

FNQ RRTG Technical Committee

Minutes

Meeting No	119
Meeting Name	FNQ RRTG Technical Committee Meeting
Date	28 January 2022
Time	10.00am – 2.0pm
Venue	Kingsford Room, Level 3, Cairns Regional Council / Virtual via Gotomeeting

Attendance

Name	Organisation
Justin Fisher (Chair)	Cassowary Coast Regional Council
Natasha Murray (Deputy Chair) – (Virtual)	Douglas Shire Council
Garry Pickering	Croydon Shire Council
Amir Akrami	Cook Shire Council
Peter Tonks	Cook Shire Council
David Fletcher (virtual)	Etheridge Shire Council
Tanya J Lindenberg (Virtual)	DTMR (RAPT)
John Gillespie (Virtual)	DTMR
Darlene Irvine	FNQROC
Jeff Blackie	Tablelands Regional Council
Andrew Foster	Mareeba Shire Council
Helius Visser	Cairns Regional Council
Michael Geoghegan (virtual)	Northern Civil Solutions (Yarrabah Aboriginal Shire Council)
Robert Chow (Virtual)	LGAQ

Apologies

Name	Organisation
Sam Bann	Yarrabah Aboriginal Shire Council
Victor Mills	Wujal Wujal Aboriginal Shire Council
Wendy Hughes	FNQROC

1. Welcome and introduction

Meeting opened 10.00am. J Fisher thanked everyone for coming in person and via 'gotomeeting'.

2. Apologies

Apologies noted.

3. Presentations

Nil

4. Confirmation of Previous Minutes:

4.1 Meeting No. 118 (9 December 2021)

Minutes distributed with the agenda were noted and accepted.

4.2 Business Arising from Previous Minutes: 9 December 2021

Item	Action	Responsible
Action 114.7	J Fischer to liaise with software developer to verify costs associated with automating the PPT.	J Fischer
Update: On hold. Initial development estimated to be around \$50K with an ongoing cost of \$5K per annum for maintenance and hosting. Project to be scoped in more detail and funding opportunities to be explored. Currently scheduled to commence in new financial year (2022-23).		
Action 115.1	W Hughes to liaise with Cassowary Coast, Mareeba, Croydon, Etheridge, and Cook Shire Councils to confirm participation in the development of an Aerodrome Services Operational business plan then prepare a detailed scoping document to progress the project to tender.	W Hughes
Update: In Progress. Initial tender documents drafted for review by technical committee prior to market release Mar/Apr 2022. Refer Agenda Item 9.		
Action 115.2	W Hughes to liaise with T Lindenberg on options and requirements to apply for SCDF funding to support the development of the FNQ RRTG Aerodrome Services Operational business plan.	W Hughes
Update: In Progress. DRAFT tender documents prepared in line with SCDF application requirements. RFQ process scheduled for Mar/Apr 2022. On track for submission to 2022-2023 SCDF funding round.		
Action 117.5	W Hughes to gather any legal/contractual questions relating to road and land management issues from Technical Committee members then work with LGAQ to obtain specific legal advice on the issues raised. Depending on the types of issues, a guest speaker with a legal background may be sought to present at a future TC meeting.	W Hughes / R Chow
Update: Complete. Superseded by Action 118.9.		
Action 118.1	W Hughes to progress the recommendation to the Board that TIDS be retained for investment in local government controlled LRRS roads.	W Hughes

