



Minutes of Meeting

Meeting No. 175

Date	Thursday, 5 December 2024
Venue	9.02 Inparri Kuu Seminar Room, Level 9, 83 Pirie Street and Microsoft Teams
Members	Craig Holden (Chair), Stephanie Johnston, John Stimson, David O'Loughlin, Lisa Teburea and Marc Voortman (Ex Officio)
Apologies	Nil
PLUS Staff	Kate Southcott, Andrew Mitchell, Sarah Lynds, Ben Sieben, Nick Buick, Joel Grieger, Jodie Evans

1 GENERAL BUSINESS

1.1 Acknowledgement of Country

The Chair acknowledged the traditional custodians of the land on which the Commission meets, and paid respect to Elders past, present and emerging.

1.2 Welcome and Apologies

The Chair welcomed all in attendance to the meeting.

1.3 Declaration of Conflict of Interest / Gifts and Benefits

John Stimson declared a conflict of interest in relation to Item 5.1 Establish a Land Division Assessment Panel and will leave the meeting when this item is discussed.

Lisa Teburea has declared a proactive conflict of interest due to her appointment as an Independent Member of the City of Salisbury Audit and Risk Committee and will manage any conflicts as they arise.

1.4 SPC Action Register

The Commission noted the SPC Action Register.

1.5 Chair's Report

The Commission resolved to:

- 1) Approve the designation of this item as Not Confidential (Release Immediately).
- 2) Note the Chair's report as read.

1.6 Member Updates

The Commission noted the Member updates.

1.7 SCAP Confidential Minutes and Minutes for Noting – 13 November and 27 November 2024

The Commission noted the SCAP Confidential Minutes and Minutes for Noting of the 13 November and 27 November 2024 meetings.

1.8 SPC Confidential Minutes for Adoption – 21 November 2024

The Commission formally adopted the SPC Confidential Minutes of the 21 November 2024 meeting.

1.9 Code Amendment Initiation Advice

The Commission noted the Code Amendment Initiation Advice.

1.10 Register of SCAP Appeals

The Commission noted the Register of SCAP Appeals.

1.11 Register of Complaints

The Commission noted the Register of Complaints.

2 CORRESPONDENCE

Nil

3 ADDITIONAL RESOURCES

Nil

4 MATTERS FOR ADVICE TO MINISTER

4.1 New Ministerial Building Standard 013 Application of NCC Modern Homes Provisions to Existing Class 1 Buildings

This item was considered in confidence and is included in the Commission's confidential minutes of the 5 December 2024 meeting.

5 MATTERS FOR DECISION

5.1 Establish a Land Division Assessment Panel

John Stimson declared a conflict and left the meeting when this item was discussed.

Ben Sieben, Nick Buick and Joel Grieger addressed the Commission.

The Commission resolved to:

1. Approve the designation of this item as follows:
 - **Agenda Report, Attachment 1, 2 and 4** – Not Confidential (Release Delayed) – to be released following finalisation of the Land Division Assessment Panel, anticipated March 2025;
 - **Attachment 3** – Confidential (Draft Advice or Documents).
2. Establish a committee pursuant to section 29(1)(a) of the *Planning, Development and Infrastructure Act 2016* (the Act) to be known as the Land Division Assessment Panel (LDAP).
3. Appoint Mr John Stimson as Chair of the LDAP for a period of three years, subject to the Terms and Conditions of Appointment at **Attachment 2**.

4. Approve and authorise the Chair of the Commission to write to the Chair of the LDAP (**Attachment 1**) enclosing Terms and Conditions of Appointment (**Attachment 2**).
5. Note the draft LDAP Practice and Operating Directions (**Attachment 3**), and that the Practice and Operating Directions will return to the Commission for final approval on 30 January 2025 following consultation with the Chair of the LDAP, once appointed.
6. Approve and authorise the Chair of the Commission to sign the letter to the Minister for Planning advising of the establishment of the LDAP (**Attachment 4**).
7. Authorise the Chair of the Commission to make any amendments to **Attachments 1, 2 and 4** as required to finalise.

John Stimson returned to the meeting.

5.2 Joint Building Fire Safety Committee

Ben Sieben, Nick Buick and Joel Greiger addressed the Commission.

