



MINUTES OF THE 61ST BOARD MEETING OF THE FAR NORTH QUEENSLAND REGIONAL ROADS AND TRANSPORT GROUP

MONDAY 10 December 2018

Civic Reception Room, Cairns Regional Council, 119-145 Spence Street, Cairns

REPRESENTATIVES:	Cr Terry James, Deputy Mayor	Cairns Regional 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
	Cr Annette Haydon	Tablelands Regional Council
	Mr Ross Hodgman	Department of Transport and Main Roads
RAPT REPRESENTATIVES:	Ms Jo Lencz	Department of Transport and Main Roads
OBSERVERS:	Mr Gerard Visser	Cairns Regional Council
	Mr James Gott, CEO	Cassowary Coast Regional Council
	Ms Linda Cardew, CEO	Cook Shire Council
	Mr Bill Kerwin, CEO	Croydon Shire Council
	Mr Kim Gaynor	Croydon Shire Council
	Mr Wayne Bing Chew	Croydon Shire Council
	Mr Mark Stoermer, CEO	Douglas Shire Council
	Mr David Munroe, Acting CEO	Etheridge Shire Council
	Mr Peter Franks, CEO	Mareeba Shire Council
	Mr Victor Mills	Wujal Wujal Aboriginal Shire Council
	Mr Geoffrey Rosendale	Wujal Wujal Aboriginal Shire Council
	Mr Richard Sheedy	Department of Transport and Main Roads
FNQROC STAFF:	Ms Darlene Irvine	Executive Officer
	Mr Lachlan Rankine	Reg. Strategic Infrastructure Coordinator

	Ms Amanda Hancock	Reg. Procurement Coordinator
	Ms Linda Richardson	Office & Project Coordinator
APOLOGIES:	Cr Tom Gilmore, Mayor	Mareeba Shire Council
	Cr Desmond Tayley, Mayor	Wujal Wujal Aboriginal Shire Council
	Cr Ross Andrews, Mayor	Yarrabah Aboriginal Shire Council
	Mr Scott Britain	LGAQ

190 Chair's Welcome & Acknowledgement of Traditional Owners

The meeting commenced at 1:30 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.

Roundtable introductions were conducted.

191 Apologies

As noted

192 Presentation/s

Nil

193 Confirmation of Minutes

MOVED: Cr Trevor Pickering

SECOND: Cr John Kremastos

"That the minutes of the 60th Far North Queensland Roads and Transport Group held on 13 August 2018, as distributed with the agenda be confirmed."

CARRIED

BUSINESS ARISING OUT OF MINUTES

194 Minute 178 & 169 - Department of Transport and Main Roads 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.

Pending

Mr Hodgman advised that he has held meetings with the relevant Mayors and investigating the best possible direction for this issue.

195 Minute 181a – Mr Rankine to lodge TIDS End of Financial Year Acquittal as a priority task.

Complete

196 Minute 181b – Ms Lencz to circulate information relating to the Translink School Transport Infrastructure Program to member councils as soon as available.

Pending release

Program is now being led by TMRs Road Safety Programs team, who are developing the guidelines and business rules for the program. Anticipated release in the New Year for sharing with the RRTG Group.

197 Minute 186a – Department of Transport and Main Roads to follow up with CCRC in relation to planned maintenance/repairs/upgrade works in relation to the Bruce Highway (section South of Mourilyan and Tully) and Canecutter Way.

Ongoing

Mr Hodgman advised there are no changes to the current maintenance and repair regime and will continue as per current arrangements. There are no proposed upgrade works at the moment with available funding. Currently looking at improved signage and will report back on status at next meeting.

Cr Kremastos advised that CCRC have held 1:1 meetings with TMR to continue to progress and written to the Minister regarding Canecutter Way.

198 Minute 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.

Pending

Mr Hodgman advised that TMR completed the survey at the end of October for that section of road, the final assessment still needs to be completed to finalise the report, including any recommendations.

199 Election of Chair and Deputy Chair

In line with the constitution the FNQ RRTG Committee positions of Chair and Deputy Chair were declared open. D Irvine called for nominations for the position of Chair.

Nominee: Cr Peter Scott

Nominated by: Cr Julia Leu

Seconded by: Cr Terry James

Cr Scott accepted the nomination of Chair. There being no further nominations Cr Scott was declared elected as Chair for FNQ RRTG. D Irvine called for nominations for the position of Deputy Chair.

