

FNQ RRTG Technical Committee

Minutes

Meeting No	137
Meeting Name	FNQ RRTG Technical Committee Meeting
Date	22 January 2025
Time	9:30am
Venue	Kingsford Room, Level 3, Cairns Regional Council, Spence Street, Cairns

Representatives

Name	Organisation
Travis Mitchell	Cairns Regional Council
Chris Accatino	Cassowary Coast Regional Council
Khubaib Khan <i>via teleconference</i>	Cook Shire Council
George Coxhead <i>via teleconference</i>	Croydon Shire Council
Pieter Kleinhans <i>via teleconference</i>	Douglas Shire Council
Allan (Jack) Parry (Proxy)	Etheridge Shire Council
Andrew Foster	Mareeba Shire Council
David Fletcher (Chair)	Tablelands Regional Council
John Gillespie	DTMR
Amanda Hancock	Technical Coordinator, FNQROC

Observers

Name	Organisation
Luke McAvoy	Cassowary Coast Regional Council
Kiani Berzinski	Douglas Shire Council
Ross Tyllier	DTMR (RAPT)
Jarrold Hellmuth	LGAQ
Darlene Irvine	FNQROC

Apologies

Name	Organisation
Kiley Hanslow	Wujal Wujal Aboriginal Shire Council
Michael Geoghegan	Yarrabah Aboriginal Shire Council
Sam Bann	Yarrabah Aboriginal Shire Council

1. Welcome and introduction.

2. Apologies

Apologies noted.

3. Acknowledgement

David Fletcher acknowledged the recent sudden passing of Cr. Kevin Davies, Deputy Mayor, Mareeba Shire Council and Deputy Chair, FNQ Regional Road & Transport Group and a moment of reflection was shared.

4. Confirmation of Previous Minutes

5.1 Meeting No. 137 held 29 November 2024

Minutes distributed with the agenda were noted and accepted.

5.2 Business Arising from Previous Minutes 29 November 2024

Item	Action	Responsible Party	Status
129.4	Amanda to investigate options for Road Asset Inspections training and notify the RRTG TC to consider for SCDF funding application.	FNQROC	Outstanding
The Capability Agreement & Action Plan needs to be updated to reflect council's current needs. FNQROC will then be able to focus on identifying available training and funding.			
132.4	FNQROC to develop and release a Request for Quote for a suitable consultant to undertake a study into whole of life cost pricing for different seal types across our region to better inform decision making when procuring.	FNQROC	Ongoing
FNQROC have developed the RFQ which was circulated to the RRTG TC on 20 December for comment. RFQ to now be released with quotes sought via Local Buy's Engineering & Consultancy arrangement.			
132.5	Jarrold Hellmuth, LGAQ to investigate costs of cultural heritage monitoring requirements and provide an update.	Jarrold Hellmuth, LGAQ	Ongoing
134.2	LGAQ to provide update regarding their previous correspondence to the Minister regarding pit licencing and environmental authorities.	Jarrold Hellmuth, LGAQ	Ongoing

135.2	Councils to provide Shepherds with details of their finance staff to be set up on the new PMT.	All councils	Ongoing
135.3	Councils to provide details of their nominations to attend the IPWEAQ public training sessions taking place in early 2025 to enable FNQROC to seek SCDF funding.	All councils/FNQROC	Complete
Council nominations provided. RRTG TC endorsed proposed SCDF application for 50% funding towards cost of 2 x training sessions. Councils to provide FNQROC with email addresses of individual attendees.			
136.1	Amanda to circulate email from TMR with information required on QRA funded flood warning infrastructure devices on State's Road Corridor to facilitate TMR take over. Councils to provide the information directly to Jolene Wakeford at TMR.	FNQROC & All Councils	Complete
136.2	Councils to review all existing bridge and drainage projects in the PMT and provide the missing information required to trigger the BCA. Where the data is not supplied the BCA will be zero.	All councils	Complete
136.3	Councils to link the current LRRS register to a map in the PMT using instructions previously provided by Justin, Shepherd Services.	All councils	Ongoing – CCRC & MSC completed so far
136.4	Tanya, TMR to provide some clarification on ATSI TIDS v RTA TIDS funding.	Tanya Lindenberg, TMR	Complete
136.5	John, TMR to send DSC ATSI TIDS funding application and ensure that future applications are circulated to all councils that provide primary access into ASCs.	John Gillespie, TMR	Complete
136.6	Justin, Shepherds to provide George Coxhead, ESC with access to the new Program Management Tool.	Shepherd Services	Complete
136.7	Councils to ensure all new projects for consideration are in the new PMT with status 'Awaiting Approval by Tech Committee' before the next RRTG TC. Councils to also undertake a detailed review of all projects in the current program to enable effective allocation of all available funds at the next RRTG TC on 22 January 2025, for consideration and adoption by the RRTG on 6 February 2025.	All Councils	Complete – some issues with system permissions noted which Shepherds are resolving.
136.8	Amanda to circulate most recent Capability Agreement & Action Plan for councils to review with a view to discussing and updating at the next meeting.	FNROC & All councils	Complete

