



ROMA REGIONAL COUNCIL

**MINUTES OF THE GENERAL MEETING OF ROMA REGIONAL COUNCIL
HELD AT THE ADMINISTRATION CENTRE, ROMA ON 10 SEPTEMBER 2008
COMMENCING AT 9.00AM**

ATTENDANCE

Deputy Mayor, Cr. T G Hartley chaired the meeting with, 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, Chief Executive Officer - Stuart Randle, Director Corporate Services – Martin Cookson, Director Operations – Andrew Byrnes, Director Community Services – Tony Klein, Director Planning & Environment – Rob Hayward, Charisse Edwards – Corporate Communications Officer, Kelly Rogers – Minutes Officer in attendance.

GUESTS

Lyn Kajewski representing the Easter in the Country Committee attended the meeting.

WELCOME

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

APOLOGIES

Resolution No. GM 206.08	
Moved Cr. Wason	Seconded Cr. Chambers
That apologies be received and leave of absence granted for Cr. Loughnan for this meeting.	
CARRIED	

CONFIRMATION OF MINUTES

Resolution No. GM.207.08	
Moved Cr. Baker	Seconded Cr. Chambers
That the minutes of the General Meeting (10-27.08.08) held on 27th August 2008 as amended be confirmed.	
CARRIED	

It was requested that the Committee meeting minutes, page 8, be amended to state ‘Cr. Price and Cr. Wason declared a conflict of interest.’ This reference is found on Page 2 of the General Meeting Minutes, under the heading ‘Adoption of Reports & Minutes of Committee Meetings.’

Resolution No. GM.208.08



Moved Cr. Denton **Seconded Cr. Watson**
That the minutes of the Special Budget Meeting held on 27th August 2008 be confirmed.
CARRIED

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes of the General Meeting and the Special Budget Meeting.

ADOPTION OF REPORTS & MINUTES OF COMMITTEE MEETINGS

There was no adoption of a Committee Meeting Report due to cancellation of the Committee Meeting scheduled for 3 September, 2008.

BUSINESS ARISING FROM COMMITTEE MEETING REPORT

There was no business arising from the minutes Committee Meeting Report.

CORRESPONDENCE

Item Number: 11-01-Social Services **File Number:** N/A
SUBJECT HEADING: REQUEST FOR SUPPORT – SCHOOL CHAPLAINCY ROMA

Executive Summary: Correspondence received from Scripture Union Queensland requesting Council continue their support of School Chaplaincy in Roma through a donation. In turn, this donation would extend existing hours of the recently appointed Chaplain from 3 to 4 days per week.

Discussion:

Cr. Watson requested the Director of Social Services provide a report on the Status and background of the School Chaplaincy arrangements in Roma and other schools within the Region.

Resolution No. GM.209.08
Moved Cr. Watson **Seconded Cr. Baker**
That the Director of Social Services investigates existing School Chaplaincy arrangements within schools across the region;
And,
Provide a subsequent report to Council of findings for further consideration.
CARRIED

Delegated Officer	Director Social Services
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Item Number: 11-02-Social Services **File Number:** N/A



SUBJECT HEADING: REQUEST FOR SUPPORT – INJUNE KINDEGARTEN ASSOCIATION

Executive Summary: *Correspondence received from the Injune Kindergarten Association requesting Council donate the cost of the general rate, water and sewerage charges for 2008/2009.*

Discussion:

It was determined that this matter be left on the table for further discussion in conjunction with an additional report to Council in relation to the Injune Kindergarten Association.

