

Agenda Report for Decision

Meeting Date: 16 December 2021

Item Name	Request to amend <i>Practice Direction 2 – Preparation and</i> <i>Amendment of Designated Instruments</i>	
Presenters	Brett Steiner and Nadia Gencarelli	
Purpose of Report	Decision	
Item Number	4.1	
Confidentiality	Not Confidential (Release Delayed). To be released following Gazettal and publication on the SA Planning Portal. Anticipated in January 2022	
Related Decisions	30 September 2021 – agreement to amend the Practice Direction28 October 2021 – agreement to amend the Practice Direction	

Recommendation

It is recommended that the State Planning Commission (the Commission) resolves to:

- 1. Approve the designation of this item as Not Confidential (Release Delayed) to be released following Gazettal and publication on the SA Planning Portal.
- 2. Approve the variations to *Practice Direction 2 Preparation and Amendment of Designated Instruments* (the Practice Direction) as shown in **Attachment 1**, to be published on the SA Planning Portal as required under section 42(4)(b)(ii) of the *Planning, Development and Infrastructure Act 2016* (the Act).
- 3. Delegate to the Ex Officio Member of the Commission the power to approve and publish a Notice in the *Government Gazette* for notification of the variations to the Practice Direction, as required under section 42(4)(b)(i) of the Act.

Background

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On 28 October 2021, the Commission approved a variation to the Practice Direction in response to the Minister for Planning and Local Government's request to expressly require the provision of a consultation start date and consultation approach when a Proposal to Initiate is lodged.

This variation is yet to be gazetted. In the interim, additional changes have been identified by the Attorney-General's Department to assist in improving clarity of the Practice Direction's requirements.



Attorney-General's Department

Discussion

It is recommended that further amendments be made to the Practice Direction to clarify what 'Accredited Professional – Planning Level 1' equivalency means in the case of a Private Proponent initiating a Code Amendment (Part 3 – clause 7(2)(b)).

The amendments refer specifically to the relevant planning qualifications in Schedule 1 of the *Accredited Authority's Qualifications, Skills and Experience Requirements for Accredited Professionals* (Attachment 2), and select the skills most relevant to undertaking a Code Amendment, including:

- a. Plan making, including strategic planning, master planning and structure planning.
- b. Planning policy development, review and/or policy interpretation and advice.
- c. Plan implementation including development assessment and statutory planning.
- d. Place-making and urban design.

It is proposed that a minimum five years full-time or equivalent experience be required in roles using any one or more of the above planning skills.

Additional procedural, technical and editorial changes are also proposed, as shown in trackedchanges in **Attachment 1**.

Procedural Matters

Section 42(4)(b) of the Act enables the Commission to vary a practice direction via notification in the *Government Gazette* and publication of the varied practice direction on the SA Planning Portal.

By Instrument of Delegation dated 18 March 2021, the Commission delegated its powers and functions under section 42(4)(b) of the Act to the:

- Executive Director, Planning and Land Use Services (PLUS); and
- Director, Planning and Development, PLUS.

The power delegated by the Commission under section 42(4)(b) is limited to the power to, from time-to-time, make a minor variation to a practice direction.

The amendments to the Practice Direction are not considered to be of a minor nature. Accordingly, it is recommended that the Commission approve the amendments to the Practice Direction and agree to delegate the authority to publish a *Government Gazette* Notice to the Ex Officio Member of the Commission.

Attachments:

- 1. Variations to *Practice Direction 2 Preparation and Amendment of Designated Instruments* (#16380789).
- 2. Accreditation Authority Accredited Authority's Qualifications, Skills and Experience Requirements for Accredited Professionals, April 2019 (#18110024).

Prepared by:	Nadia Gencarelli and Rhiannon Hardy
Endorsed by:	Anita Allen

Date: 3 December 2021



PRACTICE DIRECTION 2

Preparation and Amendment of Designated Instruments



This practice direction is issued by the State Planning Commission under section 42 of the *Planning, Development and Infrastructure Act 2016.*

Introduction

Section 42 of the *Planning, Development and Infrastructure Act 2016* (the Act) allows the State Planning Commission (the Commission) to issue practice directions for the purposes of the Act. Generally, practice directions specify procedural requirements or steps in connection with a matter arising under the Act. In certain cases, the Act requires a particular matter to be addressed or dealt with by a practice direction.

This practice direction is provided by the Commission to support the operation of Part 5 Division 2 Subdivision 5 of the Act with respect to the requirements for:

- 1. Amendments to the Planning and Design Code (the Code).
- 2. Engagement required by the Community Engagement Charter (the Charter), which is to be undertaken and reported on under section 73 of the Act.
- 3. The information requirements for requesting a Complying Change to the Code after completing a Regional Plan under section 75 of the Act.
- 4. The information requirements for requesting early commencement of a Code Amendment under section 78 of the Act.

Part 1 - Preliminary

1 – Citation

This practice direction may be cited as the State Planning Commission Practice Direction <u>2</u>–<u>2</u> Preparation and Amendment of Designated Instruments.

2 - Commencement of operation

This practice direction came into operation on 9 August 2018, and was varied on:

- 28 November 2019
- 1 April 2021
- 27 May 2021

Version 5 of this practice direction commences operation on TBC. This practice direction will come into operation on the day on which it is published on the SA Planning Portal. **Formatted:** List Paragraph, Bulleted + Level: 1 + Aligned at: 0.63 cm + Indent at: 1.27 cm

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3 - Object of practice direction

The object of this practice direction is to specify:

- 1. Requirements under section 73 of the Act for the preparation of a proposal to initiate, consult and lodge for approval an amendment to the Code.
- 2. How, under section 73 of the Act, engagement (as required by the Charter) is to be undertaken and reported on in relation to the preparation or proposed amendment of a designated instrument.
- 3. Requirements under section 75 of the Act for requesting a complying change to the Code.
- 4. Requirements under section 78 of the Act for requesting early commencement of a Code Amendment.

4 - Interpretation

In this practice direction, unless the contrary intention appears -

Act means the Planning, Development and Infrastructure Act 2016.

Affected Area means an area of land to which a proposed Code Amendment applies.

Charter means the Community Engagement Charter.

Code means the Planning and Design Code.

Code Amendment means an amendment to the Planning and Design Code.

Department means the Attorney General's Department.

Designated Instrument means the instruments set out in section 70 of the Act.

Designated Entity means a person or entity authorised or approved to prepare a draft of a proposal to prepare or amend a designated instrument under section 73 of the Act.

Local Heritage Criteria means the criteria for designation as a place of local heritage value in the Code, as provided under section 67(1) of the Act.

Proponent means the Chief Executive of the Attorney-General's Department (the Department), another agency or instrumentality of the Crown, a joint planning board, a council, a provider of essential infrastructure, a scheme coordinator, or a person who has an interest in land, as listed in section 73(2)(b) of the Act.

Proposal to Initiate means a "Proposal to Initiate a Code Amendment" document, prepared in accordance with this practice direction for the purpose of initiation of amendments to the Code under section 73 of the Act.

Private Proponent means a provider of essential infrastructure or a person who has an interest in the land, as listed in section 73(2)(b)(v) or (vii) of the Act.

Significant Tree Criteria means the criteria for declaration of a tree or stand of trees as significant tree(s) in the Code, as provided under section 68(1) of the Act.

Note: Section 14 of the Acts Interpretation Act 1915 provides that an expression used in an instrument made under an Act has, unless the contrary intention appears, the same meaning as in the Act under which the instrument was made.

Part 2 – Consultation for Designated Instruments

5-Preparation of an Engagement Plan (prior to consultation)

- (1) The Designated Entity is responsible for preparing an engagement plan that:
 - (a) meets the principles and performance outcomes of the Charter;
 - (b) describes the persons or bodies to be consulted on the proposed amendment of the Designated Instrument, which must include any persons or bodies:
 - required to be consulted with under a condition imposed by the Minister under section 73(5) of the Act;
 - (ii) specified by the Commission under section 73(6)(e) of the Act; and
 - (iii) who must be consulted with under the Charter.
 - (c) outlines any relevant previous engagement undertaken to inform the proposal;
 - (d) describes the evaluation framework for the engagement.
- (2) All engagement plans which relate to proposed preparation of or amendment to a State Planning Policy or a Regional Plan must be submitted to the Commission for approval prior to commencement of formal engagement on the proposal.
- (3) An engagement plan relating to a proposed amendment to the Code or a Design Standard does not need to be approved by the Commission or the Minister, unless a condition has been imposed by the Minister under section 73(5) of the Act which requires such approval (in which case the condition will apply).

