

Lakeside Goolwa Code Amendment-
Engagement Plan

MAY 2024

REF#01322-005



ACKNOWLEDGEMENT TO COUNTRY

Ekistics respectfully acknowledges the traditional owners and custodians of the land on which we work and we pay our respects to Elders past and present.



PROPRIETARY INFORMATION STATEMENT

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Revision	Description	Author	Date
Version 1	Draft Engagement Plan – For Client review	RM & RH	24 April 2024
Version 2	Updated Engagement Plan – prior to consultation	RM & RH	14 May 2024

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1. INTRODUCTION

1.1. The Engagement Plan

Ekistics Planning and Design Pty. Ltd. has been commissioned by Goolwa Tourist Resort Pty Ltd (the 'Designated Entity') to provide independent stakeholder and community engagement services for the Lakeside Goolwa Code Amendment including the preparation of an Engagement Plan (this plan), its implementation, and an Engagement Report.

This Engagement Plan has been prepared to guide the implementation of engagement activities that ensure robust, genuine and inclusive stakeholder and community engagement on the proposal in accordance with the State Planning Commission's Engagement Charter and Practice Direction 2 – Consultation on the Preparation of Amendment of a Designated Instrument.

Ryan Moyle and Zoe Garnaut from Ekistics Planning and Design Pty Ltd are fully accredited IAP2 specialists with extensive skills and experience in community engagement as required by Practice Direction 2.

1.2. Background to the Code Amendment

An amendment to the Planning and Design Code is proposed to rezone the Affected Area located at **4-16 Banfield Road, Goolwa North**.

The Affected Area comprises the following allotments (referenced in **Figure 1-1**):

1. 16 Banfield Road – CT 5693/461 – Lot 103 in DP 13542
2. 12 Banfield Road – CT 5692/583 – Lot 106 in DP 13542
3. 6-8 Banfield Road – CT 5062/315 – Lot 107 in DP 13542
4. 4 Banfield Road: Certificate of Title Volume 6095/954 – Allotment 54 in Deposited Plan 89165 (note: the Minister's Initiation Approval letter, dated 05/12/2023 excludes consideration of rezoning the eastern portion of the allotment located within the Conservation Zone and therefore is not included within the Affected Area)

The land has frontage to both Banfield Road and Fidock Road, with vehicle access provided via both street frontages to the various allotments. The Affected Area comprises a number of large, semi-rural lifestyle allotments and currently contains a dwelling, various outbuildings, water tanks and some vegetation.

The Affected Area is irregular in shape with a frontage of approximately 257.5 metres to Banfield Road and frontage of approximately 58.5 metres to Fidock Road. The Affected Area has a total land area of approximately 7.7 hectares.

The Affected Area is located approximately 3km north east of the Goolwa township in the suburb of Goolwa North.

The Affected Area is located in the Alexandrina Council, and the adjoining roads are under the care and control of Council.

