MINUTES

ASSET MANAGEMENT GROUP MEETING No. 20

held
Wednesday 17 July 2013 at 10am

via Teleconference: https://global.gotomeeting.com/join/820216749

Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Darlene Irvine</td>
<td>FNQROC</td>
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<tr>
<td>Scott Britton</td>
<td>FNQROC</td>
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<tr>
<td>Jason Hemingway</td>
<td>Cassowary Coast Regional Council</td>
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<td>Rob Edwards</td>
<td>Cassowary Coast Regional Council</td>
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<td>William Wong</td>
<td>Cairns Regional Council</td>
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<td>Steve Albrecht</td>
<td>Cairns Regional Council</td>
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<td>Helius Visser</td>
<td>Cairns Regional Council</td>
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<td>Michael Ringer</td>
<td>Cairns Regional Council</td>
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<td>Ed Kulpa</td>
<td>Cairns Regional Council</td>
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<tr>
<td>Tony Lackiss</td>
<td>Cook Shire Council</td>
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<td>Martin Cookson</td>
<td>Cook Shire Council</td>
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<td>David Laakso</td>
<td>Hinchinbrook Shire Council</td>
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<td>Peter Martin</td>
<td>Hinchinbrook Shire Council</td>
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<tr>
<td>Tony Hughes</td>
<td>Tablelands Regional Council</td>
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<td>Cassie Twine</td>
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<td>John Breen</td>
<td>Tablelands Regional Council</td>
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Apologies:

1. Opening Remarks and Welcome:
Scott Britton welcomed everyone to the meeting, which started shortly after 10am.

2. Apologies
As noted above.

3. Minutes of Previous Meeting (8 February 2013)
The Minutes of the previous meeting, No. 19, held on 8 February 2013 were confirmed as an accurate record of the meeting.
4. Business Arising from the Previous Meeting

4.1 Raise regional data collection of road assets with Regional Road Group.

Data collection for Road Assets has been included in the FNQRRG Technical Committee Capability Agreement and Action Plan for the 2013/2014 financial year.

4.2 Including Colin Gray on distribution list, take off Jenna Devietti, Lemaki Curulala and Andrea Jeynes. - COMPLETED

Tony Hughes raised the question of collecting Falling Weight Deflectometer data and using ARRBs STEP Program as a result of the Presentation at the FNQRRG Technical Committee held on 8 July 2013.

- Discussion noted that data collected on roads is now 3 years old and that data collection, and potential subsidies should be explored in 2013/14.
- Darlene Irvine advised that the Logan City Council was running a Roads Alliance funded project with their RRG and Griffith University to calibrate pavement deterioration models and that an invitation to present at a future RRG Technical Committee meeting would be extended to Greg Kelly (Logan City Council).
- Scott Britton advised that ARRB have suggested a pilot/trial approach to the use of STEP as local calibration and other issues should be resolved prior to rolling out over the broader road network.
- This matter will be referred to the FNQ RRG Technical Committee for progression.

Action Required
- Collection of Falling Weight Deflectometer Data and using ARRBs STEP program to be raised with the FNQRRG Technical Committee (Scott Britton)
- Extend invitation to Greg Kelly to present at a future RRG Technical Committee Meeting (Scott Britton).

5. Local Government Financial Sustainability – Regional Round Table Forum, Townsville

Darlene Irvine gave an overview of the Regional Round Table Forum noting:

- An agenda for the 2 day forum had yet to be distributed. Once this has been made available it will be distributed to group members.
- Handwritten comments (Minister Crisafulli) on the invite to Cr Shannon, noted that a range of topics would be discussed including joint purchasing and depreciation.
- A brief outlining the issues for discussion at the next FNQROC Board meeting to be held in Cooktown on 12 August was being prepared and would be forwarded to finance officers and Asset Management Coordinators for comment.
- Included in the issues to be noted within the briefing note is the fact that Long-Term Financial Plans (LTFPs) are currently driving renewal. The culture change required, thus being the question regarding our funding gap, is the need for AMPs to drive the LTFP – the impact upon depreciation in the P&L needs to be understood.
- The work to understand our capacity to meet this funding gap is intended to be similar to work undertaken by the Productivity Commission approximately 6 years ago.

As part of this discussion, Darlene Irvine noted updated Financial Sustainability Guidelines have been released.

Action Required
- Darlene Irvine to forward copy of briefing note being prepared for Round Table Forum (Darlene Irvine)
6. FNQROC Strategic Direction – Infrastructure Funding Gap – Update from Regional Infrastructure Project Coordinator

Scott Britton thanked everyone for the information provided and the time taken for discussions to date. He further advised:

6.1 Discussions with each Council

- Discussions with each council had revealed that each council is at different stages with their AMPS, ranging from approved plans that are several years old through to some plans that are incomplete drafts.
- Many plans are currently in the process of being reviewed/updated/drafted.
- Individual discussions will continue with each of the councils to understand individual issues and receive most up to date AMPs as they become available.

