

FNQ RRTG Technical Committee

Minutes

Meeting No	145
Meeting Name	FNQ RRTG Technical Committee Meeting
Date	12 June 2026
Time	9:30am
Venue	McKenzie Room, Level 2, Cairns Regional Council, Spence Street, Cairns

Representatives

Name	Organisation
Travis Mitchell	Cairns Regional Council
Luke McAvoy <i>via teleconference</i>	Cassowary Coast Regional Council
Adam Hagy <i>via teleconference</i>	Cook Shire Council
Nicholas Hook <i>via teleconference</i>	Cook Shire Council
Dan Dixon <i>via teleconference</i>	Croydon Shire Council
Kiani Berzinski	Douglas Shire Council
Kael Whitnell	Mareeba Shire Council
Richard Sheedy <i>via teleconference</i>	DTMR – Far North District
Amanda Hancock	Technical Coordinator, FNQROC

Observers

Name	Organisation
Natalee Jennings	LG Partnerships Team , TMR

Apologies

Name	Organisation
Nikita Taifalos	Cassowary Coast Regional Council
George Coxhead	Croydon Hire Council
Alan Clark	Etheridge Shire Council

Sean Glaskin	Tablelands Regional Council
Nick Lennon	Wujal Wujal Aboriginal Shire Council
Sam Bann	Yarrabah Aboriginal Shire Council
Michael Geoghegan	Yarrabah Aboriginal Shire Council
Jarrold Hellmuth	LGAQ

1. Welcome and introduction.

2. Apologies

Apologies noted.

3. Confirmation of Previous Minutes

3.1. Meeting No. 144 held 24 April 2026

3.2. Business Arising from Previous Minutes 24 April 2026

Item	Action	Responsible Party	Status
142.6	Jarrold Hellmuth, LGAQ to share copies of LGAQ's to the RIA to reduce the open road default limit and National Road Safety Strategy.	Jarrold Hellmuth, LGAQ	Outstanding
143.3	Councils to review their LRRS network and identify new projects suitable for inclusion in the 28/29 and 29/30 indicative programs	All Councils	Ongoing
144.1	Seek RRTG endorsement of the updated proposed Banked Projects for 25/26.	Amanda Hancock, FNQROC	Complete
144.2	Seek RRTG endorsement of the updated 2025-26 – 2027-28 works program.	Amanda Hancock, FNQROC	Complete
144.3	Review and refine the Business Case Analysis (BCA) component of the Program Management Tool (PMT) to be refined to improve its effectiveness with the project prioritisation framework.	All Councils	See Item 7
144.4	FNQROC to update the Capability Agreement & Action Plan to include Seal Design training.	Amanda Hancock, FNQROC	Complete
144.5	FNQROC to Investigate feasibility of collective licencing for Australian Standards.	Amanda Hancock, FNQROC	Ongoing

Amanda circulated an email 22 May 2026 as follows:

In the 2026-27 Federal Budget, the Australian Government committed \$42.7 million over four years to make all mandatory Australian Standards free to read. This landmark reform, announced on 12 May 2026, applies to standards referenced in legislation across construction, plumbing, OHS and product safety. The initiative has been positioned as a major productivity and safety reform and is expected to particularly benefit small and family-run business and apprentices.

For more details on the announcement and rollout timelines, please refer to the [Standards Australia News](#) page and the [Budget 2026–27 Fact Sheet](#) outlining broader productivity reforms

FNQROC has today registered our interest to receive further information regarding this sponsored access initiative. At this stage, it is suggested we await further details on the specific standards to be included in the reform before progressing the feasibility study into collective licencing arrangements and assessing whether any economy of scale benefits would still be realised.