5. Election of the Chair and Deputy Chair

Amanda declared all positions vacant and called for nominations for the position of Chair, FNQ RRTG TC.

Khubaib Khan, Cook Shire Council
Nominated by Pieter Kleinhans, Douglas Shire Council

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Pieter Kleinhans declined the nomination for Chair.
Khubaib Khan accepted the nomination for Chair.

With no further nominations, Khubaib Khan was elected Chair of the RRTG TC.

Amanda called for nominations for Deputy Chair:

Pieter Kleinhans, Douglas Shire Council
Nominated by Khubaib Khan, Cook Shire Council

Pieter Kleinhans accepted the nomination for Deputy Chair

There being no further nominations, Pieter Kleinhans was declared elected as Deputy Chair of FNQ RRTG TC

6. Program

6.1. Existing projects with increased costs

- As a result of the review of existing projects undertaken by councils, several projects with revised project costs have been identified.
- The existing process requires any project with an increase more than 10% of the project cost to be removed from the program and re-prioritised.
- It has been identified in the new Program Management Tool (PMT) that changes to project costs do not tend to significantly change the project prioritisation ranking (combined score) and that the removal and resubmission of projects is difficult to manage in the PMT.
- There is also often a significant period between the project being input in the program and being completed meaning costs increases were difficult to avoid.
- It was agreed that council officers will take responsibility for ensuring project costs are as accurate as possible by making allowance for future potential cost increases where appropriate in original project submissions and by undertaking regular reviews of their individual projects.
- Thereafter, all project cost increases are to be notified to the RRTG Technical Coordinator (Amanda Hancock) together with updated Project Costs to enable the Benefit Cost Analysis (BCA) to be updated.
- The allocation of any available funding because of increased project costs will then be considered on an individual project basis by the Technical Committee.
- Endorsement of this change to the FNQ RRTG Works Program – Development and Management Process to be sought from the RRTG.
- If agreed, the FNQ RRTG Works Program – Development and Management Process will then be updated by FNQROC to reflect this agreed change in process.

ACTION ITEM 137.1 Seek RRTG endorsement of a change to the FNQ RRTG Works Program – Development and Management Process regarding increased project cost. Remove the requirement for projects with increased project costs of more than 10% to be removed and resubmitted for prioritisation. If agreed, the FNQ RRTG Works Program – Development and Management Process to be updated by FNQROC to reflect the change.

6.2. New Projects

- Thirty-one new projects have been put forward for inclusion in the program since the last meeting as follows:
 - Cook Shire Council x 20.
 - Croydon Shire Council x 1
 - Douglas Shire Council x 7

- Tablelands Regional Council x 3
- All new projects to be reviewed by the technical committee and the data provided interrogated for accuracy before the priority rating (combined score) is finalised and the project is entered into the program to seek available funding.
- Four projects were reviewed and admitted but given the exceptionally high number of new projects to be reviewed, it was agreed that a further meeting was necessary to focus on new projects.
- Councils will review the information included considering the discussions particularly regarding scores under the Multi Criteria Analysis (MCA)
- Going forward, the cut-off for submission of new projects will be 2 weeks prior to each RRTG TC.
- Details of each project will then be circulated by the Technical Coordinator with the agenda, allowing councils to review ahead of the meeting.

ACTION ITEM 137.2 Meeting to be arranged by FNQROC with councils to focus on reviewing new projects for inclusion into the program.

ACTION ITEM 137.3 Cut-off for new projects for inclusion in the program will be 2 weeks prior to each RRTG TC meeting to enable details of each project to be circulated with the agenda, enabling councils to review ahead of the meeting.

