



**MINUTES**  
**of the 54<sup>th</sup> Board Meeting of the**  
**FAR NORTH QUEENSLAND REGIONAL ROADS AND TRANSPORT GROUP**

**MONDAY 12 June 2017**  
**Cairns Regional Council, Civic Reception Room, 119-145 Spence Street, Cairns**

**REPRESENTATIVES:**

|       |                            |  |
|-------|----------------------------|--|
|       | Cr John Kremastos, Mayor   | Cassowary Coast Regional Council       |
| Chair | Cr Peter Scott, Mayor      | Cook Shire Council                     |
|       | Cr Trevor Pickering, Mayor | Croydon Shire Council                  |
|       | Cr Warren Devlin, Mayor    | Etheridge Shire Council                |
|       | Cr Annette Haydon          | Tablelands Regional Council            |
|       | Cr Ross Andrews, Mayor     | Yarrabah Aboriginal Shire Council      |
|       | Ms Sandra Burke            | Department of Transport and Main Roads |

**OBSERVERS:**

|                                 |  |
|---------------------------------|--|
| Mr Tim Cronin, CEO              | Cook Shire Council                     |
| Mr Bill Kerwin, Interim CEO     | Croydon Shire Council                  |
| Cr Jeffrey Norman               | Croydon Shire Council                  |
| Cr Wayne Bing Chew              | Croydon Shire Council                  |
| Mr Norm Garsden                 | Etheridge Shire Council                |
| Cr Tony Gallagher, Deputy Mayor | Etheridge Shire Council                |
| Mr Peter Franks, CEO            | Mareeba Shire Council                  |
| Ms Janelle Menzies, CEO         | Yarrabah Aboriginal Shire Council      |
| Cr Joe Paronella, Mayor         | Tablelands Regional Council            |
| Mr Sanjay Ram                   | Department of Transport and Main Roads |

**RAPT Representatives**

|                 |  |
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| Ms Jo Lencz     | Department of Transport and Main Roads |
| Mr Arron Hieatt | LGAQ                                   |

**FNQROC Staff**

|                   |                                  |
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| Ms Darlene Irvine | Executive Officer                |
| Ms Teresa Schmidt | Office and Project Coordinator   |
| Ms Amanda Hancock | Regional Procurement Coordinator |

**APOLOGIES:**

|              |                            |                                      |
|--------------|----------------------------|--------------------------------------|
|              | Ms Linda Cardew, CEO       | Douglas Shire Council                |
|              | Cr Julia Leu, Mayor        | Douglas Shire Council                |
| Deputy Chair | Cr Tom Gilmore, Mayor      | Mareeba Shire Council                |
|              | Mr James Gott, CEO         | Cassowary Coast Regional Council     |
|              | Ms Hurriyet Babacan        | Tablelands Regional Council          |
|              | Cr Desmond Tayley, Mayor   | Wujal Wujal Aboriginal Shire Council |
|              | Cr Terry James             | Cairns Regional Council              |
|              | Ms Eileen Demaal-Hall, CEO | Wujal Wujal Aboriginal Shire Council |

**71 CHAIR'S WELCOME & ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The meeting commenced at 1.33 pm. Chair, Cr Peter Scott, Mayor Cook Shire Council welcomed everyone to the meeting.

**72 APOLOGIES**

As noted above.

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| <b>73</b> | <b>CONFIRMATION OF MINUTES</b> |
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**MOVED:** Cr John Kremastos  
**SECOND:** Cr Trevor Pickering

Ms Burke requested that the minutes be amended to remove item 65, however she did advise that the item had been actioned.

*“That the minutes of the 53<sup>rd</sup> Far North Queensland Roads and Transport Group held on 13 February 2017, as distributed with the agenda be confirmed.”*

**CARRIED**

**BUSINESS ARISING OUT OF MINUTES**

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| <b>74</b> | <b>MINUTE 61 – FNQROC TO PLACE THE ADOPTED WORKS PROGRAM ON FNQROC WEBSITE AND TO FORWARD A COPY OF THE WORKS PROGRAM TO MARK KELLEHER (TMR)</b> |
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Ms Irvine advised that this action has been completed however there will need to be an amendment to the 2017 program onwards due to projects being pulled forward into this financial year. Councils have been requested to look at their forward programs to identify projects.

