



MINUTES OF THE 60TH BOARD MEETING OF THE FAR NORTH QUEENSLAND REGIONAL ROADS AND TRANSPORT GROUP

MONDAY 13 August 2018

CRC Disaster Management Centre, Windara Street, Woree

REPRESENTATIVES:	Cr Jack Bawden, Mayor	Carpentaria Shire Council
	Cr John Kremastos, Mayor	Cassowary Coast Regional Council
Chair	Cr Peter Scott, Mayor	Cook Shire Council
	Cr Trevor Pickering, Mayor	Croydon Shire Council
	Cr Julia Leu, Mayor	Douglas Shire Council
	Cr Warren Devlin, Mayor	Etheridge Shire Council
Deputy Chair	Cr Tom Gilmore, Mayor	Mareeba Shire Council
	Cr Joe Paronella, Mayor	Tablelands Regional Council
	Ms Sandra Burke	Department of Transport and Main Road
	Cr Desmond Tayley, Mayor	Wujal Wujal Aboriginal Shire Council
	Cr Ross Andrews, Mayor	Yarrabah Aboriginal Shire Council
OBSERVERS:	Mr Helius Visser	Cairns Regional Council
	Cr Jeff Baines	Cassowary Coast Regional Council
	Mr Bill Davis, Executive Director	Cassowary Coast Regional Council
	Mr Bill Kerwin, CEO	Croydon Shire Council
	Cr Kim Graynor, Deputy Mayor	Croydon Shire Council
	Mr Darryl Crees, Acting CEO	Douglas Shire Council
	Mr Peter Franks, CEO	Mareeba Shire Council
	Cr Lenore Wyatt	Mareeba Shire Council
	Mr Justin Commons, CEO	Tablelands Regional Council
	Ms Annette Haydon	Tablelands Regional Council
	Mr Norm Garsden, CEO	Etheridge Shire Council
	Ms Linda Cardew, CEO	Cook Shire Council

	Cr Terry James, Deputy Mayor	Cairns Regional Council
	Mr John Andrejic, CEO	Cairns Regional Council
RAPT REPRESENTATIVES:	Ms Jo Lencz	Department of Transport and Main Roads
	Mr Scott Britton	LGAQ
FNQROC STAFF:	Ms Darlene Irvine	Executive Officer
	Mr Lachlan Rankine	Regional Strategic Infrastructure Coordinator
	Ms Amanda Hancock	Regional Procurement Coordinator
	Ms Linda Richardson	Office & Project Coordinator
APOLOGIES:	Mr James Gott, CEO	Cassowary Coast Regional Council
	Mr Darryl Jones	Department of Transport and Main Roads
	Ms Jennifer Damon	Department of Transport and Main Roads
	Cr Will Attwood	Etheridge Shire Council
	Mr Michael Rowland, Chair	Weipa Town Authority
	Ms Eileen Demaal-Hall, CEO	Wujal Wujal Aboriginal Shire Council
	Ms Janelle Menzies, CEO	Yarrabah Aboriginal Shire Council
	Cr Wayne Bing Chew	Croydon Shire Council

159 Chair's Welcome & Acknowledgement of Traditional Owners

The meeting commenced at 1:09 pm. Chair, Cr Peter Scott, Mayor Cook Shire Council welcomed everyone to the meeting.

Cr Scott acknowledged the Traditional Owners of the land on which we meet today and paid respects to Elders past, present and emerging.

160 Apologies

As noted

161 Presentation

Nil

162 Confirmation of Minutes

MOVED: Cr Trevor Pickering

SECOND: Cr John Kremastos

"That the minutes of the 59th Far North Queensland Roads and Transport Group held on 18 June 2018, as distributed with the agenda be confirmed."

CARRIED

BUSINESS ARISING OUT OF MINUTES

175 Minute 165 – Ms Irvine to advise relevant CEOs and District Director of officer non-attendance to the FNQ RRTG Technical Committee meetings.

Action complete and matrix of meetings attended from 12 June 2017-27 July 2018, circulated with agenda.

