



MINUTES

Meeting No	TECHNICAL COMMITTEE MEETING No. 89
Meeting	Far North Queensland Regional Roads & Transport Group
Date	Monday 31 October
Time	10:00am
Venue	Cairns

1 Attendance

Name	Organisation
Ashley Greenwood Chair	Tablelands Regional Council
Ringer Michael Deputy Chair	Cairns Regional Council
Cosatto Steve	FNQROC
David Goodman	Cassowary Coast Regional Council
Andrew Foster	Mareeba Shire Council
David Trotter	Cassowary Coast Regional Council
Irvine Darlene	FNQROC
Garry Pickering	Croydon Shire Council
Jo Lencz	Roads and Transport Alliance
Daryl Jones	TMR
Michael Kriedemann	Douglas
Michael Kitzelmann	Etheridge Shire Council (ESC)

2 Apologies

Name	Organisation
Dawn Lake	Yarrabah Aboriginal Shire Council
Sandra Burke	Department of Transport and Main Roads (TMR)
Bishes Pokharel	Cook Shire Council
Val Shannon	MSC
Robert Uebergang	Cook Shire Council
Victor Mills	WWASC
Arron Hieatt	LGAQ

3 Presentation Service Now – Adam Seeber and Luke Sorrenson.

High Level Design for the Project Prioritisation model.

Steve Cosatto left meeting at 10:20am

General discussion:

- Graham Jordan provided an updated version of the Project Prioritisation Tool No. 3.11 June 2011.
- Hold points re Statement of Intents (SOIs), traffic counts, RRTG rules ie precondition roughness/post condition criteria Asset Management data can be added into system ie Service Now product can retrieve data from council system.
- Rules and moderation rules can be pre included to save moderation.

- Consideration of State-wide implementation with FNQROC being the pilot.
- Would be beneficial to have Graham Jordan (For noting Graham Jordan developed the original PPT)
- Jo Lencz advised that there should be the original technical document for review purposes.
- Detailed proposal to come forward.

ACTION: 89.1 - Adam Seeber (ValueFlow) to provide detailed proposal going forward.

ACTION: 89.2 - Darlene to provide technical doc and proposal to Jo Lencz and Technical Committee.

ACTION: 89.3 - Jo to ascertain if this could be a State-wide project with FNQ as the pilot.

ACTION: 89.4 - Technical committee to decide further direction after actions 89.1 and 89.3 have been actioned.

4 Acceptance of previous minutes:

MOVED	Garry Pickering	SECONDED	David Goodman
Minutes of Technical Committee No. 88 Thursday 1 September 2016 Cooktown accepted as true and correct.			
			CARRIED

5 Minutes of previous RRTG Meeting

For noting:

RRTG Board meeting No. 52 Monday 10 October (Cairns). For noting a copy of the minutes can be accessed <http://www.fnqroc.qld.gov.au/regional-programs/fnq-regional-road-group>

6 Actions Arising from Previous Minutes No. 87 3 June, Cairns

Item No.	ACTION	Owner	Completed
87.7.3	Steve Cosatto and Dave Hamilton to draft issues paper regarding difficulties and overlapping of financial accounting for ATSI and RRTG TIDS programs for presentation to Board.	TMR and FNQROC	Defer until Dec 2016
87.7.4	In December 2016, gauge if TMRs new account system has reduced financial accounting difficulties, if not, the FNQ RRTG draft a letter to Roads and Transport Alliance requesting simplification of the financial accounting process for RRTG and ATSI TIDS.	FNQROC	Defer until Dec 2016
87.15.1.1	Steve Cosatto to request EOIs for PN5 Stormwater Drainage) workshop.	FNQROC	✓
87.15.3.1	Steve Cosatto to request EOIs for Bridge Construction and Maintenance Workshop.	FNQROC	✓
88.1	TRC to develop worksheet identifying type of culverts, number of and when required and distribute to MSC, CCRC, Cook and TMR for populating and return to TRC.	TRC	Uncompleted
88.2	Request RRTG Board seek a response from the Minister of the Department of Infrastructure and Regional Development on the timing of an announcement regarding the successful BEEF roads	FNQROC	Action is no longer required