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| <b>75</b> | <b>MINUTE 65 – DTMR TO FOLLOW UP AND RESPOND TO CROYDON SHIRE COUNCIL REGARDING CONCERNS RAISED ABOUT RECENT ISSUE OF TRUCKS ACCESSING ROADS THAT ARE CLOSED DUE TO FLOODING</b> |
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Ms Burke advised that the action has been completed.

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| <b>76</b> | <b>CONFIRMATION OF MINUTES OF TECHNICAL COMMITTEE MEETING</b> |
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The minutes of the RRTG Technical meeting, no. 91 held on 20 March 2017 were noted.

The minutes of the RRTG Technical meeting, no. 92 held on 12 May 2017 were noted.

Recommendations to the Board from RRTG TC meeting 20 March 2017

Nil as there was not a quorum in attendance. As a result a flying minute went to the technical committee 20 March 2017 to support the following recommendation:

***That project ID 4 – 59-001310-002, Tablelands Regional Council, Cashmere-Kirrama Road (Herbert River Bridge) funded in 2016/17 for \$500,000 be split over two years 2016/17 \$95,665 and 2017/18 \$404,335.***

The recommendation was supported by 10 member councils between 20 March 2017 and 21 March 2017. TMR abstained.

On the 21<sup>st</sup> March, this recommendation went to RRTG Board members as a flying minute. This recommendation was supported by 7 member councils between 23 March and 4 April 2017. Cairns, Douglas, Wujal Wujal and TMR abstained.

This motion was formally advised to TMR 11 April 2017 together with the prioritised project order for redistribution adopted by the RRTG Board 13 February also formally advised to TMR 21 February 2017.

**1. LRRS Road nominations:**

**Moved:** Cr John Kremastos

**Seconded:** Cr Trevor Pickering

**“That Bower Road and Tyrconnell Road in Mareeba be recommended for inclusion as a Local Road of Regional Significance.”**

**CARRIED**

Ms Burke raised concerns regarding claims for projects brought forward (for projects either within the 4 year works program or outside of this) that have already commenced and are completed or substantially completed prior to endorsement by the RRTG Board. She advised she had sought feedback from her counterparts in other districts and it appeared that this practice was not undertaken by other RRTG’s.

There was general discussion and confusion as historically we had been advised to bring projects approved in the second year forward to:

- Obtain efficiencies and or
- Enable early claims in the next financial year, and or
- Enable TIDS expenditure in the event of savings or unforeseen circumstances preventing 100 %expenditure.

It was also clarified that all projects funded through TIDS were regionally prioritised.

**76 - ACTION: TMR (S Burke) and FNQROC to seek guidance from the Roads and Transport Alliance regarding bringing projects forward to ensure TIDS expenditure.**

**2. 2017/2018 to 2020/21 Works Program recommendation**

**Moved:** Cr John Kremastos

**Second:** Cr Trevor Pickering

**“That it is recommended that \$380,000 instead of \$190,000 is allocated to project ID 182 / 264-001008-182 Ootann Road with a total project value of \$3,800,000. This is to rectify an error in the allocation process.”**

**CARRIED**

**3. Allocation of unspent 2016/17 TIDS (sent via flying minute)**

**“It is recommended that any 2016/17 unspent TIDS be allocated to the following projects in priority order:**

- 1. Cairns Regional Council, Mount Peter Road, Ch1.6 to 1.8, Road widening and guardrails (safety) with a total project value of \$197,070 (subsidy value of \$98,535)**
- 2. Cassowary Coast Regional Council – East Feluga Road project which had an estimate of \$845,000 with an actual cost of \$1,283,035 be allocated up to \$219,017 of TIDS, and**
- 3. Any remaining unallocated funds be allocated to Etheridge Shire Council on the Georgetown-Forsyth Road.”**

On the 12<sup>th</sup> May 2017 this recommendation went to the RRTG Board members as a flying minute. This recommendation was supported by 8 member councils between 14 May 2017 and 15 May 2017. Cairns Croydon and TMR abstained.