6- Preparation of an Engagement Report (following consultation)

- (1) At the completion of engagement on a proposal to prepare or amend a Designated Instrument, the Designated Entity must provide the Department with:
 - (a) if amendments to the proposal are required:
 - written instructions (in a form acceptable to the Department) that set out any changes to the draft Designated Instrument for the purposes of the Department updating and providing the draft policy for inclusion in the draft Designated Instrument; and/or
 - mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Designated Instrument;
 - (b) the_-updated draft Designated Instrument<u>or amendment to the Designated Instrument</u> in the form of amendment instructions (once finalised by the Designated Entity, incorporating any amendments); and
 - (c) a final engagement report as required under section 73(7) of the Act and prepared in accordance with these Practice Directions, for the purpose of the Department arranging for the engagement report and draft Designated Instrument to be furnished <u>on-to</u> the Minister.

- (2) An engagement report required under section 73(7) of the Act must set out:
 - (a) details of the engagement undertaken and how that engagement met the engagement plan and reasons for variations (if any) to the engagement plan;
 - (b) the outcome of the engagement including a summary of the written submissions or feedback received;
 - (c) any proposed changes to the proposal to prepare or amend a Designated Instrument (when compared with the proposal that was engaged on) and the reasons for those proposed changes. This should specifically indicate:
 - where changes are proposed to the Designated Instrument based on or as a result of the engagement; and
 - (ii) any other changes which are proposed based on or as a result of additional investigations or information which was not available when the proposal was released for engagement.
- (3) The engagement report must also include an evaluation of the effectiveness of the engagement that considers whether:
 - (a) the principles of the Charter have been achieved; and
 - (b) all mandatory requirements identified in the Charter have been met (where the consultation category is applicable).
- (4) The engagement report will be placed on the SA Planning Portal by the Department:
 - (a) in relation to a regional plan, the Code or a design standard five business days after the Minister has made a decision on the proposal to prepare or amend the Designated Instrument under section 73(10) of the Act; or
 - (b) in relation to a State Planning Policy five business days after the Governor has approved the preparation or amendment of a State Planning Policy under section 73(12)(a) of the Act.

Part 3 – Planning and Design Code Amendments

7-Initiating a Code Amendment

- (1) To initiate an amendment to the Code, the proponent must lodge the following documents to the Department via the SA Planning Portal:
 - (a) a Proposal to Initiate
 - (b) SA Planning Portal Publication Instructions for Initiation
- (2) The Proposal to Initiate must set out:

Designated Entity

(a) With respect to proposals from Private Proponents, a request for either the Private Proponent or the Chief Executive of the Department to be the Designated Entity responsible for undertaking the Code Amendment process.

Professional Expertise

- (b) Where the Private Proponent will be the Designated Entity responsible for undertaking the Code Amendment process, the name, qualifications and experience of practitioner/s that will undertake the Code Amendment process (including any engagement) for or on behalf of the Private Proponent. In this case, the relevant practitioner(s) must have the following qualifications and experience that is equivalent to an Accredited Professional Planning Level 1 under the Act:
 - (i) A relevant planning qualification, as set out in Schedule 1 of the <u>Accreditation</u> <u>Authority's Qualifications, Skills & Experience Requirements for Accredited</u> Professionals
 - (ii) A minimum 5 years full time or equivalent experience in role(s) using any one or more of the following skills:
 - <u>a. Plan making, including strategic planning, master planning and structure</u> planning.
 - b. Planning policy development, review and/or policy interpretation and advice.
 - c. Plan implementation including development assessment and statutory planning.
 - d. Place-making and urban design.

Code Policy

(b)(c) An outline of:

- (i) any overlay, general <u>development</u> policy, zone<u>er</u>, subzones <u>or technical or</u> <u>numeric variation</u> in the Code being proposed for amendment; and/or
- the intended spatial application of an overlay, general policy, zone, or subzone or technical or numeric variation in the Code over an identified area.

Affected Area

(c)(d) A map or description of the Affected Area.

State Planning Policies

(d)(e) Identification of the relevant principles or objectives of the State Planning Policies and an assessment of the proposed Code Amendment's alignment with those State Planning Policies.

Regional Plan

(e)(f) Identification of relevant regional plans and assessment of how the matters or issues proposed to be addressed by the proposed Code Amendment will relate to the relevant regional plan.

Consultation

(f)(g) In the case where a Private Proponent is the Designated Entity, eEvidence that the Private Proponent has undertaken preliminary consultation with the Chief Executive Officer of the relevant Ccouncil and/or with a relevant Joint Planning Board on the Proposal to Initiate and details of any matters raised on the Proposal to Initiate as a result. (Note: If consultation with the Chief Executive Officer of the relevant Ccouncil

This instrument is certified pursuant to section 52(1) of the Planning, Development and Infrastructure Act 2016

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or with the relevant Joint Planning Board has not been undertaken by the Private Proponent, consultation will be undertaken by the Department.)

- (g)(h) Information regarding any consultation that has already occurred with respect to the proposed Code Amendment.
- (h)(i) _____Details of further consultation proposed to be undertaken with respect to the proposed Code Amendment.

Investigations

- (i)(i)Information regarding any investigations which have already been undertaken with respect to the proposed Code Amendment.
- (j)(k) An outline of the further investigations that will be undertaken to support the proposed Code Amendment.
- (+)() ______Details of any infrastructure required to support development arising through proposed Code Amendment and how the infrastructure will be provided.
- (<u>()(m)</u> Details of any infrastructure agreement (or agreements) or infrastructure scheme which will need to be established or entered into in connection with the proposed Code Amendment.

Timetable

- (m)(n) Identification of a consultation start date
- (n)(o) An outline of the proposed timetable for each step of the Code Amendment process (ensuring that the process is completed within reasonable time limits), and a commitment from the Proponent (where it is also the Designated Entity) that it will take steps to update the timetable and seek approval from the Department if it appears that timeframes will not be met.
- (3) The SA Planning Portal Publication Instructions for Initiation must set out:
 - (a) -Identification of a consultation start date, consistent with the Proposal to Initiate timetable
 - (b) An outline of the consultation approach including period of consultation, key audience and consultation methods (noting the Commission may also recommend specific conditions)
 - (c) A summary of the Code Amendment in plain English.
- (4) To initiate a Code Amendment which is intended to designate a place as a place of local heritage value, the Proponent must provide a report which:

(a) includes a heritage datasheet for each proposed Local Heritage Place, which includes:

- (i) all relevant property details and descriptions (including images);
- (ii) historical background and thematic analysis;
- (iii) a statement of heritage value;
- (iv) an assessment against the Local Heritage Criteria; and

- (v) the extent of listing (including any exclusions).
- (b) includes an analysis of historic themes of importance to the area;
- (c) is prepared by a heritage architect, historian or person with similar qualifications, skills or experience; and
- (d) is otherwise prepared in accordance with any guidelines prepared and published by the Commission under section 67(2)(c) of the Act.
- (5) To initiate a Code Amendment which is intended to designate a tree (or stand of trees) as a significant tree (or trees), the Proponent must provide a report which:
 - (a) includes relevant details and descriptions of the tree or stand of trees (including images as necessary).
 - (b) includes an assessment of the tree (or stand of trees) against the Significant Tree Criteria;
 - (c) is prepared by an urban planner, arborist or person with qualifications, skills or experience relevant to the assessment in the report.

