

FNQ RRTG Technical Committee Agenda

Meeting Details

Meeting No	143
Meeting Name	FNQ RRTG Technical Committee Meeting
Date	29 January 2026
Time	10:00am
Venue	McKenzie Room, Level 2, Cairns Regional Council

Remote Access Details

Microsoft Teams meeting

[Join the meeting now](#)

Meeting ID: 427 257 290 338 3

Passcode: ah2kQ3iD

Agenda

1.	Welcome and introductions.	A Hancock
2.	Apologies	A Hancock
3.	Confirmation of Previous Minutes 3.1 Minutes of Meeting No. 142 – 14 November 2025 3.2 Business Arising from Previous Minutes – 14 November 2025	Pages 5 - 14

Actions arising from Meeting No. 142 – 14 November 2025

Item	Action	Responsible Party	Status
135.2	Councils to provide Shepherds with details of their finance staff to be set up in the new PMT.	Croydon SC, ESC, WWASC & YASC	Croydon SC, ESC & WWASC Outstanding
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. Update: Change was endorsed by the RRTG at meeting number 83 on 6 February 2025. The document will be updated once further changes have been finalised.	Amanda Hancock, FNQROC	See Item 5
138.2	Endorsement of the amended wording to the Program Guidelines regarding State-controlled roads to be sought from the RRTG at their meeting on 2 December 2025.	Amanda Hancock, FNQROC	Complete See Item 5
138.7	Amanda to gather existing council data on annual maintenance costs for gravel roads, reseals and curb and channel etc with a view to determining pre-agreed figures for input into the Program Management Tool. Email dated 25 March 2025 circulated requesting information regarding council's annual maintenance costs and sent again on 29 April 2025. Travis Mitchell to review and provide some suggested figures to the RRTG TC to consider. Update: Amanda advised that it appears that the information entered in the Base Case and the Project Case section of the BCA does not impact the score. Amanda to investigate further with Shepherd Services and advise. In the meantime, Travis advised that he is in the process of gathering data to provide some suggested guidance around this action.	Amanda Hancock, FNQROC	In progress

138.10	Endorsement of the updated constitution to be sought from the RRTG at their meeting on 2 December 2025. ESC logo to be added to the title page.	Amanda Hancock, FNQROC	Complete
140.4	Travis Mitchell to share overview of CRC crumb rubber trials with the RRTG TC. Update: Travis advised that he had not yet had the opportunity to go to site to take photographs etc but does plan to do so. Amanda advised that there was a section in the Road Treatment Good Practice Guide that provides guidance on the use of crumb rubber which would form the basis of further discussion.	Travis Mitchell, CRC	
140.5	Amanda to review the current Capability Agreement & Action Plan and send to councils for input.	Amanda Hancock, FNQROC	Complete See Item 7
141.6	TMR and CRC to develop a collaborative communications approach regarding decisions in managing roads that impact both the state and local network regardless of road ownership.	CRC & TMR	
142.1	Amanda to speak to Shepherd Services about the potential to add a section in the PMT for non-road projects. Section to potentially include pedestrian counts as opposed to vehicular counts and which can be discounted for the 20% LRRS calculation.	Amanda Hancock, FNQROC	In progress
142.2	Seek endorsement by the RRTG of the updated 2025/26 – 2027/28 works program.	Amanda Hancock, FNQROC	Complete
142.3	Amanda to notify Phil Hunt of Road Engineering Services that Travis Mitchell, CRC and Khubaib Khan, CSC nominated to work with him to finalise the recommended Road Treatment Study – Good Practice Guide.	Amanda Hancock, FNQROC	Complete
142.4	Councils to provide Phil Hunt, Road Engineering Services with the length and total area of their asphalt and bitumen road network if they have not already done so.	All Councils	
142.5	State funding for asset condition assessments on Local Government LRRS roads to be raised with the RRTG to potentially progress advocacy.	Amanda Hancock, FNQROC	In progress
142.6	Jarrod Hellmuth, LGAQ to share copies of LGAQ's to the RIA to reduce the open road default limit and National Road Safety Strategy.	Jarrod Hellmuth, LGAQ	
142.7	Amanda to circulate previous criterion used to determine LRRS roads together with reason why Oak Forest Road was previously removed from the LRRS register.	Amanda Hancock, FNQROC	Complete
142.8	RTTG TC to consider SOIs submitted by MSC ready for discussion at the next RRTG TC.	RTTG TC	See Item 6

