

179 Randell Road, Hindmarsh Island Code Amendment

Engagement Plan

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Background information

Compile and summarise background information regarding the preparation or amendment of the planning instrument by considering the following key questions.

- Why is this project being initiated?
 - The affected area (179 Randell Road, Hindmarsh Island) comprises 12.14 hectares of land used for residential purposes, and is surrounded by land predominately zoned and developed for rural living purposes.
 - The affected area has frontages to Randell Road to the south and Captain Sturt Road to the west, and abuts land zoned Rural Living to the north and east.
 - The affected area is currently zoned Rural Living – no changes to the zoning are proposed.
 - The zone currently seeks a minimum site area of 2 hectares (20,000m²).
 - The land owner (the Designated Entity¹) is seeking to reduce the minimum site area to 7,500m², which is consistent with allotment sizes directly to the west.
- What does it hope to achieve?
 - The land owner is seeking to reduce the minimum site area to allow a greater residential capacity to be achieved on the affected area.
- Are there any existing reports, plans or strategies relating to the subject area? If so, what do they say?
 - The 30 Year Plan for Greater Adelaide (2017 update) identified the affected area within its Planned Urban Lands to 2045 (Rural Living), outlining that the subject land is suitable for future rural living growth.
- What have any past engagement processes identified about the subject area/issue?
 - Alexandrina Council has been consulted on the proposal and have provided in-principle support.
 - Alexandrina Council supported the change in minimum site area to 7,500m²

Engagement purpose

The purpose of the engagement is to:

- Raise community awareness of the proposal to amend the minimum site area.
- Provide information about the proposed changes and what the changes will enable / mean for the locality.
- Enable the community to seek clarification and / or provide their thoughts / feedback regarding the proposal.
- Close the loop for the community so they understand any decision made in respect of the proposal, including any change made as a result of the consultation process.
- Ensure compliance with the *Planning, Development and Infrastructure Act 2016* and the Community Engagement Charter.
- Establish pathways for communication with the community and stakeholders, including Alexandrina Council, state agencies and utility providers.

Engagement objectives

The engagement objectives are to:

- Ensure the community and stakeholders are aware that changes are proposed to the Planning and Design Code as it relates to the affected area, specifically the change in minimum site area from 2 hectares (20,000m²) to 7,500m².
- Obtain community and stakeholder input and feedback in relation to the proposal.
- Inform participants in the engagement process of the outcome and final decision in relation to the proposal.

Scope of influence

Aspects of the project which stakeholders and the community *can* influence are:

- The minimum site area to be applied to the affected area.
- Matters that require further consideration / investigation before the Code Amendment process is finalised.

Aspects of the project which stakeholders and the community *cannot* influence are:

- The geography of the affected area and spatial extent of the Code Amendment proposal.
- The policies contained in the General Modules of the Planning and Design Code.
- Standard policies and wording contained in Zones and Overlays in the Planning and Design Code.

¹ Designated Entity – a person or entity approved to prepare a draft Code Amendment

Key messages

The following key messages will underpin the engagement regarding the 179 Randell Road, Hindmarsh Island Code Amendment:

- The proposed Code Amendment only seeks to change the minimum site area requirements over the land. Separate applications would be required for any future development of the land (e.g. subdivision or development of housing).
- Consultation will occur for a period of 4 calendar weeks.