**Action Required**

- Councils to send copy of AMPs to Scott Britton whether reviewed/in update mode/drafted (All Councils).

6.2 Training

- In discussions with each of the councils, Scott Britton has raised the question regarding capability and capacity. From this, it has become apparent that there is strong interest in training from across the region.
- IPWEA currently advertising NAMS.PLUS2 training in each capital city. The training is typically delivered over 3 days, an initial day, with the second and third days happening approximately 6 weeks later. The travel costs involved, on top of the course costs, can make this training quite cost prohibitive.
- As such, discussion have commenced with IPWEA with regards to holding a course in Cairns. Discounted pricing can be offered if 20-25 participants can be confirmed. This training will be identified in the Capability Agreement and Action Plan for the Regional Road Group and an application for matching funding will be made to the Roads Alliance Board.
- Darlene Irvine advised that discussions with IPWEA would continue with a view to holding the course in October 2013.

**Action Required**

- Scott Britton to continue discussions with IPWEA with regards to holding a course in Cairns (Scott Britton).
- All Councils to advise Scott Britton of estimated number of attendees for IPWEA NAMS.PLUS2 course if held in Cairns (All Councils).
- Application for matching funding for IPWEA NAMS.PLUS2 course to be made to Roads Alliance Board (Scott Britton).

6.3 Plan of attack

- Stage one of the FNQROC strategic direction for Asset Management is to develop an understanding of our funding gap. A “helicopter’ view would be developed in the first instance, with improvement projects to come from this – thus improving the view and the confidence in the information behind it.
Matrices will be developed from existing AMPs to draw out common issues that can be used for discussion around improvement projects at the next meeting.

Discussions with finance officers regarding QTC financial models would also be undertaken to feed in from a LTFP perspective as theory is for LTFP to match AMPs.

**Action Required**

- Scott Britton to develop first cut ‘helicopter’ view from existing AMPs (Scott Britton)
- Scott Britton to develop matrices from existing AMPs to draw out issues that can be used as for discussion around improvement projects at the next meeting (Scott Britton).

7. **Update from Councils**

7.1 **Cook**

- Martin Cookson advised that AMPs currently be reviewed by external consultant – aiming to cut them down to the bare minimum. Expected to received soon
- Tony Lickiss advised that depreciation is 50%. NDRRA has created problem in that all reseals completed using NDRA will have life of 8-12 years. These assets will all need funding within a relatively short timeframe in the future - will be a big problem.
- Darlene Irvine advised that Barnaby Joyce presentation at the Strategic Network Alliance Conference on Gold Coast acknowledged that R2R funding has not kept up in real terms.

7.2 **Cairns**

- William Wong advised that Water and Waste AMPs were in process of being revised.
- Ed Kupla advised that transport plans done, will go through progressive review. The rollout of Civica Authority was continuing and expected to be complete in Oct 2014.
- Haven’t as yet split plans for de-amalgamation.

7.3 **Tablelands**

- John Breen advised currently splitting plans in readiness for de-amalgamation
- Building plans have resulted in 15yr works programs
- Low confidence in Water and Waste plans at this point in time
- Storm water plans were a bit light on at this point in time.
- Need to discuss LTFPs with Finance – 10yr LTFP recently went to council.

7.4 **Hinchinbrook**

- AMPs are approved but now 2yrs old
- Need to link LTFPs to AMPs
- Looking to participate in data collection through membership of NQ RRG. Townsville had used IMG for condition data in the past.
- ED Kupla advised that Cairns had used IMG to collect footpath data using quad bikes in the past – good results however not video just images tied together – other minor software issues but working with IMG to resolve

7.5 **Cassowary Coast**

- Core Plan completed by Gary Everson who was no longer with Council.
- Need to now break down to sub classes – fleet, buildings etc.
- Tech One system went live in March
- Currently have issues with capitalisation
8. **General Business**

Jason Hemingway requested that Gary Everson and Kerry Osmond be removed from the distribution list with himself, Rob Edwards and Jaek Passier to be included.

**Action Required**
- Include Jason Hemmingway, Rob Edwards and Jaek Passier on distribution list, take off Gary Everson and Kerry Osmond (FNQROC).

9. **Next Meeting**

The next meeting will be held in Cairns on **Wednesday 4 September 2013**.

The meeting closed at 11:05 am.

**ACTION ITEMS**

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