\$0	30 June 2016
<ul style="list-style-type: none"> 2014/2015 ACADS \$100,000 	Light's On Roebourne Redevelopment project (playground and fitness equipment) ANZAC Day and Aboriginal Veterans NAIDOC contribution Consultation/Investigation & Establishing a Community Association for Roebourne – Contingency for programs Contingency	\$20,000 \$28,500 \$12,000 \$2,500 Up to \$17,000 \$20,000	30 June 2017 30 June 2015
<ul style="list-style-type: none"> 2014/2015 Birra Birra ex-gratia \$101,500 	Roebourne Redevelopment project (playground and fitness equipment)	\$101,500	30 June 2017

2011/2012 funding items to be removed once all invoices received and acquitted.

7 ITEMS FOR DISCUSSION

7.1 Letter from Community member regarding establishment of Community Association.

A letter was sent to the Advisory Group outlining the community members desire and enthusiasm to the establishment of a Community Association (CA) for Roebourne. The Advisory Group were appreciative of the well written letter and are supportive of the concept. All agree that every other town has one and the sooner Roebourne can establish their own, the better. A formal letter of response is to be sent outlining:

- Advisory Group's support to the initiative.

- Formal proposal/outline from community regarding costs if financial support is to be requested.
- As generally the work involved is voluntary, there are a number of pre-established templates etc that may be used in creating incorporated associations. Contact to be made with other CA's to see if support/advice can be offered to show elements involved with establishing and running these voluntary groups (acknowledging each one runs differently).

7.2 Skatescape and Community Kitchen update.

Leisure Services is currently undertaking community consultation for Stage 2 detailed design. Roebourne Recreation Precinct (RRP) forms part of the defined "Community and Education Precinct" identified within the Roebourne Structure Plan. Broad community consultation (lead by UDLA) for the RRP occurred in Sept-Oct 2013, identifying key themes including family; safety and health; youth; education and management; building local capacity. These key themes guided the development of the RRP Master Plan (and subsequent sub projects). Council resolved in November 2013 to implement a 3 stage project over a 10 year period.

Stage 1 Skatescape

- Concept Community consultation occurred as part of the overarching RRP Master Plan (UDLA/SOR – Oct 2013)
- Detailed Design community consultation:
 - Convic awarded contract to develop detailed design
 - Occured via the Children's Christmas Party (Convic/SOR – Dec 2013)
 - PCYC Friday evening disco (SOR – Jan 2014)
 - Roebourne Advisory Group (SOR – Feb 2014)
- Construction:
 - Convic awarded contract to construct
 - Commenced May 2014
 - Due for completion late July 2014
- Shade - Council has allocated budget to construct hard shade within 2014/2015 financial year

Community Kitchen and Yarning Circle

- IF Foundation (previously known as Luke Adams Foundation) approved funding grant (Mar-Jun 2013)
- Concept Community consultation (IF Foundation):
 - SOR provide outcomes of broader RRO community consultation for IF Foundation's consideration for inclusion and alignment to their community consultation outcomes.
- Detailed Design community consultation (IF Foundation)
- Construction is anticipated to commence prior to the end of July 2014

Stage 2 Skatescape

- Concept Community consultation part of the overarching RRP Master Plan
- Detailed Design community consultation currently occurring (City of Karratha – Jun/Jul 2014)

- Proposed seating options reflect feedback from the community and their preferred seating options including:
 - rocks yarnning circles - Informal shaded seating areas to meet under the canopy of local trees;
 - shaped shared seating - Opportunity to integrate informal learning opportunities outside;
 - robust picnic table benches that family/community can gather around.
- Proposed pathways reflect feedback from the community and include a mix of surfaces and finishes including sand, concrete, grass, cracker dust etc.
- Proposed inclusion of bush tucker reflects feedback from the community and will allow learning and education opportunities; knowledge shared between generations and will be located in close proximity to community kitchen.
- Proposed features include Entry Statement that includes local art; Community event areas with sand dance surface; shelters with shared seating options.
- Proposed landscape including use of low planting under canopy of trees to maintain view lines; well-lit area; mix of treatments rock, grass mounding/lawns, existing trees to remain and additional native trees.
- Proposed Skate-able items along shared multi use pathways.

Advisory Group raised that they would like to see installation of bins at the basketball courts, and that the key used to access the canteen to also open the gate when groups have a facility booking.

7.3 War Memorial Concept Design Finalisation.

Final artwork choice was determined from original 4 concept design submissions:

- Greg James
 - Andrew Kay
 - Simon Gilby
 - Charles and Joan Smith
- (see Appendix One images)

Further images provided by both Andrew Kay and the Smith Sculptors were presented to Group. Whilst the Advisory Group believed both artworks were of a high quality and conceptually sound, Andrew Kay's artwork was more in tune with the surrounding historical infrastructure and more definitively outlined 'soldiers' unto which the memorial will be dedicated to. Further community consult will need to be undertaken by the artist once appointed.