176 Minute 166 – The RRTG Technical Committee consider the under expenditure and programing of the TIDS works program and make recommendations for consideration at the next FNQ RRTG meeting on 13 August 2018.

Action complete, providing the following update circulated with the agenda:

Following on from the instruction from the RRTG, the RRTG TC discussed various ways of minimising program risk, with the following outcomes being recommended:

- (a) All RRTG member councils are to (as far as practical) adjust their internal capital works programs to bring TIDS projects forward into the first two quarters of the financial year (July-December)*
- (b) At the end of December, council CEO's will be contacted to obtain formal confirmation of the project estimate and that council has the capacity and ability to deliver outstanding projects.*
- (c) Those councils with projects over two (2) financial years will be requested to bring forward any available expenditure to the first year*
- (d) The RRTG TC are to nominate by December, any projects with a cost estimate overrun so they can be 're-prioritised' for potential funding availability.*

Cr Scott noted that it is very much incumbent on individual Councils and CEOs to keep a close eye on under expenditure, as it is embarrassing each time with program works monies are not spent.

177 Minute 167 – Department of Transport and Main Roads to provide details of the identified errors in the works program to Mr Rankine for consideration and rectification if required.

Action complete, providing the following update circulated with the agenda:

No further correspondence received back on this item. It was noted that there was significant correspondence with and to the TMR project engineer prior to end of financial year to provide updates if/when received from Councils.

178 Minute 169 – Department of Transport and Main Roads to follow up with the request from Etheridge Shire Council regarding give way signs on narrow bridges on the road between Georgetown and Mount Surprise.

No update provided, item held over, Ms Burke noted that TMR are responding to Etheridge Shire Council directly with recommendations on moving forward.

179 Minute 171 – That Mr Rankine get clear clarification from TMR on what they consider can be included within the scope of the FNQ Regional Roads Investment Strategy prior to the next FNQ RRTG meeting. The request for quotation specification will then be reconsidered.

Action complete, providing the following update circulated with the agenda:

Formal feedback was received from TMR FN on the 24th July, reiterating the requirement that support would only be given should the RRIS only consider LRRS roads and below.

Differing interpretations remain around what is to be considered under remains around the interpretation of the RTA operational guideline **'This principle highlights the requirement for RRTGs to undertake long-term strategic planning and develop a program of works based on regional investment priorities across all infrastructure classes considered by the RRTG in program development'**, hence a subsequent submission has been prepared and sent to the RTA for determination (16th August).

The Chair invited comments from the floor:

- Mr Rankine advised we did receive feedback which was considered by the FNQROC Board prior to this meeting. The FNQROC Board has resolved to proceed with the investment strategy in its current state noting there is a Roads and Transport Alliance meeting on Thursday 16th August 2018.
- Ms Burke noted that the TMR response provided on the Regional Road Investment Strategy was a whole of government response, not just a district response and obviously it is entirely the FNQROC Board's decision to proceed based on the outcome of the next Roads & Transport Alliance meeting.
- Cr Scott noted differing interpretations between the Roads and Transport Alliance Board and TMR.

180 Minutes of Technical Committee Meetings

The minutes of the RRTG Technical Meeting No. 99 held on 27 July 2018 were noted.

- Mr Rankine noted only item of point were the adjustments made to the TIDS program management process moving forward to ensure expenditure.
- Mr Rankine noted that an action item was resolved to send a Flying Minute to the TC seeking support to present to the RRTG August meeting and this has occurred.
- Cr Scott asked if there were any queries from the floor regarding the proposed changes as outlined in the resolution. Noted we do rely on our technical groups for recommendations with total confidence. Requested that the recommendation be endorsed as it is tabled, with the understanding that it is a living document.

Recommendation/s to the RRTG:

Recommendation – Action Item 99.11 – It is recommended that the four (4) year works program (2018/19-2021/22) be adopted.