Update: In Progress. Board meeting scheduled for 3 February 2022.		
Action 118.2	W Hughes to circulate a copy of the PPT project data worksheet with the minutes so Councils can review individual project details for accuracy. If edits are required, Councils are to email back the worksheet with tracked changes/changed colours to allow for editing in the master file.	Councils
Update: In Progress. Project data worksheet provided. Councils to advise of any changes by Friday 21 January 2022.		
Action 118.3	All Councils are to revisit the 4-year works program and advise of old and/or superseded projects that should be deleted from the program ahead of the RRTG TC meeting in January.	Councils
Update: In Progress. Councils to advise of any changes by Friday 21 January 2022.		
Action 118.4	W Hughes to progress the recommendation to the Board that the new MCA be amended to include a 10% weighting for Risk and a revised weighting of 10% for the RRIS to improve the results of the project prioritisation tool.	W Hughes
Update: In Progress. Board meeting scheduled for 3 February 2022.		
Action 118.5	J Gillespie to confirm the funding process for the \$5.92M Federal ROSI investment for Ootan Road and liaise with A Foster (Mareeba Shire Council) and J Blackie (Tablelands Regional Council) on project submission/grant approval requirements.	J Gillespie / A Foster / J Blackie
Update: In Progress. Update to be provided by TMR.		
Action 118.6	A Foster (Mareeba Shire Council) and J Blackie (Tablelands Regional Council) to review the Ootan Road project details in the TIDS forward 4-year works program and advise of any amendments to chainages and/or annual allocations in advance of the RRTG TC meeting in January 2022.	A Foster / J Blackie
Update: In Progress. Update to be provided by Mareeba Shire and Tablelands Councils.		
Action 118.7	D Irvine to make amendments to the forward 4-year works program for consideration and endorsement by the RRTG Board via Flying Minute. W Hughes to update the 2021-2022 Works Program to reflect the endorsed changes and circulate with the minutes.	D Irvine / W Hughes
Update: Complete.		
Action 118.8	N Murray (Douglas), D Fletcher (Etheridge) and G Pickering (Croydon) to investigate if early delivery of projects identified in the forward works program is achievable and be ready to advise status at the RRTG TC meeting in January.	N Murray / D Fletcher / G Pickering
Update: In Progress. Update to be provided by Councils. Refer Agenda Item 7.		
Action 118.9	W Hughes to circulate the initial questions raised requiring legal clarification of Road Management Responsibilities with the minutes. Councils are to review and include any additional questions via tracked changes in advance of the meeting in January.	W Hughes
Update: Complete. No additional questions received. Cook Shire to obtain separate legal advice.		
Action 118.10	W Hughes to circulate the Department of Infrastructure, Transport, <i>Regional Development and Communications National Service Level Standards and Heavy Vehicle Road Reform</i>	W Hughes

	presentation provided to LGAQ Roads and Transport Advisory Group members with the minutes.	
Update: Complete.		

Business arising updates were noted and accepted.

5. DRAFT Minutes of FNQ RRTG Board Meeting for noting

Noted

6. DRAFT Minutes of the RRTG TC Sub-Committee - Regional Aerodrome Audits Project

Noted

7. TIDS – 21/22 program progress update

Projects reduced/removed:

Project ID	Council	Road	TIDS Funding	Comments
369	Cairns Regional Council	Kennedy St Reverse	\$100,000	Only \$60,000 required
351	Cassowary Coast	Warrakin Rd	\$37,500	Remove, Funded through LRCI
352	Cassowary Coast	Warrakin Rd	\$87,500	Remove, Funded through LRCI

Recommended amendments to 2021/22 program to ensure expenditure:

Project ID	Council	Road	TIDS funding 21/22	Comments
268	Cook Shire Council	Battlecamp Road	\$10,000	\$10,000 bought forward from 22/23 to 2021/22
344	Cassowary Coast	Kennedy Creek Road	\$50,000	\$275,000 in 22/23
361	Cairns	Lake Placid Road	\$100,000	\$222,500 in 22/23
415	Douglas	Garrick Street	\$70,000	New project
416	Cassowary Coast	Bingil Bay Road	\$15,000	New project \$25,000 in 22/23
459	Cassowary Coast	Tully Gorge Road	\$20,000	New Project \$58,694 in 22/23
107	Cook Shire	Railway Ave	Increase by \$20,000 to \$115,223	An increase of \$20,000
350	Cassowary Coast	Spanos Road	Increase by \$1,989 to \$24,489	An increase of \$1,989

Summary of the 2021/2022 works program update is included in appendix A

8. 2022/23 – 2025/26 4 year rolling program – Recommendation to FNQ RRTG

It is recommended the FNQRRTG endorse the 2021/2022 to 2025/2026 program attached as appendix B which includes amendments to the current 2021/2022 year.