6.3. Program

- Amanda advised that because of the review of existing projects undertaken by councils, several projects had been removed and projects with revised project costs had been identified.
- The changes to the program can be identified in the PMT.
- Following detailed discussion, the current year, 2-year fixed, 2-year indicative program was finalised for adoption by the RRTG before going to TMR for inclusion in QTRIP with all available funds being allocated to existing projects where increased project costs have been identified.

The changes to the program notified by councils are summarised as follows:

- Cairns Regional Council

ID364 – Redlynch Intake Road - Pavement rehabilitation and structure improvement of Redlynch Intake Road from Short St to Tenni St – Project withdrawn as asset is in an acceptable condition. \$92,500 to be reallocated from 24/25.

ID371 – Lake Street - (Old 559) LED Lighting Upgrade to lighting Cat V3 along Lake St from McKenzie St to Smith St to improve safety for motorists, cyclists, and pedestrians – Project withdrawn due to time required to design and procure Ergon resources which are currently delayed by up to 12 months. \$180,000 to be reallocated from 24/25.

ID372 – Lake Street - (Old 560) LED Lighting Upgrade to Cat V3 along Lake St from Lily St to Smith St to improve safety for motorists, cyclists, and pedestrians – Project withdrawn due to time required to design and procure Ergon resource which are currently delayed by up to 12 months. \$102,500 to be reallocated from 24/25

- Cassowary Coast Regional Council

ID460 – Tully Gorge Road - Replace like for like with 3/1200 Class 2 RRK RCPs including headwalls, wingwalls and aprons. Culvert No. 5. Project withdrawn as previously completed. \$110,000 to be reallocated from 26/27.

ID423 – Tully Gorge Road - Replace 1000 ARMCO with 1/1050 Class 4 RRJ RCP with headwalls, wings, and aprons. Culvert No. 242. Project withdrawn as previously completed. \$75,000 removed from 25/26.

- Mareeba Shire Council

ID257 - Rankin Street/Walsh Street - Non LRRS Intersection works - Roundabout Upgrade – Delays due to Ergon. Wants to move funding out to 26/27. \$483,806 to be reallocated from 24/25

ID258 – Walsh Street - Non LRRS Roadworks (sealed) - Existing Alignment Road Upgrade (Safety Enhancements) Wants to move funding out to 25/26. \$200,000 to be reallocated from 24/25

ID255 – Herberton Street/Constance Street Non LRRS Intersection works – Roundabout. Wants to bring \$415,013 funding in 26/27 and \$242,244 funding in 25/26 forward to 23/24.

Mareeba Shire Council proposed changes were agreed at the last RRTG TC meeting.

- Tablelands Regional Council

ID237 – Ootann Road - Upgrade to 9.0m wide seal to accommodate Road Trains. Project complete at slightly reduced costs resulting in \$55,537 to be relocated in 24/25.

The RRTG TC agreed for the available funds to be reallocated as follows:

- Cook Shire Council

- ID498 – Battlecamp Road - Installation of new concrete causeway, RCP culverts and headwalls. Additional \$10,000 allocated in 24/25 due to increased project costs and priority ranking.

- Etheridge Shire Council

ID 134 – Forsayth Einasleigh Road - Upgrade existing unsealed formation to a sealed carriageway providing required drainage and improved visibility. Additional \$61,657 allocated in 24/25 due to increased project costs and priority ranking.

ID133 – Forsayth Einasleigh Road - Upgrade existing unsealed formation to a sealed carriageway providing required drainage and improved visibility, Additional \$385,49 allocated in 24/25 and \$63,549.50 allocated in 25/26 due to increased project costs and priority ranking.

- Tablelands Regional Council

ID368 – Sluice Creek - Drainage - Improvement/Reconstruction of Concrete Causeway at Packhouse Ck with SLBC's as well as approaches. Additional \$53,695 allocated in 25/26 due to increased project costs and priority ranking

As the 26/27 program moved from indicative to fixed, the following funding was removed due to overallocation of funds:

- Cairns Regional Council

ID474 – Abbott Street - Renew 230m length of footpath, full width, at frontages of 3-61 Abbott St Cairns City to current CBD footpath standards. Works to include up to 170m of K&C renewal. \$65,183 removed in 26/27 due to overallocation of funds and priority ranking.