144.6	FNQROC to provide overview of the Technical Tour and proposed dates to Cassowary Coast Regional Council to seeking approval.	Amanda Hancock, FNQROC	Complete See Item 13
144.7	Seek clarification from TMR regarding its policy and decision-making framework in relation to funded projects and the application of fuel levies outside of fixed-price contracts, including whether any flexibility or exception provision exists.	Amanda Hancock, FNQROC	Complete

Amanda advised that this was raised at the last RRTG meeting and Darryl Jones of TMR advised that the application of fuel levies outside fixed-price contracts were being considered by TMR and acknowledged that councils would also be considering such variations where appropriate.

Dan Dixon arrived at 10am.

4. Confirmation of Previous Minutes – RRTG

4.1. Minutes of Meeting No. 88 – 7 May 2026

4.2. Business Arising from Previous Minutes – 7 May 2026

Item No.	ACTION	Responsible Person(s)	Status
530	RRTG TC to progress advocacy for State funding for Asset Condition Assessments on Local Government LRRS roads.	Amanda Hancock, FNQROC	Ongoing

TMR have advised the following:

The current contract arrangements relate to assessments on the state-controlled road network only. TMR manages and funds condition assessments for that network, while local governments are responsible for managing and assessing their own road networks. TMR does not provide funding for local government network condition or asset assessments.

FNQROC have therefore approached NTRO directly, and NTRO has indicated a willingness to work with councils on this initiative. NTRO is scheduled to undertake assessments of the State-controlled network in August. Details of the LRRS network will be provided to NTRO to obtain pricing for a similar assessment. It was agreed that the use of iPAVE is not required, with a more basic inspection focused on safety outcomes considered sufficient. Once pricing has been received, the RRTG Technical Committee will then need to consider whether to submit an application under the Statewide Capability Development Fund (SCDF). Any successful application would require participating councils to provide a 50% co-contribution.

Councils indicated that they would like to advocate for condition assessments be included in betterment funding.			
557.1	TMR to meet with Cassowary Coast Regional Council to discuss works on Mourilyan Harbour Road.	Darryl Jones, TMR	
557.2	TMR to respond to the request for the consultation on Disability Parking, previously targeted at specific councils including Cairns Regional Council, to be distributed to all FNQ RRTG member councils.	Tanya Lindenberg, TMR	Complete
557.3	Douglas Shire Council to provide TMR with details of roads where vegetation management has been identified as a concern for further investigation.	Mayor Scmazzon, Douglas Shire Council	
557.4	Croydon Shire Council to write to TMR to request a review and potential variation of the maintenance arrangements for the Guld Development Road under their RMPC maintenance contract.	Mayor Pickering, Croydon Shire Council	Complete
557.5	TMR to check and advise Cassowary Coast Regional Council if increased traffic volumes on Murdering Point Road by Silica Resources Australia (SRA) have triggered additional maintenance contributions.	Darryl Jones, TMR	
Amanda to seek further information from TMR regarding Notifiable Road Use Agreements, including how they operate and the circumstances in which additional maintenance contributions may be required.			
557.6	Existing RRTG meetings to be extended by 30 minutes commencing at 9:00am and concluding at 10:30am.	Amanda Hancock, FNROC	Complete

ACTION ITEM 145.1 Amanda to seek further information from TMR regarding Notifiable Road Use Agreements, including how they operate and the circumstances in which additional maintenance contributions may be required.

5. Election of Chair & Deputy Chair

Amanda advised that the current RRTG Technical Committee Chair, Khubaib Khan, had recently left Cook Shire Council. She therefore declared the position vacant and called for nominations for the role of Chair, FNQ RRTG TC.

Chair

- Travis Mitchell, Cairns Regional Council, self-nominated

As there were no further nominations, Travis Mitchell was declared elected as Chair of the FNQ RRTG Technical Committee.

Amanda then advised that, as Travis Mitchell had previously held the position of Deputy Chair, the Deputy Chair position was now vacant and called for nominations.

Deputy Chair

- Luke McAvooy, Cassowary Coast Regional Council was nominated by Travis Mitchell but declined the nomination, noting he would be departing Cassowary Coast Regional Council later in the year.
- Kiani Berzinski, Douglas Shire Council was nominated by Luke McAvooy but declined the nomination, as she would be taking leave later in the year,
- Kael Whitnell was nominated by Travis Mitchell and accepted the nomination.