For ease of reading, the following changes have been made (primarily as a result of requests by member councils):

- Record Id No. 249 - MSC - Euluma Creek Road (Ranked 26th) – Allocation of \$325,000 deferred from 19-20 to 'Beyond'*
- Record Id No. 169 - TRC - Sluice Creek Road (Ranked 71st) – Allocation of \$55,000 removed from 18/19 as works have been completed 17/18 (and \$320,000 removed from 20/21 being an erroneous entry)*
- Record Id No. 007 - MSC – Chewko Road (Ranked 121st) – Allocation of \$140,000 in 20/21 be increased to \$150,000*

Additionally, the following new projects have been added:

- Record Id No. 261 – MSC – Julatten State School Car Park & Bus Turnaround (SafeST Project/Non-LRRS) – Ranked 26th – New allocation of \$50,000 in 'Beyond'*
- Record Id No. 257 – MSC – Rankin Street/Walsh Street Intersection (Non-LRRS) – Ranked 36th – New allocation of \$600,000 in 'Beyond'*
- Record Id No. 255 – MSC – Herberton Street/Constance Street Intersection (Non-LRRS) – Ranked 44th – New allocation of \$900,000 in 'Beyond'*
- Record Id No. 258 – MSC – Walsh Street(Non-LRRS) – Ranked equal 56th – New allocation of \$200,000 in 'Beyond'*

- viii. *Record Id No. 259 – MSC – Bower Road (LRRS) – Ranked equal 57th – New allocation of \$850,000 in ‘Beyond’*
- ix. *Record Id No. 254 – MSC – Black Mountain Road (LRRS) – Ranked 59th – New allocation of \$250,000 in ‘Beyond’*
- x. *Record Id No. 253 – MSC – Leadingham Creek Road (LRRS) – Ranked equal 75th – New allocation of \$475,000 in ‘Beyond’*
- xi. *Record Id No. 256 – MSC – Oak Forest Road/Myola Road (Non-LRRS) – Ranked equal 76th – New allocation of \$115,000 in ‘Beyond’*
- xii. *Record Id No. 260 – MSC – Kuranda District College Car Park (SafeST Project/Non-LRRS) – Ranked equal 85th – New allocation of \$65,000 in ‘Beyond’*

MOVED: Cr Warren Devlin

SECOND: Cr Terry James

CARRIED

181 Update from the Roads and Transport Alliance – Ms Jo Lencz

- As it is early in the new financial year it is too early to do any program assessment as to delivery, however the Final 17/18 Program has been finalised and recorded with figures rounded out to 100% expenditure (99.48%). (Noted there were 4 RTGs that were a little over/under in spending).
- There is a concern with 5 of the Aboriginal Shire Council members of the Alliance (2 of which are with FNQ), there seems to be a lack the full understanding about what they can do with their allocations and what they need to do to ensure that it does get spent. Need to make sure other Technical coordinators of the district are making sure that they are on top of their programs, what projects they are going to spend their money on and how they fit in with the RTGS programming process. Conducting another review of the participation by the end of this year. For change to happen there needs to be evidence that allocations are well managed in the first instance and well supported by the group.
- Cr Scott noted the importance to raise clarification of TIDS allocations to members re funding availability and management of funds at next FNQRRTG meeting.
- Ms Lencz noted that there has been some mentoring of Aboriginal Shire Council Mayors, CEOs and staff to gain an understanding of best practice to manage funds. Needs to be more participation is required in Technical Committee Meetings to get that assistance.
- Cr Tayley noted that whilst Wujal Wujal are in the early stages in terms of progressing, they raised concerns re the allocation of TIDS funding into our communities noting a lot of access is either coming directly through our Shires or its coming via another shire and impacting the allocation amount (issue previously raised by CEO in the last couple of months). In terms of getting technical advice and support, encourages technical coordinators to host a session.
- Cr Scott commented on collateral benefit for improved access, improving safety and impacting tourism/freight industries. Also acknowledging however if you seal a road, there is a need for rest areas, toilets, driver reviver, overtaking lanes, etc. important consideration and factors for the Cape (and all Shires) moving forward.
- Noted that TIDs EOFY Program Acquittals are due 14 September 2018 (2nd year in place as implemented as recommended via internal audit). Acquittal Form needs to be completed signed off by the Chair and lodged for reporting to the Board, Minister and Treasurer (if requested).

