

Minutes

Meeting No. 18

Date	Thursday, 21 June 2018 at 9.30am
Venue	Dr Paul Hughes Room, Level 5, 50 Flinders Street, Adelaide
Members	Janet Finlay (Acting Chair) Matt Davis, Fairlie Delbridge, Allan Holmes, Michael Lennon, Sally Smith (Ex Officio)
In Attendance	Dannie Mansour (Governance Unit - DPTI)
Presenters	Anita Allen, Sarah Elding, Emma Williams, Andrew Humby, Sandra Bennett

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1. GENERAL BUSINESS

Meeting opened at 9:39am

1.1 Welcome and Apologies

1.1.1. Tim Anderson

1.2 Declaration of Conflicts of Interests / Gifts & Benefits

Fairlie Delbridge declared a potential conflict in relation to Southern Innovation DPA Part 2 given her role on the board of Junction Australia which is a significant landholder in the area under consideration. Fairlie did not attend the bus tour or discussion of the DPA Part 2.

1.3 Chair's Report (verbal)

- Chair attended Parliament House ERD committee regarding the Community Engagement Charter.
- Chair met with Mr Piccolo, Shadow Minister for Planning.
- Chair met with Dan Jervis-Brady (journalist).
- Chair met with Judge Cole from ERD Court and Chair of SCAP, Simone Fogarty regarding the forthcoming meeting. A draft agenda will be supplied prior to the meeting.
- Jessie Surace commenced on Tuesday 12 June as Executive Assistant to Chair and Commission.
- Chair requires names of those wishing to attend Spencer Gulf Cities visit on 12 and 13 July 2018.

Sally Smith, Allan Holmes and Matt Davis are unable to attend. Michael Lennon can potentially attend on 13th July but not on the 12th July. Fairlie Delbridge and Janet Finlay are available for the visit but need to be back in Adelaide by Friday 4pm.

ACTION

1. Sally to distribute an Agenda and background paper for the Spencer Gulf Cities trip.
- 1.4 Members Update (Verbal)
- Michael provided members with a brief update on a meeting that he, Sally and Alex MacKenzie attended with the ERD Committee. Three Questions on Notice came from the meeting. It is expected that another meeting will occur in 6 – 12 months. Details of the meeting can be found on Hansard.
 - Michael provided a brief overview of the media he had undertaken since the last Commission meeting including noisy air conditioners and heritage matters.
 - Allan provided an update on the SCAP Review and the next steps.

ACTION

1. Allan to circulate a revised draft of the SCAP review to members.

DISCUSSION

- The A/Chair raised the Commission budget which Tim has discussed with Andrew McKeegan. This has not yet been approved.
- Sally advised members the planning reform budget, which is a department responsibility, is currently being reviewed by DPTI Executive. Sally will provide an update on this to the August Commission meeting.
- There was discussion on how Commission members can access discretionary funding if required.

DECISION

1. The Commission resolved for members to raise funding requests through the Ex-Officio member. If the Ex-Officio cannot organise funding it will be discussed with Commission members.
2. The members resolved that the Chair should have a small discretionary budget that can be used for events, conferences etc.

ACTION

1. Sally to provide an update on the planning reform budget at the August Commission meeting.

DISCUSSION

- There was discussion on the structure of meetings and the of having a formal meeting one fortnight followed by an informal meeting/workshop the following fortnight.
- Sally advised that new templates have been established for informal meetings to provide members with some information prior to the meeting.
- It was decided that if there needs to be a formal decision made at an informal meeting then a formal meeting will be opened to consider the item and closed prior to commencing the informal meeting.
- Members expressed a desire for Commission events to be held later in the week and preferably on a Thursday.

ACTION

1. The Governance Unit to schedule all commission attendances, where possible, to a Thursday.
 2. Any information that needs to be sent out to members (i.e. draft documents for comment) will be forwarded through the Governance Unit.
- 1.5 Confirmation of Minutes from previous meeting
- 1.5.1. Formal meeting 24 May 2018 - Minutes confirmed.
 - 1.5.2. Workshop meeting 7 June 2018 - Minutes confirmed.

2. CONFIDENTIAL MATTERS

2.1 Nil

3. STRATEGIC MATTERS

3.1 Nil

4. MATTERS FOR ADVICE TO MINISTER

4.1 Nil

5. MATTERS FOR DECISION

Nil

6. MATTERS FOR NOTING

6.1 SPP's – Summary of what has been endorsed

- Michael Lennon provided a summary of minor edits and advised there had also been graphical and presentational improvements.
- Consultation is scheduled for 16th July.
- Anita advised that there has been positive feedback from agencies.
- Members discussed the need for the key messages to note that the document is early and that thoughts and feedback are sought to refine the document, reflecting the engagement and consultation phase being undertaken.

ACTION

1. Anita to make minor edits to key message section of the document.

6.2 SPP Communications Plan

- Anita provided brief summary of the SPP Communications Plan and advised that the plan connects SPPs to the broader planning reform program.
- Anita asked members to consider launch of the SPPs and commission members as spokespeople.
- There was discussion among members regarding the 'work in progress' state of document and the need to advise stakeholders that genuine feedback is sought throughout the consultation period in order to refine the policies.
- Members discussed the need to anticipate areas of contention, who is going to have the most interest and what are the likely 'big' issues.
- Members requested a community version/summary of the document that is more easily understood by the general public and can be used at community targeted events.
- Members discussed the value of key influencers assisting in promoting the SPPs within their networks to expand the reach during consultation.

ACTION

1. The Communications Plan to be amended to include under 'Key Principles' that other key spokespeople to hold events and lead discussions (outside Commission members).
2. Sandra to consider media training for commission members in preparation for the launch.

DECISION

The Commission resolved to:

1. Approve the Communications and Engagement Plan – Draft State Planning Policies (Attachment 1) and resolve that it meets the requirements of the Community Engagement Charter in accordance with 73(6)(b) of the *Planning, Development and Infrastructure Act 2016*.
2. Approve details of the launch event out of session.
3. Forward a "save the date" for the launch event to all stakeholders.
4. Raise the launch with the Minister for Planning's Office seeking his attendance and support.
5. Consider the SPP Commission summary document out of session.
6. Have a presentation kit prepared for the Commission and other presenters.
7. Confirm Commission primary spokespeople for the SPPs as Tim Anderson and Michael Lennon.

6.3 Mid Murray DPA Outcome

- The Commission noted the paper as read

7. NEXT MEETING

5 July 2018 – Secondary (Workshop) Meeting

8. MEETING CLOSE

11:29am

9. SITE TOUR

Commission members, accompanied by Andrew Humby, were given a tour of the Tonsley Innovation Precinct by Daniel Redden of Renewal SA.

Commission members noted the background paper 7.1 as read, and took a bus tour of the proposed area for the Southern Innovation Area DPA Part 2. Fairlie Delbridge did not attend this bus tour.

Confirmed as a true and accurate record:

A handwritten signature in black ink, appearing to read 'Tim Anderson', written in a cursive style.

Tim Anderson QC
Chair

19 July 2018