As there were no further nominations, Kael Whitnell was declared elected as Deputy Chair of the FNQ RRTG Technical Committee.

Resolution

That Travis Mitchell be elected Chair and Kael Whitnell be elected Deputy Chair of the FNQ RRTG Technical Committee.

6. Program

6.1. 2025-26 Program

Amanda advised that most councils have confirmed that they are on track to complete their 25/26 projects by the EOFY with only one project notified where funds would not be fully expended as follows:

Cook Shire Council

ID493 – Home Rule Road – Non-LRRS – Stabilisation and seal. Project spend less than expected for 2025/26 resulting in \$58,120 funding released for reallocation. Project funded over 3 years so potential to seek funding in 2026/27 if it becomes available.

The released funding was reallocated to the highest priority Banked Project previously endorsed by the RRTG as follows:

Cassowary Coast Regional Council

ID356 – El Arish – Mission Beach Road – State LRRS – Road renew pavement, kerb and channel, pathways and stormwater. Additional funding of \$58,120 allocated.

6.2. New Projects

One new project was reviewed and admitted to the program to be allocated funding when available as follows:

Cassowary Coast Regional Council

IS630 – Butler Street – LRRS - Roadworks. Intersection upgrade from unsignalised to single land roundabout for improved safety.

6.3. 2026-27 and 2027/28

No changes notified. Councils encouraged to review their individual projects to ensure the information in the Program Management Tool is up to date.

6.4. 2028-29 and 2029-30

Amanda suggested the committee focus now on allocating available funding in 2028-29.

Adam Hagy departed at 10.45am.

Cassowary Coast Regional Council

ID630 – Butler Street – LRRS – Roadworks. Intersection upgrade from unsignalised to single land roundabout for improved safety. \$1,525,000 funding allocated as highest priority project and funding available.

ID296 – McGowan Drive – non-LRRS - Renew kerb and channel, footpath, drainage and construct new shared path. \$320,113 funding allocated which is 50% of available non-LRRS funding available as shared with Island Point Road which has the same priority score.

Douglas Shire Council

ID590 – Island Point Road – non-LRRS Upgrade to improve safety, widen and construction of new path. \$320,112 funding allocated which is remaining 50% of available non-LRRS funding available as shared with McGowan Drive which has the same priority score.

ID655 – Mossman – LRRS - Daintree Road & Newell Road - Construct new shared path on PCN. \$500,000 Funding allocated.

Mareeba Shire Council

ID574 – Leadingham Creek Road – LRRS - Widen and Seal. \$768,996 allocated as funding available.

Dan Dixon departed at 11am

ACTION ITEM 145.2 Seek RRTG endorsement of the updated 2025-26 – 2028-29 program.

7. FNQ RRTG – Program Development and Management Process

Amanda advised:

- The Business Case Analysis (BCA) component of the Program Management Tool still requires further refinement.
- While members agreed that the current methodology is being applied consistently across all projects ensuring an equitable assessment process, there was a consensus that BCA could be improved to better support project prioritisation.
- It was agreed that future refinements should be informed by the updated Regional Road Investment Strategy (RRIS) and the outcomes of the forthcoming LRRS Road Condition Assessments.
- In the interim, the Technical Committee agreed to retain the existing BCA methodology until this work is completed.

8. Road Treatment Study

- The draft Road Treatment Practice Guides prepared by Phil Hunt, Road Engineering Services have now been finalised and circulated for any final comments.
- Subject to any final amendments, the Guides will be presented to the RRTG and subsequently recommended to the FNQROC Board for endorsement.
- The project has been funded through the SCDF and is expected to be fully acquitted by the end of financial year.
- Members noted Phil Hunt will only be available to undertake any final amendments to the Guides until the end of June 2026, after which he will be on long-service leave
- It was further noted that Phil will be available from September 2026 to deliver training on the Guides should councils wish to proceed with this option.