Stakeholder and community mapping

Stakeholder	Level of interest in the project (i.e. high, medium or low)	Nature of interest in the project and/or the potential impact of the project	Stakeholder needs/expectations for engagement in the project	Level of engagement (i.e. inform, consult, involve, collaborate)
Attorney General's Department	High	Preservation of the intent of the Planning and Design Code and compliance with <i>Practice Direction 2 – Preparation and Amendment of Designated Instruments</i> .	That the Community Engagement Plan and processes comply with the Community Engagement Charter.	Involve
Alexandrina Council (<i>mandatory</i>)	High	That Council be made aware of the proposal, have an opportunity to provide feedback and be kept informed throughout the Code Amendment process.	That Council be made aware of the proposal, have an opportunity to provide feedback and be kept informed throughout the Code Amendment process.	Consult
Owners and occupiers of adjacent land (<i>mandatory</i>)	High	Impacts of the proposal on adjacent land.	Neighbours to be made aware of the proposal and have an opportunity to provide feedback.	Consult
Country Fire Service	Medium	Changes to the minimum lot size will facilitate the creation of a greater number of residential allotments, which may be of interest to the CFS.	CFS to be given an opportunity to comment on any likely impacts of a reduced site area on CFS requirements.	Consult
Ngarrindjeri Aboriginal Corporation	Medium	The affected area is located within the traditional lands of the Ngarrindjeri people. The proposed Code Amendment may be of interest to the Ngarrindjeri Aboriginal Corporation.	That the Ngarrindjeri Aboriginal Corporation be made aware, have an opportunity to provide feedback and be kept informed throughout the Code Amendment process.	Consult
Department of Infrastructure and Transport	Low	The affected area is located within the intersection of Randell Road and Captain Sturt Road. DIT may have an interest in any future implications which may occur as a result of an increased number of residential allotments.	That DIT is made aware of the proposal, has an opportunity to participate, influence the outcome and be kept informed.	Consult
Local Government Association of South Australia (LGA) (<i>mandatory</i>)	Low	The LGA has an interest in planning policy across Greater Adelaide and the Regions.	That the LGA is made aware of the proposal, have an opportunity to provide feedback and be kept informed.	Consult
State and Federal Members of Parliament <ul style="list-style-type: none"> • Mr David Basham, Member for Finnis [State] • Ms Rebekha Sharkie, Member for Mayo [Federal] 	Low	The proposal is in the State electorate of Finnis and the Federal electorate of Mayo. There may therefore be an interest in changes to the minimum site area.	That the local MP's are made aware of the proposal, have an opportunity to provide feedback and be kept informed.	Consult

Utility Organisations	Low	Impacts of the proposal on existing and new infrastructure.	That the relevant utility organisations are made aware of the proposal, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Wider Community	Low	Changes to the minimum lot size will facilitate the creation of a greater number of residential allotments, which may be of interest to the wider community.	That the community is made aware of the proposal, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Hindmarsh Island Landcare Group	Low	Changes to the minimum lot size will facilitate the creation of a greater number of residential allotments, which may be of interest to the Hindmarsh Island Landcare Group.	That the Hindmarsh Island Landcare Group be made aware of the proposal, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Goolwa District Ratepayers & Residents Association	Low	Changes to the minimum lot size will facilitate the creation of a greater number of residential allotments, which may be of interest to the Goolwa District Ratepayers & Residents Association.	That the Goolwa District Ratepayers & Residents Association be made aware of the proposal, have an opportunity to participate, influence the outcome and be kept informed.	Consult

Applying the Charter principles

Stakeholder	Engagement need or technique
Attorney General's Department	Satisfy obligations in respect of the Code Amendment process; the timely provision of information for publication on the SA Planning Portal.
Alexandrina Council	<ul style="list-style-type: none"> • Representatives of the Designated Entity to provide a pre-briefing to Council staff and Elected Members • Written correspondence (email and letter) to the Council Chief Executive and Mayor providing information about the Code Amendment and inviting Council to provide feedback on the proposal. • Council has agreed to assist with the consultation process by: <ul style="list-style-type: none"> – Featuring the proposed Code Amendment within the Strategic Development & Planning Policy page and Latest News page on Council's website, directing people to the SA Planning Portal to view the proposed Code Amendment – Making available at the Alexandrina Council and the Goolwa Library copies of the proposed Code Amendment and a Fact Sheet (prepared by the Designated Entity) outlining the proposal.
Owners and occupiers of adjacent land	<p>Written correspondence (direct letter) to landowners and occupiers of adjacent land to:</p> <ul style="list-style-type: none"> • Identify the affected area subject to the Code Amendment • Describe the proposed Code Amendment and intended outcome (e.g. future housing development) • Indicate where and when the proposed Code Amendment may be inspected • Provide information about the consultation process and how feedback can be provided • Advise who to contact for further information
Department of Infrastructure and Transport	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.

Country Fire Service	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.
Local Government Association of South Australia (LGA)	Written correspondence (email and direct letter to LGA CE) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.
State and Federal Members of Parliament (MPs)	Written correspondence (direct letter and email) to the below MP's, providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information. <ul style="list-style-type: none"> Mr David Basham MP, Member for Finnis [State] Ms Rebekha Sharkie MP, Member for Mayo [Federal]
Ngarrindjeri Aboriginal Corporation	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.
Utility Organisations	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.
Wider Community	<ul style="list-style-type: none"> Publication of proposed Code Amendment and consultation materials on the SA Planning Portal Placement of a public notice in the Advertiser digital edition and the Victor Harbor Times for the duration of the consultation period The provision of a range of opportunities to submit feedback via the SA Planning Portal, or by letter or email to the representatives of the Designated Entity. The provision of advice as to who to contact for further information.
Hindmarsh Island Landcare Group	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.
Goolwa District Ratepayers & Residents Association	Written correspondence (email and direct letter) providing information about the Code Amendment, opportunities to provide feedback, and who to contact for further information.