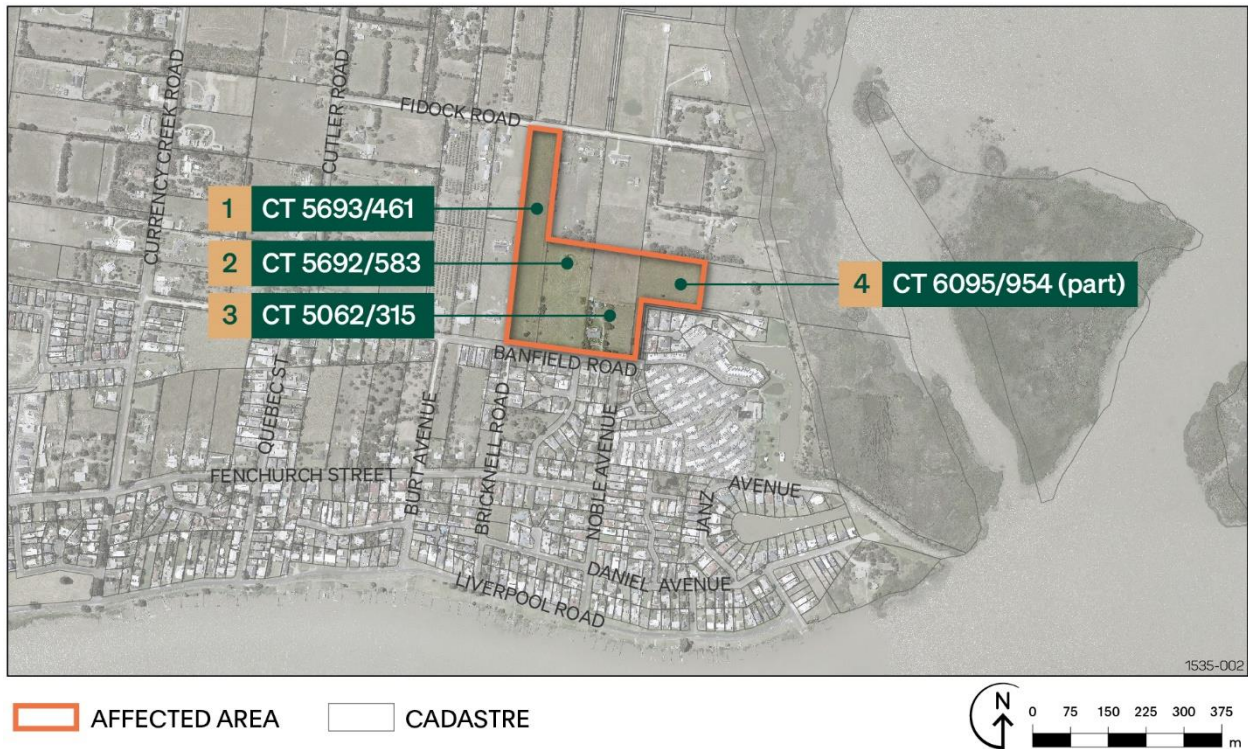


Figure 1-1 Affected Area

The whole of the Affected Area is located within the Rural Living Zone. The eastern portion of 4 Banfield Road adjoining Currency Creek, is located within the Conservation Zone (Visitor Experience Subzone), but is outside of the Affected Area. The existing Residential Park to the south of the Affected Area is zoned Tourism Development and Residential Park. The existing zoning of the locality is shown in **Figure 1.2**.