Item Number: 11-03-Executive Services **Reference:** N/A

SUBJECT HEADING: MEMBERSHIP OF QMDC

Executive Summary: *Correspondence received from the Queensland Murray Darling Committee Inc. requesting Council submit name/s of nominations to QMDC. Nominations must be received by COB 19 September, 2008.*

Resolution No. GM.210.08
Moved Cr. Wason Seconded Cr. Baker
That Cr. Watson be Council’s nominated representatives for membership on the Queensland Murray Darling Committee;
And,
That the relevant documentation be completed and returned to the QMDC by COB 19 September 2008.
CARRIED

Delegated Officer	Executive Support Team
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REPORTS

Item Number: 11-04-P & E **File Number:** C12.208

SUBJECT HEADING: MATERIAL CHANGE OF USE – INDUSTRIAL WORKSHOP EXTENSION

Name of Applicant: Laurie Sheahan

Location: 199 – 201 Raglan Street, Roma

Author and Officer’s Title: Rob Hayward, Director Planning & Environment

Executive Summary: *The applicant has applied for a Development Permit for the a Material Change of Use – Industrial Workshop Extension*

Zoning of Land under the Roma Town Planning Scheme: *Industrial Cr. Baker requested staffing arrangements be investigated into upholding Council conditions for developments*



Resolution No. GM.211.08

Moved Cr. Watson

Seconded Cr. Bartels

That the Material Change of Use – Industrial Workshop Extension, be approved, subject to the following conditions:

Compliance with all of Main Roads Conditions dated 15 July 2008

Scale and Setbacks

- 1. Total use area is no more than 70% of the site; and**
- 2. Buildings and structures are less than 10 (ten) metres in height and not more than two stories at any point above ground level; and**
- 3. Front boundary clearance for any building or structure is 9.0 (nine) metres or more from any road frontage; and**
- 4. Side and rear boundary clearances for any building or structure is 3.0 (three) metres or more**

Landscaping

- 5. Landscaping is provided with a minimum width of two metres along site boundaries; and**
- 6. Vegetation is to have mature height of at least 3.0 (three) metres within 5 (five) years of planting, unless planted under electricity lines where the mature height must not exceed 3.0 (three) metres**

Car parking

- 7. 1 (one) parking space for each 2.5 employees or 1 (one) space for each 100m² or part thereof of Gross Floor Area, or two spaces, whichever is greater**

Infrastructure

- 8. Premises are to be connected to Council’s reticulated water system;**
- 9. Premises to be connected to Council’s reticulated sewerage system;**
- 10. Storm water drainage is collected and discharged in accordance with Schedule 6 “Standards for Storm water Drainage”;**
- 11. Access is to be designed and constructed in accordance with “Standard Drawing S001 - Access Crossovers”.**

CARRIED

Delegated Officer	Director Planning & Environment
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Item Number: 11-05-P & E **File Number:** C12.214
SUBJECT HEADING: APPLICATION FOR RECONFIGURATION OF LOT
Name of Applicant: J W & L C Towns
Location: 44318 Warrego Highway, Roma
Author and Officer’s Title: Rob Hayward, Director Planning & Environment

Executive Summary: *The applicants have applied for a Development Permit for a Reconfiguration of Lot 2 on SP166125 into two lots.*

Zoning of Land under the Roma Town Planning Scheme: Industrial



Discussion:

Cr. Bartels questioned water line capacity to the lots; Rob Hayward advised this would be addressed in the operational works permit.

Resolution No. GM.212.08

Moved Cr. Denton

Seconded Cr. Price

That the Application to Subdivide Lot 2 on Plan AP166535 into two lots be approved, subject to the following conditions:

Compliance with all of Main Roads Conditions dated 14 August 2008 –

- 1. Access is to be designed and constructed in accordance with “Standard Drawing S001 - Access Crossovers”.*
- 2. All lots are to be connected to Council’s reticulated water system at applicants cost;*
- 3. Effluent disposal for each lot is connected in accordance with Schedule 5: “Standards for Sewerage Supply”.*
- 4. That the surface and roof stormwater drainage be in accordance with the Queensland Urban Drainage Manual.*
- 5. Landscaping is provided with a minimum width of two metres along site boundaries; and*
- 6. Vegetation is to have mature height of at least 3.0 (three) metres within 5 (five) years of planting, unless planted under electricity lines where the mature height must not exceed 3.0 (three) metres*
- 7. Each lot is connected to reticulated electricity supply;*
- 8. The requirements to reconfigure a lot authorised by this Development Permit must be fully performed and completed within twenty four (24) months of the date of this Development Permit at no cost to the Council.*

The Plan of Survey must be duly signed by the registered proprietor of the land and the surveyor and submitted to Council for approval in a form acceptable to Council within twenty-four (24) months of the date of this Development Permit.

