

Minutes of Meeting

Meeting No. 7

Date	Thursday, 28 September 2017 at 9.30am
Venue	Dr Alice Rigney Room, Level 5, 50 Flinders Street, Adelaide
Members	Tim Anderson QC (Chair), Matt Davis, Fairlie Delbridge, Janet Finlay, Allan Holmes, Michael Lennon, Sally Smith (Ex Officio)
In Attendance	Sue Rudall (Governance Unit, DPTI) Anita Allen (Planning Reform, DPTI)
Presenters	Alex McKenzie, Teresa Davis

1. OPEN MEETING

1.1 Welcome and Apologies

1.2 Declaration of Conflicts of Interests / Gifts & Benefits

Nil new to declare

1.3 Chair's Report

Meeting with Shadow Minister report of discussion

CAT meeting with Minister and stakeholders

Ratepayers meeting re Joslin Aged care facility proposal. Chair awaiting letter from Peter Holmes on behalf of residents.

AIUS reception at Government House

Specialist members' categories for discussion at next meeting

Remaining DPAs confirmed attendees

Members of Building Committee appointed:

- Alan Taylor (Chair)
- Debbie Frisby (Deputy Chair)
- Joanne Payne
- George Camencak
- Nages Karuppiah
- Gavin Leydon
- Jeffrey Shillabeer

1.4 Members' Report

Chair and Janet attended Landscape Architects function.

Possible future agenda item (Matt): discussion regarding major triggers and exemptions vs council assessment pathway. Linked with discussion on Retirement Villages Act?

Action: Sally Smith to explore better communicate exemptions process via portal.

1.5 Ex Officio's Report

Interest in future briefings on Infrastructure Pilot Schemes. Test potential for infrastructure pilot regarding sea walls.

Actions:

- Jeff Tate to present at future meeting regarding Joint Planning Board pre-establishment pilots – staged work with 8 regions towards readiness for establishment
- Future briefing requested regarding case management/pre-lodgment. DPTI to invite Matt to meeting with ODASSA regarding pre-lodgment/design review (S Smith).
- Media links in report not working – DPTI to follow-up
- Commission to raise with Minister the Government's approach to planning for significant public sites and the desirability of separating planning and development activities. Commission request from Minister, to provide an update on anticipated planning approach regarding the old Royal Adelaide Hospital site.
- **State Planning Policies:** DPTI to provide update (revised list) and set up Commission workshop with Ministerial input on topic.
- DPTI developing/finalising SCAP dashboard for monitoring: number of proposals lodged, timeframes, targets, exception reporting.
- Future discussion re affordable housing as Infrastructure for purpose of general schemes. Federal government interest/opportunities?
- Michael requested information re final decision on waste water at Mt Barker. DPTI to follow up.
- DPTI to provide confidential out-of-session written briefing re alternative pathways.
- Status update re building cladding at future meeting.

2. CONFIDENTIAL MATTERS

Nil

3. STRATEGIC MATTERS

Nil

4. MATTERS FOR ADVICE TO MINISTER

4.1 Inner and Middle Metropolitan Corridor DPAs – Resolution of Advice for Minister

Commission wishes to reconvene Hearing Panel and provide further report. Commission to then consider the panel's further report.

5. MATTERS FOR DECISION

5.1 SPC Charter framework, Service Level Agreement, Implementation Strategy and Work Program

Clarification provided regarding Commission's discretionary funding of \$100,000. Janet pointed out the financial risk and need for briefing/regular updates and monitoring of Commission's expenditure. DPTI to table quarterly financial report to Commission – include as requirement in SLA.

Month by month Commission work program to come to subsequent meeting – seeking general endorsement of high level approach before proceeding to greater detail. Governance model still

allows for Commission to have a role in meeting with for example, Agency Reference/Industry Liaison Groups, on specific topics.

Communication consultants to use Alan's work to date to inform a draft strategic communication / engagement plan for the Commission's consideration.

Documents need more work (especially governance charter and draft work plan) for next meeting.

Tim and Alan to work on draft month by month work plan, to match with forward agenda for Commission (now – Christmas).

Accredited professionals scheme champion – Janet Finlay.

State Planning Policies champions – Michael Lennon and Matt Davis.

DECISION:

Commission resolved to:

1. Endorse framework for the Commission's draft Governance Charter.
 2. Note the draft Charter will be submitted for adoption at the 19 October meeting once finalised.
 3. Approve draft Service Level Agreement (amended as attached), attached Commission Work Program, and Planning Reform Implementation Strategy.
 4. Note - the Commission will be provided with a detailed month to month plan of the Commission's advisory and decision roles as it relates to each element of the new system.
 5. Note - intention to maintain and update the Planning Reform Implementation Strategy as required to reflect program changes.
 6. Agree to provide the Planning Reform Implementation Strategy to the Minister for Planning, and then to make it publicly available on the SA Planning Portal.
 7. Agree for DPTI to undertake the appropriate procurement process, on behalf of the Commission, to engage Communkate to prepare and graphically design the Commission's Communications Plan and Strategic Plan.
 8. Note - the budget allocated for implementation of the reform program and the State Planning Commission.
- 5.2 Policy - Commission to deal with complaints made against a member of any assessment panel.**
1. Note Complaints Handling Policy for Assessment Panels required prior to 1 October 2017, when Panels begin operation.
 2. Adopt Complaints Handling Policy for Assessment Panels
 3. Delegate responsibilities under Regulation 11 of the Planning, Development and Infrastructure (General) Regulations **to the Chair of the Commission** (to implement the Complaints Handling Policy for Assessment Panels).
 4. Note **the Chair** will keep a record of all complaints and provide an update through the **Chair's report** at each meeting.
 5. Agree to the Department working with the Local Government Association regarding potential to delegate complaints arising from Council Assessment Panels to the Chief Executive Officer of a Council (noting the Department will report back to the Commission on the outcomes of these discussions).

5.3 Council Connect (*Note: will be presented during the lunch break*)

The Department presented Council Connect collaborative engagement space for Local Government – soon to be launched. Members agreed to participate in monthly chats on specified topics.

6. MATTERS FOR NOTING

6.1 Minutes from Committee Meetings

Nil

6.2 Community Engagement Charter

Circulate draft prior to special meeting scheduled for 26 October 2017 from 10am til 12pm.
Include agenda item on Risk Register as Janet not available on 19 October.

7. GENERAL BUSINESS

7.1 Minutes of Previous Meeting for Noting

Noted.

7.2 Action List

Noted.

7.3 Correspondence

Nil reported.

8. OTHER BUSINESS

Nil

9. CONFIRMATION OF THE MINUTES OF THE MEETING

To be circulated out-of-session for confirmation for rapid approval

10. NEXT MEETING

19 October 2017

11. MEETING CLOSE

The Chair thanked all in attendance and declared the meeting closed at 2.45pm.

Confirmed as a true and accurate record:



Tim Anderson QC
Chair

5 October 2017