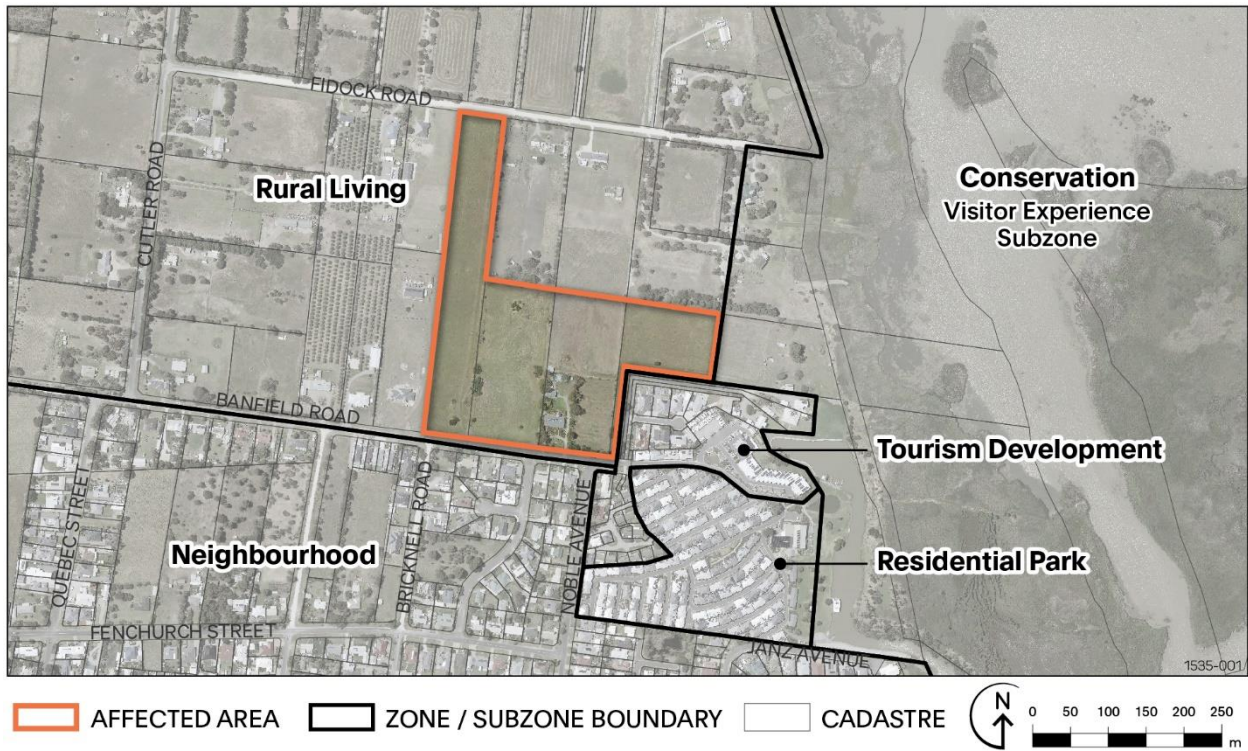


Figure 1-2 - Current Zoning of the Affected Area and Surrounds

The Affected Area is also covered by a Technical and Numeric Variation (TNV) which sets a minimum site area of 1 hectare.

This Code Amendment is seeking to amend the planning policies to enable the expansion of the existing Lakeside Goolwa Residential Park to the Affected Area providing an opportunity to meet growing demand for affordable retirement and lifestyle accommodation.

The Designated Entity has undertaken early consultation with neighbours who live nearby to the Affected Area and has received supporting letters from 19 adjacent neighbours and 88 residents within the existing Lakeside Goolwa complex.

2. STATUS OF THE CODE AMENDMENT

The Code Amendment process includes a number of steps which must be undertaken before any changes to zoning or policy can be implemented. An overview of the Code Amendment processes can be viewed on the SA Planning Portal website at https://plan.sa.gov.au/have_your_say/code_amendments. The current stage of this Code Amendment Process is at the 'on Consultation' Stage (refer to **Figure 2.1** below).

