



MINUTES

Meeting No	53
Meeting	FNQROC Planners Group Meeting
Date	10 February 2017
Time	10 am
Venue	Cairns Regional Council, Level 3, Kingsford Room

The meeting opened at 10:00am.

1. Attendance

Name	Organisation
Teresa Schmidt	FNQROC
Gary Warner	Cairns Regional Council
Debbie Wellington	Cairns Regional Council
Byron Jones	Cassowary Coast Regional Council
Isabella Newman	Cassowary Coast Regional Council
John Harrison	Cook Shire Council
Liz Taylor (consultant)	Carpentaria Shire, Burke Shire and Croydon Shire
Jenny Elphinstone	Douglas Shire Council
Gerhard Visser	Hinchinbrook Shire Council
Carl Ewin	Mareeba Shire Council
Brian Millard	Mareeba Shire Council
Brett Nancarrow	Department of Infrastructure, Local Government and Planning
Robin Clark	Department of Infrastructure, Local Government and Planning
Sue Lockwood	Department of Infrastructure, Local Government and Planning
Tracy Haynes	LGAQ
Luke Hannan	LGAQ

2. Apologies

Name	Organisation
Darlene Irvine	FNQROC
Paul Cohen	Cairns Regional Council
Lisa Miller	Cook Shire Council
Patrick Clifton	Tablelands Regional Council
Paul Want	Tablelands Regional Council

3. Acceptance of previous minutes

The minutes of the previous meeting held on 11 November 2016 were adopted with no changes.

4. Actions from Previous Minutes No. 52

No.	ACTION	OWNER	COMPLETED?
50.4	FNQROC to collate examples of applications lodged with Council that have triggered referrals that are considered unnecessary and/or excessive referral fee for level of assessment required.	Councils and FNQROC	<i>Ongoing</i>
51.6	Council planning officers to contact Teresa to discuss any ideas or opportunities for the group.	Councils	<i>Ongoing</i>
52.1	DILGP to follow up and advice on DILGP consideration of putting information on their website on process for refund/partial refund of referral agency fees	DILGP	<i>Complete</i> Refer refund info on DILGP website
52.2	Gary Warner to forward to FNQROC to distribute to the group recent UDIA document on development application fees	Gary Warner	<i>Outstanding</i>
52.3	Gerhard Visser to contact FNQROC if further support is required regarding timing of sign off from TMR.	Gerhard Visser	Gerhard advised that meeting held with DTMR and issues addressed
52.4	FNQROC to distribute tourism presentation and proposed Tourism planning workshop with the minutes of the meeting.	FNQROC	<i>Complete</i> Presentation and workshop info distributed with the minutes
52.5	DILGP to confirm if the Department is running example DA's through the DA rules. If so, DILGP to provide copies of those examples to FNQROC to distribute to the group	DILGP	<i>Complete</i> Email sent to group 6/12/2016
52.6	FNQROC to pass on contact details for Kirsty Lamperd (TRC) to LGAQ regarding previous work down on poultry farms on the Tablelands	FNQROC	<i>Complete</i>
52.7	Robin Clark to be contacted to present at the next FNQROC Planners group meeting to discuss the Indigenous Planning discussion paper	FNQROC	<i>Complete</i> Refer item 5
52.8	DILGP to follow up and advise whether the Department is considering releasing high level process mapping	DILGP	<i>Complete</i> Email sent to group 12/1/2016
52.9	FNQROC to prepare a business readiness checklist for Council to use in preparing for the introduction of the Planning Act	FNQROC	<i>Complete</i> Email sent to key officer within each council 12/1/2017
52.10	FNQROC to request an update from DILGP on the arrangements with IT providers	FNQROC	<i>Complete</i> Email sent to group 9/12/2016
52.11	DILGP to follow up and confirm who the mapping improvement project survey is being distributed to	DILGP	<i>Complete</i> Email sent to group 6/12/2017
52.12	Gary Warner to provide an update on the draft model housing code and draft model reconfiguring a lot code at the next FNQROC Planners group meeting	Gary Warner	Refer 7
52.13	LGAQ to forward a copy of the informal submission on the DA rules to FNQROC to distribute to the group.	LGAQ	<i>Complete</i> Distributed with the minutes
52.14	Councils provide feedback to Tracey Haynes, LGAQ on the informal submission if they have any issues/concerns	All Councils	<i>Complete</i>
52.15	LGAQ to provide a copy of their feedback on the draft Model Housing Code and draft Model Reconfiguring a Lot Code to FNQROC to distribute with the minutes.	LGAQ	<i>Complete</i> Distributed with the minutes
52.16	Councils to provide any feedback on the LGAQ submission on the draft Model Housing Code and draft Model Reconfiguring a Lot Code to Tracy Haynes, LGAQ	All Councils	Noted