Unless otherwise stated all conditions shall be completed prior to the Council endorsing the relevant plan of survey or as determined by the Council.

*If the Plan of Survey is not submitted and the subdivisional requirements are not fully performed and completed within twenty-four (24) months of the date of this Development Permit at no cost to the Council, **THEN THIS DEVELOPMENT PERMIT LAPSES** and ceases to have any effect whatsoever as soon as the foregoing periods expire.*

- 9. All rates and charges of any description whatsoever, and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid prior to the approval of the Plan of Survey.*
- 10. Site layout shall conform generally with the proposal sketch included with the application*



11. The applicant shall contribute \$3500 per additional lot (i.e. for the new lot/s) towards upgrading Council’s water supply, sewerage, stormwater, transport and public parks and community lands trunk infrastructure networks. These charges comprise the following , and shall be paid prior to the signing of the plan of subdivision:

- a. **Water Supply** **\$1500.00**
- b. **Stormwater Management** **\$1000.00**
- c. **Transport** **\$ 500.00**
- d. **Public Parks & Community Land.** **\$ 500.00**

i.e. **\$3,500 per lot for 1 lot a Total of \$3, 500.**

CARRIED

Delegated Officer	Director Planning & Environment
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Item Number: 11-06- Executive Services **File Number:**
N/A

SUBJECT HEADING: CEO PERFORMANCE AGREEMENT

Name of Applicant: Not applicable

Location: Not applicable

Author & Officer’s Title: Stuart Randle, Chief Executive Officer

Resolution No. GM.213.08
Moved Cr. Denton **Seconded Cr. Wason**
That Council approve the formation of a sub committee for development and monitoring of the CEO performance agreement. The sub committee will comprise of the following members: Cr. Loughnan, Cr. Hartley, Cr. Chambers, and Debra Colledge of McArthur Management Services.
CARRIED

Responsible Officer	CEO
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GENERAL BUSINESS

- At the General Meeting of 27 September 2008, Council requested a copy of the Tenders received for construction works at the student hostel. A copy of same was presented to Council for review.

Resolution No. GM.214.08
Moved Cr. Wason **Seconded Cr. Chambers**
That Council endorse the decision determined by the Roma Rural Student Hostel Committee to approve the quotation submitted by S M & K A Duff Builders for



the sum of \$169,385.00 (inc. GST) for the construction of a House Parent accommodation building – Roma Rural Youth Hostel.
CARRIED

- The CEO advised Council correspondence had been received from McInnes Wilson Lawyers recommending establishment of a future taskforce to determine potential uses of Coal Seam Gas water. It was suggested by McInnes Wilson Lawyers that the eight (8) participating members, including Roma Regional Council, contribute an initial \$10,000 towards establishment costs for the task force. The next meeting will be held on 9 October 2008, Hyatt Hotel, Coolum.

Resolution No. GM.215.08
Moved Cr. Watson **Seconded Cr. Price**
That Council contribute \$10,000 towards establishment costs for formation of the Coal Seam Gas & Water task force.
CARRIED

Responsible Officer	CEO
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- The CEO requested Council provide direction in relation to requests received from community groups for donations and contributions from Council. He further advised that a request had been received from the Roma Pottery Group requesting Council install an extraction fan in the studio utilised by the group, on location at the Roma Community Arts Centre. The CEO’s recommendation was that the group be granted permission to install an extraction fan at their own Cost. In this regard Council concurred. Council also agreed with the CEO’s recommendation that no further requests are formally considered or commitments be made by Council in relation to the Roma Community Arts Centre until a strategic plan is formulated for the facility.

Responsible Officer	CEO
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- The CEO informed Council that following the discontinuation of the Western Downs Regional Organisation of Council’s, the group recommended and agreed that the remaining unallocated funds be distributed amongst the relevant members, with Roma Regional Council to receive \$3,500 as part share of remaining funds.

