

# FNQROC PLANNERS GROUP ACTION REGISTER & BOARD RECOMMENDATIONS



<b>Meeting No.</b>	60
<b>Meeting</b>	FNQROC Planners Group
<b>Date</b>	13 August 2019
<b>Time</b>	10:00 am
<b>Venue</b>	Cairns Regional Council – Civic Reception Room (Ground Floor)

## Meeting Opened: 10.00am

The Chair welcomed attendees and conducted roundtable introductions.

### 1. Attendance

Name	Organisation
Paul Cohen	Cairns Regional Council
Gary Warner	Cairns Regional Council
Sarah Cook	Cairns Regional Council
Debbie Wellington	Cairns Regional Council
Teresa Schmidt	Cairns Regional Council
Fergus Darveniza (Training only)	Cairns Regional Council
Ian Elliott-Smith (Training only)	Cairns Regional Council
Michelle Henderson (Training only)	Cairns Regional Council
Courtney Mariot (Training only)	Cairns Regional Council
Kylie Nolan (Training only)	Cairns Regional Council
Liz Taylor (Consultant0	Carpentaria Shire Council / Croydon Shire Council
Daniel Horton	Cassowary Coast Regional Council
Isabella Newman	Cassowary Coast Regional Council
Jenny Elphinstone	Douglas Shire Council
Neil Beck	Douglas Shire Council
Carl Ewin	Mareeba Shire Council
Brian Millard	Mareeba Shire Council
Paul Want	Tablelands Regional Council
Dan O'Connor (Training only)	Tablelands Regional Council
Frank Eyndhoven (Training only)	Tablelands Regional Council
Patterson Ngwira (Training only)	Tablelands Regional Council
Gerhard Visser	DATSIP
Alex Bowen	DATSIP
Brett Nancarrow	DSDMIP
Belinda Jones	DSDMIP (Presenter)
Linda Richardson (Secretariat)	FNQROC
Greg Hoffman	Grassroots Connections (Presenter)
Crystal Baker	LGAQ (Presenter)
<b>BY TELE-CONFERENCE (+61 2 9091 7603   Access Code: 944-543-197)</b>	
Nil	

## 2. Apologies

Name	Organisation
Michelle Creecy	DSDMIP
Darlene Irvine	FNQROC
Peter Boyd	Cairns Regional Council
Kelly Reaston	Cairns Regional Council
Kelly Barnes	Cairns Regional Council
Sophie Barrett	Cairns Regional Council
Lauren Stiles	Cairns Regional Council
Manfred Boldy	Cassowary Coast Regional Council
Bryon Jones	Cassowary Coast Regional Council
Michael Fallon	Cook Shire Council
Lisa Miller	Cook Shire Council
Dan Lamond	Douglas Shire Council
Rosemary Pennisi	Hinchinbrook Shire Council
Tudor Tanase	Tablelands Regional Council
Brittany Curran	Tablelands Regional Council
Kate Steele	Yarrabah Aboriginal Shire Council

### 3. 10:05 – 10:40am

#### **LGAQ & CRC Update re LG Planning & Development Shared Services Toolkit (35 Mins)**

Greg Hoffman, Grassroots Connections, with the support of Crystal Baker (LGAQ) and Paul Cohen (CRC) providing an update regarding the Shared Services Toolkit and overview of the Survey as previously circulated to FNQROC members for completion to obtain baseline data.

**ACTION:** FNQROC LG Planners to complete surveys & return to Greg Hoffman by **Friday 16<sup>th</sup> August**

**ACTION:** FNQROC to send an electronic version of the survey to G Visser (DATSIP)

**ACTION:** FNQROC to assist in the promotion of workshops with Draft Toolkit (Early December)

### 4. 10:40 – 11:00am

#### **LGAQ Update re Model Code for Neighbourhood Design (20 Mins)**

Crystal Baker, LGAQ providing an overview of the proposed [Model Code for Neighbourhood Design](#) & conducted roundtable consultation with FNQROC LG Planners members to garner comments to inform the [LGAQ submission](#).