Staging your engagement

Stage	Objective	Stakeholders	Level of engagement	By when
Stage 1	To ensure consultation material is ready to 'go live' on the SA Planning Portal from commencement of consultation.	<ul style="list-style-type: none"> Attorney General's Department 	Involve	2 weeks prior to commencement of consultation
Stage 2	To engage the local council in the process and refine the engagement method if required.	<ul style="list-style-type: none"> Alexandrina Council 	Consult	First day of the commencement of consultation (18/10/2021)
Stage 3	To inform stakeholders and the community about the proposal and provide an opportunity for feedback to be provided.	<ul style="list-style-type: none"> Owners and occupiers of adjacent land Department of Infrastructure and Transport Country Fire Service Local Government Association of South Australia State and Federal Members of Parliament 	Consult	First day of the commencement of consultation (25/10/2021)

		<ul style="list-style-type: none"> • Ngarrindjeri Aboriginal Corporation • Utility Organisations • Hindmarsh Island Landcare Group • Goolwa Districts Ratepayers & Residents Association 		
		<ul style="list-style-type: none"> • Wider Community 		
Stage 4	To seek feedback on the engagement process.	<ul style="list-style-type: none"> • Council • All other participants 	Consult	As soon as practicable following the close of consultation.
Stage 5	To inform stakeholders and the community of the outcomes of the engagement process and any changes made to the proposal as a result; and the outcome of the Code Amendment proposal.	<ul style="list-style-type: none"> • Stakeholders and community who made a submission 	Inform	As soon as practicable following a decision being made on the proposed Code Amendment.

Applying the Charter principles in practice

Charter principle	How does your engagement approach/activities reflect this principle in action?
Engagement is genuine	<p>A variety of opportunities to participate are provided, including:</p> <ul style="list-style-type: none"> • Online via the SA Planning Portal and within the Latest News page and Strategic Development & Planning Policy page on Council's website • Hard copies made available at Alexandrina Council and Goolwa Library • Via telephone • Via dedicated email address • Face to face where requested <p>Direct contact is made with those most affected via letter and / or email.</p> <p>Council is given an early opportunity to support engagement of the community.</p> <p>Representatives of the Designated Entity are readily available to assist with any queries.</p> <p>Adequate notice and time is given for participation.</p>
Engagement is inclusive and respectful	<p>Engagement method(s) are tailored to the stakeholder group</p> <p>Comments and feedback are recorded in a register and duly considered</p> <p>Engagement methods open to review during the engagement period</p>
Engagement is fit for purpose	<p>Engagement materials (letters, Fact Sheet) designed to be easy to interpret and to address specific matters that may be of interest to the stakeholders</p> <p>Engagement activities are appropriate to the scale of the proposal and likely impact</p>
Engagement is informed and transparent	<p>Information is presented in an easy to understand format (such as Fact Sheet, letter to adjacent landowners)</p> <p>Information about the proposal is readily available on the SA Planning Portal</p> <p>Engagement materials are clear about what can be influenced and what is out of scope</p> <p>A summary of engagement is prepared and used to inform the decision</p>
Engagement is reviewed and improved	<p>The engagement plan is actively monitored and adjusted if required</p>

Charter principle	How does your engagement approach/activities reflect this principle in action?
	Concentrated effort is made to obtain feedback on the engagement process from participants by follow up emails / letters, and an online survey distributed to participants at the close of consultation.

Measuring success

At the completion of the engagement, all participants will be invited to assess the success of the engagement against performance criteria one to four, below. The project manager, with assistance from communications and engagement specialists, will assess the success of the engagement against criteria five to nine. This evaluation will be included in the statutory report (section 73(7) of PDI Act) that is sent to the State Planning Commission and the Minister for Planning and which details all engagement activities undertaken. It will also be referenced in the Commission Report (section 74 (3)(b) that is issued to the Governor of South Australia and the Environment Resources and Development Committee of Parliament. Any issues raised about the engagement during the engagement process will be considered and action will be taken if considered appropriate.