Resolution No. GM.216.08
Moved Cr. Denton **Seconded Cr. Price**
That Council endorse the decision of the Western Downs Regional Organisation of Council (WDROC) to distribute the remaining unallocated funds, following its closure, with \$3,500 being allocated to Roma Regional Council.
CARRIED

Responsible Officer	CEO
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REPORTS CONTINUED

Item Number: 11-07-Late Item **File Number:** N/A
SUBJECT HEADING: INJUNE KINDEGARTEN
 Name of Applicant: Not Applicable
 Location: Injune
 Author and Officer’s Title: Tony Klein, Director Community Services

Executive Summary: *Council currently provides a level of financial support to the Association and has been approached to take over the management of the Injune Kindergarten.*

Discussion:

The Director of Social Services provided Council an overview of the existing financial position of the Injune Kindergarten Association. Industry Regulations and potential future scenarios were also discussed by Council.

Resolution No. GM.217.08
Moved Cr. Watson **Seconded Cr. Denton**
That Council investigate the process of facilitating a public meeting with the community of Injune to establish interest in formulating a Family Day Care arrangement;
And,
That once community consultation has taken place, a report be presented to Council for further consideration of this matter.
CARRIED

Delegated Officer	Director Community Services
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Council then further discussed correspondence received from Injune Kindergarten Association requesting Council donate the cost of general rate, water and sewerage charges for year 2008/2009.

Resolution No. GM.218.08
Moved Cr. Baker **Seconded Cr. Wason**
That Council approve donation of general rate, water and sewerage charges for the Injune Kindergarten Association Inc. for 2008/2009.
CARRIED

Delegated Officer	Director Corporate Services
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SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED FOR MORNING TEA AT 10.25AM



SUBJECT HEADING: RESUMPTION OF STANDING ORDERS

COUNCIL RETURNED FROM MORNING TEA AT 11.00AM

PRESENTATION

Lyn Kajewski, representing the Easter in the Country Committee addressed Council in relation to 2009 Easter in the Country preparations. A copy of the 2008 program was handed to Council for review. Lyn highlighted the Social and economic importance of the festival, with approximately 19,000 people attending the event annually. Lyn advised preparations for the festival increasingly requires a great deal of commitment and time from Committee members and associated supporters, and to this end requested the Roma Regional Council continues to donate in-kind support previously donated by the former Roma Town Council and the former Bungil Shire Council. All Council were invited to attend the Committee Meetings, which are held the 4th Thursday of each month at the Maranoa Club - 7.00pm.

Resolution No. GM.219.08
Moved Cr. Watson **Seconded Cr. Chambers**
That Council continue to donate ‘in-kind’ support to the Easter in the Country Committee, in preparation for the 2009 Easter in the Country Festival.
CARRIED

Delegated Officer	Director Community Services
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Item Number: 11-08-Late Item **File Number:** N/A
SUBJECT HEADING: MARANOA RETIREMENT VILLAGE – STATUS REPORT
 Name of Applicant: Not Applicable
 Location: Mitchell
 Author and Officer’s Title: Tony Klein, Director Community Services

Executive Summary: The Director of Community Services provided Council a status report on the Maranoa Retirement Village for information purposes.

Discussion:
 The Director of Social Services provided Council an overview and background of matters relating to the Maranoa Retirement Village.

Resolution No. GM.220.08
Moved Cr. Watson **Seconded Cr. Chambers**
That Council receive and note the report;
And,
That Council outlay monies, as recommended by the Director of Social Service (estimated expenses in the vicinity of \$95,000) to complete restorations required to ensure the facility meets Aged Care Standards and Accreditation requirements under the *Aged Care Act 1997*.
CARRIED



Delegated Officer	Director Community Services
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Resolution No. GM.221.08
Moved Cr. Denton **Seconded Cr. Bartels**
That Council investigate the future potential of alternative management arrangements of the Maranoa Retirement Village.
CARRIED

Delegated Officer	Director Community Services
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Item Number: 11-09-Late Item **File Number:** N/A
SUBJECT HEADING: HAAC PROGRAM
 Name of Applicant: Not Applicable
 Location: Not Applicable
 Author and Officer’s Title: Tony Klein, Director Community Services

Executive Summary: The HAAC Program was previously discussed at Councils General Meeting on 23 July, 2008. At that time the Officers report was received and noted, with Council requesting that a financial case be put forward supporting the Officers recommendation.