ACTION ITEM 145.3 Councils to undertake a final review of the draft Road Treatment Practice Guides and advise of any recommend final amendments by 19 June 2026 to enable completion of the Guide and their progression to the RRTG and FNQROC Board for consideration

9. Capability Agreement & Action Plan

- The Capability Agreement & Action Plan was reviewed at the previous meeting and subsequently circulated via email.
- Members agreed that a review at every Technical Committee was not necessary.
- It was agreed that the Capability Agreement & Action Plan would instead be reviewed every second meeting, unless significant issues or updates require earlier consideration.

10. Regional Road Investment Strategy (RRIS)

Amanda advised that FQNROC had written to the Minister for Transport and Main Roads, Minister Mickelberg MP, seeking support for TMR to actively work with councils to update the RRIS enabling a one network approach and a response is currently awaited.

11. TMR Local Government Partnerships Update

Natalee advised:

Transport and Infrastructure Development Scheme (TIDS) Funding

- Statewide RTA TIDS expenditure was 71% at the end of May 2026. For comparison, Statewide expenditure at the same time last year was 76% (2024-25).
- FNQ RRTG TIDS expenditure at end of May was 76%. May end of month expenditure report is available on your RRTG SharePoint page and has been emailed out.
- If you have concerns about achieving full expenditure of your TIDS allocation in 2025-26, or if savings have been identified, please redistribute funding to other projects as a matter of priority.
- Funding will not be carried over for claims not received and processed within the agreed timeframe. Ensure any eligible expenditure is submitted to your local TMR district in a timely manner. Local TMR District Office can confirm end of year cut-off dates for receiving and processing TIDS claims to avoid accruing and claiming issues.
- Final TIDS expenditure report for 2025-26 will be provided post end of June. If you have any questions about the reports, please reach out to the LGP team.

Statewide Capability Development Fund

- 2025-26 SCDF funding approvals for:
 - Regional Road Surfacing Study – \$23,100
 - Bridge Inspection Training (Level 1 and 2) – \$17,935
 - Procurement and contract management workshops – \$13,222
- Ensure these have been fully invoiced and paid before end of year if training delivered.
- In 2026-27, \$600,000 in TIDS funding will again be available through the SCDF to support capability improvement projects aligned with the Alliance's vision and the needs of local government and RRTGs.
- We encourage all RRTG members to identify and pursue training or capability-building opportunities with applications for funding now being accepted for next financial year.
- The application form and guidelines are available on the RTA SharePoint page.

Aboriginal and Torres Strait Islander TIDS

- Each year, TMR invites eligible councils to submit applications for an annual state-wide funding allocation for Aboriginal and Torres Strait Islander TIDS.
- The 2026/27 projects have been awarded and the Councils notified.
- Anticipated the 2027/28 submissions will be sought in late 2026.

Local Roads of Regional Significance (LRRS) Mapping Update

- Annual LRRS mapping update completed, thank you for your input.
- Email was sent to TC Chairs and Tech Coordinators in early April with your RRTG's updated register and PDF map along with a statewide mapping file.
- Any future changes will be added to the LRRS master register as they are received. However, the mapping files will not be updated until the next annual review.

Annual Progress Report

- Project stories and photos for the next edition of the RTA Annual Progress Report are due no later than Friday, 10 July 2026. Story submission can be done through your SharePoint page.
- Please submit your RRTGs stories and before and after photos as soon as they are ready.

Queensland Crash Data – Local Government Road – Data to 30 June 2025

- Latest reports for crash data on local government roads were emailed out on 16 April 2026. Report files also available on your RRTG SharePoint site, under the Crash Data button.
- The two reports, Emerging Crash Locations and Ranking of Midblock and Intersections, are produced by TMR's Safer Roads team and contain data to 30 June 2025.
- Councils are asked to investigate the highest ranked sites to determine road infrastructure related factors that may have contributed to the increase in crash rate and identify potential mitigation treatments.
- Funding for treatments can be sought from the Black Spot program or other road safety grants that may arise.
- If you need to share these files with council colleagues, please download the reports and share through your internal channels.