ID363 – Hussey Road - Pavement rehabilitation and shape correction of Hussey Road from causeway to quarry entrance (quarry road). \$28,000 removed in 26/27 due to overallocation of funds and priority ranking.

- Cassowary Coast Regional Council
ID450 – Bryant Street - Replace 1500x1400 cast in situ RC with 2100x1500 RCBC including headwalls, wingwalls and aprons. Culvert No. 9 \$190,000 removed in 26/27 due to overallocation of funds and priority ranking.

ACTION ITEM 137.4 Seek endorsement of the updated 24/25 – 28/29 program from the RRTG at the meeting on 6 February 2025.

7. TMR RAPT Update – Ross Tyllier

7.1. TIDS

- Statewide TIDS expenditure is at 37% as at end Dec 2024. Far North RRTG is tracking well compared to other RRTGs at 44% in TMR systems.
- ATSI TIDS nominations close on 14 February. Please contact John Gillespie for any assistance required.
- The SCDF has received above-average applications this financial year. We are conducting a mid-year review in February, so we request that any applications you are considering be submitted for approval by 31 January 2025.
- LGP team has commenced the annual LRRS mapping update.
 - Our GIS team is preparing updated maps based on change requests received over 2024.
 - Updated maps in PDF, MapInfo and Google Earth formats will be distributed to RRTGs in February for review.
 - The target is to have all changes confirmed and final mapping files issued to all RRTGs by the end of March 2025.
- Now is the time to start preparing project stories and photos for the next edition of the RTA Annual Progress Report. Please feel free to submit those stories and before and after photos as soon as they are ready.
- Reminder that multiple projects on the Far North TIDS program this FY trigger the TIDS signage threshold so must have a TIDS project recognition sign. Can evidence of the signs be sent to both the TMR District and rtat@tmr.qld.gov.au for our records.

7.2. General TMR announcements:

- Non-Transport Utility Management Design Manual: TMR is currently collating review comments for responses back to relevant stakeholders.
- Nominations to join TMR's Engineering and Technology (E&T) Branch's dedicated working group to explore TTM training needs and standards for local governments closed on 13 December 2024.
 - Nominated working group members should be contacted later this week or next week.
 - Terms of reference are being prepared and will be shared with working group members in late January.
- TMR and LGAQ have agreed to reconvene the RMPC working group. On 20 January, the RTA distributed TMR District RMPC contacts to all RRTG technical coordinators. Please let me know if you have not received this.

7.3. Other Qld Government announcements:

- For information, the new Qld Government has announced The Country Roads Connect Program - expected to provide \$100m to pave regional dirt roads which otherwise become impassable. We understand that this Program will be delivered by TMR supported by the Dept of Natural Resources and Mines, Manufacturing, and Regional and Rural Development. Further details will come to light in due course.

8. LGAQ Update – Jarrod Hellmuth

LGAQ have upcoming meetings with DPI (formerly DAF) to discuss the quarry issue broadly as well as the challenges in FNQ surrounding cultural heritage monitoring requirements. Additionally, we have recently met with Minister Dale Last regarding the quarry operations and permit renewal challenges for local government, and his advisors are compiling some work regarding the limitations currently being experienced.

If councils can provide any comments or case studies in relation to the costs it would be beneficial.

9. Joint Purchasing & Resource Sharing

Deferred to the next meeting due to time constraints.

10. Capability Agreement & Action Plan & SCDF

Deferred to the next meeting due to time constraints.

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

See Action Item 137.4 proposed change to the FNQ RRTG Works Program – Development and Management Process regarding increased project costs and 137.4 endorsement of the updated 24/25 – 28/29 program from the RRTG.

12. Next meeting – Next RRTG TC 23 May 2025 but meeting invite to follow for additional meeting to discuss new projects.

The meeting closed at 1.40pm

Actions arising from Meeting 137 – 22 January 2025

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132.5	Jarrod Hellmuth, LGAQ to investigate costs of cultural heritage monitoring requirements and provide an update.	Jarrod Hellmuth, LGAQ
134.2	LGAQ to provide update regarding their previous correspondence to the Minister regarding pit licencing and environmental authorities.	Jarrod Hellmuth, LGAQ
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137.2	Meeting to be arranged by FNQROC with councils to focus on reviewing new projects for inclusion into the program.	FNQROC & All councils
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