4.	Program 7.1 New Projects 7.2 Existing projects 7.3 2028-29 7.4 Banked Projects	All
5.	FNQ RRTG – Program Guidelines	All
6.	Proposed additional LRRS Roads	All
7.	Capability Agreement & Action Plan	All
8.	Regional Road Investment Strategy	All
9.	TMR State Network Assessment	Amanda Hancock, FNQROC
10.	TMR RAPT Update	Kirstin Knight, Local Government Partnerships, TMR
11.	TMR – Local District Office Update	John Gillespie, Far North District, TMR
12.	LGAQ Update	Jarrod Hellmuth, LGAQ
13.	LGAQ Roads & Transport Advisory Group Update	Jarrod Hellmuth, LGAQ
14.	Points for noting to the FNQ RRTG or FNQROC Boards	All
15.	Other Business	All
16.	Next Meeting Date	All

FNQ RRTG Technical Committee

Minutes

Meeting No	142
Meeting Name	FNQ RRTG Technical Committee Meeting
Date	14 November 2025
Time	9:30am
Venue	Kingsford Room, Level 3, Cairns Regional Council, Spence Street, Cairns

Representatives

Name	Organisation
Travis Mitchell	Cairns Regional Council
Luke McAvoy	Cassowary Coast Regional Council
Khubaib Khan	Cook Shire Council
George Coxhead <i>via teleconference</i>	Croydon Shire Council
Kiani Berzinski	Douglas Shire Council
Kaer Whitnell	Mareeba Shire Council
David Fletcher <i>via teleconference</i>	Tablelands Regional Council
Nick Lennon <i>via teleconference</i>	Wujal Wujal Aboriginal Shire Council
Michael Geoghegan <i>via teleconference</i>	Yarrabah Aboriginal Shire Council
John Gillespie	DTMR – Indigenous & Local Government Relations, Far North District
Amanda Hancock	Technical Coordinator, FNQROC

Observers

Name	Organisation
Janath Caldera <i>via teleconference</i>	Cook Shire Council
Sam Wakeford	Mareeba Shire Council
Jill Parry <i>via teleconference</i>	DTMR (RAPT)
Jarrod Hellmuth <i>via teleconference</i>	LGAQ

Apologies

Name	Organisation
Raju Ranjit	Etheridge Shire Council
Sam Bann	Yarrabah Aboriginal Shire Council

1. Welcome and introduction.

2. Apologies

Apologies noted.

3. Confirmation of Previous Minutes

3.1. Meeting No. 141 held 15 October 2025

Minutes distributed with the agenda were noted. Minor changes made since they were circulated to reflect feedback from TMR in relation to the Action Item 138.2 and date of the next RRTG TC which was incorrect. Updated minutes are on the FNQROC website.

3.2. Business Arising from Previous Minutes 15 October 2025

Item	Action	Responsible Party	Status
135.2	Councils to provide Shepherds with details of their finance staff to be set up in the new PMT.	Croydon SC, ESC, WWASC & YASC	Outstanding
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. Update: Change was endorsed by the RRTG at meeting number 83 on 6 February 2025. The document will be updated once further changes have been finalised.	Amanda Hancock, FNQROC	In progress
138.2	Endorsement of the amended wording to the Program Guidelines regarding State-controlled roads to be sought from the RRTG at their meeting on 2 December 2025.	Amanda Hancock, FNQROC	In progress
138.7	Amanda to gather existing council data on annual maintenance costs for gravel roads, reseals and curb and channel etc with a view to determining pre-agreed figures for input into the Program Management Tool. Email dated 25 March 2025 circulated requesting information regarding council's annual maintenance costs and sent again on 29 April 2025. Travis Mitchell to review and provide some suggested figures to the RRTG TC to consider.	Travis Mitchell, CRC & All Councils	Outstanding

