

Code Amendment Process for Code Control Group

Introduction

This factsheet outlines the process for Code Amendment proposals submitted by private sector proponents to be heard by the Code Control Group (CCG).

The Attorney General's Department has also established a commitment to service levels in its processing of Code Amendments. These are published in the [Code Amendment Service Standards Policy](#).

Role of the Code Control Group in Code Amendments

The Code Control Group coordinates advice to the Minister for Planning and Local Government (Minister) and the State Planning Commission (Commission) in respect to proposed Amendments to the Planning and Design Code (the Code).

Meetings of the CCG are held weekly at 50 Flinders Street, Adelaide with minutes recorded to ensure ongoing transparency and accountability.

Benefits of the service

The Code Control Group plays an important role in ensuring that proposed Code Amendments are consistent with Drafting Principles established by the *Planning, Development and Infrastructure Act 2016* and the State Planning Commission (outlined in the [Guide to the Phase Three \(Urban Areas\) Planning and Design Code](#)).

It also ensures that Code Amendments are considered from a broad range of perspectives and includes specialised expertise in key technical planning areas.

Benefits to proponents

Key benefits to proponents (the designated entity responsible for undertaking the Code Amendment):

- Helps inform initiation proposals to ensure all mandatory requirements have been met
- Greater consistency of advice and more certainty to proponents
- Allows designated entities to receive feedback early in the process and reduced assessment times for proposals
- Allows the Department to better understand the proposal and provide more informed advice to the State Planning Commission or Minister.

When should I request a meeting with the Code Control Group?

There is benefit in meeting with the Code Control Group early in the Code Amendment and prior to lodging a formal proposal where the proposal has a range of complex matters to be considered.

The purpose of this meeting is to provide pre-lodgement advice:

- Understand what is required for lodgement of a proposal
- Identify the possible range of investigations that may be required
- Provide advice on any relevant Government or Commission Policies that may be relevant to the proposal
- Technical advice in relation to the Code Drafting Principles including appropriate selection of Zones, Subzones or Overlays relevant to the proposal.

There is also benefit in a meeting with the Code Control Group when the Code Amendment is lodged for approval. The purpose of this meeting is to:

- Ensure all required material is lodged for consideration
- Discussion of key issues raised during consultation
- Assistance in resolving any cross-agency issues
- Finalise technical requirements including amendment instructions.

Who is on the Code Control Group?

The Code Control Group will be chaired by the Manager, Planning and Design Code and includes a range of senior Department staff in policy, strategic planning and development assessment roles. The meetings will also be attended by representatives of the local councils and relevant key agencies (where required).

Request to attend the Code Control Group

Code Amendment proponents may request to attend a meeting of the Department's Code Control Group to brief them on a Code Amendment proposal. This is the primary forum for proponents to engage with the Department in relation to Code Amendments. Proponents may elect to proceed with a Code Amendment proposal without attending a CCG meeting, however, one-on-one meetings between Department staff and Code Amendment proponents will not be supported.

Proponents can request to attend a Code Control Group meeting by contacting the PlanSA Service Desk on 1800 752 664 or email PlanSA@sa.gov.au.