



ROMA REGIONAL COUNCIL

MINUTES OF THE GENERAL MEETING OF ROMA REGIONAL COUNCIL HELD AT ADMINISTRATION CENTRE, ROMA ON 11 JUNE 2008 COMMENCING AT 9.00AM

ATTENDANCE

Mayor, Cr. R S Loughnan chaired the meeting with Deputy Mayor, Cr. T G Hartley, Cr. J C Baker, Cr. J P Bartels, Cr. J L Chambers, Cr. R J Denton, Cr. M L Price, Cr. W S Wason, Cr. J S Watson, Acting Chief Executive, Officer Dan Phillips, Martin Cookson, Interim Executive Officer – Roma Office, Peter Chay, Interim Executive Officer – Surat Office, Frank McArthur, Interim Director – Yuleba Office, Desley Oates, Interim Executive Director – Bungil Office, Debbie Tully, Principle Manager Corporate Services Kelly Rogers, Minutes Officer in attendance.

GUESTS

No guests were present at the meeting.

GALLERY

3 members of the public were present.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.05 am.

APOLOGIES

No apologies were received for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM.102.08

Moved Cr. Denton

Seconded Cr. Chambers

That the minutes of the General Meeting (04-30.05.08) held on 30th May 2008 as amended be confirmed.

CARRIED

Cr. Chambers requested the following be noted as attending a meeting for discussion on the Development Application for T Britton, this item is found on (Page 19 – ‘Discussion Notes’): Cr. Joy Denton, David Pemberton and Rob Rosenberger.

BUSINESS ARISING FROM MINUTES



There was no business arising from the minutes.

ADOPTION OF REPORTS & MINUTES OF COMMITTEE MEETINGS

Resolution No. GM.103.08
Moved Cr. Wason **Seconded Cr. Price**
That the minutes of the Committee Meeting Report held on 4th June 2008 be received & adopted.
CARRIED

BUSINESS ARISING FROM COMMITTEE MEETING REPORT

SUBJECT HEADING: MAIN EXTENSION – CHRYSAL ST TO LOT 71 ON PLAN R8637

Executive Summary: *At the Committee Meeting held on 4th June, 2008 Council requested the Manager of Building & Development provide a costing estimate for the extension of the 100mm water main from Chrystal Street, to service the abovementioned subdivision.*

Discussion:

A copy of the costing was supplied by Grant Roberts and presented to Council for review.

Resolution No. GM.104.08
Moved Cr. Watson **Seconded Cr. Hartley**
That Council receive and note the costing provided by Grant Roberts, these costs are to be considered in context with the 2008/2009 budget.
CARRIED

Responsible Officer	A/CEO
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CORRESPONDENCE

Item Number: 05-01-Roma **Reference:** N/A

SUBJECT HEADING: SERVICE AGREEMENTS – DEPARTMENT OF COMMUNITIES

Executive Summary: *Letter received from the Regional Executive Director of the Darling Downs/South West Qld Region reminding Council that the Service Agreements and current funding arrangements between the department and listed programmes are due to cease in the next six months. Ministerial approval must be sought in regards to a new funding arrangement. Written application from Council to receive a new grant must be received by the regional office on or prior to 16 June 2008.*

Resolution No. GM.105.08



That the received copy of the publication be allocated to the Roma Library with the A/CEO to investigate purchase of additional publications for distribution to all libraries within the Region.

CARRIED

Responsible Officer	A/CEO
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Item Number: 05-04 - Roma File Number: N/A
SUBJECT HEADING: PETER PEACHEY

Executive Summary: *Correspondence received from Peter Pechey, a resident of the former Waroo Shire raising matters of concern in response to Local Government Amalgamations across the state of Queensland.*

Discussion:

It was requested that a copy of the response be forwarded to all Councillors once complete.

Resolution No. GM.108.08
Moved Cr. Denton Seconded Cr. Chambers
That Council receive and note the letter as presented and a suitable reply be forwarded to Peter Peachey in response to concerns raised.
CARRIED

Responsible Officer	A/CEO
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REPORTS

Item Number: 05-05-Yuleba File Number: V001345
SUBJECT HEADING: MEDIA POLICY REPORT
 Name of Applicant: Not Applicable
 Location: Not Applicable
 Author and Officer’s Title: Tony Klein, Community Development Officer- Yuleba Office
 Responsible Officer: Dan Phillips, Acting Chief Executive Officer

Executive Summary:

Resolution No. GM.109.08
Moved Cr. Watson Seconded Cr. Hartley
That Council receive and adopt the Media Policy as presented.
CARRIED

Delegated Officer	Community Development Officer - Yuleba
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Responsible Officer	A/CEO
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SUBJECT HEADING: GHD PRESENTATION

The A/CEO advised Council he had organised for Jeanette Clewett from GHD to attend Councils Committee Meeting on 18 June 2008, to provide an overview of Councils current water/sewerage network analysis.