Amanda advised that it appears that the information entered in the Base Case and the Project Case section of the BCA does not impact the score. Amanda to investigate further with Shepherd Services and advise. In the

<p>meantime, Travis advised that he is in the process of gathering data to provide some suggested guidance around this action.</p>			
138.10	Endorsement of the updated constitution to be sought from the RRTG at their meeting on 2 December 2025. ESC logo to be added to the title page.	Amanda Hancock, FNQROC	In progress
140.4	Travis Mitchell to share overview of CRC crumb rubber trials with the RRTG TC.	Travis Mitchell, CRC	Outstanding
<p>Travis advised that he had not yet had the opportunity to go to site to take photographs etc but does plan to do so. Amanda advised that there was a section in the Road Treatment Good Practice Guide that provides guidance on the use of crumb rubber which would form the basis of further discussion.</p>			
140.5	Amanda to review the current Capability Agreement & Action Plan and send to councils for input.	Amanda Hancock, FNQROC	In progress
141.1	ID404 Rankin Street/Walsh Street. Amanda to raise funding discrepancy in the PMT with Shepherds.	Amanda Hancock, FNQROC	Complete
141.2	TMR to advise further regarding indigenous significant local roads and the application of the 20% non-LRRS limits using Project ID 413 Gribble Street as an example	Kirstin Knight, TMR	Complete
<p>Amanda advised that a response had been provided by Kirstin and circulated by email on 12 November 2025 essentially confirming an ATSI road that is considered to be a significant local road is not considered non-LRRS for the purpose of the 20% maximum rule.</p>			
141.3	YASC to update chainage and project information in the PMT for ID417 – Workshop Road	Michael Geoghegan, YASC	Complete
141.4	Councils to identify and input new projects for potential funding in 2028-29 and beyond, or as funding becomes available.	All Councils	Ongoing
141.5	Amanda to ask Shepherds to add the following additional project status to the PMT – after 'Awaiting to Start' add 'Design Underway' and 'Procurement Underway'.	Amanda Hancock, FNQROC	Complete
141.6	TMR and CRC to develop a collaborative communications approach regarding decisions in managing roads that impact both the state and local network regardless of road ownership.	TMR FN District & Travis Mitchell, CRC	Outstanding

4. Program

4.1. New Projects

19 new projects were reviewed and 17 admitted to the program to await funding to become available. These projects were as follows:

Douglas Shire Council

ID589 – Avalon Street – Renew the Cape Tribulation boardwalk.

- This proposed project was subject to debate regarding its suitability for inclusion in the TIDS program as it is a timber boardwalk that links pedestrians to the beach.
- The RTA Program Guideline clearly states that there of various types of infrastructure projects and activities that RRTGs can consider for inclusion in their programs including Active Transport Infrastructure and various work types that will improve the safety and environments of the network including pedestrian facilities.

- It was agreed that the project would be admitted but the score is relatively low at 10% as the project does not trigger a BCA or RRIS score, and it has limited MCA benefits. It will likely only be funded as a potential banked project.
- TMR confirmed that non-road projects are not considered non-LRRS for the purpose of the 20% maximum rule.

ACTION ITEM 142.1 Amanda to speak to Shepherd Services about the potential to add a section in the PMT for non-road projects. Section to potentially included pedestrian counts as opposed to vehicular counts and which can be discounted for the 20% LRRS calculation.

ID594 – Captain Cook Highway – Planning & design of Port Douglas-Mossman Rail Trail

- This proposed project was also subject to debate. Following closure of the Mossman Mill the project is for the planning and design the Port Douglas-Mossman rail trail on the site of the existing cane rail infrastructure.
- The consensus was that the project should include construction to realise the benefits claimed.
- The Program Guidelines also construction/delivery to be scheduled in the year following planning and design.
- It was acknowledged that this a project of potential significant strategic importance for both Douglas Shire Council and the region and that other partnership funding should also be explored.
- The project was not approved at this stage and the project was returned to Douglas Shire Council with a request for further information to be provided.

ID562 – Cooya Beach Road – Construction of new footpath.

ID567 – Endeavour Street – Construction of new footpath.