*(Post script: TMR abstained from responding to the flying minute as the email whilst sent to TMR did not include Sandra or Cr's in the greeting. This resulted in TMR not responding on the basis that they did not consider this RRTG Flying minute was meant for them to respond to)*

The recommendation was informally advised to TMR 12 May 2017 with a caveat that the RRTG had to approve via a flying minute. TMR were formally advised on 15 May that the motion was confirmed by the RRTG.

#### **4. Capability Agreement and Action Plan 2017/18**

“That the Capability Agreement and Action Plan 2017/18 be recommended to the FNQ RRTG for adoption.”

**Moved:** Cr John Kremastos  
**Second:** Cr Trevor Pickering

***“That the Capability Agreement and Action 2017/18 for FNQ RRTG be adopted”***

**CARRIED**

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| <b>77</b> | <b>UPDATE FROM THE ROADS AND TRANSPORT ALLIANCE</b> |
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Ms Lencz provided an update.

- Alliance Board met last week, formal minutes not available.
- Proposal that RRTG Chairs be part of the Board. Four nominations received with formal notification to come. Period for 2 years.
- Statewide development capability fund. First and last mile projects have had to be delayed until the Heavy Vehicle Strategy is completed – due at the end of this year.
- Important to get full expenditure of TIDS funding state-wide.

Ms Burke advised:

- From 2016/17 FNQ RRTG budget of \$5.586 million, the actual expenditure to the end of May 2017 was \$4.591 million (82% of budget) and will require expenditure of \$0.995 million in the month of June 2017 to ensure 100% expenditure of total budget.
- All invoices and accruals due to be with DTMR before 19 June 2017

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| <b>78</b> | <b>WORKS PROGRAM UPDATE</b> |
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Ms Irvine advised that as at end of April we were 62% expended which is the lowest we have been at this time of the year however this was due to a number of reasons which culminated in the last half of the financial year. She thanked the members for their prompt responses to flying minutes and to Cairns, Cassowary, Croydon and Etheridge for coming to the fore to get this funding spent within the region. She also thanked Matt Payne in TMR for accommodating our changes to enable expenditure.