Responsible Officer	A/CEO
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SUBJECT HEADING: WESTERN DOWNS DEVELOPMENT GROUP

The A/CEO advised he had received notification of a request from the Western Downs Development Group to attend Councils Committee meeting on 16 July 2008, to provide a presentation outlining the group's objectives and actions since being incorporated.

Responsible Officer	A/CEO
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SUBJECT HEADING: STAFFORD GROUP'S REVIEW OF TOURISM IN QLD

Cr. Baker provided a report to Council outlining details of the Stafford Group's review into the Tourism Network in Queensland. Discussions were held on the proposed recommendations of affiliation in line with the R.T.O. (Regional Tourist Organisations) rationalisation and funding. Council determined the item be left on the table for further discussion.

SUBJECT HEADING: WATER AND THE TOWN OF TEILBA

Cr. Watson advised Council that he and Noela Ward visited Teilba to discuss the water concerns of the Town. The town is currently sustained by tank water only. An email was forwarded to the A/CEO outlining potential funding sources to provide the town a continuous water supply. The Mayor advised that Education Queensland had provided \$15,000 of funding and that it was estimated a further \$60,000 to \$80,000 would be required to re-instate a bore. It was requested the A/CEO follow up on funding options. Cr. Watson advised the water source was 7km from the school and that re-instatement and cleaning of the bore would provide the town with plentiful clean water.

Responsible Officer	A/CEO
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SUBJECT HEADING: ADVANCE INJUNE

The A/CEO advised Advance Injune had altered their monthly meeting dates following Councils request to the 1st Thursday of the month. The first meeting will be held on 3rd July, 2008 and it was agreed that Cr. Chambers would attend this meeting.

Commitment to other Community Groups was also discussed and it was generally agreed by Council that these would be supported on a rotational basis.



SUBJECT HEADING: REGIONAL MANAGER UPDATES

The Mayor invited the Regional District Managers to provide an update on each of their Offices.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS

COUNCIL ADJOURNED FOR MORNING TEA AT 10.30 AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS

COUNCIL RETURNED FROM MORNING TEA AT 11.15 AM

REPORTS CONTINUED

Item Number: 05-06-Roma **File Number:** C12.209

SUBJECT HEADING: APPLICATION FOR MATERIAL CHANGE OF USE

NAME OF APPLICANT: TDC DRILLING PTY. LTD.

Location: Lot 2 on SP146151, Parish of Roma County of Waldegrave

Author and Officer’s Title: Graham Tiffany, Manager Building & Development

Responsible Officer: Dan Phillips, Acting Chief Executive Officer

Executive Summary: *The applicants have submitted an application for a Material Change of Use on the above lot, to permit them to set up business as an Oil & Gas Drilling and Support Contractors.*

Zoning of Land under the Planning Scheme: *Industrial*

Resolution No. GM.111.08
Moved Cr. Watson **Seconded Cr. Denton**
That Council approves the application subject to the following conditions:
1. that adequate Toilet and Lunch Room facilities be provided for all employees.
2. if adequate waste disposal is not set up on site, then a “Bio-Cycle” or “Aqua-Nova” mini treatment system be installed to treat all household liquid waste.
CARRIED

Delegated Officer	Manager Building & Development – Roma Office
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Item Number: 05-07-Roma **File Number:** C11.5555



suitable for Councils requirements, Council may issue the direction for remedy as part of the operational works conditions.

2. Any damage which is incurred to underground services, signs, footpaths, roadways and/or kerb and channelling abutting the subject land as a result of the proposed development shall be repaired immediately should hazards exist for pedestrian or vehicular safety. Otherwise, all damage shall be repaired immediately upon completion of works associated with the development.
3. All works on or near roadways shall be adequately signed in accordance with the “Manual for Uniform Traffic Control Devices – Part 3, Works on Roads”.
4. Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council’s satisfaction at all times during the course of the project and the ensuing defects liability period. Should the proposed controls prove to be ineffective, Council will require the developer to install additional measures.
5. Measures shall be applied to Council’s satisfaction to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance during construction and the ensuing defects liability period.

Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.

Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at the developer’s expense. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.