Items to note from actions from previous meeting

52.4 Tourism Planning

FYI – TNQ PIA Event – Designing Places for tourists

- Friday 10 March 2017
- Cairns 9 am - 12.30 pm

52.6 Poultry Farms

DILGP drafting a directions paper in consultation with a number of Councils. A formal consultation period is planned.

5. Presentation from Robin Clark, DILGP - Indigenous Planning discussion paper

Discussion paper expected to be released in month or two

Driver for the discussion paper

- How do we advance purpose of the Act
- How do we respond to the proposed amendments that were raised in Parliament? Greater recognition of native title holders and ILUA's in plan making
- Discussion paper will flag options and seek feedback
- Concept of a planning hub being considered - provide planning and tenure advice to Prescribed Bodies Corporate (PBC's) and Councils
- Zoning options, engagement guidelines, acknowledge exclusive native title holders
- Round of consultation planned

General discussion

- Question raised – will it provide an opportunity for DILGP to look at how the Aboriginal Shire Council planning schemes are working
- Ownership consent needs to be addressed
- Opportunity of using the planned consultation workshops as a forum to capture the ideas/feedback from the participants.

6. Update from DILGP, Brett Nancarrow

6.1. Queensland Building Plan

<http://queenslandbuildingplan.engagementhq.com/>

- Department of Housing and Public Works
- Written submissions close 28 February 2017
- Number of areas for discussion (Security of payment, Queensland home warranty scheme, Plumbing and Drainage Act reform, Building Certification, non-conforming building product, inclusive communities, liveable housing design, licensing reforms and sustainable buildings)

- Of particular interest for the group is the **Queensland Housing Code/ Reconfiguring a Lot Code**
- Refer section 7 for update from Gary Warner, CRC

6.2. Planning Reform

- James Coutts will be presenting at the UDIA workshop on Monday 13 March (12-2pm) in Cairns
- Transitional Funding – letter sent to Councils

Update after meeting – Transitional funding

- Following meeting Sue Lockwood sent an email (16 February) re Transitional Funding – Guidance Sheet

Update after meeting – Technology One Collaboration with QLD Councils

- As of 23 February – advise received that Cassowary, Tablelands, Mareeba and Hinchinbrook are part of a collaboration of 14 QLD Councils working with T1
- DSC advised that they have been contacted by Civica and will be providing support in process mapping.

6.3. Minister' s Guidelines and Rules

- Statutory instrument
- May include community infrastructure designation
- Consultation soon

6.4. Draft Planning Regulation; State Planning Policy and State Development Assessment Provisions

- Submissions close 10 February 2017
- Any late concerns get direct to DILGP as soon as possible

6.5. New Executive Director

- Graham Bolton

6.6. Innovation and Improvement Fund

- Funding to allow for innovative solutions to planning systems
- Information on the fund to be released soon

6.7. Rural and Remote Planning forum

- DILGP considering holding a forum. TBA

6.8. DA Rules

- 45 submissions received.
- Doesn't look like a significant amount of change

6.9. Training requirements for the new Act

- DILGP had previously sent through a survey – response received from a few councils
- Sought feedback from the group on training requirements

Training for Council's

- Opportunity for sessions targeted towards administration staff, technical officers and councillors
- Support from the State would be helpful
- Some Council's would prefer one on one training – where State visits the Councils
- Some rural and remote Councils are wanting 'training' guide
- Preferred timing – early June

ACTION 53.1 : DILGP to contact Council's to arrange Planning legislation training

Industry training

- Will be held in Cairns as the majority of consultants are in Cairns

ACTION 53.2: Councils to forward any details of private industry consultants that could be invited to the Industry training session.

