



## MINUTES

<b>Meeting No.</b>	54
<b>Meeting</b>	Planners Group
<b>Date</b>	4 August 2017
<b>Time</b>	10 am
<b>Venue</b>	Committee Room, Level 3 , Cairns Regional Council Call in details – 02 8355 1038 – Code 908 384 861

The meeting opened at 10:00am.

### 1. Attendance

Name	Organisation
Teresa Schmidt	FNQROC
Darlene Irvine (part of the meeting)	FNQROC
Lachlan Rankine (part of the meeting)	FNQROC
Gary Warner	Cairns Regional Council
Bryan Hortin	Cassowary Coast Regional Council
Isabella Newman	Cassowary Coast Regional Council
Daniel Horton	Cassowary Coast Regional Council
Bryon Jones	Cassowary Coast Regional Council
Daniel Lamond - teleconference	Douglas Shire Council
Gerhard Visser	Hinchinbrook Shire Council
Carl Ewin	Mareeba Shire Council
Brian Millard	Mareeba Shire Council
Tudor Tanese	Tablelands Regional Council
Liz Taylor	Consultant on behalf of Carpentaria, Burke and Croydon Shire Councils
Sue Lockwood	Department of Infrastructure, Local Government and Planning
Crystal Baker – teleconference part of the meeting	Local Government Association of Queensland

### 2. Apologies

Name	Organisation
Kelly Reaston	Cairns Regional Council
Lauren Stiles	Cairns Regional Council
Peter Boyd	Cairns Regional Council
Sophie Barrett	Cairns Regional Council
Neil Beck	Douglas Shire Council
Jenny Elphinstone	Douglas Shire Council
Paul Want	Tablelands Regional Council
Brett Nancarrow	Department of Infrastructure, Local Government and Planning
Tony Croke	Department of Infrastructure, Local Government and Planning

### 3. Guests

Name	Organisation
Lorraine Briggs	Wet Tropics Management Authority

#### 4. Update from LGAQ

- Welcome to Crystal Baker, replacing Tracy Haynes
- The LGAQ Planning & Development Advisory Group meeting being held today (4 August)
- A copy of the powerpoint slides to be presented to the Advisory Group meeting to be distributed to the group.

**Action 54.1 – copy of the slides presented to the LGAQ Planning & Development Group meeting to be distributed to the group.**

- LGAQ recently completed submissions on:
  - Cyclone Shelter Discussion Paper
  - Helicopter Landing Sites Guideline
  - Telecommunication Carrier Powers & Immunities

**Action 54.2 – copy of the LGAQ submissions on Cyclone Shelter Discussion Paper, Helicopter Landing Sites Guideline and Telecommunication Carrier Powers & Immunities to be distributed to the group.**

- Darlene noted that the issue of co-location of telecommunication providers was a resolution from the ALGA National General Assembly
- Issue of co-location raised at the FNQROC Board meeting (minute 2376) by CCRC – resolution from meeting – to seek information from LGAQ

**Action 54.3 – Councils to share with FNQROC any particular examples of issues with co-location of telecommunication facilities**

- Upcoming discussion paper by DNRM on the Regulation of Levees – due in August
- Container Refund Scheme – CRC is one of five Councils to be consulted as part of the consultancy work being undertaken by Ethos Urban.

**Action 54.4 – If any Council has some initial thoughts and feedback on the Container Refund Scheme to share with FNQROC who will pass onto Cairns Regional Council**

- Powering Queensland Plan
  - Announced in June
  - There is a meeting on 22 August with DEWS – developing best practice guideline for large scale solar projects
- On-line accommodation platforms (such as Airbnb and Stayz)
  - On agenda for LGAQ P&D Advisory Committee, DILGP will be providing an update
- Community Access to School Sporting / Open Space Facilities
  - LGAQ currently compiling comments and examples from Councils to inform discussions with Stat Govt.
  - Get some examples of what's working and what's not working to LGAQ

**Action 54.5 – If any Council has some initial thoughts and feedback on Community Access to School sporting / open space facilities to send to LGAQ by COB 16 August 2017**

- Innovation and improvement fund
  - June – announcement of successful projects on web
  - Late 2017 announcement of second round
  - LGAQ interested on innovative projects in the long term (beyond the life of this fund)
- Poultry Farming
  - DILGP looking at regulatory reform around poultry farms
  - Industrial level – greater than 200 000 birds
  - Will be doing statewide consultation
  - MSC mentioned – 10 commercial sized farms across TRC and MSC
  - Issue is when they expand

**Action 54.6 – Councils to provide feedback to LGAQ on proposed DILGP Poultry Farming Regulatory Reform Proposal Paper.**

- In discussions with DILGP regarding indexing of infrastructure charges
- Reviewing LGAQ policy statement
- Lead up to annual conference – motions due 25 August
- Developed 10 point plan for state election
- Gary Warner queried progress of draft Qld Housing Code. CRC previously involved in working group

**Action 54.7 – LGAQ to provide update on status of Queensland Housing Code.**

**5. Acceptance of previous minutes**

Minutes of the previous meeting (No. 53, 10 February 2017) accepted without alteration.