TMR Funding Programs

- School Transport Infrastructure Program (STIP) Tranche 10 funding round is open and expected to remain open until at least 30 June 2026.
- STIP ideas can be submitted at any time during the year. Submitting the STIP idea is the first stage of the process before a formal nomination can be developed.
- Nominations for the Australian Government's Black Spot Program 2027-28 to 2028-29 development round are now open.
- For this year's Black Spot Development round, funding is being primarily provided for the 2027-28 to 2028-29 two-year period. However, funding can also be provided for 2029-30 for locations where complexity / time required to construct requires three years to complete.

Update to LGP Contact Information

- Team has transitioned from the Roads and Transport Alliance Project Team (RTAPT) to the Local Government Partnerships (LGP) team.
- New team email address is LGPteam@tmr.qld.gov.au. Please use this address for all future correspondence, application submissions and meeting invitations.
- Previous emails (roads.alliance.communications@tmr.qld.gov.au, rta@tmr.qld.gov.au and RRTGForms@tmr.qld.gov.au) will be progressively phased out.

12. TMR – Local District Office Update

- Richard advised that they are currently 4 staff members down in FN District office.
- Richard will therefore be our main contact for the time being along with David Matchuska and Anthony Draper.

13. Technical Tour 2026

- Cassowary Coast Regional Council have kindly agreed to host the Technical Tour 2026.
- The tour is scheduled to take place between Wednesday 12 August 2026 to Friday 14 August 2026.
- A draft itinerary has been prepared and is proposed to include:
 - RRTG Technical Committee Meeting – Wednesday morning
 - DTMR Palmerston Highway
 - Koombooloomba Power Station tour
 - Inspection of various TIDS projects, including the Mission Beach CBD project
- FNQROC will fund accommodation and meals for **one attendee per member council**.
- Additional attendees are welcome to participate at their council's own expense.
- Councils are requested to confirm their participation and attendee numbers as soon as possible to assist with accommodation bookings.

ACTION POINT 145.4 All member councils to confirm their participation in the Technical Tour 2026 including number of attendees, at the earliest opportunity.

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

Nil.

15. Other Business

Guardian Training

- Natalee, from TMR asked whether any councils are currently using Guardian and if so, what training is undertaken within their organisations.
- TMR is currently investigating the use of Guardian and would be interested in sharing training resources and information with councils where available.

ACTION ITEM 145.5 Councils to provide details of any internal Guardian training currently being undertaken within their organisations and share any relevant training resources with TMR.

16. Next meeting – RRTG 2 July 2026, RRTG TC 14 August 2026

The meeting closed at 1pm

ACTION ITEMS

Actions arising from Meeting 145 – 12 June 2026

Item	Action	Responsible Party
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144.3	Review and refine the Business Case Analysis (BCA) component of the Program Management Tool (PMT) to be refined to improve its effectiveness with the project prioritisation framework.	All Councils
144.5	FNQROC to Investigate feasibility of collective licencing for Australian Standards.	Amanda Hancock, FNQROC
145.1	Amanda to seek further information from TMR regarding Notifiable Road Use Agreements, including how they operate and the circumstances in which additional maintenance contributions may be required.	Amanda Hancock, FNQROC
145.2	Seek RRTG endorsement of the updated 2025-26 – 2028-29 program	Amanda Hancock, FNQROC
145.3	Councils to undertake a final review of the draft Road Treatment Practice Guides and advise of any recommend final amendments by 19 June 2026 to enable completion of the Guide and their progression to the RRTG and FNQROC Board for consideration.	All Councils
145.4	All member councils to confirm their participation in the Technical Tour 2026 including number of attendees, at the earliest opportunity.	All Councils

145.5	Councils to provide details of any internal Guardian training currently being undertaken within their organisations and share any relevant training resources with TMR.	All Councils
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