Far North Queensland Regional Roads & Transport Group

MINUTES

TECHNICAL COMMITTEE MEETING No.79

Held on Friday 27 March 2015
At the Committee Meeting Room, level three Cairns Regional Council.

ATTENDANCE

David Goodman (Chair) Cassowary Coast Regional Council (CCRC)
Steven Cosatto FNQROC
Helius Visser Cairns Regional Council (CRC)
Ray Kirkman Croydon Shire Council
Garry Pickering Croydon Shire Council
Michael Kriedman Douglas Shire Council (DSC)
Val Shannon Mareeba Shire Council(MSC)
Ashley Greenwood Tablelands Regional Council (TRC)
David Hamilton TMR Far North
Jo Lencz TMR / RTAPT
Darlene Irvine FNQROC
Jaime Guedes Wujal Wujal Aboriginal Shire Council (WWASC)
Shahab Katebi Yarrabah Aboriginal Shire Council (YASC)
Jen Damon TMR Far North
Andrew Higgins CSIRO left at 11 am
Caroline Bruce CSIRO left at 11 am

APOLOGIES

Scott Britton LGAQ
David Trotter Cassowary Coast Regional Council
Andrew Foster Mareeba Shire Council
Rohana Samarasekera Etheridge Shire Council (ESC)
Ross Mckim Tablelands Regional Council
Brett Martin TMR Far North
Terry Whitaker Etheridge Shire Council
Tony Lickiss Cook Shire Council

1. Opening Remarks and Welcome

Chair, David Goodman opened the meeting at 10 am and welcomed everyone to the meeting. General round table introductions were conducted for the benefit of the new representatives.

2. Apologies

As noted above.

3. PRESENTATION – DEVELOPING BETTER FREIGHT LINKS IN FNQ – Andrew Higgins CSIRO Land & Water. —presentation attached
General discussion followed presentation regarding potential benefits of utilising tool to assist with business cases studies and to provide planning advice.

**ACTION REQUIRED**
Steve Cosatto to follow up with CSIRO regarding the drafting of a project plan (short and longer term).

Andrew Higgins and Caroline Bruce left meeting at 11am

4. **Confirmation of Minutes of Previous Technical Committee Meeting**
   4.1 Minutes of Technical Committee Meeting No. 78 held on Friday 30 January 2015 in Mossman
   Minutes accepted as true and accurate: Moved Ray Kirkman, Seconded Ashley Greenwood

5. **Minutes of Previous RRTG meeting**
   5.1 A copy of the minutes were attached to agenda and noted for information.

6. **Business Arising out of Previous Technical Committee Minutes**
   6.1 **Road & Rail Interface Agreements - Etheridge**

   **ACTION REQUIRED**
   Etheridge is to check and confirm it has a signed Interface Agreement in place.

   As there were no ESC representatives, Action to be carried over until next meeting.

6.2 **Blackspot Submissions**

   **PREVIOUS ACTION REQUIRED**
   - Brett Martin is to follow up on the outcome of submissions from FNQRRTG Councils.
     Action to be carried over until next meeting
   - David Hamilton is to arrange signing of agreements for Blackspot projects with Cairns and Cassowary Coast.
     Action to be carried over until next meeting

   David Hamilton proposed that this forum be utilised for the administrative reporting process of managing any LG funding with regards to Transport Infrastructure which currently involves TMR, this would include funding programs such as Black Spot, Heavy Vehicle Safety and Productivity, Roads to Recovery and Bridges Renewal.

   **ACTION REQUIRED**
   Support was offered in principle, David Hamilton to discuss with State and Federal representatives and to provide advice at next meeting.

7. **2014/15 Works Program – Progress Review**
   7.1 **Roads & Transport Alliance TIDS:**

   David Hamilton provided updated expenditure figures at the meeting. DH advised that the TIDS expenditure is at 77% with the inclusion of invoices submitted to date

   Council representatives provided a progress update for 2014/2015 RTA TIDS projects at the meeting – see table below.
Val Shannon from Mareeba Shire Council advised that MSC projects No. 264/LGSR/19 Anzac Avenue and No. 264/LGSR/30 Black Mountain Road that there were budgetary savings from the projects to the value of $14,259 for Anzac Avenue and $1,232 for Black Mountain Road.