Item No.	ACTION	Owner	Completed
	applications.		
88.3	Steve Cosatto to present draft 2017/2018 (fixed) and 2018/2019 (indicative) TIDS program to the Board for consideration.	FNQROC	✓
88.4	All councils to review their existing and forward programs for projects to be considered for future funding.	All	Uncompleted
88.5	Members to review TMR claim documents and provide feedback to Steve Cosatto.	All	Ongoing
88.6	Steve Cosatto to distribute SCDF priority correspondence to members for response for response by 20 September 2016.	FNQROC	✓

7 Business arising out of previous Technical Committee minutes

- 7.1 ACTION: 88.1 - TRC to develop worksheet identifying type of culverts, number of and when required and distribute to MSC, CCRC, Cook and TMR for populating and return to TRC.

Uncompleted action to be carried over. TRC advised will be completed for next meeting.

- 7.2 ACTION: 88.2 - Request RRTG Board seek a response from the Minister of the Department of Infrastructure and Regional Development on the timing of an announcement regarding the successful BEEF roads applications.

Media release on 24 October from the Minister for Resources and Northern Australia Matthew Canavan's office regarding Beef Roads see link for media release

http://www.mattcanavan.com.au/extra_funding_for_northern_australia_beef_roads_in_qld

Due to the media release Action is no longer required.

- 7.3 ACTION: 88.4 - All councils to review their existing and forward programs for projects to be considered for future funding. –

ACTION: 89.5 Councils to provide projects to Steve Cosatto by 23rd December. For February – development, recommendation for 17/18, 18/19 fixed and 19/20 and 20/21 indicative.

- 7.4 ACTION: 88.5 Members to review TMR claim documents and provide feedback to Steve Cosatto.

- Discussion occurred on the veracity of information requested from TMR on projects and the wrong forms being requested to be completed.
- Darryl advised that a new position has been advertised – Manager LG and Indigenous relations. Hopefully in the next month that person will be on board and the central contact. It is envisaged that that role will be responsible for communication with councils.

Ongoing Action - TMR to provide advise at next meeting.

- 7.5 ACTION: 88.6 - Steve Cosatto to distribute SCDF priority correspondence to members for response for response by 20 September 2016.

General discussion:

- AusRAP – Road alliance will fully fund all the sealed road data collection – essentially video assessment of road side risk, rutting, intersections etc. Further information can be found on ARRB website. Doesn't identify treatments. As soon as the schedule has been received from ARRB it will be sent out. There is a possibility to add additional roads when the schedule is released.
- LRRS Statements of Intent would be needed for AusRAP and project funding.
- 2 more first and last mile projects have been approved – Wide Bay and Scenic Valleys RRTGs
- LG Heavy Vehicle assessment Guidelines (will be fully funded by the Road Alliance)

ACTION: 89.6 - Jo Lencz to distribute information about AusRAP to the group.

ACTION: 89.7 - Steve Cosatto to resend available SOI's to Councils to review. All to review and update their SOI's by 23 December and return to Steve Cosatto.

8 2016/17 – 2019/20 TIDS Works Program

8.1 2016/2017 – Councils to provide status update. Below table Works Program – As at September 2016

TMR Project Number	Road Authority	Road Name	Project Cost(\$)	2016-2017	2017-2018	Comments
277/LGSR/2	Mareeba Shire Council	Springmount Road	\$530,000	\$265,000		To be complete Nov – linemarking in Dec.
216/LGSR/58	Cassowary Coast Regional Council	Flying Fish Point Road	\$145,000	\$72,500		Delivering in house complete by Dec – waiting on ROCLA
277/LGSR/3	Mareeba Shire Council	Oak Forest Road	\$750,000	\$375,000		To be complete Nov – linemarking in Dec.
220/LGSR/16	Cook Shire Council	Lakefield National Park Road	\$410,000	\$205,000		Completed?
216/LGSR/59	Cassowary Coast Regional Council	Bryant Street	\$150,000	\$75,000		Awaiting cast in situ box culvert-completion February march
220/LGSR/17	Cook Shire Council	Lakefield National Park Road	\$410,000	\$205,000		Completed
281/LGSR/5	Tablelands Regional Council	Danbulla Forest Drive	\$1,500,000	\$750,000		Gone to tender – completion post wet (May)
221/LGSR/8	Croydon Shire Council	Croydon - Richmond Road	\$698,000	\$349,000		Commenced October finalise December
275/LGSR/3	Douglas Shire Council	Cape Tribulation to Bloomfield Road	\$510,000	\$255,000		Completed
273/LGSF/2	Yarrabah Aboriginal Shire Council	Back Beach Road	\$175,412	\$175,412		
281/LGSR/2	Tablelands Regional Council	Cashmere - Kirrama Road	\$1,000,000	\$500,000		Gone to tender – completion post wet (June)
281/LGSR/3	Tablelands Regional Council	Cashmere-Kirrama Road	\$300,000	\$100,000		claimed