ID590 – Island Point Road – Road upgrades including road widening, new shared path facility and lighting.

ID583 – Junction Road – Replace and upgrade damage underground stormwater pipes.

ID585 – Junction Road – Construction of shared path.

ID592 – Mossman Gorge Road – Install lighting for new shared path.

ID584 – Mossman-Daintree Road & Newell Road – Construct new shared path (Funding later allocated to this project – see Item x).

ID593 – Port Douglas Esplanade – Complete footpath missing link on Port Douglas Esplanade.

ID568 – Snapper Island Drive – Install raised priority pedestrian crossing outside Wonga Beach State School.

ID566 – Ulysses Avenue – Construction of new footpath.

ID587 – Whyanbeel Road – Upgrade to sealed condition.

ID588 – Upper Cassowary Road – Upgrade narrow single lane road to 2-lane seal. Amalgamation of previous project IDs 386, 494, 495 & 496 which are now withdrawn.

Mareeba Shire Council

ID580 – Springmount Road – Pavement strength improvement at the intersection with the sugar mill (Funding later allocated to this project – see Item 4.3)

ID576 – Springmount Road – Replacement of existing RCBC crossing with reinforced concrete bridge. Crossing located on MSC/TRC. Works within TRC will be required by agreement (Funding later allocated to this project – see Item 4.3)

ID582 – Springmount Road – Intersection upgrade with intersection with Chettle Road.

- BCA data was missing from project submission, so the project was not approved at this stage.
- Project returned to Mareeba Shire Council with a request for further information to be provided.

ID574 – Leadingham Creek Road – Widen and seal.

- New project initially submitted for inclusion in ID578 which is an amalgamation of previous projects ID242,244,248 and 250.
- However, as it is an additional new project, the committee requested it be submitted as a new individual project
- This is because if it is included in with the existing projects it will be given high priority for funding and possibly ‘jump the queue’ as councils with projects where they are funding over their 50% contribution are given priority for any available funding.

ID578 – Leadingham Creek Road – Widen and seal. Amalgamation of ID242,244,248 and 250 which are now withdrawn.

4.2. 2026/27 - Changes to Program

Funding was released and reallocated accord to the TIDS Program & Management Guidelines and Priority Ranking

Mareeba Shire Council

ID266 – Ootann Road – Roadworks (unsealed) – Existing Alignment – Seal and Widen.

Country Roads Connect funding received so project withdrawn. \$199,017 to be reallocated from 2026/27.

ID578 – Leadingham Creek Road – Widen and seal.

Additional funding of \$199,017 allocated in 2026/27 as next highest priority project.

Further \$295,983 allocated as available following reallocation of funding from 26/27 to 27/28 for ID550 – Cape Tribulation Road – see below

4.3. 2027/28 – Changes to Program

Cook Shire Council

ID505 – Bloomfield Road – Bridge Upgrade Works.

ATSI TIDS funding received so project withdrawn. \$177,500 to be reallocated from 2027/28.

ID361 – Bloomfield Road – Platypus Creek. Replacement and widening of existing causeway.

DRFA funding received so project withdrawn. \$125,000 to be reallocated from 2027/28.

ID457 – Bloomfield Road – Reconstruction of concrete paving slab.

ATSI TIDS funding received so project withdrawn. \$600,000 to be reallocated from 2027/28.

Douglas Shire Council

ID212 – Cape Tribulation Road – Resurfacing.

Additional funding of \$70,036 allocated as funding available.

ID550 – Cape Tribulation Road – Daintree River Ferry Landside Infrastructure

Funding of \$295,983 moved out to 2027/28

ID584 – Mossman-Daintree Road & Newell Road – Construct new shared path.

\$263,981 allocated as available.

Mareeba Shire Council

ID576 – Springmount Road – Replacement of existing RCBC crossing with reinforced concrete bridge

\$100,000 allocated as funding available.

ID580 – Springmount Road – Pavement strength improvement at the intersection with the sugar mill. \$172,500 allocated as funding available.

4.4. 2028-29

2028/29 remains unallocated. This will be the focus of the next RRTG TC.