6. The pavement design for all roads is to be confirmed after in-situ sub-grade testing prior to construction of the pavement. Pavement design details and test results shall be submitted to Councils Engineer for approval prior to placement of pavement materials. Designers have provided an amended ESA assessment as 3.2 * 10⁶ (fax dated 28/5/08) in relation to this development.
7. Council must approve the Principal Contractor and RPRQ Engineer Supervising and Certifying the works to be constructed prior to commencing works. A copy of the Notifiable Works & Portable Long Service Levy Approval must be submitted to Council prior to commencement of works.
8. During the construction phase, Council shall be advised when the following works are ready for inspection:
 - Proof rolling of sub grade and base course
 - Provision of as-constructed levels on kerb and channel including turnout and drainage details prior to placement of pavement materials.
 - Pre-seal inspection of pavements



- Underground pipework, including property connections and thrust blocks, prior to backfilling.
- Pressure tests for water supply and sewerage pipes
- Other inspections as deemed necessary by Council

At least 24 hours notice should be given to arrange for these inspections to be carried out.

9. The following minimum fees and charges shall apply for Council Inspections and Approval for the Operational Works: -

- Inspections & Meetings \$82-50 (Inc GST) Per Hour (Minimum Charge \$82-50)
- Assessment of Submissions \$82-50 (inc GST) Per Hour (Minimum Charge \$82-50)

Note: These fees may change in accordance with Council fees and charges applicable at the time of the works being undertaken.

10. Designers shall be responsible for providing Council with a dissected cost estimate for the works to be undertaken prior to commencement of the works. Where a final tender amount is higher than the cost estimate, then the tender amounts shall apply. Council shall use this costing for asset valuation purposes and also for the payment of a performance bond for the maintenance period nominated by Council.
11. The Security Performance Bond and Inspection Fees must be paid to Council prior to requesting Council to seal the Plan of Survey.
12. Prior to works commencing, it is required that a pre-start meeting be attended by Council's officers, the Supervising RPEQ Engineer and the Contractor. At that meeting, it will be necessary for the supervising engineer to provide Council with a works program and draft inspection and test plan. A typical inspection and test plan showing Council's requirements shall be provided following review and approval of the QA Plan.
13. A Supervision Certificate completed by the Supervising Registered Professional Engineer shall be provided upon completion of the works and state that the above-mentioned inspections were carried out by the engineer prior to backfill of trenches and/or construction of subsequent layers.
14. Two (2) copies of "As-Constructed Plans", along with test results, completed inspection and test plan and supervision certificate are to be submitted prior to the works being requested for "on-maintenance". At least one full set of "as-constructed" drawings is to be provided on A1 sized sheets (refer EDROC Manual for sample documentation). These documents are to be submitted to the satisfaction of Council prior to accepting the development "on maintenance". All Drawings must also be submitted in electronic AutoCAD compatible format and approved by Council.



15. Following satisfactory inspection of the completed works, and acceptance of the works “on maintenance”, a 12 month “defects liability period” will apply. During this time, a security will be retained to ensure correction of any defects in the constructed works. The following security against defects will apply:

Roadworks and Drainage	\$(10% Of Project Contract Costs)
Water Reticulation	\$(10% Of Project Contract Costs)
Sewerage Reticulation	\$(10% Of Project Contract Costs)

Payment of this security is required prior to Council accepting the works “on maintenance”.

16. All rates, fees and charges in relation to the assessment and approval of the development and those outlined on the Statement of Fees and Charges are to be provided paid prior to commencement of works and/or prior to endorsing of the Plan of Survey.

17. It should be noted that, in approving plans and specifications for this project, Council has carried out a preliminary check of information submitted by Brandon & Associates Engineers. Accordingly, Council has placed reliance on the certificate of design that the approved plans and specifications are correct and in accordance with required engineering standards.

Brandon & Associates to provide design certificate to satisfaction of Council prior to commencement of construction.

- 18. Kerbmarkers to be installed where utility services cross kerb lines.
- 19. Sealing of Survey Plan by Council shall only be undertaken when; the project has reached practical completion, Council is satisfied with the documentation and certification by the Engineer and all outstanding fees and charges have been paid.
- 20. Services within the roadway corridor to be installed in accordance with Councils Footpath Service Allocation corridors, unless otherwise approved.

SPECIAL CONDITIONS ON ROADWORKS

- 1. Developer to provide and establish turf to 600mm wide behind all kerbs.
- 2. Street Signs to be installed to the satisfaction of Council
- 3. One (1) Permanent Survey Marks (PSMs) – Brass Plaque plus concrete surround shall be established and registered near the end of Stage One roadworks.
- 4. It is noted from the designers that this road has only been designed for Type One Road Trains.



5. Temporary turnaround proposed for Stage One is constructed and maintained by the Developer to the satisfaction of Council. Turn around to be removed upon construction of Stage Two.