Council						
226/LGSR/14	Etheridge Shire Council	Georgetown - Forsyth Rd	\$3,771,574	\$686,600		Engaged civil company to design to TMR standards. Will be completed by June. 8 to 9km if Dairymaid corner is not included. Chainage has been proposed and waiting on a response back.
220/LGSR/12	Cook Shire Council	Railway Avenue	\$640,000	\$320,000		Commence in Oct finish in November?
281/LGSR/4	Tablelands Regional Council	Sluice Creek Road	\$1,300,000	\$650,000		Out to market now – completion by May.
272/LGSR/3	Wujal Wujal Aboriginal Shire Council	Allocation	\$29,273	\$29,273		
264/LGSR/39	FNQRRRTG	Management	\$142,866	\$142,866		Claimed?
	Croydon Shire Council	Croydon - Richmond Road (Beef Roads)	\$3,500,000	\$350,000		Will commence some works in November.
264/LGSR/36	Tablelands Regional Council	Gunnawarra Road	\$750,000	\$285,499	\$89,501	Commence April 2017 finish June

As a contingency Cassowary Coast has or is about to complete some projects funded in the 17/18 year.

Roads and Transport Alliance TIDS (2016-17) - September 2016

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 (%)	Forecast Exp to Date (\$'000)	Year to Date Actual (A) (\$'000)	Actual vs Forecast to Date (%)	Budget Spent (%)
Southern Border	10	2,199	2,198	100 %	605	605	100 %	28 %
Southern	10	2,690	2,690	100 %	610	601	99 %	22 %
North West Queensland	18	5,493	5,496	100 %	1,003	894	89 %	16 %
Western Downs	9	2,645	2,645	100 %	400	400	100 %	15 %
Far North Queensland	17	5,586	5,678	102 %	545	795	146 %	14 %
Outback	24	6,708	5,969	89 %	949	947	100 %	14 %
North Queensland	13	3,361	3,357	100 %	473	472	100 %	14 %
South West	22	6,646	6,652	100 %	972	755	78 %	11 %
Wide Bay / Burnett	52	6,745	6,752	100 %	738	622	84 %	9 %
Bowen Basin	15	4,639	4,075	88 %	402	402	100 %	9 %
Brisbane Metro Alliance	10	2,042	2,043	100 %	152	152	100 %	7 %
Eastern Downs	3	2,728	2,727	100 %	65	65	100 %	2 %
Gladstone	7	1,038	939	91 %	0	0		0 %
Northern SEQ	13	3,718	2,432	65 %	0	0		0 %
Rockhampton	7	1,516	1,651	109 %	0	0		0 %
Scenic Valleys	7	2,171	2,170	100 %	86	0	0 %	0 %
Whitsunday	3	1,803	1,802	100 %	0	0		0 %
Total	240	61,727	59,276	96 %	7,000	6,710	96 %	11 %

9 Transport and Main Roads update – Daryl Jones

9.1 TMR monthly reporting update – Daryl advised that hopefully things will settle down with the new position due to start in one month. It was requested that this new person to make contact with us early to take them through the Road Alliance process.