ACTION ITEM 142.2 Seek endorsement by the RRTG of the updated 2025/26 – 2027/28 works program.

5. Road Treatment Study

- The draft Road Treatment Study – Good Practice Guide provided by Phil Hunt of Road Engineering Services was circulated by email to the RRTG TC on 11 November 2025.
- Council officers encouraged to take the time to review and provide feedback.
- Thanks to Travis Mitchell, Cairns Regional Council and Khubaib Khan, Cook Shire Council for agreeing to work with Phil towards finalising the recommended report.
- Whilst the original intent was to have the guide completed by the end of the calendar year, we may need to push it out into the New Year if required, to ensure time for a detailed review.
- A reminder to councils also to provide Phil with the length and total area of council's asphalt and bitumen road network.

ACTION ITEM 142.3 Amanda to notify Phil Hunt of Road Engineering Services that Travis Mitchell, CRC and Khubaib Khan, CSC nominated to work with him to finalise the recommended Road Treatment Study – Good Practice Guide.

ACTION ITEM 142.4 Councils to provide Phil Hunt, Road Engineering Services with the length and total area of their asphalt and bitumen road network if they have not already done so.

6. TMR RAPT Update Jill Barry, LG Partnerships, TMR

TIDS expenditure

- Statewide RTA TIDS expenditure for 2025-26 was 18% to the end of October.
- FNQRRTG RTA TIDS expenditure for 2025-26 was 13% to the end of October.
- FNQRRTG RRTG ATSI TIDS (Wujal Wujal and Yarrabah) expenditure for 2025-26 was 0% to the end of October.
- Reminder to submit any claims for eligible expenditure
- Reminder that projects which have a total TIDS contribution of \$250,000 or greater are required to have standard TIDS project signage erected.

SCDF

- It was noted that FNQRRTG has approved 50% SCDF funding for their regional road surfacing study this financial year. Please provide any updates on delivery status/expected completion.

Council road crash data

- TMR's Safer Roads Team will now provide the crash data on a quarterly basis (was 6 monthly).
- It can be used to support applications to road safety funding programs like Blackspot.

7. LGAQ Update – Jarrod Hellmuth, LGAQ

- Working on motions arising from the LG Conference including LG Charter with Ergon
- Quarry material – ILUA negotiations ongoing. Please can any councils using S.143 share their experiences with LGAQ
- Some positive change to water barrier works requirements impacting some councils.

8. Temporary Traffic Management – TMR Development Library

Amanda circulated an email on 6 November 2025 advising that TMR have launched a Temporary Traffic Management (TTM) Occupational Group in the Department of Transport and Main Roads (TMR)'s online Development Library.

TMR advise that the TTM Development Library has been created to:

- provide accessible, high-quality training resources for all stakeholders involved in TTM
- build capability across the industry by improving understanding of roles, responsibilities, and best practices
- improve delivery performance and reduce costs by fostering a more informed and safety-conscious workforce.

9. TMR State Network Assessment

- At the recent LGAQ Conference there was a half day road component, and the CEO for the National Transport Research Organisation (NTRO) presented on several initiatives including iPAVE (Intelligent Pavement assessment Vehicle).
- iPAVE assesses TMRs State Network annually and NTRO are keen to see this assessment being from on Local Government LRRS roads at the same time, ideally at no cost to councils.
- Historically the State has previously funded asset data collection through SCDF i.e. NetRisk 2009, 2010, 2011, 2012
- It was agreed that it would be beneficial to raise this with the RRTG to progress this advocacy.

ACTION ITEM 142.5 State funding for asset condition assessments on Local Government LRRS roads to be raised with the RRTG to potentially progress advocacy.

10. Regulatory Impact Analysis to reduce the open road default limit and National Road Safety Strategy

- Amanda advised that the Department of Infrastructure, Transport, Regional Development, Communications, Sports and Arts are undertaking a Regulatory Impact Analysis to reduce the open road default speed limit.
- Reform options include:
 - Sealed Roads
 - Option 1 – 90 km/hr
 - Option 2 – 80 km/hr
 - Option 3 – 70 km/hr
 - Unsealed Roads
 - Option 1 – 80 km/hr
 - Option 2 – 70 km/hr
- LGAQ is seeking feedback on the proposed changes and Darlene Irvine, FNQROC CEO provided feedback which was circulated both to the RRTG TC and LGAQ.
- In addition, public feedback is also being sought to inform the National Road Safety Strategy as part of a mid-term review.
- Jarrod at LGAQ kindly advised that he would share copies of their submissions.

