



## MINUTES OF THE 65TH BOARD MEETING OF THE FAR NORTH QUEENSLAND REGIONAL ROADS AND TRANSPORT GROUP

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**TUESDAY 05 May 2020**

**Video / Tele Conference via Go To Meeting**

<b>REPRESENTATIVES:</b>	Cr Terry James, Deputy Mayor	Cairns Regional Council
	Cr Trevor Pickering, Mayor	Croydon Shire Council
	Cr Kevin Davies, Deputy Mayor	Mareeba Shire Council
	Cr Annette Haydon, Councillor	Tablelands Regional Council
	Cr Ross Andrews, Mayor	Yarrabah Aboriginal Shire Council
	Cr Robyn Holmes for Cr Peter Scott (Chair)	Cook Shire Council
	Cr Michael Kerr, Mayor	Douglas Shire Council
	Cr Bradley Creek, Mayor	Wujal Wujal Aboriginal Shire Council
	Mr Ross Hodgman, District Director	Department of Transport and Main Roads
<b>OBSERVERS:</b>	Mr Helius Visser	Cairns Regional Council
	Mr Bill Kerwin, CEO	Croydon Shire Council
	Ms Linda Cardew, CEO	Cook Shire Council
	Cr Dave Bilney, Councillor	Tablelands Regional Council
	Mr Steve Wilton, CEO	Wujal Wujal Aboriginal Shire Council
<b>RAPT:</b>	Mr Scott Britton	Roads & Transport Alliance Group (LGAQ)
	Ms Tanya Lindenberg	Roads & Transport Alliance Group (TMR)
<b>FNQROC STAFF:</b>	Ms Darlene Irvine, Interim Chair	Executive Officer
	Ms Linda Richardson	Executive Coordinator
	Mr Lachlan Rankine	Reg. Strategic Infrastructure Coordinator
<b>APOLOGIES:</b>	Cr Mark Nolan, Mayor	Cassowary Coast Regional Council
	Cr Peter Scott (Chair)	Cook Shire Council
	Cr Barry Hughes, Mayor	Etheridge Shire Council

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## 254 Chair's Welcome & Acknowledgement of Traditional Owners

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The meeting commenced at 1:07 pm. D Irvine noted late apologies on behalf of Cr Peter Scott, FNQ RRTG Chair and advised that she would be facilitating the meeting today.

D Irvine welcomed everyone to the meeting and acknowledged the Traditional Owners of the land on which we meet today and paid respects to Elders past, present and emerging.

D Irvine provided a summary introduction of the FNQ RRTG noting the following key points:

- In 2002, LGAQ and TMR formed a strategic partnership to consider our road networks to support economic development. LGAQ and TMR formed a board to oversee this partnership, called the Roads & Transport Alliance. The Road Alliance Project Team supports the Roads & Transport Alliance and the FNQ RRTG representatives are Scott Britton (LGAQ) and Tanya Lindenberg (TMR).
- Under the Roads & Transport Alliance is the FNQ RRTG, members of the FNQ RRTG are the local governments and TMR District Director – Ross Hodgman. The FNQ RRTG Board is supported by the Technical Committee, which is made up of Council officers and a TMR representative.
- The aim is to consider our transport network strategically to encourage and support economic development, we are assisted with \$5.79m in Transport Infrastructure Development Scheme (TIDS) funding annually. 80% as a minimum has to be expended on Local Roads of Regional Significance (LRRS) and up to 20% can be allocated to non-LRRS roads.
- If we do not spend this money in the year allocated, the region loses it - it cannot be rolled over.
- Projects are prioritised based on a number of factors and when we meet in person we will take you through that process.
- The process of allocating funding is based on the highest ranked project and the capacity of Councils to match the funding over a 4-year rolling period with 2 years fixed and 2 years indicative.
- This time of year is particularly important to manage savings or underspends to ensure we get the money spent on roads within our region.
- During the year, a number of different scenarios can come up and in order to manage this, plus the expenditure, the Board has an endorsed [FNQ RRTG Works Program Development & Management Process](#) available on the FNQROC website and a copy of this will accompany these minutes.
- You will see within the agenda a rather large recommendation from the RRTG Technical Committee, this outlines a bank of projects (in priority order) that councils are able to fulfil before 30 June 2020. This bank of projects will be used as underspend or savings are identified.