9.2 State Controlled LRRS update table below as at September 2016.

LGA	Project Number	Road	Project	Progress at June - Technical Committee Meeting
Tablelands	264/32B/401	Kennedy Highway (Mareeba-Ravenshoe)	Upgrade guardrail 50-53.2	Project complete.
Tablelands	264/663/480	Atherton-Herberton Rd	Install barriers 9-11.2 (sections)	Completed and working on widen and seal shoulders?
Tablelands	281/32B/200	Kennedy Highway (Mareeba - Ravenshoe)	Widen and seal shoulder/s 53.1 - 53.29km	Completed.
Tablelands	281/646/2	Malanda - Upper Barron Road	Widen and seal (various locations)	Commenced?
Tablelands	264/663/1	Atherton - Herberton Road	Widen and seal shoulder/s 2.00 - 5.00km	Commenced early October

Note: Etheridge Shire Council still hadn't received any paperwork on Kennedy Highway State Controlled Road Project (last 3km).

ACTION: 89.8 - Michael Kitzelmann to email Darryl Jones re TMR paperwork for Kennedy Highway project.

10 Roads & Transport Alliance. – Jo Lencz

- 10.1 First and Last Mile Projects – refer previous item 7.5
- 10.2 AusRAP Safety Initiative – detailed in item
- 10.3 Technical Coordinators Workshop (4 October) – Output Analysis and Actions document to be sent to Technical committees.
- 10.4 RRTG Assembly 120 Mayors attended – Presentations will be sent to technical committees.

11 General Business:

11.1 Level 2 Bridge Inspection Training - Query from TRC

Is there a need? Perhaps a review of level 2 inspections – perhaps not training. Perhaps some strategic plans for each of the structures under level 2. Have an issue with company's and experience being simply load limit to 5tonnes, knock it down and build a new one. Example of Stephen Day given where he could look at it objectively and identify mitigation options to extend the condition and life of the bridge.

Discussion re regional bridge engineer resource.

Darlene gave an overview of the two FNQROC Strategic Plans and identified that this idea would certainly be included in the discussion paper for the Strategic Operational Plan.

11.2 Are Culvert Relining works eligible for TIDS funding – Query from TRC

Within the rules you can but what does RRTG see as appropriate? Perhaps a percentage maximum allocation would be beneficial?

There is the potential for bridges and culverts to take the majority of the funding.

ACTION: 89.9 - All to provide consideration regarding are “Culvert relining works eligible for TIDS funding” for discussion at the next meeting.

ACTION: 89.10 - Cairns and TRC to submit Culvert relining projects to be inputted into PPT for Tech Comm review.

11.3 Beef Roads.

Whilst announced – details are yet to be advised. TMR to provide details as they become available.

Project Name	Project Description	Federal Government Contribution (up to)
Burke Developmental Road - Chillagoe to Almaden (Package 1)	Progressive sealing works.	\$4.31 million
Burke Developmental Road - Chillagoe to Almaden (Package 2)	Progressive sealing works.	\$1.66 million
Ootann Rd - Almaden to Kennedy Hwy (Gunnawarra) (Package 1)	Progressive sealing works.	\$0.66 million
Ootann Rd - Almaden to Kennedy Hwy (Gunnawarra) (Package 2)	Progressive sealing works.	\$4.10 million
Richmond-Croydon Road (Package 1)	Progressive sealing works.	\$3.20 million
Richmond-Croydon Road (Package 2)	Progressive sealing works.	\$0.96 million

11.4 Training update – Steven Cosatto

	IPWEA - Storm Water Drainage PN 5 - Date Feb 2017 at this stage looking at ~\$600 inclusive.	TMR - Bridge construction and Maintenance workshop (March/April 2017)	Traffic Management Design Workshop Nov 18
Cairns	-	3	2
Cassowary	6	2	4
Cook	-	2	-
Croydon	-	-	1
Douglas	-	-	2
Etheridge	-	-	-
Hinchinbrook	2	1	-
Mareeba	2	2	3

	IPWEA - Storm Water Drainage PN 5 - Date Feb 2017 at this stage looking at ~\$600 inclusive.	TMR - Bridge construction and Maintenance workshop (March/April 2017)	Traffic Management Design Workshop Nov 18
Tablelands	1	4	-
Wujal Wujal	1	1	-
Yarrabah	-	-	-
Approximate totals	12	15	12

General discussion about the frustration of Traffic Management Design accreditation. The amount of time needed to do the accreditation, high failure rate on experienced personal.