#	Charter criteria	Charter performance outcomes	Respondent	Indicator ²	Evaluation tool ³ Exit survey / follow-up survey	Measuring success of project engagement
1	Principle 1: Engagement is genuine	<ul style="list-style-type: none"> People had faith and confidence in the engagement process. 	Community	<ul style="list-style-type: none"> The community / stakeholders actively participated and engaged in the process Number of submissions received. 	Likert scale - strongly disagree to strongly agree	Per cent from each response.
2	Principle 2: Engagement is inclusive and respectful	<ul style="list-style-type: none"> Affected and interested people had the opportunity to participate and be heard. 	Community	Participants were given an opportunity to participate in the engagement process.	Likert scale - strongly disagree to strongly agree	Per cent from each response.
			Project Lead	The engagement reached those identified as community of interest.	<ul style="list-style-type: none"> Representatives from most community groups participated in the engagement Representatives from some community groups participated in the engagement There was little representation of the community groups in engagement. 	Per cent from each response.
3	Principle 3: Engagement is fit for purpose	<ul style="list-style-type: none"> People were effectively engaged and satisfied with the process. People were clear about the proposed change and how it would affect them. 	Community	The information provided helped me make an informed view of the proposal.	Likert scale - strongly disagree to strongly agree	Per cent from each response.
				The proposed Code Amendment was explained clearly .	Likert scale - strongly disagree to strongly agree	Per cent from each response.
4	Principle 4: Engagement is informed and transparent	<ul style="list-style-type: none"> All relevant information was made available and people could access it. People understood how their views were considered, the reasons for the outcomes and the final decision that was made. 	Community	<ul style="list-style-type: none"> All relevant information was made available and was readily available. Participants understood how their views had been considered in the process. 	Likert scale - strongly disagree to strongly agree	Per cent from each response.
5	Principle 5: Engagement processes are reviewed and improved	<ul style="list-style-type: none"> The engagement was reviewed and improvements recommended. 	Project Lead	Engagement was reviewed throughout the process and improvements put in place, or recommended for future engagement	<ul style="list-style-type: none"> Reviewed and recommendations made Reviewed but no system for making recommendations Not reviewed 	Per cent from each response.
6	Engagement occurs early	<ul style="list-style-type: none"> Engagement occurred before or during the drafting of the planning policy, strategy or scheme when there was an opportunity for influence. 	Project Lead	Engagement occurred early enough for feedback to genuinely influence the planning policy, strategy or scheme	<ul style="list-style-type: none"> Engaged when there was opportunity for input into scoping Engaged when there was opportunity for input into first draft Engaged when there was opportunity for minor edits to final draft Engaged when there was no real opportunity for input to be considered 	Per cent from each response.
7	Engagement feedback was considered in the development of planning policy, strategy or scheme	<ul style="list-style-type: none"> Engagement contributed to the substance of a plan or resulted in changes to a draft. 	Project Lead	Engagement contributed to the substance of the final plan	<ul style="list-style-type: none"> In a significant way In a moderate way In a minor way Not at all 	Per cent from each response.
8	Engagement includes 'closing the loop'	<ul style="list-style-type: none"> Engagement included activities that 'closed the loop' by providing feedback to participants/ community about outcomes of engagement 	Project Lead	Engagement provided feedback to community about outcomes of engagement	<ul style="list-style-type: none"> Formally (report or public forum) Informally (closing summaries) No feedback provided 	Per cent from each response.
9	Charter is valued and useful	<ul style="list-style-type: none"> Engagement is facilitated and valued by planners 	Project Lead	Identify key strength of the Charter and Guide Identify key challenge of the charter and Guide	Internal review post-engagement undertaken to determine key strength / challenges	Formal feedback provided to the Department

Closing the loop and reporting back

How will you respond to participants?	Who's responsible?	When will you report back?
Summarise feedback received via key themes and provide to participants for their information (NB: A register will be kept of all participants, ranging from those who lodge formal submissions to those who make telephone enquiries during the engagement period so they can be kept informed of the project and engagement outcomes)	Representatives of the Designated Entity	As soon as practicable post-consultation
Provide a cross-section of participants with an opportunity to participate in an evaluation survey to inform the Engagement Report	Representatives of the Designated Entity	As soon as practicable post-consultation
Prepare a s73 Engagement Report and make it available to stakeholders and the community	Representatives of the Designated Entity	As soon as practicable post-consultation
Publish the Engagement Report on the SA Planning Portal (<i>mandatory</i>)	Attorney General's Department	As soon as practicable post-consultation