Understanding that this is a brief introduction to the FNQ RRTG, D Irvine welcomed any questions particularly from incoming board members to FNQROC Coordinator Lachlan Rankine via [l.rankine@fnqroc.qld.gov.au](mailto:l.rankine@fnqroc.qld.gov.au) or 4044 3684.

**ACTION:** Circulate the FNQ RRTG Works Program Development & Management Process with the minutes.

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## 255 Apologies

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As noted

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## 256 Presentation/s

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Mr Ross Hodgman provided a presentation highlighting the key projects currently underway in the FNQ region. Noting in addition to these projects, TMR are also undertaking a number of project under the Disaster Recovery Funding. Noting this is a brief overview, Mr Hodgman welcomed direct contact from any councils who wanted more information on any specific project.

### **D Irvine asked for questions from the floor:**

L Cardew (Cook Shire) questioned why work on the Cape was not proceeding due to COVID-19. R Hodgman clarified that works were proceeding just delayed, due to ensuring that all Risk Management Plans, processes and understandings are in place for contractors working on TMR projects were in place prior to entering the region.

**ACTION:** Mr Hodgman to provide a summary list of outlined projects to circulate to the board with minutes.

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## 257 Confirmation of Minutes

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**MOVED:** R Hodgman

**SECOND:** Cr Haydon

*That the minutes of the 64th Far North Queensland Regional Roads and Transport Group held on 03 February 2020, as distributed with the agenda be confirmed.*

**CARRIED**

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## **BUSINESS ARISING OUT OF MINUTES**

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### **Minute 186b, 198 & 242– DTMR to follow up with Yarrabah Shire Council in relation to the status of speeding signage as previously requested.**

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- See motion Minute 259. Mr Hodgman advised design works had been finished, signs ordered and working with CRC and YASC staff, installation should be delivered by EOFY.

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### **Minute 243 -Minutes of the FNQ RRTG Technical Committee Meetings**

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- Circulate minutes of the FNQ RRTG Technical Committee Meeting held on 31 January 2020 with the minutes of this meeting (Complete and available via [FNQROC website](#)).

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### **Minute 250a - ADD Joint Purchasing Agreement: Bridge Deck Unit Construction to APRIL FNQ RRTG Agenda**

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- See Agenda Item 9.1

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### **Minute 252 –Circulate Calendar Invites for FNQ RRTG Meetings to new representatives following Local Government elections**

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- In progress as new representatives and observers nominated across Member Councils

## 259 Recommendations from the FNQ RRTG Technical Committee Meeting – 21 April 2020

D Irvine provided commentary around the recommendations from the FNQ RRTG Technical Committee to the FNQ RRTG Board for endorsement.

### **Proposed Motion:**

The FNQ RRTG Technical Committee recommended the following proposed motion to the FNQ RRTG Board for endorsement:

*“It is recommended, to the FNQ RRTG that the following projects (with the exception of #7), in priority order as funds become available, be endorsed to ensure 100% expenditure in the 2019/2020 financial year”*

1. Project 316 (TMR# 1498318) – Etheridge Shire Council – Strathmore Road (4.8-8.2km) –LRRS– Ranked 7<sup>th</sup> - Existing allocation of \$69,268(21/22), to be brought forward and added to existing 19/20 allocation of \$616,732. Total 19/20 allocation \$686,000 in 19/20. **(Actioned)**
2. Project 251 (TMR# 953764) – Cassowary Coast Shire Council - Cowley Creek Road (0.27-0.29km) – NON LRRS – Re-ranked equal 9<sup>th</sup> Existing allocations of \$327,090 (FY18/19) & \$300,000 (FY20/21). Additional allocation of \$33,319 (19/20) and \$37,316 (20/21). Total allocations \$33,319 (19/20) and \$337,136 (20/21). **(Actioned)**
3. Project 181 (TMR# 787862) – Mareeba Shire Council – Ootann Road (78.2 - 80.2km) Ranked 19<sup>th</sup>. Existing allocation of \$50,000(20/21). Additional allocation of \$78,000 (total allocation of up to \$128,000) in 19/20.
4. Project 320 (TMR# Not created) – Cairns Regional Council – Redlynch Intake Road (5.466-5.738km) Ranked 47<sup>th</sup>– Existing allocation of \$300,000(22/23). Split allocation to \$100,000(19/20) and \$200,000(22/23).
5. Project 117 (TMR# 1125052) – Tablelands Regional Council – Theresa Creek Road (2.8-2.9km) Ranked 101<sup>st</sup>. Existing allocation of \$150,000(19/20). Additional allocation of up to \$128,000 in 19/20 (Total allocation up to \$278,000)
6. Project 318 (TMR# Not created) – Cairns Regional Council – Florence Street (0-0.41km). Ranked equal 135<sup>th</sup>– Existing project allocation \$240,000(22/23) Bring forward to 19/20.
- ~~7. Project 321 (TMR# Not created) – Cairns Regional Council – Redlynch Intake Road (5.466-5.738km) Ranked equal 135<sup>th</sup>, Existing project allocation \$100,000(22/23). Bring forward to 19/20. (Ergon delivered project - Delayed)~~
8. Project 319 (TMR# Not created) – Cairns Regional Council – Lake Morris Road (2.086-2.134km) Ranked equal 135<sup>th</sup>. Existing project allocation \$250,000(22/23). Bring forward to 19/20.