ACTION ITEM 142.6 Jarrod Hellmuth, LGAQ to share copies of LGAQ's submissions to the RIA to reduce the open road default limit and National Road Safety Strategy.

11. TMR - Local District Office Update – John Gillespie, TMR

John Gillespie advised that ATSI nominations forms have been sent for the 2026/27 funding round which closes on 13 February 2026.

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

The following matters were identified at the RRTG TC Meeting No. 141 on 15 October 2025 to be raised with the RRTG:

Item 138.2 Seek endorsement by the RRTG of proposed amended wording to the FNQ Works Program – Development & Management Process regarding used of TIDS funding on State-controlled roads.

Item 138.10 Seek endorsement by the RRTG of the update constitution.

In addition, the following matters are also to be raised:

Item 142.2 Seek endorsement by the RRTG of the updated 2025/26 – 2027/28 works program.

Item 142.5 State funding for asset condition assessments on Local Government LRRS roads to be raised with the RRTG to potentially progress advocacy.

13. Proposed new LRRS roads – Mareeba Shire Council

- Amanda advised that three additional roads to be added to the LRRS network have been nominated by Mareeba Shire Council and a Statement of Intent (SOI) for each road was circulated by email on 11 November 2025.
- The RRTG TC must now consider each proposed road and decide if they wish to recommend approval of the road to the LRRS network to the RRTG.
 - a. If it is recommended that the road be approved, endorsement will then be sought from the RRTG.
 - b. If it is recommended that the road is not approved, the nominating council can either decide to accept the decision of the RRTG TC or raise the matter with the RRTG for further consideration.
- According to the RTA Operational Guidelines, LRRS roads are determined by the RRTG to focus TIDS investment on roads or strategic importance. The RRTG establishes the eligibility criteria appropriate for their LRRS network and use on or more of the following criteria as a guide, for example, the roads:
 - a. forms an important part of the economic development strategy of the region, including access to natural resources, agricultural areas, industrial zones and attractions of regional significance
 - b. provides access to rail heads, freight depots, ports and major airfields from a higher order road
 - c. connects shires, towns, cities and regions and provides travel time and distance savings
 - d. provides a connecting function across a local government boundary
 - e. acts as a significant commuter route, that is, urban roads providing travel and distance savings
 - f. provides access to regionally significant institutions like community health, education, recreation, youth, aged care and entertainment facilities
 - g. provides the only access to a remote community
 - h. provides emergency access
- The three roads nominated are:
 - a. Tinaroo Creek Road
 - b. Ray Road
 - c. Oak Forest Road
- Oak Forest Road was previously a LRRS road but was removed.
- Following brief discussion, the general consensus was that of each of the roads, Tinaroo Creek has the most potential to be a LRRS, but the others appear to be of local as opposed to regional significance.
- It was noted that during previous reviews, roads were considered against an agreed criterion.
- As not all attendees had had the opportunity review the SOIs ahead of the meeting it was agreed that the matter be carried over to the next RRTG TC with details of the previously used criteria be circulated ahead of the meeting together with the reasons why Oak Forest Road was previously removed from the LRRS register.

ACTION ITEM 142.7 Amanda to circulate previous criterion used to determine LRRS roads together with reason why Oak Forest Road was previously removed from the LRRS register.

ACTION ITEM 142.8 RRTG TC to consider SOIs submitted by MSC ready for discussion at the next RRTG TC.

14. Next meeting – RRTG 2 December 2025, RRTG TC 29 January 2026

The meeting closed at 2.30pm

ACTION ITEMS

Actions arising from Meeting 142 – 14 November 2025

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142.8	RRTG TC to consider SOIs submitted by MSC ready for discussion at the next RRTG TC.	RRTG TC