Discussion:

It was requested that the Director Social Services investigate the HACC Service Roma to Surat and inform the Mt Hutton Bus Service of the following Resolution.

Resolution No. GM.222.08
Moved Cr. Watson **Seconded Cr. Price**
That Council approve the following passenger fee structure for travel on the HAAC Bus Service between Roma and Injune:
 a) \$7.00 per one way trip for HAAC clients
 b) \$7.50 per one way trip for non HAAC clients
CARRIED

Delegated Officer	Director Community Services
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Each of the Directors was in turn invited to provide an update of the Teams’ respective progress to date.

The Director of Operations provided Council details of quotations received for construction of Pens at the Roma Saleyards.

Resolution No. GM.223.08
Moved Cr. Wason **Seconded Cr. Chambers**



**That Council approve the Tender received from D R & J Heelan in the sum of \$184,250.00 (excluding GST) for the construction of new Selling Pens at the Roma Saleyards.
CARRIED**

Delegated Officer	Director Operations
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- Cr. Bartels advised he had received a request in relation to street signage for Injune, whilst in attendance at the monthly community group meeting of Advance Injune. In response, the Director of Operations advised he would provide a further report to Council on the matter.

Delegated Officer	Director Operations
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- Cr. Denton enquired on the appointment of a ‘Fleet Manager’ within the new Operations business structure, in particular with reference to HAAC service compliance. The Director of Operations advised this matter would be reviewed by the General Operations Manager on appointment.

Delegated Officer	Director Operations
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- Cr. Watson advised of a sign cutting machine located at Councils Mitchell Office for use as required by Operations.
- Cr. Watson requested information on funding for road works required on Ivy Street, Roma.

Delegated Officer	Director Operations
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- Cr. Watson enquired on regulations in relation to dual water system plumbing to residential buildings. It was requested the Director of Planning & Environment investigate Energy efficiency requirements and exemptions and report to Council findings.

Delegated Officer	Director Planning & Environment
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- Cr. Wason requested an update on the process and regulations of water connections on rural blocks. The Director of Operations advised a policy would be formulated and presented to Council for adoption at a future date.

Delegated Officer	Director Operations
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- Cr. Price and Cr. Watson requested an update on the progress of a second bore for the township of Wallumbilla, a new bore at Amby Bore number 18 in Roma. The Director of Operations advised he would provide a follow up report to Council.

Delegated Officer	Director Operations
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- Cr. Watson requested the CEO investigate the frequency of Council meetings in line with Councillor Remuneration impacts should meeting frequency be



reduced. Cr. Baker also discussed the agenda segment of ‘Questions without notice.’ It was suggested that correspondence be received with an attaching report providing background to assist Council in their decision making process, where relevant.

Responsible Officer	CEO
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- The CEO requested Council provide items for discussion at the meeting with Minister Pitt and department representatives to be held on 16 September, 2008. Council identified the topics of – funding following the amalgamation and condition of the Warrego Highway.
- Cr. Denton requested an update on the progress of Council name change.

Responsible Officer	CEO
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Cr. Bartels raised a number of maintenance considerations for investigation, including:

- Investigation of a water leak on the corner of Arthur & Raglan Streets, Roma
- Mowing maintenance at the Roma Water Tower (Whip Street)
- Missing bitumen on Euthella & Orallo Roads, Roma.
- Outbreak of African poppies on the road surface outside Allan Knowles’s property- Orallo Road, Roma.

Responsible Officer	Director Operations
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- Cr. Wason raised for investigation an outbreak of ‘Mother of Millions’ in Yuleba, Southern side of the Creek.
- It was requested that sponsors of the Food & Fire Fest who were unable to attend receive their complimentary gift from Council.

Responsible Officer	CEO
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the Meeting closed at 1.15 pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 24 September, 2008 at the Mitchell Administration Centre, Mitchell.

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Mayor.

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Date.