Non LRRS projects to be considered only on the basis that NON – LRRS funding becomes available and the rank is higher than LRRS projects above:

9. Project 251 (TMR# 953764) – Cassowary Coast Shire Council - Cowley Creek Road (0.27-0.29km) Ranked equal 9<sup>th</sup> – Existing project significant overspend (\$804,000 to \$1.419m) – Existing allocations of \$327,090(FY18/19) & \$300,000 (FY20/21). A further allocation of up to \$13,364 to be made in 19/20 or 20/21.
10. Project 249 (TMR# 953668) – Cook Shire Council – May Street (0.25-0.47km) – Ranked 50<sup>th</sup>. Existing allocation of \$13,822(19/20). An additional \$66,500 (19/20). Total allocation of up to \$80,322 in 19/20.
11. Project 269 (TMR# Not created) – Cook Shire Council – Savage Street (0.05-0.4) – Ranked equal 68<sup>th</sup> – Existing project allocation \$185,000(21/22). Bring forward to 19/20.
12. Project 101 (TMR# Not created) – Cook Shire Council – Poison Creek Road (6.35-6.366km) – Ranked 130<sup>th</sup> – Existing project allocation \$15,000 (20/21). Bring forward to 19/20.
13. Project 102 (TMR# Not created) – Cook Shire Council – Charlotte Street (2.3-2.67km) Ranked 131<sup>st</sup> – Existing project allocation \$12,500 (20/21) and \$215,000 (21/22). Combine and bring forward total allocation of to \$227,500 in (19/20).

**MOVED: Cr Andrews**  
**SECOND: R Hodgman**

**Proposed Motion:**

The FNQ RRTG Technical Committee recommended the following proposed motion to the FNQ RRTG Board for endorsement. D Irvine noted that YASC have two (2) projects which have underspends and council are looking to transfer this allocation to the Safety Signage program.

D Irvine noted that under normal circumstances councils cannot transfer between projects in councils, the funding would usually go to the next highest priority in the region that has the capacity to be spent within the FY. In this instance, YASC has a fixed ATIDS allocation of \$47k and two (2) nominated projects, which resulted in, underspends. YASC is now seeking approval to push this underspend over to the TMR Safety Signage program. L Rankin clarified that only one of these projects was from the fixed allocation.

*“It is recommended to the FNQRRTG that the shortfall on the below ATSI projects be redirected to TMR Road safety signage upgrade project”*

- *Project 297 (TMR# 1144450) – Yarrabah Aboriginal Shire Council – Buddabadoo Road/Back Beach Road (2.6-2.625km) – Existing Allocation (19/20) - \$15,000. Current TIDS Allocation Expenditure \$12,500.*
- *Project 185 (TMR# 11914) – Yarrabah Aboriginal Shire Council – Annual Allocation (Project: Pavement Improvement - Workshop Road) - Existing Allocation (19/20) - \$47,217. Current TIDS Allocation Expenditure \$41,562.*

**MOVED: Cr Davies**

**SECOND: Cr Haydon**

CARRIED

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## **260 Works Program Update - Mr Lachlan Rankine**

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D Irvine invited L Rankine to speak to the 2019/20 (Current) TIDS Works Program, providing a status update on projects as at 20 March 2020, specifically noting those projects either experiencing under/over spends, completions or delays.