Community engagement

- Option to use resources on the website

7. Update on the draft Housing Code and draft Reconfiguring a lot Code, Gary Warner

- Written submissions close 28 February 2017
- Cairns Regional Council have been involved in some earlier sessions in Brisbane with the Department of Housing. Another session is planned in March
- CRC looking at lodging a submission
- Housing Code proposed to replace three parts of the Queensland Development Code (parts 1.1 (for lots under 450m2, 1.2 (for lots 450m2 and over) and 1.3 (for duplexes)
- The RaL Code and the Housing Code can be used together by councils to assess subdivision and housing applications as a package
- Big question - **whether the RaL Code should be mandatory or voluntary**

Note- there are some helpful Fact Sheets on Housing Code and RaL Code on line

<http://queenslandbuildingplan.engagemthq.com/queensland-housing-code>

8. Update from LGAQ, Tracey Haynes

- Next LGAQ Planning & Development Advisory Committee meeting – 24 February 2017
- If you have any issues regarding transitional issues around the commencement of the Act that you would like raised at that meeting, contact Tracey

- LGAQ will have a role in the DILGP Innovation and Improvement Fund. LGAQ interested in knowing what Councils are considering in applying for under this fund.
- Teresa advised that the planning and regulatory issues around shared accommodation services such as Airbnb was raised at the December FNQROC Board meeting. A recommendation will be put to the Board at its meeting on 13 February that

FNQROC requests LGAQ to raise at the next LGAQ Planning & Development Advisory Committee meeting the planning and regulatory issues for 'shared accommodation' services such as Airbnb and Stayz and consider whether further guidance or documented best practice approaches should be developed".

- Tracey advised that LGAQ have not formed a policy position on share service accommodation such as Airbnb.
- Latest data and research in Europe that this type of accommodation is causing unintended consequences.

9. Update from LGAQ Advisory Committee representative, Peter Boyd

No update provided.

10. General Business - update around the table

Douglas Shire Council

- Progressing reef marina
- Planning scheme submissions closed
- Local law review to come into effect time of new Act
- Planning scheme to commence in time of new Act

Cook Shire Council

- Planning Scheme came into effect 1 February
- LGIP proceeding looking at consultation mid -year
- Looking at CHAS
- Development – new application for 80 MegaW – LakeLand solar farm
- New accommodation being built – State Govt.
- Waterfront development – progressing

Cairns Regional Council

- DA for hotel and holiday accommodation developments
- Aquarium development near completion
- Entertainment centre development progressing
- Apartment building applications progressing
- Building services within Council – closed service
- LGIP consultation closed
- Council workshop 22 nd

- Cairns CHAS funding for phase 1 & 2
- Erosion prone mapping – preparing brief to get mapping reviewed to integrate into scheme
- Review of height and density in alternative locations - beaches
- Review of advertising devices
- Review of city masterplan
- Review of Cannon Park masterplan

Hinchinbrook

- Working towards public consultation for Planning scheme and flood mapping
- Appointed LGIP consultant
- QCoast funding application for storm surge modelling to be lodged

Burke/Carpentaria / Croydon

- Carpentaria – Planning Scheme being prepared
- Burke – Planning Scheme about to go on public notification
- Croydon – IPA Scheme – no action on a new Scheme

Cassowary Coast

- Working on alignment amendments for planning scheme
- LGIP – continuing with discussions with consultants
- CHAS – funding approval
- Carsdston Village – looking at a development code
- Development incentives policy for Innisfail
- Working with JCU to do some masterplan work

Mareeba Shire Council

- Consultant working on LGIP
- Advertising for consultant to review environment significance overlay
- DA levels average
- Windfarm construction starting soon

11. Next meeting

Next meeting will be 5 May 2017

Minutes prepared by FNQROC Office & Project Coordinator, Teresa Schmidt.

ACTION ITEM(S) –

No.	ACTION	OWNER	COMPLETED?
50.4	FNQROC to collate examples of applications lodged with Council that have triggered referrals that are considered unnecessary and/or excessive referral fee for level of assessment required.	Councils and FNQROC	<i>Ongoing</i>
51.6	Council planning officers to contact Teresa to discuss any ideas or opportunities for the group.	Councils	<i>Ongoing</i>

No.	ACTION	OWNER	COMPLETED?
53.1	DILGP to contact Council's to arrange Planning legislation training	DILGP	
53.2	Councils to forward any details of private industry consultants that could be invited to the Industry training session	Councils	