

Minutes of Meeting

Meeting No. 11

Date	Thursday, 30 November 2017 at 9.30am
Venue	Room, Level 5, 50 Flinders Street, Adelaide
Members	Tim Anderson QC (Chair), Matt Davis, Fairlie Delbridge, Janet Finlay, Allan Holmes, Michael Lennon, Sally Smith (Ex Officio)
In Attendance	Danielle Mansour (Governance Unit, DPTI) Anita Allen (Planning Reform, DPTI)
Presenters	Simone Fogarty
Apologies	Michael Lennon, Fairlie Delbridge (dialled in for part of the meeting)

1. OPEN MEETING

1.1 Open Meeting

9:40am

1.2 Welcome and Apologies

The Commission included Fairlie in the meeting via phone at 9:40 am

The Commission included Michael Lennon in meeting via phone at 10:04 am

1.3 Declaration of Conflicts of Interests / Gifts & Benefits

The following declaration of interest was noted:

- Matt Davis in relation to item 4.1.

1.4 Chair's Report (Verbal)

The Chair provided a verbal report that referred to the matters below:

- The Chair raised the letter from the Minister –regarding the Character Preservation Act. The Chair will circulate a draft for approval.
- The Chair discussed item 6.1.3 Peter Holmes Joslin Life Care Development correspondence.
- The Chair thanked Commission members for agreeing to meet on 20 December rather than 21 December for administrative efficiency.
- The Chair advised Michael had raised the need for the Commission to discuss Performance Review which will be considered at the first Commission meeting in February 2018.

1.5 Members Report (Verbal)

Matt and Fairlie provided a verbal report that referred to Communication and Engagement Plan as detailed below:

- Matt and Fairlie have met with potential providers.
- Sally to seek procurement advice and advise Matt and Fairlie early next week.
- The Commission endorsed the process so far and agreed for Matt and Fairlie to move forward.

ACTION

A workshop to be set up with Commission and preferred provider by the end of 2017. Governance Unit to determine an appropriate time.

1.6 Confirmation of Minutes of previous meeting – 9 November 2017

Minutes confirmed.

2. CONFIDENTIAL MATTERS

2.1 Theme Papers

Discussions regarding theme papers (Confidential).

2.2 Delegations

Discussions regarding delegations (Confidential).

3. STRATEGIC MATTERS

Allan requested the Strategic Plan to be tabled for noting at the Commission meeting on 20 December.

4. MATTERS FOR ADVICE TO MINISTER

Discussions regarding advice to Minister on Development Plan Amendments (DPAs) is confidential.

5. MATTERS FOR DECISION

5.1 Risk Policy and Risk Register

DISCUSSION

- The Commission discussed the need to review the risk register quarterly. It was agreed that the risk register will be reviewed quarterly.
- The risks will be reviewed by Janet and the Chair in liaison with the Manager Governance.
- The Commission recommended amendments to the Risk Register

DECISION

- The Commission resolved to approve the State Planning Commission Risk Policy outlining its approach to managing risk.
- The Commission noted the Risk Policy will form part of the State Planning Commission Governance Charter endorsed by the Commission on 26 October 2017.

- The Commission resolved to approve the Risk Register subject to the above mentioned amendments and noting of the Register at the next Commission meeting.
- The Commission resolved to approve the implementation of controls and treatments noted in the Risk Register, subjects to the amendments, with an update to be tabled at the February 2018 Commission meeting.

ACTION

The Chair to set up a meeting with the Shadow Minister and Nick Xenophon prior to Christmas.

6. MATTERS FOR NOTING

6.1 Correspondence

6.1.1 Waste Water Mount Barker

DISCUSSION

- There was discussion around the Commission's statutory responsibilities in relation to Infrastructure Schemes and an understanding of the way in which the Commission considers infrastructure schemes.
- The members would like to commission a piece of work to assemble a body of knowledge and learnings from the Mt Barker experience.

ACTION

The Chair to include this matter on a Commission agenda in the New Year and to liaise with Sally about how to bring back to the Commission.

6.1.2 Minister Rau – Planning Design Code – Aged care

ACTION

- Sally and the Chair to meet with key people to progress the Commission's involvement. Chair to raise at next Commission meeting.

6.1.3 Peter Holmes – Joslin Life Care Development

Correspondence noted.

7. OTHER BUSINESS

7.1 Simone Fogarty – State Commission Assessment Panel (SCAP) Update

Simone provided an update on SCAP as detailed below:

- SCAP has an intensive workload. SCAP meets once a fortnight plus for a full day.
- Simone emphasised the need to consider development policy in the regional areas.
- Simone discussed the Commissions powers that are delegated to SCAP.
- Simone discussed how the public hearings work
- Simone encouraged Commission members to attend a SCAP meeting.

- Policy advice for major developments now rests with the Commission.

ACTION

Dannie to forward SCAP Agendas to Commission members.

8. NEXT MEETING

Wednesday 20 December 2017

9. MEETING CLOSE

The Chair thanked all in attendance and declared the meeting closed at 2.17 pm.

Confirmed as a true and accurate record:

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

Tim Anderson QC
Chair

20 December 2017