Special Conditions on Drainage

1. Applicant shall be required to register the easements for the proposed drainage system on the western side of the development in the interests of all the proposed allotments in which the easement passes through. The maintenance of the proposed drain area shall be the responsibility of property owners with a registered interest in the easement. Council shall not be responsible for the maintenance of the drainage system or the easement.
2. Applicant shall be required to install a concrete invert with a minimum width of 1.5m with a minimum “vee” depth of 150mm along the proposed western drainage easement.
3. Applicant shall be required to install a concrete invert with a minimum width of 1.5m with a minimum “vee” depth of 150mm along the eastern buffer zone.
4. Contractor to provide CCTV Camera inspections and report to satisfaction of Council on all storm water lines as part of accepting “On Maintenance”.

Special Condition of Filling

1. Filling of Residential Land to be in accordance with AS 3798 Earthworks for Residential Development with Level Two Supervision as defined by the code used for the earthworks as a minimum. The Supervising Engineer is required to submit a report and certification of compliance with the standard.

Special Conditions on Sewerage

1. Contractor to provide CCTV Camera inspections and report to satisfaction of Council on all sewer lines as part of accepting “On Maintenance”.
2. Sewer house connections to be provided to each property to the satisfaction of Council. Each connection must be extended a minimum of 0.5m above the ground and capped.
3. Existing sewer manhole located in the western drainage area to be sealed and extended a minimum of 150mm above design flow level of the drain or 100mm above the natural surface whichever is the greater.

Special Conditions On Water

1. Alignment of Water to be in accordance with Council standard for services in roadways.
2. Stage One Water Main to connect to 225mm trunk main in Corfe Road for improved network distribution.



Resolution No. GM.115.08

Moved Cr. Watson

Seconded Cr. Denton

That Council move ‘out of committee.’

CARRIED

Resolution No. GM.116.08

Moved Cr. Price

Seconded Cr. Denton

That the report on projected financial requirements for Social Services Division be received and considered in 2008/2009 budget deliberations.

CARRIED

GENERAL BUSINESS CONTINUED

- Cr. Denton recommended Councils process of advertising for positions vacant be reviewed. It was suggested that LG Online also be utilised.

Delegated Officer

Manager Human Resources – Roma Office

- The Mayor informed Council that Jane Evans had confirmed a funding grant had been approved for Q150 Food & Fire Fest for the sum of \$10,000.

SUBJECT HEADING:

DARLING DOWNS AND SOUTH WEST QLD MINISTERIAL FORUM

Resolution No. GM.117.08

Moved Cr. Baker

Seconded Cr. Denton

That Cr. Price be the nominated representative to attend the Darling Downs and South West Queensland Ministerial form to be held on 15th and 16th June, 2008 in Chinchilla.

CARRIED

SUBJECT HEADING:

QUEENSLAND RACING INDUSTRY SEMINAR

Resolution No. GM.118.08

Moved Cr. Watson

Seconded Cr. Wason

That Cr. Chambers and Cr. Hartley be the nominated representatives to attend the Queensland Racing Industry Seminar on 17th June, 2008 in Charleville.

CARRIED

SUBJECT HEADING:

SALEYARDS

- Council requested that the Saleyards Advisory Committee Report be available at the next Committee Meeting of Council to be held on 18 June 2008, and that an invitation be extended to Terry Hyland – Operations Manager to attend the meeting.



GENERAL BUSINESS CONTINUED

SUBJECT HEADING: STAFFORD GROUP’S REVIEW OF TOURISM IN QLD

Council further discussed potential marketing and model affiliation recommendations provided by Stafford Group with its Tourism Officer, Perry Bacon. Council indicated their preference for either the ‘Stand Alone’ model or joining the pilot scheme of the subgroup South East Country, which includes Toowoomba, South Burnett and the Granite Belt.

SUBJECT HEADING: THE GREAT INLAND WAY

Cr Denton spoke of the Great Inland Way and its importance to the Region, and that present Chairman Baden Waldron’s term will cease later this year and his successor must be a Councillor or one endorsed by Council. The A/CEO advised he had met with both Baden and Perry Bacon in relation to the matter and he would report to Council on a proposed visit to the towns along the way.

Council had been approached to provide an indication of their ongoing affiliation. It was agreed that Council will continue their support and involvement with the Great Inland Way.

CLOSURE

At 3.00pm, there being no further business, the Mayor thanked Council for their attendance and declared the Meeting closed.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 25 June, 2008 at the Yuleba Administration Centre, Stephenson Street, Yuleba.

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Mayor.

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Date.