12 Joint Purchasing and Resource Sharing

12.1 The majority of the reseals are completed except for Cairns and Cook with Cairns scheduled to start next week – due to be in CRC until the middle of November and then go to Cook.

- Douglas to come out of their defects liability on 6 November
- Group has agreed to conduct bitumen audit testing going to Road Tek – FNQROC to pay.
- Shortly calling for 17/18 indicative Bitumen Programs

12.2 Asphalt preparation of regional specifications.

13 Road Safety Discussion – Issue raised by Cassowary Coast Regional Council

As of 01 January 2015 changes have been made to what constitutes a reportable crash in Queensland. The Police no longer attend or record minor crashes (see www.policelink.qld.gov.au). What this means for analysis of Road Safety issues and Black Spot funding applications is a dramatic reduction of crashes in the Webcrash database. This can affect councils more than TMR because LG streets are typically low speed and crashes, especially at intersections, tend to be numerous but minor. There is now a disconnect between what the public see, what we may become aware of anecdotally and what is actually recorded in official crash databases.

ACTION: 89.11 - Steve Cosatto to contact Insurance Council about being able to get crash information.

ACTION: 89.12 - Darlene Irvine to talk to Police Commissioner Paul Taylor about accessing crash information in the region.

14 Events on roads

ACTION: 89.13 - Darlene Irvine to send out the minutes of Events on road meeting and information we have to date.

ACTION: 89.14 - David Trotter to advise if the King and Co legal advice received by Cassowary Coast can be released for council information and comment.

15 Next meeting – Thursday 8th December (specifically on ServiceNow if we go ahead with it)

The meeting closed at 2:15pm

Actions from meeting No.89

Item No.	ACTION	Owner	Completed
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87.7.4	In December 2016, gauge if TMRs new account system has reduced financial accounting difficulties, if not, the FNQ RRTG draft a letter to Roads and Transport Alliance requesting simplification of the financial accounting process for RRTG and ATSI TIDS.	FNQROC	Defer until Dec 2016
88.1	TRC to develop worksheet identifying type of culverts, number of and when required and distribute to MSC, CCRC, Cook and TMR for populating and return to TRC.	TRC	Uncompleted – to be completed at meeting No.90
88.4	All councils to review their existing and forward programs for projects to be considered for future funding. Refer action item 89.1	All	Uncompleted
88.5	Members to review TMR claim documents and provide feedback to Steve Cosatto.	All	Ongoing
89.1	Adam Seeber (ValueFlow) to provide detailed proposal going forward.	ValueFlow	
89.2	Darlene to provide technical doc and proposal to Jo Lencz and Technical Committee.	FNQROC	
89.3	Jo to ascertain if this could be a State-wide project with FNQ as the pilot.	RTA	
89.4	Technical committee to decide further direction after actions 89.1 and 89.3 have been actioned.	All	
89.5	Councils to provide projects to Steve Cosatto by 23rd December. For February – development, recommendation for 17/18, 18/19 fixed and 19/20 and 20/21 indicative.	All	
89.6	Jo Lencz to distribute information about AusRAP to the group.	RTA	
89.7	Steve Cosatto to resend available SOI's to Councils to review. All to complete their SOI review by 23 December and return to Steve Cosatto.	All	
89.8	Michael Kitzelmann to email Darryl Jones re TMR paperwork for Kennedy Highway project.	ESC	
89.9	All to provide consideration regarding are "Culvert relining works eligible for TIDS funding" for discussion at the next meeting.	All	
89.10	Cairns and TRC to submit Culvert relining projects to be inputted into PPT for Tech Comm review.	CRC and TRC	
89.11	Steve Cosatto to contact Insurance Council about being able to get crash information.	FNQROC	
89.12	Darlene Irvine to talk to Police Commissioner Paul Taylor about accessing crash information in the region.	FNQROC	
89.13	Darlene Irvine to send out the minutes of Events on road meeting and information we have to date.	FNQROC	
89.14	David Trotter to advise if the King and Co legal advice received by Cassowary Coast can be released for council information and comment.	CCRC	