8-Preparation of a draft Code Amendment (prior to consultation)

- (1) Where the Designated Entity is any party other than the Commission or the Chief Executive of the Department, then prior to consultation occurring on a draft Code Amendment, the Designated Entity must:
 - (a) carry out investigations and obtain such information:
 - (i) as provided in the Proposal to Initiate approved by the Minister;
 - (ii) as required under any conditions imposed by the Minister under section 73(5)(b) of the Act; and
 - (iii) as specified by the Commission under sections 73(6)(e) or 73(6)(f) of the Act;
 - (b) provide the Department with:
 - written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
 - (ii) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment;
 - (c) prepare the draft Code Amendment in accordance with the approved Proposal to Initiate and any conditions imposed by the Minister under section 73(5)(b) of the Act and the requirements of this Practice Direction;
 - (d) provide the Department with written instructions (in a form acceptable to the Department) to prepare the SA Planning Portal for consultation on the draft Code Amendment; and

- (e) provide the Department with the engagement plan prepared (and approved, if required) under these Practice Directions, for the purpose of the Department publishing the engagement plan on the SA Planning Portal.
- (2) Where an engagement plan is amended by a Designated Entity during any period of consultation or at any time prior to finalisation of the engagement report under these Practice Directions, the Designated Entity will provide the Department with the engagement plan (as updated) for the purpose of the Department publishing the updated engagement plan on the SA Planning Portal.

9-Requirements for a draft Code Amendment

- (1) A draft Code Amendment must be supported by the following information:
 - (a) an explanation of the current code policy as it applies to the Affected Area (at the time of preparation of the draft Code Amendment);
 - (b) an explanation of the amendments to the Code policy proposed for the Affected Area;
 - (c) an assessment of the strategic planning outcomes intended to be achieved through the draft Code Amendment, including an analysis of the consistency of the draft Code Amendment with the relevant provisions of State Planning Policies, the Regional Plan and any other relevant strategic plans;
 - (d) a summary and explanation of the investigations undertaken and how these support the draft Code Amendment; and
 - (e) an explanation of any infrastructure or services required to support development facilitated by the proposed Code Amendment, and an explanation of how and when the infrastructure will be provided.

10-Objectors to local heritage listings

(1) In the case of a Code Amendment that proposes to designate a place as a Local Heritage Place under section 67(1) of the Act, the Commission will give the owner of the land (if an objection was received) reasonable opportunity to make a submission to the Commission on the proposed designation.

11-Complying Changes to the Code

- A request for the Minister to agree to a complying change to the Code under section 75 of the Act must be provided to the Department and must include the following information:
 - (a) description of the relevant recommendations in the Regional Plan which relate to the proposed Code Amendment, including any specific maps or other specific information which clearly and expressly identify the changes relevant to the proposed Code Amendment;
 - (b) a summary of any consultation which has occurred in accordance with the Charter in relation to the proposed Code Amendment or the relevant Regional Plan. This should include a copy of the engagement report prepared for the relevant Regional Plan and any additional consultation that has occurred for the proposed Code Amendment;

- (c) written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
- (d) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment.

12-Early Commencement of a Code Amendment

- (1) A request for early commencement of a Code Amendment under section 78 of the Act must be provided to the Department and must include:
 - (a) explanation, justification and evidence as necessary to demonstrate how early commencement of the Code Amendment is:
 - (i) necessary in the interest of the orderly and proper development of an area of the state; and
 - (ii) required in order to counter applications for undesirable development (which should identify possible future development that would detract from or negate the object of the proposed Code Amendment) ahead of the outcome of consideration of the Code Amendment;
 - (b) written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
 - (c) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment.

Practice Direction 2 *Preparation and Amendment of Designated Instruments* issued by the Commission on the 27 May 2021 is revoked.

Issued by the State Planning Commission on TBA.

Note: This Practice Direction commences operation in accordance with clause 2 'Commencement of operation'.

- Version 4: Commences operation on 27 May 2021
- Version 3: Commences operation on 1 April 2021
- Version 2: Commenced operation on 28 November 2019
- Version 1: Commenced operation on 9 August 2018

This instrument is certified pursuant to section 52(1) of the Planning, Development and Infrastructure Act 2016

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PRACTICE DIRECTION 2

Preparation and Amendment of Designated Instruments



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Introduction

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- 4. The information requirements for requesting early commencement of a Code Amendment under section 78 of the Act.

Part 1 – Preliminary

1 – Citation

This practice direction may be cited as the State Planning Commission Practice Direction 2 – Preparation and Amendment of Designated Instruments.

2 – Commencement of operation

This practice direction came into operation on 9 August 2018, and was varied on:

- 28 November 2019
- 1 April 2021
- 27 May 2021

Version 5 of this practice direction commences operation on TBC.

3 – Object of practice direction

The object of this practice direction is to specify:

- 1. Requirements under section 73 of the Act for the preparation of a proposal to initiate, consult and lodge for approval an amendment to the Code.
- 2. How, under section 73 of the Act, engagement (as required by the Charter) is to be undertaken and reported on in relation to the preparation or proposed amendment of a designated instrument.
- 3. Requirements under section 75 of the Act for requesting a complying change to the Code.
- 4. Requirements under section 78 of the Act for requesting early commencement of a Code Amendment.

4 – Interpretation

In this practice direction, unless the contrary intention appears -

Act means the Planning, Development and Infrastructure Act 2016.

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Code means the Planning and Design Code.

Code Amendment means an amendment to the Planning and Design Code.

Department means the Attorney General's Department.

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Private Proponent means a provider of essential infrastructure or a person who has an interest in the land, as listed in section 73(2)(b)(v) or (vii) of the Act.

Significant Tree Criteria means the criteria for declaration of a tree or stand of trees as significant tree(s) in the Code, as provided under section 68(1) of the Act.

Note: Section 14 of the Acts Interpretation Act 1915 provides that an expression used in an instrument made under an Act has, unless the contrary intention appears, the same meaning as in the Act under which the instrument was made.

Part 2 – Consultation for Designated Instruments

5–Preparation of an Engagement Plan (prior to consultation)

- (1) The Designated Entity is responsible for preparing an engagement plan that:
 - (a) meets the principles and performance outcomes of the Charter;
 - (b) describes the persons or bodies to be consulted on the proposed amendment of the Designated Instrument, which must include any persons or bodies:
 - (i) required to be consulted with under a condition imposed by the Minister under section 73(5) of the Act;
 - (ii) specified by the Commission under section 73(6)(e) of the Act; and
 - (iii) who must be consulted with under the Charter.
 - (c) outlines any relevant previous engagement undertaken to inform the proposal;
 - (d) describes the evaluation framework for the engagement.
- (2) All engagement plans which relate to proposed preparation of or amendment to a State Planning Policy or a Regional Plan must be submitted to the Commission for approval prior to commencement of formal engagement on the proposal.
- (3) An engagement plan relating to a proposed amendment to the Code or a Design Standard does not need to be approved by the Commission or the Minister, unless a condition has been imposed by the Minister under section 73(5) of the Act which requires such approval (in which case the condition will apply).

6– Preparation of an Engagement Report (following consultation)

- (1) At the completion of engagement on a proposal to prepare or amend a Designated Instrument, the Designated Entity must provide the Department with:
 - (a) if amendments to the proposal are required:
 - written instructions (in a form acceptable to the Department) that set out any changes to the draft Designated Instrument for the purposes of the Department updating and providing the draft policy for inclusion in the draft Designated Instrument; and/or
 - (ii) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Designated Instrument;
 - (b) the updated draft Designated Instrument or amendment to the Designated Instrument in the form of amendment instructions (once finalised by the Designated Entity, incorporating any amendments); and
 - (c) a final engagement report as required under section 73(7) of the Act and prepared in accordance with these Practice Directions, for the purpose of the Department arranging for the engagement report and draft Designated Instrument to be furnished to the Minister.
- (2) An engagement report required under section 73(7) of the Act must set out:

- (a) details of the engagement undertaken and how that engagement met the engagement plan and reasons for variations (if any) to the engagement plan;
- (b) the outcome of the engagement including a summary of the written submissions or feedback received;
- (c) any proposed changes to the proposal to prepare or amend a Designated Instrument (when compared with the proposal that was engaged on) and the reasons for those proposed changes. This should specifically indicate:
 - (i) where changes are proposed to the Designated Instrument based on or as a result of the engagement; and
 - (ii) any other changes which are proposed based on or as a result of additional investigations or information which was not available when the proposal was released for engagement.
- (3) The engagement report must also include an evaluation of the effectiveness of the engagement that considers whether:
 - (a) the principles of the Charter have been achieved; and
 - (b) all mandatory requirements identified in the Charter have been met (where the consultation category is applicable).
- (4) The engagement report will be placed on the SA Planning Portal by the Department:
 - (a) in relation to a regional plan, the Code or a design standard five business days after the Minister has made a decision on the proposal to prepare or amend the Designated Instrument under section 73(10) of the Act; or
 - (b) in relation to a State Planning Policy five business days after the Governor has approved the preparation or amendment of a State Planning Policy under section 73(12)(a) of the Act.