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Note the letter dated 26 August 2024 received from Geoff Sheridan of the District Council of Coober Pedy (CP Council) (**Appendix A**).
3. Dissolve the existing Building Fire Safety Committee for Out of Council areas (OOC-BFSC).
4. Simultaneously replace the function of the OOC-BFSC by establishing a Joint Building Fire Safety Committee (Joint BFSC) between CP Council and the Commission, to be responsible for the combined areas of the CP Council and the Out of Council areas.
5. In the Commission's capacity as council for the Out of Council areas, designate the Joint BFSC as an appropriate authority pursuant to the *Planning, Development and Infrastructure Act 2016 (PDI Act)* s 157(16).
6. Approve the revised Terms of Reference and Operating Procedures (TOR) for the Joint BFSC (**Attachment 1**).
7. Appoint the following members (the immediate past-members of the OOC-BFSC) to the Joint BFSC as required under section 157(17) of the Act, for a term of three years commencing on **5 December 2024** and expiring on **4 December 2027**:
 - Jodie Evans (Chair);
 - Emma Bradley (Senior Building Officer);
 - Mark Brown (Outback Communities Expert); and
 - Colin Paton (CFS Fire Safety Officer).
8. Note the Department will continue to work with the CP Council to finalise the draft Memorandum of Understanding (MOU) (**Attachment 2**).
9. Authorise the Ex Officio of the Commission to finalise and execute the MOU (**Attachment 2**) once finalised.
10. Authorise the Commission Chair to sign and send the following letters to:
 - the Chief Officer of the Country Fire Service (CFS), as the relevant fire authority for Out-of-Council areas, confirming the continued participation of Mr Colin Paton as a member of the newly established Joint BFSC (**Attachment 3**);

- CP Council, confirming the establishment of the Joint BFSC, the Commission's designation of it as an appropriate authority, the appointment of the members, and the requirements of CP Council to do the same (**Attachment 5**); and
- each appointed member of the Joint BFSC to inform them of the changes contained herein, confirming their continued appointment to the new Joint BFSC, and confirming their agreement with the terms and conditions of appointment (**Attachment 4**).

11. Authorise the Chair of the Commission to make any minor amendments to **Attachments 1, 3, 4 and 5** as required to finalise.

5.3 Amendments to Ministerial Building Standard 007

Jodie Evans addressed the Commission.

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Authorise the Chair to sign and send the attached Minute to the Minister for Planning's delegate recommending that proposed variations to Ministerial Building Standard 007 - Modifications to the Building Code of Australia (MBS007) be adopted (**Attachment 1**).

6 MATTERS FOR NOTING

Nil

7 OTHER BUSINESS

7.1 Presentation 1: Update on the Future Living Code Amendment What We Heard Report

Andrew Mitchell addressed the Commission.

The Commission noted the presentation and discussion.

7.2 Update to Minutes from 21 November 2024 for Resolution 5.1 Approval to Consult – Accommodation Diversity Code Amendment

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Replace Resolution 5 of the Minutes from 21 November 2024 for Resolution 5.1 Approval to Consult – Accommodation Diversity Code Amendment with:
*Authorise the Chair of the Commission to write to the stakeholders identified in the Engagement Plan (**Attachment 2**) per the letter in **Attachment 4** to advise of the consultation on the Code Amendment.*

7.3 Update to Minutes from 21 November 2024 for Resolution 5.1 Approval to Consult – Assessment Improvements Code Amendment

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Replace Resolution 4 of the Minutes from 21 November 2024 for Resolution 5.1 Approval to Consult – Accommodation Diversity Code Amendment with:

*Authorise the Chair of the Commission to write to the stakeholders identified in the Engagement Plan (**Attachment 2**) per the letter in **Attachment 3** to advise of the consultation on the Code Amendment.*

8 MEETING FINALISATION

8.1 Next Meeting

Thursday, 12 December 2024.

8.2 Confirmation of Minutes and Confidential Minutes

The Commission resolved that the Confidential Minutes of the meeting held today, 5 December 2024, be confirmed as a true and accurate record.

8.3 Meeting Close

The Chair thanked all in attendance and declared the meeting closed at 1:13pm.

Confirmed 05/12/2024

A handwritten signature in black ink, appearing to be 'Craig Holden', with a long horizontal flourish extending to the right.

Craig Holden
Chair