**ACTION:** LGAQ encourage ALL councils to provide individual submissions due **01 September 2019**

**ACTION:** C Baker (LGAQ) requested members to email her if not heard from Qld HPW

**ACTION:** C Baker (LGAQ) to provide Draft submission to FNQROC for circulation

### 5. LGAQ General Update including: -

- Street Planning and Design
- Annual Conference (October) – 11 Motions received
- Short term holiday letting included in Advocacy Action Plan (State Policy Position/Code of Conduct)
- Qld Waste and Resource Recovery Plan
- GDA 2020 Project (Data and mapping project)
- Native Title & Cultural Heritage and LG Impacts ([Timber Creek Case Podcast](#))

**ACTION:** C Baker (LGAQ) to send DRAFT mapping re GDA 2020 Project to FNQROC for circulation

## 6. Previous Actions from Meeting: 2 November 2018

ITEM #	ACTION ITEM	OWNER	STATUS
58.1	FNQROC to explore opportunities to provide Court PD Training Series during 2019 (focussed on “Becoming an Expert Witness based on a ‘simple’ planning case from the Notice of Appeal stage, pre-session of complaints, expectation of expert witness, through to a ‘mock’ court session).	FNQROC L Richardson  CRC/CCRC P Cohen D Horton	Carried Over
59.3	FNQROC to circulate a copy of the Wet Tropics Management Plan Review presentation and provide WTMA with a list of attendees for further direct engagement/comment.	WTMA Tim Wong Eli Taylor FNQROC	Complete
59.4	FNQROC to provide an invitation for WTMA to present/engage with the RRTG TC Group via L Rankine	FNQROC L Rankine	Complete
59.5	FNQROC to offer opportunity to facilitate further council road group feedback/engagement during Phase 2 – Public Notification and Consultation	FNQROC L Richardson	Complete
59.6	FNQROC to provide WTMA with key discussion points raised (ie Consistent language use re road naming (State Controlled Roads, noting not all State Controlled Roads are highways, clear definition of a cableway, which road grades are been used (Australian or FNQ standard), need to engage with Qld Parks and Wildlife, further engagement with FNQROC Road Groups re testing out exceptions to zoning rules and further engagement through Phase 2: Public Notification and Consultation)	FNQROC L Richardson	Complete
59.7	ALL members to feed direct to Isabella Newman (CCRC) opportunities to further develop or cross-promote Art Deco Tourism activities/events for 2019.	FNQROC Planners Group	Complete
59.8	FNQROC to link Isabella to TTNQ re future cross promotion opportunities re Art Deco tourism and launch of APP (8 Nov).	FNQROC L Richardson	Complete
59.9	FNQROC to consider holding mid-year meeting in Innisfail to include Tropical Art Deco Historical Walk	FNQROC L Richardson	Held over to 2020
60.0	LGAQ to provide a summary and website link to 14 Motions that were resolved at the 2018 LGAQ Annual Conference, including matters relating to short-term accommodation, waste levy and management activities, renewable energy, poke machine regulations, etc.	LGAQ C Baker	Complete / Published on LGAQ website (7 Nov)
60.1	LGAQ to provide links to Belcarra Fact Sheets, including information relating to the Prohibited Donation Scheme and definitions of a Property Developer.	LGAQ C Baker	Complete
60.2	LGAQ noted the Bill Amendment to the Economic Development Act 2012 in now on the parliamentary website. Seeking full agreement from State	LGAQ C Baker	Complete / <a href="#">View here</a>

60.3	LGAQ to provide copy of submission re Qld Reconstruction Authority (QRA) Act for circulation.	LGAQ C Baker	Complete
60.4	LGAQ seek feedback/concerns from FNQROC Planners Group re Guidance Document for Public Consultation re Implementation off-site Stormwater Management	ALL	Complete
60.5	LGAQ/DSDMIP to provide notice once Innovation and Improvement Fund successful projects announced.	DSDMIP LGAQ	Complete
60.6	Noted <a href="#">FNQ Planning Forum</a> final agenda to be circulated next week (23 November in Cairns)	DSDMIP	Complete
60.7	FNQROC to follow up with D Horton (CCRC) re accreditation points for 2017.	FNQROC D Irvine D Horton	Complete
60.8	FNQROC to circulate Arts Qld RASN DRAFT to group for consideration re arts and cultural priorities across FNQ.	FNQROC L Richardson	Complete
60.9	FNQROC to provide web-links to group re State and Federal Regional Advocacy priorities	FNQROC L Richardson	Complete
61.0	FNQROC to circulate Council Feedback Forms (2) re FNQ Regional Plan Review for transparency re individual views.	FNQROC L Richardson	Complete
61.1	Douglas Shire to share information re modelling based on population numbers with CCRC.	DOUGLAS J Elphinstone	Complete
61.2	Sarah Cook to share information with Mareeba Shire re amended Application Fee/Charges structure that may be of interest re development processes (ie KUR-World).	CAIRNS S Cook	Complete