Part 3 – Planning and Design Code Amendments

7–Initiating a Code Amendment

- (1) To initiate an amendment to the Code, the proponent must lodge the following documents to the Department via the SA Planning Portal:
 - (a) a Proposal to Initiate
 - (b) SA Planning Portal Publication Instructions for Initiation
- (2) The Proposal to Initiate must set out:

Designated Entity

(a) With respect to proposals from Private Proponents, a request for either the Private Proponent or the Chief Executive of the Department to be the Designated Entity responsible for undertaking the Code Amendment process.

Professional Expertise

- (b) Where the Private Proponent will be the Designated Entity responsible for undertaking the Code Amendment process, the name, qualifications and experience of practitioner/s that will undertake the Code Amendment process (including any engagement) for or on behalf of the Private Proponent. In this case, the relevant practitioner(s) must have the following qualifications and experience:
 - (i) A relevant planning qualification, as set out in Schedule 1 of the <u>Accreditation</u> <u>Authority's Qualifications, Skills & Experience Requirements for Accredited</u> <u>Professionals</u>
 - (ii) A minimum 5 years full time or equivalent experience in role(s) using any one or more of the following skills:
 - a. Plan making, including strategic planning, master planning and structure planning.
 - b. Planning policy development, review and/or policy interpretation and advice.
 - c. Plan implementation including development assessment and statutory planning.
 - d. Place-making and urban design.

Code Policy

- (c) An outline of:
 - (i) any overlay, general development policy, zone, subzone or technical or numeric variation in the Code being proposed for amendment; and/or
 - (ii) the intended spatial application of an overlay, zone, subzone or technical or numeric variation in the Code over an identified area.

Affected Area

(d) A map or description of the Affected Area.

State Planning Policies

(e) Identification of the relevant principles or objectives of the State Planning Policies and an assessment of the proposed Code Amendment's alignment with those State Planning Policies.

Regional Plan

(f) Identification of relevant regional plans and assessment of how the matters or issues proposed to be addressed by the proposed Code Amendment will relate to the relevant regional plan.

Consultation

(g) In the case where a Private Proponent is the Designated Entity, evidence that the Private Proponent has undertaken preliminary consultation with the Chief Executive Officer of the relevant council and/or with a relevant Joint Planning Board on the Proposal to Initiate and details of any matters raised on the Proposal to Initiate as a result. (Note: If consultation with the Chief Executive Officer of the relevant council or with the relevant Joint Planning Board has not been undertaken by the Private Proponent, consultation will be undertaken by the Department.)

- (h) Information regarding any consultation that has already occurred with respect to the proposed Code Amendment.
- (i) Details of further consultation proposed to be undertaken with respect to the proposed Code Amendment.

Investigations

- (j) Information regarding any investigations which have already been undertaken with respect to the proposed Code Amendment.
- (k) An outline of the further investigations that will be undertaken to support the proposed Code Amendment.
- (I) Details of any infrastructure required to support development arising through proposed Code Amendment and how the infrastructure will be provided.
- (m) Details of any infrastructure agreement (or agreements) or infrastructure scheme which will need to be established or entered into in connection with the proposed Code Amendment.

Timetable

- (n) Identification of a consultation start date
- (o) An outline of the proposed timetable for each step of the Code Amendment process (ensuring that the process is completed within reasonable time limits), and a commitment from the Proponent (where it is also the Designated Entity) that it will take steps to update the timetable and seek approval from the Department if it appears that timeframes will not be met.
- (3) The SA Planning Portal Publication Instructions for Initiation must set out:
 - (a) Identification of a consultation start date, consistent with the Proposal to Initiate timetable
 - (b) An outline of the consultation approach including period of consultation, key audience and consultation methods (noting the Commission may also recommend specific conditions)
 - (c) A summary of the Code Amendment in plain English.
- (4) To initiate a Code Amendment which is intended to designate a place as a place of local heritage value, the Proponent must provide a report which:
 - (a) includes a heritage datasheet for each proposed Local Heritage Place, which includes:
 - (i) all relevant property details and descriptions (including images);
 - (ii) historical background and thematic analysis;
 - (iii) a statement of heritage value;
 - (iv) an assessment against the Local Heritage Criteria; and

- (v) the extent of listing (including any exclusions).
- (b) includes an analysis of historic themes of importance to the area;
- (c) is prepared by a heritage architect, historian or person with similar qualifications, skills or experience; and
- (d) is otherwise prepared in accordance with any guidelines prepared and published by the Commission under section 67(2)(c) of the Act.
- (5) To initiate a Code Amendment which is intended to designate a tree (or stand of trees) as a significant tree (or trees), the Proponent must provide a report which:
 - (a) includes relevant details and descriptions of the tree or stand of trees (including images as necessary).
 - (b) includes an assessment of the tree (or stand of trees) against the Significant Tree Criteria;
 - (c) is prepared by an urban planner, arborist or person with qualifications, skills or experience relevant to the assessment in the report.

8–Preparation of a draft Code Amendment (prior to consultation)

- (1) Where the Designated Entity is any party other than the Commission or the Chief Executive of the Department, then prior to consultation occurring on a draft Code Amendment, the Designated Entity must:
 - (a) carry out investigations and obtain such information:
 - (i) as provided in the Proposal to Initiate approved by the Minister;
 - (ii) as required under any conditions imposed by the Minister under section 73(5)(b) of the Act; and
 - (iii) as specified by the Commission under sections 73(6)(e) or 73(6)(f) of the Act;
 - (b) provide the Department with:
 - written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
 - (ii) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment;
 - (c) prepare the draft Code Amendment in accordance with the approved Proposal to Initiate and any conditions imposed by the Minister under section 73(5)(b) of the Act and the requirements of this Practice Direction;
 - (d) provide the Department with written instructions (in a form acceptable to the Department) to prepare the SA Planning Portal for consultation on the draft Code Amendment; and

- (e) provide the Department with the engagement plan prepared (and approved, if required) under these Practice Directions, for the purpose of the Department publishing the engagement plan on the SA Planning Portal.
- (2) Where an engagement plan is amended by a Designated Entity during any period of consultation or at any time prior to finalisation of the engagement report under these Practice Directions, the Designated Entity will provide the Department with the engagement plan (as updated) for the purpose of the Department publishing the updated engagement plan on the SA Planning Portal.

9-Requirements for a draft Code Amendment

- (1) A draft Code Amendment must be supported by the following information:
 - (a) an explanation of the current code policy as it applies to the Affected Area (at the time of preparation of the draft Code Amendment);
 - (b) an explanation of the amendments to the Code policy proposed for the Affected Area;
 - (c) an assessment of the strategic planning outcomes intended to be achieved through the draft Code Amendment, including an analysis of the consistency of the draft Code Amendment with the relevant provisions of State Planning Policies, the Regional Plan and any other relevant strategic plans;
 - (d) a summary and explanation of the investigations undertaken and how these support the draft Code Amendment; and
 - (e) an explanation of any infrastructure or services required to support development facilitated by the proposed Code Amendment, and an explanation of how and when the infrastructure will be provided.

10–Objectors to local heritage listings

(1) In the case of a Code Amendment that proposes to designate a place as a Local Heritage Place under section 67(1) of the Act, the Commission will give the owner of the land (if an objection was received) reasonable opportunity to make a submission to the Commission on the proposed designation.

11–Complying Changes to the Code

- (1) A request for the Minister to agree to a complying change to the Code under section 75 of the Act must be provided to the Department and must include the following information:
 - (a) description of the relevant recommendations in the Regional Plan which relate to the proposed Code Amendment, including any specific maps or other specific information which clearly and expressly identify the changes relevant to the proposed Code Amendment;
 - (b) a summary of any consultation which has occurred in accordance with the Charter in relation to the proposed Code Amendment or the relevant Regional Plan. This should include a copy of the engagement report prepared for the relevant Regional Plan and any additional consultation that has occurred for the proposed Code Amendment;

- (c) written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
- (d) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment.