**Roads and Transport Alliance TIDS**

| Investment ID | Legacy Project Number | Local Government         | Investment Name   | 2016-17 Revised Budget (\$) | EoFY Forecast (\$) | F vs RB (%) | Year to Date Expend (\$) | Budget Spent (%) |
|---------------|-----------------------|--------------------------|---|-----------------------------|--------------------|-------------|--------------------------|------------------|
| 9524          | 216/LGSR/59           | Cassowary Coast Regional | Bryant Street (Innisfail) Structural Rehabilitation                                   | 75,000                      | 75,000             | 100%        | 0                        | 0%               |
| 9855          | 216/LGSR/58           | Cassowary Coast Regional | Flying Fish Point Road, Flying Fish Point Replace Major Culvert/s                     | 72,500                      | 72,500             | 100%        | 72,500                   | 100%             |
| 9480          | 220/LGSR/17           | Cook Shire               | Lakefield National Park Road (Lakeland) Construct to New Sealed Two Lane Standard Two | 205,000                     | 205,000            | 100%        | 205,000                  | 100%             |
| 10069         | 220/LGSR/12           | Cook Shire               | Railway Avenue (Cooktown) Construct to Two Lane Seal 1                                | 320,000                     | 320,000            | 100%        | 320,000                  | 100%             |
| 10345         | 220/LGSR/16           | Cook Shire               | Lakefield National Park Road (Lakeland) Construct to New Sealed Two Lane Standard 1   | 205,000                     | 205,000            | 100%        | 205,000                  | 100%             |
| 9462          | 221/LGSR/8            | Croydon Shire            | Richmond - Croydon Road Construct to New Sealed Two Lane Standard 2                   | 349,000                     | 349,000            | 100%        | 349,000                  | 100%             |
| 197868        | 221/LGSR/13           | Croydon Shire            | 197868 - Croydon to Richmond Rd - Realign widen and seal 10km section                 | 350,000                     | 350,000            | 100%        | 0                        | 0%               |
| 12948         | 275/LGSR/3            | Douglas Shire            | Cape Tribulation to Bloomfield Road (Bloomfield) Construct to Seal Standard           | 255,000                     | 255,000            | 100%        | 255,000                  | 100%             |
| 198663        | 226/LGSR/14           | Etheridge Shire          | 198663 - Forsyth Road - Construct to new sealed two lane standard                     | 686,600                     | 686,600            | 100%        | 325,000                  | 47%              |
| 11964         | 264/LGSR/39           | Mareeba Shire            | TMR Local Government Alliance Regional Roads and Transport Group                      | 142,866                     | 142,866            | 100%        | 142,866                  | 100%             |
| 12628         | 277/LGSR/2            | Mareeba Shire            | Springmount Road (Mareeba) Sealing  | 265,000                     | 265,000            | 100%        | 265,000                  | 100%             |
| 13340         | 277/LGSR/3            | Mareeba Shire            | Myola Road, Mareeba Construct to New Sealed Two Lane Standard                         | 375,000                     | 341,286            | 91%         | 341,286                  | 91%              |
| 12779         | 281/LGSR/5            | Tablelands Regional      | Danbulla Forest Drive (Atherton) Robson Creek Bridge Replacement                      | 750,000                     | 750,000            | 100%        | 451,896                  | 60%              |
| 12951         | 281/LGSR/3            | Tablelands Regional      | Cashmere - Kirrama Road, (Mount Garnet) Herbert River Bridge Replacement              | 99,856                      | 99,856             | 100%        | 99,856                   | 100%             |
| 12952         | 281/LGSR/2            | Tablelands Regional      | Cashmere - Kirrama Road, (Mount Garnet) Replace Herbert River Bridge and Approaches   | 500,000                     | 500,000            | 100%        | 186,220                  | 37%              |
| 13071         | 281/LGSR/4            | Tablelands Regional      | Sluice Creek Road (Mount Garnet) Snake Creek Bridge Replacement                       | 650,000                     | 650,000            | 100%        | 194,425                  | 30%              |
| 203910        | 281/LGSR/6            | Tablelands Regional      | Gunnawarra Road - construct sealed road   | 285,499                     | 285,499            | 100%        | 31,993                   | 11%              |
| <b>Total</b>  |                       |                          |   | <b>5,586,321</b>            | <b>5,552,607</b>   | <b>99%</b>  | <b>3,445,042</b>         | <b>62%</b>       |

**RRTG ATSI**

| Investment ID | Legacy Project Number | Local Government             | Investment Name   | 2016-17 Revised Budget (\$) | EoFY Forecast (\$) | F vs RB (%) | Year to Date Expend (\$) | Budget Spent (%) |
|---------------|-----------------------|------------------------------|---|-----------------------------|--------------------|-------------|--------------------------|------------------|
| 11672         | 272/LGSF/3            | Wujal Wujal Aboriginal Shire | Wujal Wujal Community, preconstruction for future road works        | 29,273                      | 29,000             | 99%         | 29,000                   | 99%              |
| 11914         | 273/LGSF/2            | Yarrabah Aboriginal Shire    | Yarrabah Community, Yarrabah, preconstruction for future road works | 222,629                     | 223,000            | 100%        | 132,217                  | 59%              |
| <b>Total</b>  |                       |                              |   | <b>251,902</b>              | <b>252,000</b>     | <b>100%</b> | <b>161,217</b>           | <b>64%</b>       |

