

MINUTES OF MEETING

2.00pm Tuesday 20 September 2022

Microsoft Teams

1. ACKNOWLEDGEMENT OF COUNTRY, WELCOME AND APOLOGIES

MEMBERS

| | |
|------------------------|---|
| Greg van Gaans (Chair) | Director, Land and Built Environment |
| Sean Teelow | Metropolitan Council |
| Chris Short | Building Consultant |
| Jeff Shillabeer | Private Building |
| Andrew Cronin | Master Builders Association Representative |
| Chris Wiltshire | Housing Industry Association Representative |
| Troy Olds | Australian Institute of Building Surveyors Representative |

EXECUTIVE OFFICER

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| Jaclyn Symons | Governance Officer |
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INVITED ATTENDEES

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| Chris Powell | Principal Policy Officer |
| Leah Mignone | Principal Policy Officer |
| Cassia Byrne | PlanSA Lead |
| Nardia Symonds | Delivery Manager |

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

The Chair welcomed all in attendance.

Apologies: Jodie Evans, Manager, Building Policy and Programs
Ameya Sawant, Director PlanSA
Kristen Mackintosh, Metropolitan Council
Colin Paton, Regional Council
Stephen Smith, Local Government Association Representative

2. DECLARATION OF CONFLICTS

Nil.

3. MINUTES OF PREVIOUS MEETING

The Heads of Building Reference Group noted the minutes of the 19 July 2022 meeting.

4. CURRENT BUSINESS

4.1 NCC 22 series

Chris Powell provided an updated on the NCC 22 series.

Chris advised that there had not been much progress since the previous Heads of Building Reference Group (the group) meeting as it is still in the process of going to the Minister to ratify the national timeframes or otherwise, nominate a South Australian (SA) timeframe.

Chris informed the group that an important meeting was held with Building Ministers on 26 August 2022 which resulted in an agreement to adopt the NCC 2022, as well as to include residential energy efficiency provisions. It was also agreed to include national transitional timeframes to implement energy efficiency and liveable housing.

The transition timeframes from NCC 19 to NCC 22 were discussed and it was advised that:

- NCC 22 will be adopted on 1 May 2023;
- From 1 October 2022, the industry can start to use NCC 22 (this is optional);
- NCC 19 concludes on 1 October 2023; and
- Final SA timeframes on energy efficiency and liveable housing are still to be determined.

It was noted that the 1 October 2022 published version of the NCC 22 series will contain SA variations and additions, and that NCC 2022 adoption, transitional provisions and any further variations will be made via an updated Ministerial Building Standard 007.

The Heads of Building Reference Group noted the verbal update.

5. OTHER BUSINESS

5.1 Assessment Efficiency Project

Cassia Byrne discussed the assessment efficiency project that PlanSA is working on, following feedback they had received on the efficiency of assessments from several different councils.

Cassia advised that this has involved looking at the end-to-end process of straightforward applications, noting that although the focus is currently on these types of applications, there is an ability to promote efficiency across the board.

Cassia informed members that any long-term changes, such as an opportunity to require a lodgement fee upon submission of an application, will take some time as this will likely require a legislative or regulation change.

Several proposed short-term changes include:

- Submission stage – application contact efficiency, elements increase frequency used and single view development details; and
- Grouping building notifications by building/building work and expose on a page additional information.

It was noted that the PlanSA team have already implemented changes that enable the sending of internal referrals at verification and the ability to set-up and group standard building notifications.

Cassia asked for any feedback in relation to the current building verification process and how useful members find it, as well as whether members think there is an opportunity/any objection to improve/combine this with the assessment process.

Members raised questions regarding the grouping of conditions, complexity of the building verification process and open access data and being able to link in with all individual systems.

Overall, members expressed that they were generally supportive of combining the building verification process with the assessment process.

Cassia also asked for any feedback on PlanSA matters. Feedback included:

- staging and whether it is appropriate to do this or not;
- short and long descriptions and the need to ensure consistency;
- electrical declaration forms and the ability for SA Power Networks to make an assessment;
- physical diagrams for electrical declaration forms; and
- standardised wordings across the State to ensure reporting is not impacted.

5.2 Dashboard prototype

Cassia Byrne informed the group about the dashboard prototype project that PlanSA is currently undertaking. This project involves developing a new dashboard, aimed at an individual assessor's workload, the applications they have allocated and what is sitting with them for action.

Cassia advised that 10% of service desk enquiries are in relation to the dashboard, therefore it is currently a priority project for PlanSA.

Cassia told the group that although the PlanSA team are currently focused on assessments, they will be looking at building notifications and inspections as a subsequent project.

The project is now at a stage of seeking feedback via workshops to see if it is reflective on what is expected of the dashboard.

Cassia asked for any feedback on the project. Feedback/questions included:

- whether anything was being done about users that work for multiple relevant authorities and subsequently, have multiple logins; and
- if there was an opportunity for a PlanSA representative to come out to organisations to see how the system works and the complexities of it, as part of the dashboard or efficiency process that PlanSA is currently looking at. It was advised that options to make this occur would be looked at.

5.3 Building Indemnity Insurance and the Section 7 process

Nardia Symonds advised members that PlanSA had received feedback from conveyancers that use a section 7 (form 1), that the indemnity insurance information is not enough information for what they need to put on the Form 1. Nardia informed the group that two pieces of data are currently given.

Members discussed this issue. Suggestions included:

- removing the BII questions in the Development Application Processing System (DAP) and upload the certificate to then append it into the Section 7; and/or
- seeking legal advice about whether the certificate of insurance can be included.

Members did note that most of the information is able to be obtained from the information provided, and one council at least, is already providing the certificate with the section 7.

5.4 Essential Safety Provisions (ESPs)

Following the previous Heads of Building Reference Group meeting discussion about ESPs, members asked for an update on where this was at.

Nardia Symonds advised that it is still being worked on and it will be discussed at the next meeting.

6. NEXT MEETING:

Tuesday 13 December 2022.

7. MEETING CLOSED:

The Chair thanked all in attendance and declared the meeting closed at 3.30pm.