Nominee: Cr Tom Gilmore

Nominated by: Cr Warren Devlin

Seconded by: Cr Trevor Pickering

Mr Peter Franks, Mareeba Shire Council accepted the nomination of Deputy Chair on behalf of Cr Gilmore. There being no further nominations Cr Gilmore was declared elected as Deputy Chair for FNQ RRTG.

200 Minutes of the Technical Committee Meetings

Action Item 100.1 (Carried over from Meeting No 100):

The Technical Committee makes the following recommendation to FNQ RRTG:

Proposed motion: *It is recommended that Dixie Road, Cook Shire be listed as a Local Road of Regional Significance reflecting its strategic importance tourism and stock link between the Peninsula Development Road and Burke Development Road and the port of Karumba.*

MOVED: Cr Warren Devlin

SECONDED: Cr Trevor Pickering

CARRIED

Action Item 100.5.1: The Technical Committee makes the following recommendation to the RRTG:

Proposed motion: *That the FNQ RRTG endorses the FNQR RRTG Capability Agreement and Action Plan.*

MOVED: Cr Terry James

SECONDED: Cr Warren Devlin

CARRIED

Action Item 101.1(a): The Technical Committee makes the following recommendation to the RRTG:

Proposed motion: *It is recommended that Strathmore Road, Etheridge Shire Council area be listed as a Local Road of Regional Significance, on the basis of agricultural industry benefit.*

It is recommended that Goondi Mill Road, Clifford Road and Ann Road in Cassowary Coast Regional Council area, be listed as Local Roads of Regional Significance, on the basis of industry and economic benefit.

MOVED: Cr John Kremastos

SECONDED: Cr Warren Devlin

CARRIED

Action Item 101.2: On the basis they best reflected the funding guide-lines; the Technical Committee makes the following recommendation to the RRTG:

Proposed motion: *The FNQ RRTG recommends the following submissions are made under the Transport and Tourism Connections (TTC) Program Round 2 funding program:*

Application 1: Mareeba Shire Council – Railway Avenue Off-Street Carpark Upgrade – RV Parking.

Application 2: Cassowary Coast Regional Council - Cardwell Cultural Precinct – Stage 1 – Baliol Street re-alignment and parking upgrade.

**** Resolved via Flying Minute dated 15 November 2018**

It was noted that subsequently TMR have requested that any additional projects be submitted in the event that they don't receive a full allocation of projects and on that basis the RRTG TC has put forward to the following projects:

- Cairns Regional Council: Lake Morris Road
- Etheridge Shire Council: Forsyth Road / Dairymaid Corner
- Tablelands Regional Council: Access works to Tinaroo Dam

Action Item 101.3: The Technical Committee recommends the RRTG make the following amendments to TIDS four (4) year works program to ensure expenditure:

Project Additions:

- i. Record Id No. 269 – CRC – Abbott Street (LRRS)- Ranked equal 29th – New allocation of \$140,000 in ‘2018/2019’
- ii. Record Id No. 270 – CRC – Lake Street (LRRS)- Ranked 127th – New allocation of \$215,000 in ‘2018/2019’.
- iii. Record Id No. 271 – CRC – Abbott Street (LRRS)- Ranked 126th – New allocation of \$220,000 in ‘2018/2019’.
- iv. Record Id No. 272 – Cook – Mungumby Road - (Non - LRRS)- Ranked 24th – New allocation of \$92,500 in ‘2020/2021’
- v. Record Id No. 281 – CCRC – Warrubullen Road – Bridge 1 - (Non - LRRS)- Ranked 1st – New allocation of \$250,000 in 2021/2022
- vi. Record Id No. 282 – CCRC – Warrubullen Road – Bridge 2 - (Non - LRRS)- Ranked 2nd – New allocation of \$82,500 in ‘2021/2022’
- vii. Record Id No. 263 – Cook – Oaky Creek Road - (Non-LRRS) - Ranked 5th – Allocation of \$600,000 in ‘Beyond’ brought forward to 2021/2022.
- viii. Record Id No. 283 – CCRC – Warrubullen Road – Bridge 3 - (Non - LRRS)- Ranked 7th – New allocation of \$82,500 in ‘2021/2022’
- ix. Record Id No. 284 – CCRC – Bryant Street - (LRRS) - Ranked 29th – New allocation of \$75,000 in ‘Beyond’
- x. Record Id No. 286 – CCRC – Goondi Mill Road - (LRRS) - Ranked 45th – New allocation of \$315,000 in ‘2019/2020’ and \$315,000 in ‘2020/2021’.
- xi. Record Id No. 264 – Cook – Sherrin Esplanade - (Non-LRRS) - Ranked 15th – New allocation of \$200,000 in 2021/2022.
- xii. Record Id No. 268 – Cook – Battlecamp Road (LRRS)- Ranked 29th – New allocation of \$92,500 in ‘Beyond’
- xiii. Record Id No. 265 – Cook – May Street (Non-LRRS)- Ranked 33rd – New allocation of \$88,000 in ‘Beyond’
- xiv. Record Id No. 266 – Cook – May Street (Non-LRRS)- Ranked 39th – New allocation of \$100,000 in ‘Beyond’
- xv. Record Id No. 267 – Cook – Battlecamp Road (LRRS)- Ranked 44th – New allocation of \$87,500 in ‘Beyond’
- xvi. Record Id No. 269 – Cook – Savage Street (Non-LRRS)- Ranked 68th – New allocation of \$185,000 in ‘Beyond’

