

# Minutes of Meeting

Meeting No. 19

<b>Date</b>	Thursday, 19 July 2018 at 10:30 am
<b>Venue</b>	Kardi Munainty, Ground Floor, 50 Flinders Street, Adelaide
<b>Members</b>	Tim Anderson QC (Chair), Matt Davis, Fairlie Delbridge, Allan Holmes, Michael Lennon, Sally Smith (Ex Officio)
<b>By Invitation</b>	Sandra Bennett
<b>In Attendance</b>	Danielle Mansour, Jessie Surace (Governance Unit, DPTI)
<b>Presenters</b>	Mike Burdett, Kirsteen Mackay, Greg Wise, Rachel Wardle (ODASA, DPTI) Anita Allen, Alex Mackenzie, Sarah Elding, Emma Williams (Planning Reform, DPTI)

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## 1. GENERAL BUSINESS

### 1.1 Welcome and Apologies

1.1.1 Janet Finlay Apology

### 1.2 Declaration of Conflicts of Interests / Gifts & Benefits

NIL

### 1.3 Chair's Report

- 4 members attended a meeting with ERD court and SCAP (27 June 2018). The Chair noted that it was a very positive meeting.
  - Members requested the Minutes from the meeting with the Commission, SCAP and ERD court to be added to the Minutes on the portal.
- Met with Will Frogley from Master Builders Association SA (03 July 2017)
- Attended meeting with all Commission members and Minister Knoll at Parliament House (05 July 2018)
  - Regular meetings between the Commission and the Minister are to be scheduled. Members requested a schedule of the meeting dates.
- Attended the Building Forum, organised by the Shadow Minister and held at Old Parliament House (11 July 2018)
- Travelled to Whyalla and Port Augusta for Renewables site visits along with Janet Finlay, Fairlie Delbridge, Simon Neldner and Rob Kleeman (12-13 July 2018)

- The Chair provided the Commission with brief outline of current timelines and status of the Bungala renewables site
  - There was discussion regarding inviting the Minister for Planning and Minister for Environment to undertake Renewables site visits with the Commission.
  - The Chair advised that together with the DPTI representatives that attended, he will prepare a summary of the visit and matters that require consideration for Commission to consider.
  - Sally Smith raised the possibility of Vince Duffy and Paul Heithersay being invited to present an overview of Renewables to the Commission
- The chair noted that this was Danielle Mansour’s final meeting and Jessie Surace will undertake meeting Minutes moving forward.
- The Chair distributed a copy of the final draft of the City of Charles Sturt Heritage DPA report with a request for comments to be emailed through to Nadia Gencarelli and Janet Finlay by COB Wednesday 25th July.

## **ACTIONS**

1. Governance Unit to provide members with meeting dates with Minister Knoll.
2. Governance unit to add the Minutes from the meeting with the Commission, SCAP and ERD court to the portal Minutes.
3. The Chair to provide Commission members with a summary of Renewables site visit.
4. Sally Smith to invite Vince Duffy and Paul Heithersay to provide an overview of Renewables to the Commission.
5. Sally Smith to meet with Nadia Gencarelli to review City of Charles Sturt Heritage Report and report back to commission.
6. Commission members to provide comment to Nadia Gencarelli and Janet Finlay on the City of Charles Sturt DPA report by COB 25<sup>th</sup> July 2018.
7. Commission members to advise Sally Smith if they would like to attend “The Future of Retirement Living” forum, organised by the Property Council, to be held on the 30<sup>th</sup> of August.

### **1.4 Members Update (verbal)**

NIL

### **1.5 Confirmation of Minutes from previous meeting**

21 June Meeting – Minutes Confirmed

5 July Workshop – Minutes Confirmed

## **2. MATTERS FOR NOTING**

### **2.1 Risk Register**

The Chair provided a brief overview of the Risk Register.

## **DISCUSSION**

- Members discussed the need to raise some of the risks and for their mitigation controls to remain as outstanding until the new Manager, Governance and Regulation commences.

## **DECISION**

The commission resolved:

1. To note the paper as read
2. To note the outstanding controls/treatments that require action.
3. Amend the charter and review the risk register every 6 months rather than quarterly; and
4. For Allan to revise Strategic Plan and Charter and send to members out of session for consideration prior to discussion at a future Commission meeting

## **ACTIONS**

1. Governance team to forward a copy if the Commission's Strategic Plan and Charter to Allan.
2. Governance team to circulate Commission meeting forward planner to members.

## **3. STRATEGIC MATTERS**

### **3.1 Briefing on City Model**

Michael Burdett provided a brief overview of the Adelaide City Model.

Greg Wise provided a demonstration of the model in operation.

Kirsteen explained the different versions of the model (i.e. published version and editable version managed by DPTI.)

## **DECISION**

The commission noted the paper as read.

## **4. CORRESPONDENCE**

NIL

## **5. MATTERS FOR ADVICE TO MINISTER**

NIL

## **6. MATTERS FOR DECISION**

NIL

## **7. NEXT MEETING**

NIL

## **8. MEETING CLOSE**

The Chair thanked all in attendance and declared the meeting closed at 3:57 pm.

Following this meeting the Commission met with representatives from the Heritage Council followed by members of the Planning Institute of Australia (PIA).

Confirmed as a true and accurate record:

A handwritten signature in black ink, appearing to read 'Tim Anderson', enclosed within a thin black rectangular border.

Tim Anderson QC  
Chair

20 August 2018