**MOVED** Ray Kirkman  
**SECONDED** Dave Goodman

That, for the 2014/15 financial year, the savings from jobs No. 264/LGSR/19 Anzac Avenue and No. 264/LGSR/30 Black Mountain Road be transferred to the highest ranked project for 14/15 - Cairns Regional Council project No. 214/LGSR/23 Aumuller Street, and that the 15/16 financial year expenditure amount would decrease by the same amount. Aumuller Street 14/15 allocation would increase from $316,500 to $331,991 and the 2015/16 financial year allocation would decrease from $583,500 to $568,009.

**CARRIED**

**ACTION REQUIRED**  
As there were no scheduled meetings of the RRTG Board until Monday 1 June, Steve Cosatto to forward “flying minute” to RRTG Board members.

**ACTION REQUIRED**  
Steve Cosatto to amend the 14/15 and 15/16 works program accordingly and advise TMR of the changes to the works program values.

Cairns identified that if any similar circumstance should arise, i.e. other projects from Council’s are underspent the same process could be utilised (Cairns Regional Council project No. 214/LGSR/23 Aumuller Street increased in 14/15, and that the 15/16 financial year expenditure amount would decrease by the same amount).

CCRC identified that it was possible that there would be under expenditure on Shrocks Bridge Project.

### 7.2 State Controlled LRRS
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<tbody>
<tr>
<td>Cassowary Coast</td>
<td>216/8204/652</td>
<td>Tully-Hull Rd</td>
<td>Surface enrichments 5.59-8.27</td>
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<td>Tender process in progress</td>
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<td>Douglas</td>
<td>214/6504/650</td>
<td>Port Douglas Rd</td>
<td>Rehabilitation &amp; overlay</td>
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<td>0-5.96 (sections)</td>
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<tr>
<td>Mareeba</td>
<td>264/32B/401</td>
<td>Kennedy Highway (Mareeba-Ravenshoe)</td>
<td>Upgrade guardrail 50-53.2</td>
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<tr>
<td>Tablelands</td>
<td>264/663/480</td>
<td>Atherton-Herberton Rd</td>
<td>Install barriers 9-11.2 (sections)</td>
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As Brett Martin was not in attendance, Action for update to be carried over until next meeting

**ACTION REQUIRED**

TMR will be required to give a brief report on details of 2015/2016 reseal and structures projects on the state controlled LRRS network when available.

8. **2015/16 to 2018/19 Works Program**

Steve Cosatto advised that at the RRTG Board meeting the 2015/16 to 2018/19 Works Program was endorsed.

**MOVED Cr Tom Gilmore  SECONDED Cr Rosa Lee Long**

That the FNQRRTG works program as recommended by the Technical Committee for 2015/2016 to 2018/2019 be adopted.

9. **Update from the Roads & Transport Alliance**

9.1 **2014/15 RTA TIDS Expenditure**

FNQ RRTG expenditure end of February 2015, showing approximately 77% claimed.

Refer item 7.1

9.2 **Operational Review**

Jo Lencz advised that the RATB arrangement with Huelin Consulting group had ceased and that the RATB would continue the review in house at this stage no timeline had been set.

9.3 **ATSI Councils in the RTA**

Jo Lencz advised of the formalisation of Yarrabah Aboriginal Council membership to the FNQRRTG.

**ACTION REQUIRED**

Jo Lencz to email Jaime Guedes, WWASC, confirming that 14/15 allocation may be utilised for planning and scoping works.

**ACTION REQUIRED**

Steve Cosatto, to organise a RRTG workshop with Yarrabah and Wujal Wujal representatives.

9.4 **RTAB update**

Jo Lencz advised that the RTAB anticipated an announcement from the State Government regarding a possible increase to TIDS funding allocation and would confirm as soon as the RTAB receive official notification.
General discussion regarding what would be required by councils and the RRTG TC in the event that there was an increase in TIDS funding in the 15/16 fin yr and or 16/17 fin yr and the need for councils to be prepared to discuss options at the next Technical Committee meeting in Atherton.

**ACTIONS REQUIRED**
- Jo Lencz to advise FNQRRTG of any **confirmed** increases in TIDS allocation.
- *In the event that the FNQRRTG receive official advice*
  - Steve Cosatto will forward Project Prioritisation Tool (PPT) to councils.
  - All councils to review their work programs 15/16 and 16/17 to gauge their ability to increase capacity should funding permit.
  - Councils to populate PPT with the additional projects that they wished to be considered by the FNQRRTG TC, for consideration at the next FNQRRTG TC meeting Friday 22 May Atherton.