Project Amendments

- xvii. Record Id No. 75 – TRC – Curtain Fig Tree Road - (LRRS) – Ranked 14th – Reduction of allocation from \$537,500 to \$229,770 commensurate with completed construction cost.
- xviii. Record Id No. 248 – Cook – Mt Webb Wakooka - (Non-LRRS) – Ranked 16th – Allocation of \$100,000 in 2018/2019 reduced to \$32,500 commensurate with completed construction cost.
- xix. Record Id No. 182 – TRC – Ootann Road - (LRRS) – Ranked 20th Allocation of \$380,000 in 2018/2019 split into \$99,000 in 2018/2019 and \$281,000 in 2019/2020 by council request.
- xx. Record Id No. 70 – TRC – Gunnawarra Road - (LRRS) –Ranked 22nd – Allocation of \$200,000 in 2018/2019 increased to \$268,286. Re-ranked 22nd (from 17th) as a result of the increase.
- xxi. Record Id No 219 – MSC – Euluma Creek Road – (LRRS) – Ranked 25th – Allocation of \$162,500 in 2020/2021 increased to \$194,000. No change to rank.

MOVED: Cr John Kremastos

SECOND: Cr Trevor Pickering

CARRIED

The Chair invited comments from the floor:

- L Rankine noted that letters will be issued during December to CEOs requesting endorsement that the allocated TIDS budget is accurate to assist in the management of TIDS underspends.
- The Chair noted the importance of a 4 Year Works Program to assist with council budgets, provides an opportunity to leverage funds and a good foundation for moving forward.
- Douglas Shire queried timeframes to submit new projects. L Rankine advised that projects can be submitted to RRTG TC at any time. The TIDS 4 Year Program is a living document and projects are regularly assessed, ranked via assessment tool and prioritised aligned to additional funding and/or the reallocation of identified savings. This is undertaken at every RRTG TC meeting, held once every two months.
- It was noted that a large portion of amendments that are made through this program relate to funding adjustments throughout the construction period, whether that is reflective of savings opportunities for conservative estimates, it is something to be considered by Engineering personnel.
- The Chair asked re attendance levels for RRTG TC meetings. L Rankine advised that attendance levels are low and active participation was required to ensure quorum is achieved. It was noted that councils should demonstrate a vested interest in the program, as due to the funding structure (50% TIDS:50% Council contribution) it was critical to have advice from each respective at the time of TIDS re-allocation to ensure the receiving council has the sufficient capacity to fund the 50%. If the staff are not available, there is no ability to validate that contribution, thereby limiting that council's opportunity to receive funding.
- Ability for teleconference facilities is made available at all meetings.