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## **261 Update from the Roads and Transport Alliance**

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D Irvine welcomed T Lindenberg to her first meeting with us and invited her to provide an update from the Roads & Transport Alliance noting the following key points:

### **Roads and Transport Alliance overview**

For the benefit of new members, and to build on the outline provided by D Irvine at the commencement of the meeting, T Lindenberg provided a brief overview of the Roads and Transport Alliance. A fact sheet has also been prepared and available for inclusion with the minutes.

### **TIDS expenditure**

- The third quarter expenditure reports were recently distributed to all RRTGs and will now be sent through on a monthly basis until the end of the financial year
- Most of the 17 RRTGs across Queensland are tracking against their 2019/20 forecast expenditure
- Based on draft end of April reports, FNQ RRTG expenditure for RTA TIDS is 54%, which is a slightly higher than the 49% last month
- Expenditure for the month of April was approx. \$283k
- From a Statewide perspective, again based on draft reports, RTA TIDS expenditure is 66%, which is similar to the corresponding time in 2018/19 of 67%

- Given the time of year, councils with any amount of unclaimed eligible expenditure should submit a TIDS reimbursement claim so that the data is an accurate reflection of delivery expectations
- Participating ATSI councils and RRTG members are reminded to ensure ATSI forward programs of eligible works projects are submitted and considered in upcoming RRTG program development activities.

### **Statewide Capability Development Fund (SCDF)**

- SCDF is made available each year as an application based program to support RRTGs/LGs improve capability and capability in the Alliance core functions.
- The 2019-20 SCDF program was approximately 66% committed as of early March 2020, with roughly \$200,000 unallocated. The unallocated funding was considered by the RTA board in the mid-year review of SCDF, and as a result, an additional \$90k TIDS funding was allocated each to Doomadgee and Kowanyama in 2019/20.

### **State Budget 2020-21**

- The 2020-21 State Budget will be delayed as a result of the current COVID-19 pandemic and a revised release date has yet to be announced. In the meantime, please continue to review your programs and continue to liaise with TMR in readiness for the release of QTRIP 2020-21 to 2023-24.

**ACTION:** T Lindenberg to provide FNQROC with the Alliance Fact sheet for circulation with the minutes.

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## **262 Joint Purchasing & Resource Sharing**

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- **Bitumen Resealing Program**

D Irvine invited A Hancock (FNQROC) to provide an update on the Bitumen Resealing Program. A Hancock advised the board that this arrangement had been in place for 7 years and the 19/20 Resealing Program was now complete. Tenders are currently open for the 2020/21 program and due to close on Monday 11th May 2020.

- **Bridge Deck Unit Construction (Joint Purchasing)**

L Rankine spoke to this item previously raised by Etheridge Shire Council regarding the possibility of a council to provide Bridge Deck Units. This was previously undertaken by Mareeba and Atherton some time ago.

Given the challenges with roundtable discussions via video conferencing, D Irvine suggested holding over this item until the next person-to-person meeting.

**ACTION:** ADD Bridge Deck Unit Construction by a member council to next person-to-person FNQ RRTG meeting

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## **263 Road Safety**

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### **Yarrabah Aboriginal Shire Council (YASC)**

- YASC raised a safety issue in relation to Range Road (Cairns side of the boundary) on a particular corner that has seen numerous accidents at that site, with the need for guardrails, and enquired if it can be included in TMR Works Program. D Irvine noted that as it is a State Road (not LRRS) it would fall under the TMR normal program. R Hodgman noted that as with any requests for road works, particularly in relation to road safety, TMR need to put it up against others in relation to available funding. R Hodgman requested YASC provide more information in relation to the number of accidents, which may help build case for safety funding.



- Cr Andrews raised the issue of YASC formulating a Transport Infrastructure Plan for Yarrabah. D Irvine advised currently seeking quotes to see how much cost and see if Capability Development Funding can be allocated.

**ACTION:** YASC to provide R Hodgman details regarding incidents at the site they are requesting guardrails for (including those that were not reported to the policy)

**ACTION:** D Irvine to obtain estimate for a Yarrabah Transport Infrastructure plan for Yarrabah and put project into the mix for funding.