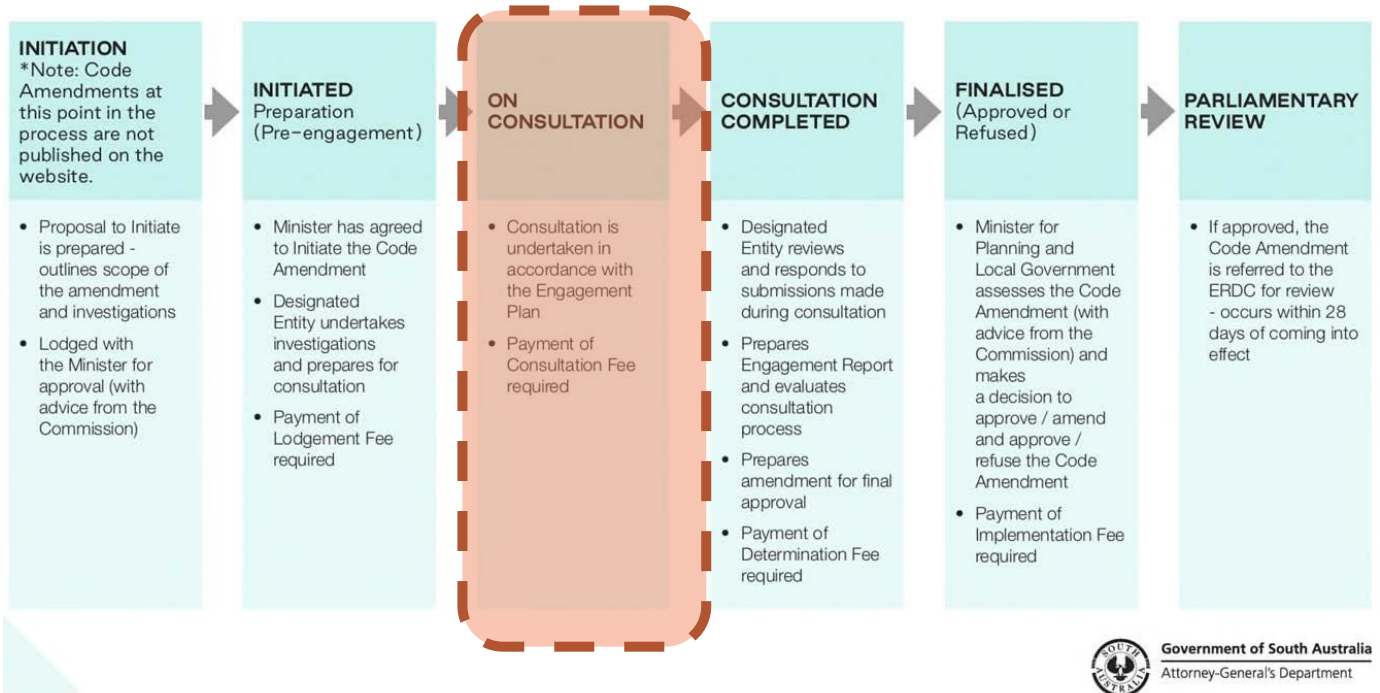


Figure 2-1 Code Amendment Steps

3. ENGAGEMENT PURPOSES

Ekistics has been commissioned to consult with stakeholders and the community with the purpose of raising awareness of the proposed Lakeside Goolwa Code Amendment, gaining a comprehensive understanding of how the community feels about the proposed changes and providing opportunities for direct feedback that will be used to inform the final form of the Code Amendment.

Stakeholder Engagement is a critical component of this Code Amendment proposal and the value associated with a genuine and inclusive engagement of impacted communities will result in a robust Code Amendment process.

The purpose of the engagement is to:

- Raise awareness about the proposed Code Amendment at its earliest stages, including information on the proposal, the area to which the changes will be applied and the likely impacts the changes will facilitate.
- Facilitate feedback to inform the development of the proposed Code Amendment and its refinement prior to finalisation.
- Build lasting relationships and a community of interest to support future activities relating to this site.
- Meet the requirements of the Planning Development and Infrastructure Act, 2016 as they relate to community and stakeholder engagement.

4. ENGAGEMENT OBJECTIVES

Active, ongoing, and timely communication with impacted communities and key stakeholders will be provided in addition to opportunities for meaningful input into the proposal. The proposed Code Amendment may have direct impacts on the community, and as such, the concerns of those individuals and groups affected will be addressed as part of the process. To promote awareness of the proposed code change, continuous engagement with affected and interested parties will be accommodated using a variety of tools, including high-quality written and visual materials, direct face-to-face contact and community information sessions. The specific engagement objectives are to:

- Ensure that stakeholders and the community have a strong understanding of the proposed Code Amendment and its rationale.
- Ensure early engagement of community and stakeholders so as to inform the development of the Code Amendment in its formative stages.
- Encourage stakeholders to ask questions about the proposed Code Amendment and how it might affect them;
- Obtain localised knowledge and perspective to inform the Code Amendment;
- Provide opportunities for Traditional Owners, community groups, the general public, and adjacent landowners and occupants to comment on the proposed Code Amendment;
- Establish and maintain good relationships with stakeholders and the community through timely and direct communication channels;
- Follow through on commitments made over the duration of the consultation process and ensure that all documentation is easily accessible to the public;
- Integrate a feedback loop and evaluation process into the engagement process;
- Ensure that engagement with stakeholders and the community is sufficiently resourced and managed to deliver high-quality results; and
- Implement an engagement approach that is directed by the principles of IAP2 and the State Community Engagement Charter in accordance with the requirements of the Planning Development, and Infrastructure Act 2016.