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

- Almost at the 6 month mark for this program year. At the end of October 37% expended with 2nd quarter reports due out end of December
- Reminder, that any variations must be submitted to the District Office ASAP for processing
- Reiterated the need to have accurate forecasting of both costs and delivery in order to minimise changes that need to be made throughout the program year
- State-wide Capability Development Fund which is 50/50 (\$600K available funding) to assist in capability and capacity building of RRTGs. Currently nine(9) projects funded for 2018/19 only expending \$186k , with over \$400K still available. Reminder also that Aboriginal Shire Councils can access that funding at 100%.
- Aboriginal Shire Council participation through the alliance has been stable. First review occurred in Jan 2017 and it was decided to continue. Alliance has commenced 2nd review into participation including attendance, program development, capability development, and networking and will also look at funding methodology for participating members. A report will be provided to the Alliance Board in early 2019.
- Additional funding opportunities include Heavy Vehicle Safety Initiative 2019-20 (Round 4) is now open (Federal Funding closing 22nd February 2019) and TMR Cycle Network Local Government Grants 2019-20 Round now open. Projects are jointly funded with council and TMR (max 50%) and must align with principle cycle plans for the area (State Funding closing 21December 2018).
- [Draft Regional Transport Plans](#) have been released by the Minister and published on TMR website for public consultation. The RTP team are planning briefings across the State in early February 2019 and enquiries by region should be directed to the RTP Project Officers – North Queensland – Jen Damon (jennifer.r.damon@tmr.qld.gov.au) by 01 March 2019.

202 Works Program Update – Mr Lachlan Rankine

- L Rankine provided an overview of the current status of the 18/19 TIDS Works Program on a road by road basis, highlighting recently endorsed new projects and/or investment reviews including:
 - Cairns Regional Council: Rehabilitation and works to improve ride-ability Aplin to Florence Streets. No update as yet re commencement date.
 - Cairns Regional Council: Lighting upgrades for Abbott and Lake Streets
 - Cairns Regional Council: Munro Street and Redlynch Intake Road (increased investment)
 - Wujal Wujal Aboriginal Shire Council: Boat Ramp Drainage Improvement works has now commenced with an expectation for completion end of December/Early January 2019 (subject to concrete supplies)
 - Yarrabah Aboriginal Shire Council: Speed Control Devices (Speedbumps) commenced date yet to be determined. Following up with CEO as per process.
- The Regional Road Investment Strategy (RRIS) had an increase in allocation with an amendment to the application supported by the RRTG TC.
 - Expected to start invoicing as the payment schedule submitted by the tenderer indicated that there was a 10% payment due on commencement reflective of there is a significant amount of collation work attached to this strategy. This hasn't yet been claimed and we are expecting claims will begin to come through.

The Chair invited comments from the floor:

- Ms Lencz queried delivery time allocation for Douglas Shire – Cape Tribulation Road as no commencement date has been noted on report. L Rankine advised that the RRTG TC have not yet been advised of a commencement date and a further request will be submitted for this information.
- Cassowary Coast noted that work on Cowley Creed Road bridge construction, identified some issues and not likely to commence until February 2019 (weather permitting), but intent to complete by EOFY. L Rankine requested CCRC to provide RRTG TC with further information re estimated delivery times to determine if an amendment needs to be effected.

203 Joint Purchasing & Resource Sharing

- A Hancock advised that the 2018/19 Bitumen Resealing Program has progressed well and completion estimated to finish ahead of schedule.
- Bitumen Resealing Contract Meeting scheduled for Friday 14th December and will be seeking to understand intent for 2019/20 program and therefore councils should give some consideration to forward planning, particularly those councils who have not been part of the 18/19 program. If councils have programs for 19/20 please advise A Hancock so they can be consider as part of the collective arrangements.
- Cr Scott advised that TCICA have recruited Ms Melinda Eades as Executive Officer commencing 14 January 2019 and suggested facilitating a meeting with FNQROC Procurement Coordinator for information sharing with the establishment of the TCICA RRTG.

ACTION: ALL councils to advise A Hancock of any Bitumen Resealing works for 2019/20.

204 Road Safety

- Cr Devlin noted continuing safety issues with the Gulf Development Road in relation to narrow bridges. This issue has been raised recently during 1:1 meetings with Mr Hodgman, TMR but important to keep the issue alive.