The Chair invited comments from the floor:

- Cr Leu referred to Minute 166 of the Previous Minutes (Page 4) in relation to a “*State Government announcement regarding school transport infrastructure program. To be administered through Translink. Funding around stop, drop and go and school parking facilities*”. Ms Lencz advised that

Translink has ownership of this funding and that TMR are still awaiting guidelines/eligibility. As soon as available this information will be circulated to Councils.

181a ACTION: Mr Rankine to lodge TIDS EOFY Acquittal Form with Ms Lencz as a priority.

181b ACTION: Ms Lencz to circulate information to member Councils relating to the Translink School Transport Infrastructure Program as soon as available.

182 Works Program Update – Mr Lachlan Rankine

- Essentially as of EOFY a couple of projects have commenced, aside from that, there were no major changes to the program itself as it was passed in May. There have been 4 projects whom have had their allocations adjusted slightly and then introduced a couple of projects based in Mareeba. On that point there is merit in all Councils considering what opportunities they have in bringing projects into the program despite the fact if they are considering them in the short-term or not as it is always good have projects there ready to be allocated rather than not.

The Chair invited comments from the floor:

- Ms Lencz referred to the recommendation as noted in the Agenda (Item 6.2) asking if it had yet been fully endorsed. Mr Rankine advised it had previously been endorsed by the RRTG TC and the recommendation was now in front of the RRTG for final endorsement today.
- Cr Scott asked the floor to take a closer look at the Works Program recommendation as we are now been asked to endorse.
- Mr Rankine noted just for clarity the measures for removing the under expenditure were to go to the September meeting, for endorsement by the Technical Committee. It was noted the program that we are talking about today has passed through the TC and it is provided as a recommendation for endorsement today. Mr Rankine highlighted the three (3) amendments as outlined in Agenda Item 99.11 (Clauses i, ii, iii).

The Chair invited comments from the floor:

- Some Council's require more time and research to consider suitable projects, Ms Irvine noted that there is always the opportunity to add more projects at any time to the program, but if we are not aware of them they cannot be considered. Projects can sit unfunded until money becomes available and then will be prioritised accordingly.
- Mr Franks noted that MSC took advantage to identify priority roads that would need to be funded at some stage in the future (those that were more critical than others).
- Mr Rankine noted that it comes back to the application process, every Council has the right and the ability to submit their applications and the prioritisation tool makes the assessment on a project by project basis.
- At the last RRTG we did pass the opportunity to fund gravel roads in the circumstances that works progresses that road towards their respective vision standard. Question re LG or LRRS road – advised policy allows for up to 20% can be Non-LRRS. Cr Devlin noted that he would like to look at changing policy in the coming year or two.
- Cr Scott discussed the availability of current federal funding re Roads of Strategic Importance, highlighting the need to work with TMR re the Regional Roads Investment Strategy and identifying within the policy if you include State roads or is it limited to just local roads, etc. would hate to think that we are missing an opportunity re raising money if not working in collaboration together. Etheridge Shire supported that comment noting there are a number of roads in the region that could be identified of strategic importance and in particular made reference to the Genex/Powerlink Projects and the implications of 700-800 workers coming into the Etheridge region, which will become problematic for the council and heighten safety concerns on key roads.

- Cr Gilmore noted that he would be highlighting the 20% funding requirement on Councils in relation to State or Federal programs on LRRS roads with the Deputy Prime Minister requesting consideration for a straight grant in some situations, noting that many Council's will not be able to participate as they cannot support the 20%.
- Cr Leu asked for a definition of when it was decided what was identified as a LRRS road and what was not. When reviewing the list of multi-million dollars projects within the works program, Douglas Shire only has one (1) identified road. Need to understand more as to what qualifies.
- Mr Rankine provided an overview of the application process made to the TC, including details as to why LG consider it a priority road. Noted that the Technical Committee recently considered Dixie Road in Cook Shire for LRRS.
- Ms Lencz provided further historical information to the LRRS definition. Councils/Shires make the recommendation to add to LRRS register, debated by Tech Committee to ensure meets eligibility criteria and then brought to the RRTG Group for endorsement.
- Mr Franks noted that the application system is robust and works well and through participation in the recent review of CBD infrastructure and study with TMR. MSC was able to re-identify eligible LRRS roads.
- Cr Devlin noted that Strathmore Road was put up to Council as a LRRS road, whilst not meeting a number of the noted eligibility criteria, it was a connector road to a major agriculture area equal to twice the size of the Ord River. Mr Rankine noted that to his knowledge he was not aware of a formal application relating to this particular road being put to the technical committee for consideration.
- Cr Scott suggested future consideration to holding a regional RRTG Workshop/Forum around LRRS, TIDS, MOU with Alliance, etc.