Regional Roads and Transport Group Summary

| Regional Roads and Transport Group | No. of Projects | Revised Budget (RB) (\$'000) | EoFY Forecast (F) (\$'000) | F vs RB (%)  | Year to Date Expend (\$'000) | Budget Spent (%) | Last Month (%) |
|------------------------------------|-----------------|------------------------------|----------------------------|--------------|------------------------------|------------------|----------------|
| Eastern Downs                      | 3               | 2,728                        | 2,728                      | 100 %        | 2,733                        | 100 %            | 100 %          |
| Southern Border                    | 10              | 2,199                        | 2,212                      | 101 %        | 1,909                        | 87 %             | 72 %           |
| Scenic Valleys                     | 9               | 2,171                        | 2,233                      | 103 %        | 1,784                        | 82 %             | 70 %           |
| North Queensland                   | 14              | 3,361                        | 3,254                      | 97 %         | 2,750                        | 82 %             | 51 %           |
| Brisbane Metro Alliance            | 11              | 2,042                        | 2,042                      | 100 %        | 1,650                        | 81 %             | 40 %           |
| Northern SEQ                       | 15              | 3,258                        | 3,257                      | 100 %        | 2,554                        | 78 %             | 54 %           |
| Outback                            | 27              | 6,708                        | 7,581                      | 113 %        | 5,091                        | 76 %             | 57 %           |
| Wide Bay / Burnett                 | 51              | 6,745                        | 6,745                      | 100 %        | 5,083                        | 75 %             | 58 %           |
| Bowen Basin                        | 16              | 4,639                        | 4,640                      | 100 %        | 3,306                        | 71 %             | 62 %           |
| North West Queensland              | 24              | 5,626                        | 5,625                      | 100 %        | 3,871                        | 69 %             | 72 %           |
| Southern                           | 6               | 2,690                        | 2,690                      | 100 %        | 1,816                        | 67 %             | 67 %           |
| South West                         | 22              | 6,646                        | 6,659                      | 100 %        | 4,332                        | 65 %             | 57 %           |
| Western Downs                      | 9               | 2,645                        | 2,645                      | 100 %        | 1,700                        | 64 %             | 64 %           |
| <b>Far North Queensland</b>        | <b>17</b>       | <b>5,586</b>                 | <b>5,553</b>               | <b>99 %</b>  | <b>3,445</b>                 | <b>62 %</b>      | <b>53 %</b>    |
| Gladstone                          | 7               | 1,038                        | 1,038                      | 100 %        | 549                          | 53 %             | 92 %           |
| Whitsunday                         | 3               | 1,803                        | 1,803                      | 100 %        | 727                          | 40 %             | 40 %           |
| Rockhampton                        | 6               | 1,516                        | 1,519                      | 100 %        | 547                          | 36 %             | 60 %           |
| <b>Total</b>                       | <b>250</b>      | <b>61,400</b>                | <b>62,224</b>              | <b>101 %</b> | <b>43,846</b>                | <b>71 %</b>      | <b>61 %</b>    |

**79**      **JOINT PURCHASING & RESOURCE SHARING**

Ms Irvine noted that the 2016/17 Bitumen reseal issues were raised earlier in the FNQROC Board meeting.

**80**      **ROAD SAFETY**

Cr Devlin raised concerns with the Gulf Development Road

- Single lane roads causing issues for industry, commuters and tourists; particularly with resulting broken windscreens, and
- The Gilbert River bridge being single lane is a safety concern, particularly for road trains.

Cr Andrews raised Yarrabah Road as still of concern. They acknowledged they have had a visit from TMR officer but they have not heard anything since. Ms Burke advised that TMR officers had been progressing matters with Yarrabah Council officers. TMR would provide a separate briefing to the CEO and Mayor.

**81 (a) ACTION: TMR to provide separate briefing to Yarrabah Council CEO and Mayor re Yarrabah Road issues**

Cr Kremastos sought an update on (Bruce Highway upgrade at) Ash and Blackwood Street. Ms Burke advised she would follow up with Cr Kremastos.

**81 (b) ACTION: TMR to follow up with Cr Kremastos regarding (Bruce Highway Upgrade) at Ash and Blackwood Street.**

**81**      **ASSET MANAGEMENT**

No items.