12–Early Commencement of a Code Amendment

- (1) A request for early commencement of a Code Amendment under section 78 of the Act must be provided to the Department and must include:
 - (a) explanation, justification and evidence as necessary to demonstrate how early commencement of the Code Amendment is:
 - (i) necessary in the interest of the orderly and proper development of an area of the state; and
 - (ii) required in order to counter applications for undesirable development (which should identify possible future development that would detract from or negate the object of the proposed Code Amendment) ahead of the outcome of consideration of the Code Amendment;
 - (b) written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and
 - (c) mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment.

Practice Direction 2 *Preparation and Amendment of Designated Instruments* issued by the Commission on the 27 May 2021 is revoked.

Issued by the State Planning Commission on TBA.

Note: This Practice Direction commences operation in accordance with clause 2 'Commencement of operation'.

- Version 5: Commences operation on TBA
- Version 4: Commences operation on 27 May 2021
- Version 3: Commences operation on 1 April 2021
- Version 2: Commenced operation on 28 November 2019
- Version 1: Commenced operation on 9 August 2018



ACCREDITED AUTHORITY'S QUALIFICATIONS, SKILLS AND EXPERIENCE REQUIREMENTS FOR ACCREDITED PROFESSIONALS

April 2019



Government of South Australia Attorney-General's Department

www.plan.sa.gov.au

Accredited professional qualifications, experience and technical skills required by the Accreditation Authority under Regulation 5 of the draft *Planning, Development and Infrastructure (Accredited Professionals) Regulations* 2019

This document details the necessary qualifications, experience and technical skills required by the Accreditation Authority¹ for each class of the Accredited Professionals Scheme (the Scheme). These will be used to assist in making determinations on accreditation applications for individuals as well as providing guidance on what is required of recognised equivalent schemes.

The Accreditation Authority may vary the qualifications, experience and technical skills required from time to time and may approve alternative qualifications, experience and technical skills in an individual case.

The information in this document was correct at time of production but may have changed since then. For the most current version of this document go to the <u>SA Planning Portal</u>

Recognised equivalent schemes are also published on the SA Planning Portal and updated as required.

Contents

- PART B Building Levels; and
- PART C Surveyor

¹ The Chief Executive of the Department of Planning, Transport and Infrastructure

PART A

Accredited Professionals – Planning levels

ACCREDITED PROFESSIONAL – PLANNING LEVEL 1

Qualification and experience - Relevant planning qualification, set out in Schedule 1, as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and minimum 5 years full time or equivalent experience considered appropriate by the Accreditation Authority and covering at least <u>6 months experience</u> in <u>at least three of</u> the following technical skills:

- Plan making, including strategic planning, master planning and structure planning.
- Planning policy development, review and/or policy interpretation and advice.
- Plan implementation including development assessment and statutory planning.
- Place-making and urban design.
- Assessment of impacts and effects of policy and development actions including environmental, social, cultural, transport, built form, and economic.
- Land use assessment and management, including planning for climate change mitigation and adaptation and the assessment of natural resources.
- Research, evaluation and publishing of urban and regional related planning matters.
- Teaching of planning.
- Planning expert witness and/or advocate.
- Communication, negotiation and/or mediation for planning outcomes with stakeholders.
- Designing and/or delivering community engagement of planning related matters.
- Administration and/or leadership of urban and regional governance.
- Preparation and/or prosecution of planning law.
- Project management of planning related matters.

In addition a two year transitional period applies from the date of initial accreditation during which the accredited professional must demonstrate peer reviewed compliance (in accordance with a process established by the Accreditation Authority) with the following 5 core competencies.

Understanding, interpreting and using spatial thinking	 Applying design thinking to create options for achieving desired outcomes Using communication tools and technologies to convey spatial information and build spatial awareness and understanding Using visualisation and graphic / spatial interpretation to convey the desired outcomes and decision-making Demonstrating the links between spatial structures and socio-economic processes
Using a creative and integrative approach, drawing on a range of disciplines and methods	 Flexibility and openness to alternative approaches Applying insights from a range of planning related disciplines Synthesising multiple views and diverse information to create new perspectives Facilitating solutions that address a range of potentially competing needs and interests Effective leadership and participation in multi-disciplinary teams or project groups
Communicating and engaging with stakeholders	 Obtaining feedback through formalised consultation with all sections of the community Heeding and acknowledging client / community issues and concerns, and providing feedback of how public input influenced decisions Collaborating with stakeholders in each aspect of decision making, including developing alternatives and identifying the preferred solution Awareness and use of social media
Understanding and working with planning frameworks	 Interpreting policy and other frameworks in ways that ensure compliance, while not constraining innovation and creativity in the development of solutions Adhering to and applying legislative and other frameworks to a particular context. These frameworks are likely to include: Planning systems Planning law Courts and other disputes processes Other applicable legislation

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a planning or planning related tertiary qualifications together with 5 years full time or equivalent experience, covering at least 6 months experience in at least three of the planning level 1 technical skills.

In addition a two year transitional period applies from the date of initial accreditation during which the accredited professional must demonstrate peer reviewed compliance (in accordance with a process established by the Accreditation Authority) with the level 1 core competencies.

ACCREDITED PROFESSIONAL – PLANNING LEVEL 2

Qualification and experience - Relevant planning qualification as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and a minimum 2 years full time or equivalent experience considered appropriate by the Accreditation Authority and covering at least 6 months experience in at least three of the technical skills applying to a Level 1: Assessment Manager

<u>or</u>

qualification in a planning related field (e.g. architecture, engineering, environmental management, law, construction management, land surveyor) and membership of an allied industry body to the satisfaction of the Accreditation Authority together with 2 years full time or equivalent experience considered appropriate by the Accreditation Authority and covering at least 6 months experience in at least three of the following technical skills:

- Planning or planning related policy development, review and/or policy interpretation and advice.
- Communication, negotiation and/or mediation for planning or planning related outcomes with stakeholders.
- Designing and/or delivering community engagement of planning or planning related matters.
- Administration and/or leadership of urban and regional governance.
- Project management of planning or planning related matters.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a planning or planning related tertiary qualifications together with 2 years full time or equivalent experience, covering at least 6 months experience in at least three of the planning level 1 technical skills.

ACCREDITED PROFESSIONAL - PLANNING LEVEL 3

Qualification and experience - Relevant planning qualification as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and minimum 3 years equivalent of full time experience considered appropriate by the Accreditation Authority and covering at least 6 months experience in at least three of the planning level 1 technical skills.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority that requires members to hold a planning or planning related tertiary qualifications together with 3 years full time or equivalent experience, covering at least 6 months experience in at least three of the planning level 1 technical skills.

ACCREDITED PROFESSIONAL - PLANNING LEVEL 4

Qualification and experience - Relevant planning qualification as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and a minimum 1 year equivalent of full time experience considered appropriate by the Accreditation Authority and covering at least 6 months experience in at least three of the planning level 1 technical skills.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a planning or planning related tertiary qualifications together with 1 year full time or equivalent experience, covering at least 6 months experience in at least three of the planning level 1 technical skills, **or**

Are a member of an equivalent scheme recognised by the Accreditation Authority, in which the recognised equivalent scheme provides a statement of membership equivalency based on requisite levels of experience and knowledge.

Schedule 1

Relevant planning qualifications

Relevant planning qualifications recognised for the purposes of the Scheme are as set out in the table below. These may be amended periodically in consultation with professional bodies to ensure currency.