9. Aerodrome Services Operational business plan

- **Councils involved:** Need to check with Tablelands and Mareeba Staff managing the airports. Cook Shire may also be involved for Lakeland and Laura airports
- **Completion date:** No issue at this stage with 9 December 2022
- **Evaluation weightings:**

There were some amendments to the evaluation criteria and weightings:

- | | |
|--|-----|
| 1. Methodology (include demonstrate understanding of the context of the Project | 25% |
| 2. Link experience and Local knowledge together | 20% |
| 3. Resourcing (include looking for diversity in breath of experience and business acumen | 15% |
| 4. Delete Stakeholder Engagement | |
| 5. Include Price | 40% |

Action 119.2: In relation to the Aerodrome Services Operational business Plan, W. Hughes to:

- a. Check with Tablelands and Mareeba Staff managing the airports to confirm involvement
- b. Follow up with Peter Tonks re Cook Shire Council – may want to include Laura and Lakeland, and
- c. Amend evaluation weightings to:
 - Methodology (include demonstrate understanding of the context of the Project 25%
 - Link experience and Local knowledge together 20%
 - Resourcing (include looking for diversity in breath of experience and business acumen) 15%
 - **Delete** Stakeholder Engagement
 - **Include** Price 40%

10. Update from the LGAQ Roads and Transport Advisory Group

There has been no meeting since the last FNQRRTG TC meeting 9 December 2021

11. Update from the Roads Alliance Project Team

Update from T.Lindenberg:

- TIDS expenditure update – please get it spent – it is risky when 23% of the funds are expected to be spent in the last month.
- ATSI application close 20th February – all LG which provide access to the ATSI communities are eligible for funding.
- SCDF mid year review - \$600mil allocation per year – unallocated funds will be redistributed to ATSI councils. Only project on list for FNQ is the Yarrabah Transport Plan.
- Reminder re project recognition signage – new signage for projects with a total value over \$250,000 (standard sign with smaller project sign). All signs are to be transitioned this year. Need to send in photos of the signage. Please also send a copy to the RAPT team.
- Road length review conducted at the end of last year. This is a component of the calculation of the road length methodology. Clarification – funding allocation does not include the ATSI component.

Update from R.Chow:

- LGAQ Focused on the federal budget.
- Local roads and community infrastructure funding – requesting an increase. If you have projects of note, please share with the LGAQ to include in the budget submission.
- LGAQ CEO has written to chairs re TIDS expenditure. Looking for a balanced expenditure throughout the year rather than backended – this helps with State advocacy.

Action: 119.3 – If you have any LRCI projects of note please share these with LGAQ to include in their budget submission

12. General Business

a. Heavy vehicle safety and productivity and program (HSVP) and bridge renewal programs

If the Heavy vehicle safety and productivity and program (HSVP) and bridge renewal programs are open all the time, how often/what is the timing around announcing funding? With no responses and no clear timeframes for a response it is causing problems for councils.

Action 119.4: Robbie Chow will include feedback on the timelines for HSVP and bridge renewal programs as part of LGAQ's process and provide feedback to the group on what the assessment timeframes are.

b. Remote Roads upgrade program

- Closes 20th Feb – potentially could ask for more than 80% but need to justify it.
- Includes any upgrade – scrub to formed, formed to sealed etc. Does not cover maintenance.
- You need to prove it is vital –

Letters of support can be requested from FNQROC to accompany applications – the contents of the letter of support will depend on the road and if it is within the RRIS, LRRS network or other.

13. Points for noting to the FNQ RRTG or FNQROC Boards

Recommendations:

Recommendation 1:

It is recommended the FNQRRTG endorse the 2021/2022 to 2025/2026 program attached as appendix A which includes amendments to the current 2021/2022 year.