1.42pm Cr Desmond Tayley departed the meeting

1.47pm Mr Justin Commons departed the meeting

183 Joint Purchasing & Resource Sharing

Noted that the 18/19 Resealing Arrangement Program had commenced in July, which was our goal and is earlier than previous years.

184 Road Safety

- Cr Devlin noted that Etheridge Shire is heading towards major issues due to solar works and will be talking to TMR with regards to taking responsibility for safety of the road. Not an Etheridge Shire problem re complaints, as federally funded and State Government endorsement.
- Ms Burke advised that TMR are happy for complaints handling to be forwarded so that Etheridge Shire does not wear the brunt of those issues. Etheridge Shire happy to work with TMR to address the issues.
- Cr Scott noted that whilst appreciating the work undertaken in relation to PDR, there are an increasing number of accidents.

185 Asset Management

Nil

186

- Cr Scott noted in relation to the Roads and Transport Alliance Meeting scheduled for Thursday 16th August, there is an understanding that we want to be working closer with TMR, with an outcome of resource sharing and planning.
- Cr Kremastos thanked TMR for their recent email, but noted that the last council meeting raised the condition of the Bruce Highway (section South of Mourilyan and Tully) as the state of the road continues to worsen and asked if TMR had anything on the radar in relation to maintenance/repairs/upgrades to that section. Additionally raised issues relating to Canecutter Way? Ms Burke advised was not aware of the particular issues, thanked Cr Kremastos for raising them and will follow up and come back direct.
- Cr Andrews thanked TMR for visiting Yarrabah, but questioned the delivery of signage re speeding as still waiting. Ms Burke agreed that this is a priority and will follow up separately.

186a ACTION: Department of Transport and Main Roads to follow up with Cassowary Coast Regional Council in relation to planned maintenance/repairs/upgrade works in relation to the Bruce Highway (section South of Mourilyan and Tully) and Canecutter Way.

186b ACTION: Department of Transport and Main Roads to follow up with Yarrabah Aboriginal Shire Council in relation to the status of speeding signage as previously requested.

187 Next RRTG Technical Committee Meeting

Mr Rankine advised that the next meeting for the RRTG Technical Committee will be held 13-14 September in the form of a road trip to Mission Beach (Tully Road Gorge).

174 Next RRTG Board Meeting

The next RRTG meeting will be held in Karumba on 8th October 2018.

175 Conclusion

There being no further business the Chair, Cr Scott declared the meeting closed at 1:58pm.

ACTION ITEMS

Minute Number	Action	Responsible Person(s)
178 and 169	Department of Transport and Main Road to work with Etheridge Shire Council with recommendations moving forward regarding give way signs on narrow bridges on the road between Georgetown and Mount Surprise.	DTMR Ms Burke
181a	Mr Rankine to lodge TIDS End of Financial Year Acquittal as a priority task.	FNQROC Mr Rankine
181b	Ms Lencz to circulate information relating to the Translink School Transport Infrastructure Program to member councils as soon as available	DTMR Ms Lencz
186a	Department of Transport and Main Roads to follow up with Cassowary Coast Regional Council in relation to planned maintenance/repairs/upgrade works in relation to the Bruce Highway (section South of Mourilyan and Tully) and Canecutter Way.	DTMR Ms Burke
186b	Department of Transport and Main Roads to follow up with Yarrabah Aboriginal Shire Council in relation to the status of speeding signage as previously requested.	DTMR Ms Burke