205 Asset Management

- The Chair requested an update of the Regional Road Investment Strategy. L Rankine advised project is currently in the data gathering phase with requests issued to both TMR (Due 10 December) and LG (Due 7 January) requesting information relating to Road characteristics/conditions, bridges/culverts, traffic volumes and heavy vehicle permits. Noted that the group has identified there may be a minor time extension associated with the impact of the Christmas period and providing councils with prudent amount of time to complete data requests. By way of background we have sent a universal request to both TMR and LG and they have been worded in such a way that the information requested whilst appears substantial, largely aligns to geospatial programs used by councils, or their Asset Management Plans relating to roads.
- J Lencz asked for clarity re data request to TMR, is it specific to TMR LRRS roads? L Rankine advised it is relevant to all roads. R Hodgman advised that he has also held discussions with D Irvine and L Rankine to seek clarification and still seeking more clarity on exactly what can be provided centrally and what can be provided for public distribution.

GENERAL BUSINESS

206 Charles May Memorial

- Cr Leu provided a brief overview of the project as developed by the Douglas Shire Historical Society Inc. in relation to the establishment of the Charles May Memorial. Cr Leu is now seeking support from RRTG and Mareeba Shire Council.

P Franks advised that Mareeba Shire Council was in support and had written to S Burke (TMR) who advised the request had been passed down the line, and she didn't envisage any problems. R Hodgman advised that he will follow up and see what response have been provided by TMR.

ACTION: TMR to follow up request regarding Charles May Memorial and provide an update on the response.

207 2018 National Local Roads & Transport Congress (ALGA)

- The Chair and D Irvine attended this Congress in Alice Springs during November on behalf of the RRTG. Referenced the ALGA "[All Politics is Local](#)" document and highlighted advocacy efforts moving forward. Overall good content including discussions around FAGs, strong focus on road safety, use of soft plastics and crushed glass into asphalt mix, provides thin layer and better properties, compatible with existing equipment, tyre crumbing or overview of electric car hired and the improvements within battery technology. Copies of presentations and papers can be viewed [here](#).

208 Western Road Upgrade Program Funding

- Cr Devlin advised that Savannah Way has been nominated via the ROSI Roundtable for further Federal consideration. If successful the funding ratio is 80/20, with 20% to be funded by councils. Previous history of state funding on the Gulf Development Road, it was funded through the Western Road Upgrade Program. Request for the FNQ RRTG to write to Minister, DG and Treasurer to consider reinstating Western Road Upgrade Program (to fund 20%) in readiness if the ROSI is successful, then the State Government would have the funds in their planning.

J Lencz advised that this year's budget included additional funds (directed to two specific areas) to the Western Road Upgrade Program and it is still a 'live' program.

ACTION: FNQ RRTG to prepare correspondence to the Minister requesting the Western Road Upgrade Program has adequate funding to support 20% matching funds for ROSI.

209 Next RRTG Technical Committee Meeting

Mr Rankine advised that the next RRTG TC meeting will be held in early February 2019 (Date to be confirmed). The Chair noted the next TCICA meeting is scheduled to be held in Cooktown 14 February 2019.

210 Next RRTG Board Meeting

The next RRTG meeting will be held in February 2019 (Date to be confirmed)

211 Conclusion

The Chair extended thanks the FNQROC team on behalf of the FNQ RRTG and extended Seasons Greetings to all members.

There being no further business the Chair, Cr Scott declared the meeting closed at 2:36 pm.

ACTION ITEMS

Minute Number	Action	Responsible Person(s)
178 & 169 & 194	Department of Transport and Main Roads 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.	R Hodgman (TMR)
181b & 196	Ms Lencz to circulate information relating to the Translink School Transport Infrastructure Program to member councils upon release.	J Lencz (Alliance)
197	Department of Transport & Main Roads looking at improved signage in relation to the Bruce Highway (section South of Mourilyn and Tully) and Canecutter Way	R Hodgeman (TMR)
186b & 198	Department of Transport and Main Roads to provide update to Yarrabah Aboriginal Shire Council re status of speeding signage in relation to report recommendations	R Hodgman (TMR)
203a	All member councils to advise A Hancock (FNQROC) of any Bitumen Resealing works for 2019/20.	ALL member councils
206	TMR to follow up request regarding Charles May Memorial and provide an update on the response	R Hodgman (TMR)
208	FNQ RRTG to prepare correspondence to the Minister requesting the Western Road Upgrade Program has adequate funding to support 20% matching funds for ROSI.	L Rankine (FNQ RRTG)
209 & 210	2019 meeting dates for FNQ RRTG and RRTG TC to be confirmed via Calendar Invite	L Rankine (FNQ RRTG)