14. Next meeting – Date

- Friday 18th March in Cairns

15. Meeting Close

The meeting was closed at 1.00pm

16. Actions arising from meeting 119:

Item	Action	Responsible
Action 118.1	W Hughes to progress the recommendation to the Board that TIDS be retained for investment in local government controlled LRRS roads.	W Hughes
Action 118.4	W Hughes to progress the recommendation to the Board that the new MCA be amended to include a 10% weighting for Risk and a revised weighting of 10% for the RRIS to improve the results of the project prioritisation tool.	W Hughes
Action 118.5	J Gillespie to confirm the funding process for the \$5.92M Federal ROSI investment for Ootan Road and liaise with A Foster (Mareeba Shire Council) and J Blackie (Tablelands Regional Council) on project submission/grant approval requirements.	J Gillespie / A Foster / J Blackie
Action 119.1	W Hughes to seek endorsement of the recommended 2021/22 – 2025/26 program which includes amendments to the current 2021/22 program	W Hughes
Action 119.2:	In relation to the Aerodrome Services Operational business Plan, W. Hughes to: <ol style="list-style-type: none"> a. Check with Tablelands and Mareeba Staff managing the airports to confirm involvement b. Follow up with Peter Tonks re Cook Shire Council – may want to include Laura and Lakeland, and c. Amend evaluation weightings to: <ul style="list-style-type: none"> • Methodology (include demonstrate understanding of the context of the Project) 25% • Link experience and Local knowledge together 20% • Resourcing (include looking for diversity in breath of experience and business acumen) 15% • Delete Stakeholder Engagement • Include Price 40% 	W Hughes
Action: 119.3	If you have any LRCI projects of note please share these with LGAQ to include in their budget submission	All
Action 119.4:	Robbie Chow will include feedback on the timelines for HSVP and bridge renewal programs as part of LGAQ's process and provide feedback to the group on what the assessment timeframes are.	R Chow (LGAQ)

Appendix A – 2021/2022 Works Program update

Updated as at 28 January 2022

ID	TMR ID	Council	Road Name	Project Description	Detailed Design Y/N	Start Chainage	End Chainage	Total Project Cost	2021 - 2022	2022 - 2023	Notes
361		Cairns Region	Lake Placed Road	Full rehab and shape correction of Lake Placid Road from CWAR to ch 500m		0	0.57	\$ 645,000	\$ 100,000	\$ 222,500	28/01/22 new to program due to underspend
533	1953518	Cairns Region	Kenny Street - Reverse	Footpath / bikepath construction	Y	0.83	1.3	\$ 120,000	\$ 60,000		Pedstrian rail crossing - discussions underway with QLD Rail to finalise design. Update on timing and budget to be provided at January TC meeting 28/01/2022 Only spending \$120,000.
344		Cassowary Coast Regional Council	Kennedy Crk Road	Drainage improvement and culvert works		10.45	10.47	\$ 650,000	\$ 50,000	\$ 275,000	28/01/2022 - new to program due to underspend.
345		Cassowary Coast Region	Tully Gorge Road	LRRS Structural lining (Berolina Liner) of an existing structure - Culvert No. 238		43.6	43.8	\$ 35,000	\$ 17,500		Construction scheduled April 2022.
346		Cassowary Coast Region	Tully Gorge Road	Drainage Improvement works 1050dia/Walls/Aprons		Culvert 242		\$ 150,000	\$ 75,000		Construction scheduled early 2022. Total cost \$60,000
347		Cassowary Coast Region	East Feluga Road	Drainage Improvements - 1050/Culverts/Wingwalls/Aprons		1.16	1.17	\$ 60,000	\$ 30,000		Completed December 2020. Ready to claim.
348		Cassowary Coast Region	East Feluga Road	Drainage Improvements- 2x1500 pipes/head&wing walls/aprons		7.1	7.13	\$ 95,000	\$ 47,500		Completed August 2021. Ready to claim.