### **Cairns Regional Council (CRC)**

- Cr James raised a safety issue in relation to Lake Morris/MacFarlane Roads. Residents are formulating a petition in order to re-open it again, however this raises safety concerns for council with traffic merging or trying to cross in an 80km zone at the Lake Morris/ CWAR intersection.
- R Hodgman noted it is a complex issue with the relationship between Lake Morris and Ramsay Drive and CRC have provided some draft drawings for a proposal at Ramsay Drive that may address safety concerns, which is currently under assessment. TMR do not want to provide any solution that may cause a bigger impact and wanting to assess what the network implications are, understanding it is an emotive issue for communities.
- Cr James suggested considering a staged approach as part of the overall masterplan before moving onto Ramsay Drive. R Hodgman advised TMR are doing work on that presently as part of the planning project, in terms of a complete traffic model to try, understanding the solution implemented is the right solution, working with council and most appropriate for all community.
- Noting in terms of a costly solution that may be major infrastructure upgrades, TMR need to do the appropriate level planning in the first instance and then it can take time to get on the TMR program, which is lock in for the 4 years, therefore cannot promise a major infrastructure solution be any time soon. Understood by CRC and again suggested that a small solution may appease community. TMR and CRC to continue working together to get the appropriate solution with the funds available.

## **GENERAL BUSINESS**

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### **264 General Business Items**

#### **Regional Road Investment Strategy (RRIS)**

- D Irvine advised that FNQROC was currently undertaking a Regional Road Investment Strategy (RRIS), including our Heavy Vehicle, First/Last Mile and Tourism road networks and also noting this is a project in which TMR have been included along the way. The full Draft Report is due by the end of May and will be circulated to both the FNQROC Board and FNQ RRTG Board for comments.

#### **Battle Plan for Queensland Local Communities (LGAQ)**

- S Britton noted that the LGAQ had recently submitted a 'Battle Plan for Queensland Local Communities' and an update had been provided to the FNQROC Board last week. The opposition has positively received the plan and offered support should they form government later this year. On the 1<sup>st</sup> May 2020, LGAQ received a response from the Qld Premier in relation to the plan. Each of the councils should have received correspondence regarding this.
- As part of the plan, LGAQ are seeking an additional \$20m pa (TIDS) without any matching requirement for each of the next four financial years commencing 2021. The Premier is seeking from LGAQ is a list of projects that can be funded in each of those 4 financial years and want to

understand the possible start dates and estimated costs for each of those years for those different projects.

- Responses from councils is required ASAP to assist LGAQ in advocacy efforts for additional funding to support council workforces in particular, given the substantial hit that council revenues have taken through COVID-19.
- L Rankine advised with approx. \$20m across the whole TIDS bucket and estimated \$500-550k for this region, the Tech Committee has identified a number of projects from the standard TIDS program to move forward to take up additional ~\$500k. S Britton suggested coming back with a bit more as also reliant on the capacity to deliver. L Rankine reiterated that \$500k in our region in generally one (1) large project.
- L Cardew (Cook) asked for clarification if this only applied to TIDS funded projects and S Britton clarified that this opportunity was **not** restricted to TIDS funded projects only.

**ACTON:** Circulate Qld Premiers correspondence with minutes

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## 265 Next RRTG Technical Committee Meeting

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L Rankine advised that the next RRTG TC meeting to be held 28 May 2020 via Tele/Video Conference

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## 266 Next RRTG Board Meeting

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The next RRTG meeting to be held on **Monday 08 June 2020** (following the FNQROC Board Meeting) and if travel restrictions allow this meeting will be held as a face-to-face meeting in Cairns.

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## 267 Conclusion

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There being no further business D Irvine declared the meeting close at 2:14pm.

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Darlene Irvine, FNQROC Executive Officer

Acting Chair

### AGREED ACTION ITEMS

**Tuesday 5<sup>th</sup> May 2020**

Minute Number	Action	Responsible Person(s)
254	Circulate the FNQ RRTG Works Program Development & Management Process with the minutes.	FNQROC L Richardson
256	R Hodgman to provide a summary list of outlined key projects to circulate to the board with minutes.	TMR R Hodgman



261	T Lindenberg to provide FNQROC with the Alliance Fact sheet for circulation with the minutes.	TMR T Lindenberg
262	ADD Bridge Deck Unit Construction by a member council to next person-to-person FNQ RRTG meeting	FNQROC L Richardson
263a	YASC to provide R Hodgman details regarding incidents at the site they are requesting guardrails for (including those that were not reported to the policy)	YASC – L Yeatman
263b	D Irvine to obtain estimate for a Yarrabah Transport Infrastructure plan for Yarrabah and put project into the mix for funding.	FNQROC D Irvine
264	Circulate Qld Premiers correspondence to LGAQ with minutes	FNQROC L Richardson