## 7. 11:00am – 11:45am

### General Business Updates (45 Mins)

- 7.1. 4.1 Update from LGAQ Advisory committee (General Planning Projects): Crystal Baker (LGAQ)
- 7.2. 4.3 Update from DSDMIP (General Planning Initiatives and Projects): Brett Nancarrow
- 7.3. 4.4 Update from DATSIP (General Planning Projects): Gerhard Visser
- 7.4. 4.4 Update from FNQROC Council Members (Incl. Innovation & Funding Projects)

**ACTION:** ADD to next Agenda re FNQ Regional Plan Review in light of pending NQ Regional Plan release

**ACTION:** P Cohen (CRC) to share Planning & Development Templates when available for circulation

**ACTION:** G Visser (DATSIP) offered to provide overview of role across 19 councils at next meeting

**ACTION:** B Nancarrow (DSDMIP) offered training on topics as identified by the group at future meetings

## 8. 12:00pm – 2:00pm

### DSDMIP Training Session re SARA Triggers (2 Hours)

Department of State Development, Manufacturing, Infrastructure and Planning provided training on the State Assessment & Referral Agency (SARA) triggers under the Planning Regulation 2017.

Providing an overview of commonly missed referral triggers and tips on using SARA's development assessment mapping. The training was aimed at council Development Assessment Planners.

**ACTION:** N Beck to share information relating to *Granting of owner's consent over Reserve Land administered under the Land Act*

**ACTION:** FNQROC to share training presentation potentially via Drop Box (due to size)

**9. Points for the FNQROC Board (As raised and noted during meeting)**

**10. Next Meeting**

Currently scheduled for 11 October 2019, however may be deferred to occur post-LGAQ Conference to enable C Baker (LGAQ) to provide an update of conference motions/discussions.

Ongoing request by L Richardson (FNQROC) for all FNQROC LG Planners to highlight specific areas of training/topics of interest for future presentations.

**MEETING CLOSED: 2:15pm**

**Agreed Actions from Meeting: 13 August 2019**

ITEM #	ACTION ITEM	OWNER	STATUS
58.1	FNQROC to explore opportunities to provide Court PD Training Series during 2019 (focussed on “ <b>Becoming an Expert Witness</b> based on a ‘simple’ planning case from the Notice of Appeal stage, pre-session of complaints, expectation of expert witness, through to a ‘mock’ court session).	FNQROC L Richardson CRC / CCRC P Cohen D Horton	Carried over
61.3	FNQROC Council Members to complete <b>Shared Services Toolkit Survey</b> and return to G Hoffman by <b>Friday 16 August</b>	ALL Councils	
61.4	FNQROC to send an electronic version of the Shared Services survey to G Visser (DATSIP)	FNQROC L Richardson	Complete
61.5	FNQROC to assist in the promotion of future workshops in relation to the <b>Shared Services Toolkit</b> project as required	FNQROC L Richardson	As required
61.6	ALL councils to provide individual submissions in relation to the <b>Model Code for Neighbourhood Design</b> by <b>01 September</b>	ALL Councils	
61.7	ALL councils to email C Baker (LGAQ) if they have not had contact from Qld HPW	ALL Councils	As required
61.8	C Baker to provide DRAFT submission of <b>Model Care for Neighbourhood Design</b> to FNQROC for circulation	LGAQ C Baker	
61.9	C Baker to send DRAFT mapping re <b>GDA 2020 Project</b> to FNQROC for circulation	LGAQ C Baker	
62.1	FNQROC to ADD to next agenda re <b>FNQ Regional Plan Review</b> discussions in light of pending NQ Regional Plan release	FNQROC L Richardson	
62.2	P Cohen to share <b>Planning &amp; Development Templates</b> with available for circulation	CRC P Cohen	
62.3	G Visser to provide overview of <b>DATSIP role</b> across 19 councils at future meeting	DATSIP G Visser	
62.4	B Nancarrow offered ongoing training on topics of interest as identified by the LG Planners Group at future meetings	DSDMIP B Nancarrow	Ongoing and as identified
62.5	N Beck to share information relating to <b>Granting of owner’s consent over Reserve Land administered under the Land Act</b>	DSC N Beck	Complete
62.6	FNQROC to share <a href="#">Shared Services Toolkit</a> and <a href="#">SARA Trigger Training</a> Presentations	FNQROC L Richardson	Complete
62.7	FNQROC to consider new date for next meeting to hold post-LGAQ Conference (Friday 15 November 2019)	FNQROC L Richardson	In progress