9.5 **Information session from – Jen Damon TMR Planning**

Jen Damon provided an overview of current Far North TMR Planning projects.
- Network Planning
- Drive to develop long term strategies
  - state down to regional levels and then districts “cascade effect”
- “Back to Drawing board” strategic planning
  - Early stages
  - Not just land - sea and airports as well,
- Principal cycle network plan, review
  - drafting phase
  - Identified in higher order planning.
- Working with councils
  - CRC re Mount Peter and public transport and freight logistics
  - CCRC re Palmerston Highway and North South Freighting logistics
- Transport System Planning Program TSPP (4 year)

9.6 **2014/2015 RTA Progress Report – Feature Project**

Feature project.
TRC nominated Job No #65 Tully Falls Rd Lawyer Creek.

**ACTION REQUIRED**
TRC to provide report ie photos etc to be highlighted by LGAQ at October Conference. Action to be carried over until next meeting

10. **IPWEAQ Lower Order Asset Design**
Val Shannon provided update. Workshops ongoing, viewed as productive so far.

11. **LGAQ Roads & Transport Advisory Group**
Dave Goodman provided update of meeting in Brisbane 27/02/15
- Agenda items included:
  - Advocacy (targeting key stakeholders.
- Presentation from NHVR,
  - Volunteers for a pilot project (expanding of pre-approved routes.
- TMR Cost sharing Agreement
  - Draft guidelines for contracts
  - Corridor costs/Intersection upgrades etc.
- State Land Tenure reform had stalled
12. Inland Queensland Roads Action Plan (RDA)

The Inland QLD Roads Action Plan Working Group requested from each of the 40 councils represented in the Working Group’s scope in principle support by Friday 13 March for payment of $5,000+ GST for the development of the Inland Queensland Roads Action Plan.

Mayor Peter Scott on behalf of the FNQ RRTG advised the Inland Working Group that as a group FNQRRTG would provide in principle support for the payment of $5,000 + GST, although it was acknowledged that individual councils within FNQ would wish to contribute the full in principle support requested. To date those councils have been Croydon, Etheridge and Tablelands.

13. Training

LGAQ Diploma of LG Administration (Asset Management)

Steve Cosatto advised that the first block of three days had been completed and that there had been extremely positive feedback from participants. The course had focused on LG financial responsibilities regarding AM linking with Community, Corporate plans and annual reports.


Steve Cosatto advised that amendments had been made see Capability Agreement & Action Plan document attached for amendments.

15. Asset Management (Standing Agenda Item)

Due to time restrictions AM matters to be held over until next meeting.

16. Road Safety (Standing Agenda Item)

Due to time restrictions Road Safety matters to be held over until next meeting.

17. Joint Purchasing & Resource Sharing (Standing Agenda Item)

Steve Cosatto provided an update to Regional procurement on behalf of Amanda Hancock.

- Regional Reseal arrangements 14/15 and 15/16.
- Initiatives from Regional Procurement committee:
  - Regional registers,
  - Arrangements being reviewed for possible collaboration;
    - Ready mix Concrete,
    - Provision of External Labor hire services,
    - RPC and Storm Water Pipes,
    - NDRRA Road Works Services.

18. General Business:

18.1 James Stewart from Hinchinbrook Shire Council (HSC) raised matter of maintenance of unsealed roads within HSC

- Strategy for maintaining the unsealed networks.
  - Total Network to be maintained vs rates base
  - Inspection frequency (based on road hierarchy, monthly, quarterly, etc.)
  - Defect collection methods (paper, tablet software)
  - Defect information collected (pick up each defect vs rating ride-ability of road segments)
  - Determining treatment (at what point is a med grade warranted over a heavy formation grade, re-sheet)
• Methods/Procedures for undertaking grading (Med, Heavy, Re-sheet)
  ▪ What plant is used in a crew? Is it different for (Med, Heavy, Re-sheet)? How many crews are used, how long does it take?
  ▪ Is it mostly planned or reactive maintenance grading? Levels of Service (see special needs)? Material used (what blends are used?)