**6. Actions from previous meeting**

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>
53.1	DILGP to contact Council's to arrange Planning legislation training	DILGP	Complete
53.2	Councils to forward any details of private industry consultants that could be invited to the Industry training session	Councils	Complete

**7. Presentation on Review of Wet Tropics Management Plan – Lorraine Briggs**

- Copy of presentation to be distributed to the group

**Action 54.8 – Copy of the presentation on the review of the Wet Tropics Management Plan to be distributed to the group**

- Areas that Councils plan for community infrastructure – will need to be in zone C. councils need to make WTMA aware.

- Zone B – applies to infrastructure
- Proposed that section 65 to include all community infrastructure not just roads
- Considering WTMA as a referral agency under Planning Act? – need to consider what is the net benefit
- Concern from group regarding access to trails. Lorraine confirmed that there was some confusion over mapping and trails – still needs to be communicated by WTMA
- Individual consultation with Dept of Defence

## 8. Update from DILGP

- Innovation and Improvement Fund – round 1 success and round 2
  - 2.55 M approved in round one
  - 33 applications approved (40 councils). Only few refused.
  - Round 2 towards end of year
  - Details of approved applications online

### **Action 54.9 – Add to next meeting agenda – Council who have been successful under the Innovation and Improvement fund to provide an update on their project**

- DATSIP – Planning Hub idea – ToR still to be developed
- New website – SPEAQ / mapping
  - Can subscribe online
  - SPEAQ – replacing Plan Chat
  - Internet Explorer best to use for the mapping
  - Each council to email Sue the name of the person who will be the super user within their council. Name, position, phone number and email address. Super user gives access to internal officer – CCRC already has access
  - Question raised – Can the LG see where the application is at in SARA

### **Action 54.10 – DILGP to confirm whether a Council can see the progress of an application through SARA.**

- Plan making portal – under construction

### **Action 54.11 – DILGP to confirm status of the Plan making portal**

- SPP Guidance material
  - SPP Guidelines – 6 out of 20 available
- SPP changes (policy) table (2013 to 2017) available on website
  - Shows all changes to the policies and mapping table
  - Issue with mapping inconsistencies – with SPP mapping and the more detailed mapping that council has done
  - Some schemes refer out to the State mapping – not considered by DILGP to be best practice
- SPP changes (mapping) table from 2014 available on website
- SPP Policies reference in Planning Schemes
  - Correspondence from DILGP expected to be sent to Councils shortly

- Sue handed out certificates to each Council for transition to Planning Act
- Query raised re outcome of discussions at a Directors forum held in Mackay regarding secondment between Councils

**Action 54.12 – FNQROC to follow up re outcome of discussion regarding secondment between Councils**

**9. Update from LGAQ Advisory Committee representative, Peter Boyd**

Peter not in attendance. Update provided by LGAQ refer section 4.

**10. General Business**

- 10.1. FNQROC Development Manual review – reference of Development Manual in Planning Schemes
- Teresa advised that the Manual is currently under review
  - Councils reference the Manual differently in their Planning Scheme
  - FNQROC seeking legal advice on best practice under the Planning Act
  - HSC interested in advice when received

**Action 54.13 – FNQROC to update group on legal advice (when received) regarding recommended way to reference the FNQROC Development Manual in a Planning Scheme under the Planning Act**

- 10.2. Update from FNQROC
- FNQROC Board adopted 5 Strategic Goals
  - Introduced Lachlan Rankine, FNQROC Regional Strategic Infrastructure Coordinator
- 10.3. Sharing of any issues experienced by Councils with the new Planning Act
- Issue planning admin – don't do the work day to day. Sue mentioned that DILGP developed a planning manual 101 for those Councils.

**Action 54.14 – DILGP to confirm if the manual (planning manual 101) is available to share.**

- Comment that for some Councils it appears that Building Certifiers and mid-range applicants still to come aboard
  - Consultants good
- 10.4. Penalty Infringement Notices (PINS) / SPER – Gerhard Visser, HSC
- HSC wants to start using PINS. Council want to stop retrospective applications
  - Advice around table - need to ensure follow process leading up to issuing SPER.
  - CRC can assist with an internal CRC contact
- 10.5. Levee applications – Gerhard Visser, HSC
- Chasing any Council contacts that have dealt with Levee applications