RELEVANT PLA	NNING QUALIFICATIONS	
Academic Institution	Accredited Course/Program	Notes
ACT		1
University of Canberra	 Current Courses Accredited: Master of Urban and Regional Planning (MURP) Accreditation: to 31 December 2018 	
	 Previous Courses Accredited: Bachelor of Urban & Regional Planning (BURP) Accreditation for students enrolled in 2016 or prior. 	
NSW		1
University of New South Wales	 Current Courses Accredited: Bachelor of City Planning (Hons); Accredited until 2020 Bachelor of City Planning (Hons)/Bachelor of Laws. Accredited until 2020 Master of City Planning. Accredited until 2020 	
	 Previous Course with Accreditation: Master of Town Planning – course accredited prior to 1997 only (no longer offered). Bachelor of Town Planning – course accredited prior to 2007 (no longer offered) Bachelor of Planning (B Plan) - Course accredited for enrolments prior to 2016 Master of Planning (MPlan) -Course accredited for enrolments prior to 2016 	

Academic Institution	Accredited Course/Program	Notes
	• a program of study consisting of the Master of Urban Development & Design (MUDD) including a planning major within the elective structure of the degree, plus a further semester of study, comprising 24 Units of Credit of professional planning courses Course accredited for enrolments prior to 2016	
University of Sydney	 Current Courses Accredited: Master of Urban and Regional Planning. Accreditation until Dec 2020 Master of Urbanism – Urban and Regional Planning Specialisation. Accreditation until Dec 2018 Previous Course with Accreditation: Graduate Diploma in Urban and Regional Planning – course accredited prior to 2000 only (no longer offered) Master of Urban Design (Urban Design & Planning specialisation) 	
University of Technology, Sydney	Current Courses: • Master of Planning Accreditation until Dec 2020	
Macquarie University	 Courses: Master of Planning (previously known as Master of Environmental Planning) - Accreditation: to 31 December 2018 Bachelor of Planning - Accreditation: to 31 December 2018 	
University of New England	 Current Courses: Bachelor of Urban & Regional Planning Graduate Diploma of Urban & Regional Planning Master of Urban & Regional Planning Accreditation: To 31 December 2019 	

Academic Institution	Accredited Course/Program	Notes
Western Sydney University	 Course: Bachelor of Planning (Pathway to Master of Urban Management and Planning) Accreditation: to 31 December 2018 Master of Urban Management and Planning (MUMP, 1 year) combined with Master of Urban Management and Planning (MUMP, 1 year): to 31 December 2018 Master of Planning Accreditation: to December 2018 Previous Course with Accreditation: Bachelor of Planning (no longer offered) 	
Southern Cross University	 Course: Bachelor of Regional and Urban Planning (Honours) Interim accreditation until 31 Dec 2019 	
Northern Territory	/	·
Northern Territory University	 Previous Course with Accreditation: Graduate Diploma in Regional & Urban Planning – course accredited prior to 1999 only (no longer offered) 	
Queensland	·	·
The University of Queensland	 Current Courses: Bachelor of Regional & Town Planning Master of Urban & Regional Planning Accreditation approved until 2021 	
Griffith University	 Current Courses: Bachelor of Urban & Environmental Planning - Nathan and Gold Coast campus Bachelor of Urban & Environmental Planning with Honours - Nathan and Gold Coast campus Bachelor of Urban & Environmental Planning / Bachelor of Science - Nathan and Gold Coast campus 	

Academic Institution	Accredited Course/Program	Notes
	Master in Urban and Environmental Planning - Nathan Campus Accreditation: To 31 December 2021	
	 Current Courses: Bachelor of Urban & Environmental Planning - Nathan and Gold Coast campus Bachelor of Urban & Environmental Planning with Honours - Nathan and Gold Coast campus Bachelor of Urban & Environmental Planning / Bachelor of Science - Nathan and Gold Coast campus Master in Urban and Environmental Planning - Nathan Campus Accreditation: To 31 December 2021 	
Queensland University of Technology	 Current Courses: Bachelor of Urban Development (Urban and Regional Planning) accredited until Dec 31 2019 Bachelor of Urban Development (Urban and Regional Planning) major (honours) accredited until Dec 31 2018. 	
	 Previous Course with Accreditation: Postgraduate Diploma in Urban and Regional Planning (accreditation to 2010) Integrated Graduate Certificate/Master of Urban Development (Urban and Regional Planning Planning) Program (accreditation to 2014) 	
James Cook University	 Courses: Bachelor of Planning Masters of Tropical Urban and Regional Planning Accreditation: to 31 December 2019 	
	 Previous Course with Accreditation: Bachelor of Applied Science (Environmental & Urban Planning) 	

Academic Institution	Accredited Course/Program	Notes
	 Graduate Diploma (Tropical Urban and Regional Planning) Masters in Applied Science in Urban and Regional Planning Accreditation: to 2011 	
University of Sunshine Coast	 Current Course: Bachelor of Urban Design and Town Planning (Honours) (previously known as Bachelor of Regional and Urban Planning (Honours)) Accreditation until 2021 	
	 Previous Course with Accreditation: Master of Regional and Urban Planning (MRUP), recognised as accredited for students enrolled 2015 or prior. 	
Bond University	 Current Courses: BSEP - Bachelor of Sustainable Environments & Planning + GDSEP - Graduate Diploma of Sustainable Environments & Planning BSEP- Bachelor of Sustainable Environments & Planning + MSEP - Master of Sustainable Environments & Planning MSEP - Master of Sustainable Environments & Planning (Double Degree) MSEP - Master of Sustainable Environments & Planning + MPM - Master of Project Management. Accreditation: December 2020 	
	 Previous Course with Accreditation: Bachelor of Urban Design & Planning plus Master of Urban Planning (8 Semesters) Accreditation: to 2011 Master of Urban Planning (Stand-alone program) Interim Accreditation to 31 December 2014 	

Academic Institution	Accredited Course/Program	Notes
	 Bachelor of Urban Design & Planning (BUD&P) plus Postgraduate Diploma in Urban Planning Master of Urban Planning (MUP) for graduates of the Bachelor of Urban Design & Planning 	
South Australia		
University of Adelaide	 Courses: Master of Planning Master of Planning (Urban Design) Accreditation: to 30 June 2022 	
University of South Australia	 Courses: Bachelor of Urban and Regional Planning IBPG – until it is archived in 2019 Master of Urban and Regional Planning IMUB - continuing until December 2020 	
	 Previous Course with Accreditation: Membership applicants holding a UniSA Graduate Diploma of Urban and Regional Planning (IGUR) with a final enrolment year of 2009, will be recognised as having completed a course accredited by PIA. 	
Tasmania		1
University of Tasmania	 Course: Master of Environmental Planning Master of Planning Accreditation until 30 June 2021 Previous Course with Accreditation: Master of Town Planning – course accredited prior to 1998 only (no longer offered) 	
	 offered) Graduate Diploma in Environmental Planning - course accredited for students enrolled prior to 2016 	

Academic Institution	Accredited Course/Program	Notes
/ictoria		
La Trobe University (Bendigo Campus)	 Courses: Bachelor of Urban, Rural & Environmental Planning, accredited until 2021 Masters of Community Planning and Development (Spatial Planning) accredited until 2021 (previously known and accredited as Masters of Community Planning and Development (Urban and Regional Planning). Previous Course with Accreditation: 	
	 Master of Spatial Planning, Management & Design (two years at La Trobe OR one year at La Trobe and one year of the Master of Spatial Planning Management and Design at the University of Moratuwa – Sri Lanka) - Any student enrolled prior to 2015 will be recognised as having completed an accredited degree. 	
RMIT University	 Current Courses: Bachelor of Urban & Regional Planning (Honours)(BURP) BH108. Full Accreditation to 31 December 2022 Master of Urban Planning and Environment (MUPE) MC221, previously the Master of Social Science (Environment and Planning) MC072. Full Accreditation until 31 December 2022 	
	 Previous Course with Accreditation: Master of Social Science (International Urban and Environmental Management) MC074 - 31 Dec 2013 Master of Social Science (Environment and Planning) MC072 - 31 Dec 2013 Bachelor of Applied Science (Planning) degree - re-accredited until June 2010 Master of International Urban and Environmental Management (MIUEM) MC222, previously the Master of Social Science (International Urban and 	