349		Cassowary Coast Region	Spanos Road	2/1200x600 RCBC, with headwalls, wings and aprons. Culvert No. 5.		2.08	2.09	\$ 60,000	\$ 30,000		Completed October 2021. Ready to claim.
350		Cassowary Coast Region	Spanos Road	1/1200x450 RCBC, with headwalls, wings and aprons. Culvert No. 7.		2.77	2.78	\$ 45,000	\$ 24,489		Completed April 2021. Ready to claim. 28/01/22 increase of \$1,989 due to underspend and overspend on this project
351		Cassowary Coast Region	Warrakin Road	1/1050 Class 3 RRJ RCP, with headwalls, wings and aprons. Culvert lengthening required. Culvert No. 16.		2.9	2.91	\$ 75,000	\$ -		Completed November 2021. Ready to claim. 28/01/2022 Claimed through LRCI
352		Cassowary Coast Region	Warrakin Road	5/1200 Class 3 RRJ RCP, with headwalls, wings and aprons. Replacement culvert to be shorter than existing culvert. Culvert No. 22.		4.38	4.39	\$ 175,000	\$ -		Completed November 2021. Ready to claim. 28/01/2022 Claimed through LRCI
353		Cassowary Coast Region	Pernase Road	2/600 Class 3 RRJ RCP, with headwalls, wings and aprons. Culvert No. 4.		0.25	0.26	\$ 40,000	\$ 20,000		Completed November. Ready to claim.
416		Cassowary Coast	Bingil Bay Road	Replace 2/750 RCP's with 2/750 class 2 RRJ RCP, with headwalls, wingwalls and aprons. Culvert No. 39		6.082	6.085	\$ 80,000	\$ 15,000	\$ 25,000	28/01/22 new to program due to underspend
459		Cassowary Coast	Tully Gorge Road	Replace 3/1350 RCPs with 2/1500 Class 2 RRJ RCPs including headwalls, wingwalls and aprons. Culvert No. 59		18.23	18.24	\$ 210,000	\$ 20,000	\$ 58,694	28/01/22 new to program due to underspend
102	1485698	Cook Shire	Charlotte St	Project ID 102 Asphalt Surfacing/Overlay project missed in the clean up	Y	0.943	2.93	\$ 455,000	\$ 152,500		20/21 \$62,500 \$75,000 expended. Plan to expend by end 2021. \$12,500 underspend due to it being claimed in 20/21 (this years allocation was \$165,000)
107	1492202	Cook Shire	Railway Ave (non LRRS)	Project ID 107 Roadworks (unsealed) - Existing Alignment – Seal and Widen Works carried over from 20/21	Y	0.8	2.66	\$ 640,000	\$ 115,223		20/21 \$233,283 expended. Last 150m to be upgraded by May/June 2022 (approx \$50K to expend).

264	1952090	Cook Shire	Sherrin Esplanade (non LRRS)	Roadworks (sealed) - Existing Alignment. Sherrin Esplanade is just behind the Charlotte street and utilized by a significant number of tourists and businesses. The proposed project is to raise the pavement level by at least 300mm, provide drainages and seal the road surface in order to get rid of dust problem. The works consist of installation of collection pits, pipes, raising the road level by 300mm, pavement work, kerb and channel (one side) and two coat sealing.	Y	0.675	1.09	\$ 800,000	\$ 200,000		Split over 21/22 and 22/23 \$200,000. Start Feb/Mar 2022, end July 2022.
268		Cook Shire Council	Battlecamp Road	Drainage - The proposed project is replacement of old Amco pipe (2.3m dia.) culvert with a box culvert of 2.1 x 2.1m size. The work consists of removal of old pipe, concrete work on base slab, supply and installation of box culvert, backfill and gravel pavement on top.		9.3	9.31	\$ 185,000	\$ 10,000	\$ 82,500	New to program 28/01/2021
337	1950316	Cook Shire	Boundary Street (non LRRS)	Form and Seal	Y	0.216	0.363	\$ 600,000	\$ 162,112		Commence Sept 2021, anticipate completion Dec 2021 approved 12/10/21: to reduce scope from Ch 0.525 - Ch 0.92 (distance 0.395) to Ch 0.216 - Ch 0.393 (distance 0.177) TIDS revised from \$256,912 to \$115,610 TIDS amended again 9 December 2021 to \$162,112 COMPLETED Still to be claimed