**82**      **GENERAL BUSINESS**

## RMPC

Mr Ram advised that matters in relation RMPC (Road Maintenance Performance Contracts) should be raised by respective Councils directly with TMR.

Ms Irvine advised that she had forwarded a background summary regarding RMPC via email to Ms Burke and a copy of this has also been sent to member councils (7 June 2017).

Five questions were raised:

1. Road maintenance budget; Hope Vale used to grade for TMR but have been advised there is no budget.
  - Ms Burke advised that councils should contact her if there is an issue.
2. On face value and without having undertaken a detailed assessment as yet, we believe that the RMPC maintenance budgets for State roads in this region are inadequate with the gap growing. What can we do to put the case forward for additional funding for specific projects; particularly those on the backlog list?
  - Lobby politicians
  - Ms Burke advised that she is happy to have individual representations with the Councils
  - There is limited funding availability. TMR are in discussions with Brisbane to champion the cause to increase funding.
3. Is it possible to have no monthly reallocations whilst costs are within the total RMPC contract value and complete variations for values that are in excess of the RMPC contract value?
4. Are TMR reporting systems keeping customer complaints on roads related to maintenance or are these being attributed back to councils and not kept on record within TMR?
5. Can we work on a protocol for both TMR and councils in this region to mitigate the public (via customer service or media etc.) blame game; this is not to ignore the issues but work in line with resolving what is perceived inadequate maintenance funding into the future.
  - With regard to the last two questions, Ms Burke advised that DTMR do not pass the complaints back to Council and DTMR works with the respective council under the road stewardship. Ms Burke would like to know of any examples of where DTMR have advised the customer to call the Council

**82 (a) ACTION: Councils to individually raise RMPC concerns with TMR**

**82 (b) ACTION: Councils to advise Ms Burke (TMR) of any examples of where DTMR have advised the customer to contact the Council.**

### General items

- Cr Devlin advised that advice has been received that the (consideration for a second round of funding) Western Road Upgrade Program has been delayed and he will continue to push for more funding.

- Cr Scott raised option of Weipa Town Authority to join FNQ RRTG as an observer. Proposal was generally supported and Cr Devlin encouraged them to attend as they have an impact on Peninsula Developmental Road.
- Cr Devlin raised additional safety issues related to the Palmerston Highway. There is heavy haulage on this road and a significant number of potholes causing these vehicles to have to cross the centre lines to navigate.

**82 (c) ACTION: Ms Irvine to invite Weipa Town Authority to attend the FNQ RRTG as an observer.**

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| <b>83</b> | <b>NEXT RRTG TECHNICAL COMMITTEE MEETING</b> |
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The next RRTG Technical Committee meeting will be held at Douglas Shire Council on Friday 14<sup>th</sup> July.

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| <b>84</b> | <b>NEXT RRTG BOARD MEETING</b> |
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The next RRTG Board meeting will be held at Yarrabah Aboriginal Shire Council on Monday 7 August 2017.

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| <b>85</b> | <b>CONCLUSION</b> |
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There being no further business the Chair, Cr Scott declared the meeting closed at 2.23 pm.

### ACTION ITEMS

| Minute Number | Action   | Responsible Person(s) |
|---------------|--|-----------------------|
| 76            | TMR (S Burke) and <b>FNQROC to seek guidance from the Roads and Transport Alliance regarding bringing projects forward to ensure TIDS expenditure.</b> | TMR and FNQROC        |
| 81 (a)        | TMR to provide separate briefing to Yarrabah Council CEO and Mayor re Yarrabah Road issues   | TMR                   |
| 81 (b)        | TMR to follow up with Cr Kremastos regarding (Bruce Highway Upgrade) Ash and Blackwood Street.   | TMR                   |
| 82 (a)        | Councils to individually raise RMPC concerns with TMR  | Councils              |
| 82 (b)        | Councils to advise Ms Burke (TMR) of any examples of where DTMR have advised the customer to contact the Council.                                      | Councils              |
| 82 (c)        | Cr Scott to invite Weipa Town Authority to attend the FNQ RRTG as an observer.   | RRTG Chair            |