Academic Institution	Accredited Course/Program	Notes
	Environmental Management) MC074. Accreditation to 31 December 2017.	
University of Melbourne	 Current Course: Master of Urban Planning Master of Urban Design Accreditation: to 31 December 2020 	
	 Previous Course with Accreditation: Bachelor of Urban Planning & Development / Bachelor of Planning & Design (property & Construction) Postgraduate Diploma in Urban Planning Bachelor of Arts (Planning & Design) Bachelor of Urban Planning & Development (Accreditation to 2010) 	
Deakin University	 Current Course: Master of Planning (Professional) Accreditation: to 31 December 2018 	The Master of Planning course offered by Deakin University until 2011 was not accredited by PIA.
Victoria University	 Previous Course with Accreditation: Bachelor of Arts Urban & Regional Planning + Graduate Diploma in Urban Planning – courses accredited to 2000 only (no longer offered) Bachelor of Arts Urban & Regional Planning + Graduate Diploma in Heritage Planning – courses accredited to 2000 only (no longer offered) 	
Western Australia		
Curtin University	 Current Courses: Bachelor of Arts (Urban & Regional Planning) Accreditation until end of 2020 Bachelor of Arts (Urban & Regional Planning) (Hons) Accreditation until end of 2020 Master of Urban & Regional Planning Accreditation until end of 2020 	

Academic Institution	Accredited Course/Program	Notes
	 Previous Course with Accreditation: Postgraduate Diploma in Urban and Regional Planning Master of Arts (Planning) – course accredited to 2002 only 	
University of Western Australia	 Current Courses: Master of Urban and Regional Planning Accreditation to Dec 2018 	
	 Previous Course with Accreditation: BA (Honours) Urban and Regional Planning Any student enrolled in the above course prior to 2017 will still be acknowledged as having completed an accredited course. 	
Edith Cowan University	 Previous Course with Accreditation: Bachelor of Planning (Y94) Bachelor of Planning (K11) 	
	Any student enrolled in the above courses prior to 2017 who goes on to successfully complete the course requirements, will still be acknowledged as having completed an accredited course.	

Continuing professional development - planning

All accredited professionals (planning) are required to undertake and keep records of relevant Continuing Professional Development (CPD) as set out in Schedule 1 of the *Planning*, *Development and Infrastructure (Accredited Professionals) Regulations 2019*

PART B

Accredited Professionals – Building levels

ACCREDITED PROFESSIONAL – BUILDING LEVEL 1

Qualification - Relevant building surveying qualification, set out in Schedule 2, as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and as set out in this document covering the following technical skills:

Construction Practices & Principles	 An in-depth knowledge of construction procedures & practices for residential, commercial & industrial building varying from simple structures through to large & complex structures An in-depth knowledge of how building components, system & services interact with each other Proficiency in assessment of construction documentation & details for compliance with codes, standards, acceptable construction practices, etc. Proficiency in carrying out of on-site inspections on residential, commercial & industrial buildings varying from simple structures through to large & complex structures at various stages of construction Good understanding of principles & procedures for providing protection to the public during construction, temporary support & demolition of structures Ability to identify common building faults & failures and options available for rectification
Law and Statutes	 Demonstrate basic understanding of the law and courts including the operation of statutory law Understanding and proficiency in the interpretation of building and building related law and how it is applied to building issues, including; The difference between, and operation of statutory & common law (tort) liability The management of risk as it applies to how a building certifier may incur liability The operation of insurance The law of contract
Structural Engineering Principles	 Demonstrate a capability to analyse site investigation reports Proficiently evaluate foundation & footing design & construction for all types of building & a basic understanding of the engineering principles associated with their design Show an understanding of the principles of retention, shoring systems & retaining walls & be able to evaluate their design & construction Show a good understanding of structural design principles & characteristics for various construction forms & materials Proficiently analyse structural design documentation & understand concepts for assessment of calculations
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Building Related Science	 Demonstrate good understanding of human movement, ergonomics, issues associated with disability access & principles of universal design Basic understanding of issues involved in sustainable urban development & design, reuse & durability of building & building materials & minimisation & disposal of construction waste Basic understanding of thermal performance of building in terms of energy efficiency & human comfort Identify fire tests used to determine building material combustibility & early fire hazard indices Identify types of soil & rock & their behaviour & have a basic understanding of testing procedures Identify characteristics of timber such as strength, durability, pests, fungi, etc.
Performance-Based Building Regulatory Systems	 In depth knowledge of principles used in performance based designs Proficiency in the application of performance-based building code, including An in-depth understanding of the various assessment methods contained in the Building Code of Australian & their application An in-depth understanding of the methodologies for determining correct performance requirements to be satisfied A good understanding of the process for involving relevant parties in the decision making process The ability to assess documentation for a performance-based solution

	 Thorough knowledge on how to document decision & prepare an assessment report for performance-based solutions Thorough knowledge on the impact of a performance-based solution on building maintenance and alterations The importance of documentation and record keeping for performance based solutions
Risk Assessment and Risk Management Principles	 Basic understanding of risk assessment and risk management concepts Demonstrate a good understanding of principles of fire engineering, including Identification of potential fire hazards & causes of fire Determination of fire loads & fire growth Fire detection, suppression & extinguishment The effects of the toxicity of smoke Human behaviour & movement Fire brigade activities & intervention Use of statistics & probabilistic analysis Use & limitations of computer software applications Use of research material

Experience a minimum 3 years directly relevant full time or equivalent experience that includes, but is not limited to the following areas:

- The practice of researching, analysing, advising, lecturing, assessing, and interpreting laws, regulations, codes and standards relating to building construction and occupant safety in buildings of all classes and of unlimited size, including:
 - Providing advice on building control legislation and/or building policy matters; and
 - Training or instructing other persons in matters of building policy, building compliance, and building control legislation at a tertiary level.
- Assessing building plans for proposed building work of unrestricted size for the purpose of-
 - certifying compliance with relevant building control legislation; and
 - issuing building consents for proposed building work that will comply with relevant building control legislation.
- Undertaking inspections of building work to check compliance with relevant legislation and/or documentation
- Issuing compliance certificates for inspected building work that complies with relevant legislation and/or approved plans and documentation
- Issuing consents to occupy buildings or parts of buildings
- Initiating enforcement action where building work does not comply with a building consents; where illegal building work has been carried out; or where unhealthy or unsafe conditions require urgent or staged remedial action; and

• Assessing the health and safety status of existing buildings and providing advice on priorities for upgrading.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a building surveying or related tertiary qualification covering the level 1 building surveyor technical skills, together with 5 years full time or equivalent experience required for a level 1 building surveyor.

ACCREDITED PROFESSIONAL - BUILDING LEVEL 2

Qualification - Relevant building surveying qualification, set out in Schedule 2, as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* covering the following technical skills, as they apply to buildings not more than 3 storeys in height and not more than 2000 square metres in floor area.

Construction Practices & Principles	 Assess the construction of, and faults in buildings not more than 3 storeys in height and not more than 2000 square metres in floor area Apply building surveying procedures to buildings not more than 3 storeys in height and not more than 2000 square metres in floor area
Law and Statutes	As per level 1
Structural Engineering Principles	• As per level 1 but only for buildings not more than 3 storeys in height and not more than 2000 square metres in floor area
Performance-Based Building Regulatory Systems	• As per level 1 but only for buildings not more than 3 storeys in height and not more than 2000 square metres in floor area
Fire Safety Engineering Principles	• As per level 1 but only for buildings not more than 3 storeys in height and not more than 2000 square metres in floor area

Experience - a minimum 2 years directly relevant full time or equivalent experience that includes, but is not limited to the following areas:

- The practice of researching, analysing, advising, lecturing, assessing and interpreting laws, regulations, codes and standards relating to building construction and occupant safety in buildings of all classes of not more than 3 storeys in height and not more than 2000m² in floor area; including:
 - providing advice on building control legislation and/or building policy matters; and
 - training or instructing other persons in matters of building policy, building compliance, and building control legislation at a tertiary level

- Assessing building plans for proposed building work that is not more than 2000m² in floor area and not more than 3 storeys in height for the purpose of:
 - certifying compliance with relevant building control legislation
 - issuing building consents for proposed building work that will comply with relevant building control legislation
- Undertaking inspections of building work to check compliance with relevant legislation and/or documentation
- Issuing compliance certificates for inspected building work that complies with relevant legislation and/or approved plans and documentation
- Issuing consents to occupy buildings or parts of buildings
- Initiating enforcement action where building work does not comply with a building consent; where illegal building work has been carried out; or where unhealthy or unsafe conditions require urgent or staged remedial action; and
- Assessing the health and safety status of existing buildings and providing advice on priorities for upgrading.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a building surveying or related tertiary qualifications covering the level 2 building certifier technical skills, together with 2 years full time or equivalent experience required for a level 2 building certifier.