360	1952039	Cook Shire	Garden Street (non LRRS)	Project ID 338 Form and Seal - original project corrupted	Y	0	0.22	\$ 600,000	\$ 162,112	Commence Sept 2021, anticipate completion Dec 2021 approved 12/10/21: to reduce scope from Ch 0.21 - Ch 0.675 (distance 0.465) to Ch 0.000 - Ch 0.220 (distance 0.22) TIDS revised from \$264,307 to \$124,224 TIDS amended again 9 December 2020 to \$162,112 COMPLETED - yet to be claimed
377		Cook Shire	Poison Ck Road	Guardrail / Barrier		6.163	6.198	\$ 200,000	\$ 100,000	Release quotation in Feb
541	1952071	Croydon Shire	Croydon-Richmond Road	Upgrade section of Richmond Rd to sealed standard. Importing suitable local gravel, compacting, constructing drainage works with 2 coat seal.	Y	154.9	158.9	\$ 790,000	\$ 395,000	Commence April 2022, anticipate completion Mar-Jun 2022.
415		Douglas Shire	Garrick Street	Non LRRS upgrade culvert at the outlet of a large catchment improving its capacity and flood immunity. This will reduce property damage and improve access and safety.		0.43	0.465	\$ 140,000	\$ 70,000	28/01/22 new to program due to underspend
315	1498319	Etheridge Shire	Strathmore Road	Roadworks (sealed) - New Alignment	y	0	4.8	\$ 1,590,760	\$ 69,409	Completed - underspend of \$234,520 20/21 \$725,971 expended
569	1950374	Etheridge Shire	North Head Road	Seal unsealed road, pavement widening, alignment improvements, causeway upgrades	Y	3	7.75	\$ 4,925,000	\$ 804,864	Split over 21/22 and 22/23 \$1,649,120 April 2022 start 28/01/2022 Starting late Feb - ordered culverts last week
214		Mareeba Shire	Springmount Rd	Rehabilitate and widen to 7m		7.55	9	\$ 710,000	\$ 355,000	Project brought forward from 2024-25 to 2021-22. Complete. Claims in progress.

219	1494455	Mareeba Shire	Euluma Creek Road	Project ID 219 Roadworks (sealed) - Existing Alignment - Carried over from 20/21 due to wet weather	Y	5.565	6.343	\$ 600,000	\$ 246,664		20/21 \$53,336 expended. Recommence Oct 2021. Complete Dec 2021. Waiting on line marking - this month
221	1952841	Mareeba Shire	Euluma Creek Road	Rehabilitate and widen 3 sections 4.98 - 5.65 7.65 - 8.275	Y	4.98	9.325	\$ 1,300,000	\$ 650,000		Commence Oct 2021. - Commenced waiting on weather
259	1952766	Mareeba Shire	Bower Road	Roadworks (sealed) - Existing Alignment (Widen & Seal)	Y	1.447	4.317	\$ 1,000,000	\$ 500,000		Completed. Claim in progress.
230	1953413	Tablelands Region	Brooks Road	Widening and Sealing of Various Corners to achieve 7.0m Seal Width.	Y	0	3.54	\$ 615,000	\$ 307,500		Construction scheduled March 2022.
232	1953288	Tablelands Region	Cashmere-Kirrama Road	Blencoe Ck - Replace Timber Girders with RCBC's and approach works.	Y	52.24	52.52	\$ 884,694	\$ 442,347		Possible underspend Project completed, finalising federal funding component, the remainder to be split LG/TIDS
236	1953414	Tablelands Region	Lawson Street	Widen & Seal to 11.0 m wide including Kerb & Channel	Y	0	0.396	\$ 290,000	\$ 145,000		Feb 2022 start, design complete, internal crew to deliver.
239	1953389	Tablelands Region	Sluice Creek Road	Replace Timber Girder Bridge with RCBC's and upgrade approaches.	90%	2.815	2.925	\$ 535,000	\$ 267,500		Construction scheduled April 2022. InQuik bridge instead of culverts.
158	1953653	TMR	management	2.5% of \$5,714,660 funding	N/A			\$ 714,330	\$ 142,866		Claimed
156	1955995	Wujal Wujal Aboriginal Shire	various	Wujal Wujal annual allocation of \$29,273	N/A			\$ 146,370	\$ 29,274		Pre cyclone works
185	1929627	Yarrabah Aboriginal Shire	various	Yarrabah annual allocation of \$47,217	N/A			\$ 236,085	\$ 47,217		put towards transport plan
		Yarrabah Aboriginal Shire		Underspend from 20/21 Project 1144450 \$10,216.72 Project 11914 \$14,756	N/A				\$ 24,972		put towards Transport Plan



Appendix B – 2021/2022 – 2025/2026 program for adoption

Document No. 6884374

Unconfirmed