• Budget/Costings (what data is being collected and could be collected to analyse)
  ▪ What percentage of the unsealed network is graded each FY (100% all network once a year, 160% some roads are done more than once etc.)?
  ▪ $/km Network grade (grading and re-sheeting)
  ▪ Crew cost $/day
  ▪ Plant and Labour unit rates (grader, roller water truck, labour)
  ▪ Outsourcing comparison

• Stakeholder understanding
  ▪ How has Council been engaged to ensure the issues are understood.
  ▪ How has the external stakeholders been engaged to ensure the issues are understood
  ▪ Are methods and practices are endorsed by Council / Stakeholders?

During general discussion on the topic it is apparent all councils face difficulties with the maintenance of unsealed roads and had over time developed their own Asset Management framework on the matter. James advised he would continue discussions with TC members after meeting.

**ACTION REQUIRED**
Where able councils to provide unsealed road data to FNQROC or direct to James Stewart.

18.2 Proposed Technical tour to Georgetown

Suggested Itinerary:

<table>
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<th>Thursday 9 July</th>
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<tr>
<td>Depart Cairns AM</td>
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<td>Stops at Mareeba, Atherton, Ravenshoe</td>
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<tr>
<td>Meet at Georgetown for lunch</td>
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<tr>
<td>RRTG TC Meeting at Georgetown 1-5pm</td>
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<td>Technical Committee dinner venue to be advised</td>
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<th>Friday 10 July</th>
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<tr>
<td>Depart Georgetown for LRRS inspection – Cobalt Gorge</td>
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<td>Return Georgetown around lunch for departure</td>
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Pricing option for accommodation,
• Latara Motel in Georgetown has 25 single rooms at single rate $135.00 or double/twin $145 available on:

**ACTION REQUIRED**

• Etheridge Shire Council representatives to liaise with Steve Cosatto regarding LRRS inspection accommodation, meeting room and Tech Committee dinner options.
• RRTG TC members to advise if they prefer FNQROC to organise their accommodation.

**Travel Option one:** group to travel by bus to Georgetown.

Cairns Bus Charters:
• Two day hire – various quotes depending on numbers and therefore bus size...
• 21 passenger seat bus: $2,274.97, +$135 driver accommodation – approx. = $120 ea
• 24 passenger seat bus: $2,418.97, +$135 driver accommodation
• 28 passenger seat bus: $2,791.96, +$135 driver accommodation
(NB we currently have approx. 20 regular attendees to our RRTG TC meetings)

**Travel Option two:**
Technical committee members to meet in Mareeba/Atherton/Ravenshoe/Georgetown and travel in convoy in own vehicles.

**ACTION REQUIRED**
Committee members to advise Steve Cosatto of Option preference as soon as possible.

18.3 Ray Kirkman raised concerns regarding recent QRA/NDRRA funding arrangements

General discussion regarding recent February addenda released by the QRA

2015 February addenda to Part III: Relief and Recovery Arrangement Relief Measures – Standard Assistance to the Community –

- 6 Counter Disaster Operations

- 7 Restoration of Essential Public Assets

Hinchinbrook Shire Council advised they had requested clarification from QRA regarding the new addendum’s see attached.

In summary:

**Clarification on policy for 2014/15 NDRRA events:**

- Internal plant hire – Commonwealth has advised that internal plant hire rates for local and state government agencies are ineligible. Costs associated with consumables (fuel, oil, etc) and additional maintenance costs are eligible.

- The Commonwealth has advised any costs the local or state government agency could reasonably be expected to incur responding to the disaster event is ineligible. Agencies are expected to have a reasonable level of resources (human, capital, financial) to be able to undertake disaster response activities, including restoration works. Councils are to provide documentation to outline capacity/budget of council and exhaustion of resources at end of financial year (Note: further information will be provided in near future)

- Day Labour remains ineligible for events from 2014 as per Commonwealth Determination

19. **Next RRTG Meeting – No.46**

Date: Monday 22 May 2015

Venue: Tablelands Regional Council, Mabel Street, Atherton

Time: 10am

20. **Technical Committee Meeting Dates for 2015**

Proposed Technical Committee meeting dates and locations for 2015:

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<tr>
<td>80</td>
<td>Friday 22 May</td>
<td>Tablelands</td>
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21.  **Meeting Closure**

There being no further business, Chair David Goodman closed the meeting at 2.15 pm and again thanked everyone for attending.

*Minutes prepared by Steven Cosatto, FNQRRTG Technical Coordinator*
*14 April 2015*