ACCREDITED PROFESSIONAL - BUILDING LEVEL 3

Qualification – Relevant building surveying qualification, set out in Schedule 2, as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* covering the following technical skills, as they apply to class 1 and 10 buildings and structures not more than 500 square metres in floor area and not more than 2 storeys in height.

Construction Practices & Principles	 Assess the construction of class 1 and 10 buildings Assess timber and steel framed designs
Law and Statutes	Assess construction faultsApply building control legislation
Codes and Standards	Apply building codes and standards
Structural Engineering Principles	 Apply footing and geo-mechanical design principles Assess structural requirements
Fire Safety Engineering Principles	Assess the impact of fire on building materials

Experience – a minimum 6 months directly relevant full time or equivalent experience that includes, but is not limited to the following areas:

- The practice of researching, analysing, advising, lecturing, assessing and interpreting laws, regulations, codes and standards relating to building construction and occupant safety in Class 1 and 10 buildings that are not more than 500m² in floor area and not more than 2 storeys in height including-
 - providing advice on building control legislation and/or building policy matters; and
 - training or instructing other persons in matters of building policy, building compliance, and building control legislation at a tertiary level.
- Assessing building plans for proposed building work for the purpose of-
 - advising on compliance with relevant building control legislation;
 - assisting in the issuing of building consent for proposed building work that will comply with relevant building control legislation
- Undertaking inspections of building work to check compliance with relevant legislation and/or documentation
- Assisting in issuing consent to occupy buildings or parts of buildings
- Assisting in undertaking enforcement action where building work does not comply with a building consent; where illegal building work has been carried out; or where unhealthy or unsafe conditions require urgent remedial action
- Assessing the health and safety status of existing buildings and providing advice on appropriate upgrading requirements.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a building surveying or related tertiary qualifications covering the level 3 Assistant building surveyor technical skills together with 6 months full time or equivalent experience required for a level 3 assistant building surveyor.

ACCREDITED PROFESSIONAL - BUILDING LEVEL 4

Qualification - Relevant building surveying qualification, set out in Schedule 2, as determined by the Accreditation Authority under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* covering the following technical skills to be applied only to class 1 and 10 buildings not more than 2 storeys in height and not more than 500 square metres in floor area

Construction Practices & Principles	Inspecting buildings and structures to ensure construction is in accordance with approved plans
Law and Statutes	Identifying faults in buildings and structuresApplying building control legislation
Codes and Standards	Knowledge and application of building codes and standards to buildings and structures

Structural Engineering Principles	Inspecting footing and geo-mechanical worksIdentifying faults in structural requirements
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Experience – a minimum 6 months directly relevant full time or equivalent experience that may include one or more of the following areas:

- Undertaking inspections of building work to check compliance with relevant legislation and/or documentation
- Assisting in issuing consents to occupy buildings or parts of buildings
- Assisting in undertaking enforcement action where building work does not comply with a building consent; where illegal building work has been carried out; or where unhealthy or unsafe conditions require urgent remedial action
- Assessing the health and safety status of existing buildings and providing advice on appropriate upgrading requirements.

Recognised equivalent scheme - persons may be eligible for this level of accreditation if they if they are a member of an equivalent scheme recognised by the Accreditation Authority, that requires members to hold a building surveying or related tertiary qualifications covering the level 4 Building Inspector technical skills together with 6 months full time or equivalent experience required for a level 4 building inspector; **or**

They hold a current building supervisors licence under the *Building Work Contractors Act* 1995 which has been maintained for a minimum of five consecutive years.

Note: Conditions may specify the type of inspections that can be undertaken at this level of accreditation as required by practice directions to be issued by the State Planning Commission.

Schedule 2

Relevant building surveyor qualifications

Qualifications recognised for the purposes of the Scheme – building levels are as set out in the table below:

Academic Institution	Accredited Course/Program	Notes
NSW		1
University of Newcastle	 Current Courses Accredited Bachelor of Construction Management (Building) (Honours) – 122331 	
University of Western Sydney	 Current Courses Accredited Graduate Diploma in Building Surveying – 950048 	
University of Western Sydney	 Current Courses Accredited Master of Building Surveying – 950047 	
QLD		1
Central Queensland University	 Current Courses Accredited Bachelor of Building Surveying and Certification (Honours) – CC61 	
	 Previous Course with Accreditation: Bachelor of Building Surveying and Certification – CG15 	
Bond University	 Current Courses Accredited Graduate Diploma in Building Surveying – SD93021 Master of Building Surveying – SD-93022 	
SA		1
University of South Australia	 Bachelor of Construction Management and Economics (Building Surveying option) – IBCN Graduate Diploma in Built Environment (Building Surveying) – IGBE 	Must complete the Building Surveying option

Academic Institution	Accredited Course/Program	Notes
VIC		
Holmesglen Institute (VIC)	 Current Courses Accredited Bachelor of Building Surveying – BBS15 - previously Bachelor of Applied Science (Built Environment) Graduate Diploma of Building Surveying – V14339 	

RELEVANT QU BUILDING LEVI	ALIFICATIONS: ACCREDITED PROFESSIONAL EL 2	
Academic Institution	Accredited Course/Program	Notes
QLD		
Central Queensland University	 Current Courses Accredited Bachelor of Building Surveying and Inspection – CG90 	
Bond University	 Current Courses Accredited Graduate Certificate in Building Surveying – SD-93020 	Conditions apply
SA		1
University of South Australia	 Current Courses Accredited Bachelor of Built Environment – IBBE 	
TAS		
TasTAFE	 Current Courses Accredited Advanced Diploma in Building Surveying – CPC60108 	

RELEVANT QUALIFICATIONS: ACCREDITED PROFESSIONAL – BUILDING LEVEL 3 & 4

Academic Institution	Accredited Course/Program	Notes
NSW		
OTEN Sydney	 Current Courses Accredited Diploma in Building Surveying – CPC50108 	
CPD Training	 Current Courses Accredited Diploma in Building Surveying – CPC50108 	
QLD		·
Central Queensland University	 Current Courses Accredited Associate Degree of Building Surveying – CB99 	
SA		
University of South Australia	 Current Courses Accredited Associate Degree in Built Environment - ITBG 	
TAS		1
TasTAFE	 Current Courses Accredited Diploma in Building Surveying – CPC501 	

PART C

Accredited Professionals – Surveyor

ACCREDITED PROFESSIONAL - SURVEYOR

Qualification - Relevant surveying qualification as determined by the Accreditation Authority, under regulation 5 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019* and a minimum 1 year equivalent of full time experience considered appropriate by the Accreditation Authority and covering at least 6 months experience in the practical application of planning process for land development, and at least two of the remaining technical skills:

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The practical application of the planning process for land development (mandatory)	 Investigation of zoning and land use by application of the Planning Code; Evaluation of environmental issues; Preparation of land division proposal plans in accordance with the PDI Act; Procedures for processing development applications; Understanding of the development process, including the determination of the relevant authority and the expected timeframes for approvals; Production of reports and referrals required by the relevant authority; The referral process and liaison with authorities and government agencies; Issuing of the Certificates / clearances in respect to the division of land; Application of land management agreements; Operation of the electronic Land Division Application System for South Australia
Processing development applications including the determination of the relevant authority and the expected timeframes for approvals	
Land use assessment and management, including planning for climate change mitigation and adaptation and the assessment of natural resources	
Research, evaluation and publishing of urban and regional related planning matters	

(Opening & Closing) Act 1991 operty Act 1886 Lands Management Act 2009
operty Act 1886
Act 1975 Inity Titles Act 1996 Act 1992
g, Development and Infrastructure Act overnment Act 1999
g Code of Australia ndustry Act 2012 ements of water and waste water ies within SA ity Act 1996 ements of Electricity providers
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Recognised equivalent scheme - persons may be eligible for this level of accreditation if they are a member of an equivalent scheme recognised by the Accreditation Authority that requires members to hold a hold a minimum four year bachelor degree in a relevant spatial discipline together with 2 years full time or equivalent experience in a relevant spatial discipline.

Continuing professional development

All accredited professionals (surveyor) are required to undertake and keep records of relevant Continuing Professional Development (CPD) as set out in Schedule 1 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019.*



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