Resolution: That Andrew Kay's concept design for the Roebourne War Memorial sculpture project be selected as the preferred artwork.

Moved: Ruth Ellis

Seconded: Gary Bailey

Carried

The relocation of existing light pole is being facilitated. Advisory Group outlined that they are generally supportive of the light pole being moved in any direction that accommodates extension of memorial area.

8 GENERAL BUSINESS

8.1 Community Event Application

Fiona White-Hartig left the room at 18.22

A community event application was received from the IF Foundation to conduct football and basketball clinics in Roebourne during the NYFL football carnival on Friday 11 July 2014.

Resolution: That the Roebourne Advisory Group accept the application from IF Foundation and agree to support the Football and Basketball Clinics to the value of \$2000 (ex GST).

Moved: Beth Smith

Seconded: Michael Saylor

Carried

Fiona White-Hartig reentered room at 6.26pm

8.2 Barriers

Wickham have recently had cross over barriers installed over drains that are both aesthetically pleasing and prevent vehicles from veering into the ditch. Advisory Group would like to request similar barriers are placed over the Crawford Way drainage reserve where cars have previously veered into ditch and fatalities have occurred.

9 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 6.30pm.

The next meeting is to be held on Monday, 4 August 2014 at 6:30pm at the Roebourne School staff room.

Appendix One:

Andrew Kay (Preferred artist): 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.



Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
July 2014	Letter received from community member regarding establishment of Community Association.	Letter of response provided to community member supporting initiative.	Rebecca Steinki	New Item	New Item
July 2014	Lack of barriers at Crawford Way drainage reserve.	Installation of barriers similar to those at Wickham.	Rebecca Steinki	New Item	New Item
July 2014	More bins required at Basketball courts and key for bookings to open both canteen and gate.	Follow up with City Officer's to have these issues addressed.	Rebecca Steinki/Leisure Services	New Item	New Item
July 2014	ACADS funding available for 14/15 Community Events \$40,000	\$40K allocated to support local community events in 14/15.	Rebecca Steinki	2014/2015 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
June 2014	Long term parking at Centenary Park Carpark	Investigate what options available to Rangers to prevent all day parking.	Rebecca Steinki/Rangers	2-3 hour parking signs are an option. Advisory Group would prefer to see signs better indicating parking options for both vehicles and caravans.	Ascertain signage options from Regulatory Services.
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 Steinki/Beth Smith	Email sent 30/05/2014 requesting update on items raised. Follow up phone calls conducted.	Ongoing.

February 2014	Poor street lighting around Roebourne.	A letter to be drafted to Horizon Power outlining concerns.	Rebecca Steinki	<p>Horizon Power has supplied a flyer for residents to report lighting issues. Flyer emailed to Roebourne calendar for dissemination to community.</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>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.</p>	HP has approved the design for enhanced lighting on the intersection North West Coastal Highway (NWCH) and Point Samson/Roebourne Road. The design also accommodates lighting to the intersections of NWCH and Andover and Crawford Way. Estimated delivery and install is approximately 10 weeks.
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.	<p>Cemetery day at 2 mile conducted 21 May.</p> <p>Roebourne/Wickham conducted 24 June.</p>	<p>Ongoing.</p> <p>Roebourne Town scheduled 8 July.</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	<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>	Final decision on artwork determined at July RAG meeting, Andrew Kay identified as preferred artist.

				Additional images presented at July RAG meeting.	
July 2013	Centenary Park should have a sign	RAG approved a sign stating 'Centenary Park' should be erected.	Rebecca Steinki	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. To be discussed at August RAG meeting.
June 2014	Open Fire Pits in Community Kitchen Design	Present alternative options available to make these safe.	Rebecca Steinki/Leisure Services	Fire pits removed from design.	Closed
June 2014	Banner images for main street.	Further information to be provided on design development	Rebecca Steinki	Final images will be circulated within community and community feedback incorporated	Closed
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
May 2014	Communicating work of RAG to community members.	Develop a flyer on history and role of RAG for dissemination to community members.	Rebecca Steinki	Flyer developed and circulated. Will be updated as required.	Closed.
February 2014	ANZAC/memorial funding availability.	Officer's to investigate funding available and present to Advisory Group.	Rebecca Steinki	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 Steinki	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 Steinki	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 Steinki	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 Steinki	Summary provided to all RAG members at May meeting.	Closed.
February 2014	Light's On project.	Project Funding	Rebecca Steinki/RAG	Program funded via 2014/2015 RAG ACADS funds	Closed
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 Steinki	Project presented to Council via ordinary budget process and approved for implementation in 14/15 FY.	Closed