**Action 54.15 – DILGP to assist HSC with suggested Council contacts who have dealt with Levee applications**

10.6. DTMR Guide to Traffic Impact Assessment

**Action 54.16 – FNQROC to send out DTMR Guide to Traffic Impact Assessment to the document to the group.**

- 10.7. Population and demographic data - .id arrangement through FNQROC
- Teresa provided an update to the group. 10 Councils participating in arrangement through FNQROC. Training to be held in near future.
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- 10.8. One-stop service for agriculture planning
- Reminder to group of online resource
- 10.9. Web based mapping for Native Title representative body
- Checked with group that everyone aware of this resource
- 10.10. Australian Business Register explorer
- Opportunity to identify businesses for community engagement and compliance
  - Compliance

**11. Updates from the Councils**

- 11.1. Cairns Regional Council
- SDA Gordonvale
  - EIS – dredged spoil
  - LGIP – 1 July commencement
  - Advertising devices – new scheme codes not addressing issues
  - Coastal Hazards review
  - Looking at building height and density in northern beaches
  - Where are we going with medium density development
  - Capital works project – Florence Street
  - Smithfield and Edmonton Gordonvale Bypass
  - 800-850 enquiries
  - 65 DA's, 40 siting dispensations last month
- 11.2. Tablelands Regional Council
- Steady flow of DA
  - LGIP – workshop with Councillors in Aug
  - Open space strategy progressing
  - Development contributions for footpaths – issues
  - Working on innovation project
- 11.3. Hinchinbrook Shire Council
- Flood mapping update and planning scheme
  - LGIP progressing – aim to finish June 2018
  - Construction drawings for Ingham bypass
  - Large scale bioenergy plant progressing.
- 11.4. Cassowary Coast Regional Council
- New organisation structure
  - Joint funded revitalisation project with JCU

- Would like to do review of the planning scheme – issue with alignment with regional plan – rural residential zoning and rural living areas. Problem with court approvals. Approved as rural res subdivision.
- Improvement funding – zone cards will be going out to tender
- LGIP – Progressing

11.5. Mareeba Shire Council

- Daily enquires steady
- 7 new applications under Planning Act
- Solar farm in decision making period
- Windfarm – progressing
- Planning scheme – Environmental significance overlay review – ready to consult with DILGP in September
- LGIP – progressing

11.6. Burke Shire Council

- Review of template planning scheme. Public consultation.

11.7. Carpentaria Shire Council

- Workshop on draft planning scheme

11.8. Croydon Shire Council

- quiet

**12. Points for noting to the FNQROC Board**

None.

**13. Next meeting**

Next meeting will be 3 November 2017.

*Minutes prepared by FNQROC Office and Project Coordinator, Teresa Schmidt.*

**ACTION ITEM(S) –**

No.	ACTION	OWNER	COMPLETED?
54.1	Copy of the slides presented to the LGAQ Planning & Development Group meeting to be distributed to the group	LGAQ/ FNQROC	Email to group 7 August 2017
54.2	Copy of the LGAQ submissions on Cyclone Shelter Discussion Paper, Helicopter Landing Sites Guideline and Telecommunication Carrier Powers & Immunities to be distributed to the group.	LGAQ/ FNQROC	Email to group 7 August 2017
54.3	Councils to share with FNRQOC any particular examples of issues with co-location of telecommunication facilities	Councils	
54.4	If any Council has some initial thoughts and feedback on the Container Refund Scheme to share with FNQROC who will pass onto Cairns	Councils	Emailed action to group 7 August 2017

No.	ACTION	OWNER	COMPLETED?
	Regional Council		
54.5	If any Council has some initial thoughts and feedback on Community Access to School sporting / open space facilities to send to LGAQ by COB 16 August 2017	Councils	
54.6	Councils to provide feedback to LGAQ on proposed DILGP Poultry Farming Regulatory Reform Proposal Paper. (note after meeting CRC advised that they are being consulted directly on the paper and Councils can provide feedback via CRC).	Councils	Discussion paper distributed. Feedback received from TRC & MSC
54.7	LGAQ to provide update on status of Queensland Housing Code.	LGAQ	
54.8	Copy of the presentation on the review of the Wet Tropics Management Plan to be distributed to the group	FNQROC	Emailed action to group 7 August 2017
54.9	Add to next meeting agenda – Council who have been successful under the Innovation and Improvement fund to provide an update on their project.	FNQROC	
54.10	DILGP to confirm whether a Council can see the progress of an application through SARA.	DILGP	
54.11	DILGP to confirm status of the Plan making portal	DILGP	
54.12	Teresa to follow up re outcome of discussion regarding secondment between Councils	FNQROC	
54.13	FNQROC to update group on legal advice (when received) regarding recommended way to reference the FNQROC Development Manual in a Planning Scheme under the Planning Act	FNQROC	
54.14	DILGP to confirm if the manual (planning manual 101) is available to share.	DILGP	
54.15	DILGP to assist HSC with suggested Council contacts who have dealt with Levee applications	DILGP	Sue and LGAQ provided suggestions for contacts to FNQROC
54.16	FNQROC to send out DTMR Guide to Traffic Impact Assessment to the document to the group.	FNQROC	Email from DTMR sent to group