5. SCOPE OF INFLUENCE

The following aspects of the project that stakeholders and the community **can** influence are:

- Integration of issues, concerns and opportunities that should be addressed as part of the investigations stage of the Code Amendment;
- Application of Zones, Overlays and Technical and Numeric Variations to the Affected Area; and

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

- Policy contained within the Planning and Design Code modules; and
- The geographic extent of the Affected Area.

5.1. Stakeholder Level of Participation

Overall, the aim of the engagement process is to provide a level of engagement to ensure that all feedback (including through formal written submissions) are understood, considered and reflected in the Code Amendment process.

Figure 5.1 below summaries the level of consultation which is considered most suitable based on the scope of influence of the identified stakeholders.

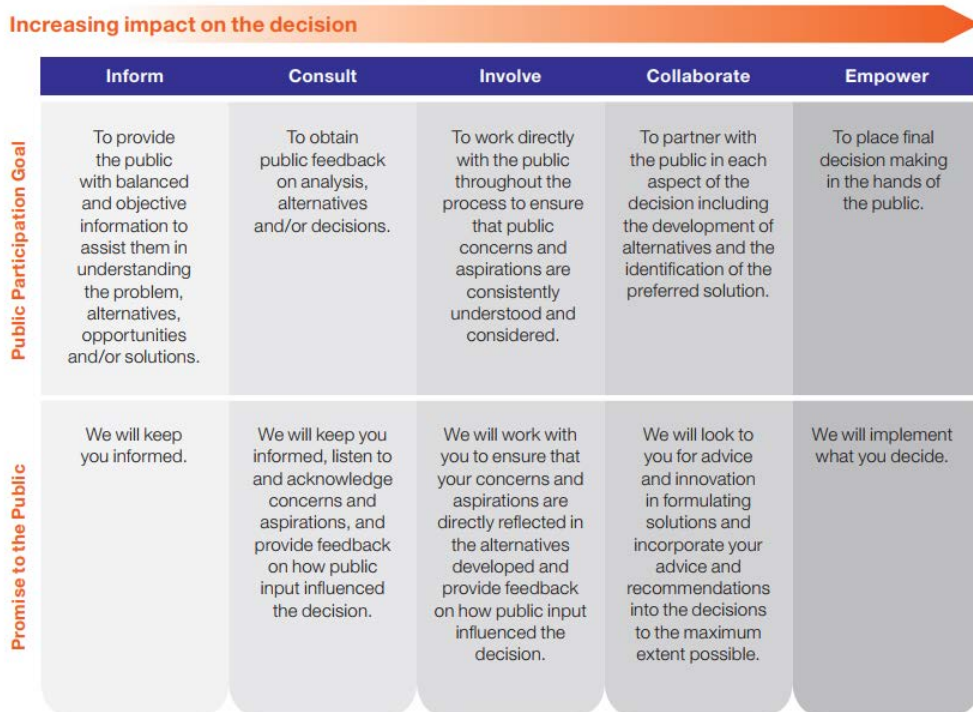


Figure 5-1 IAP2 Spectrum of Public Participation

6. KEY MESSAGES

The following key messages apply to the engagement process for the '**Lakeside Goolwa Code Amendment**':

- The Code Amendment will change existing planning policy to enable the expansion of the existing Lakeside Goolwa Residential Park, providing an opportunity to meet growing demand for affordable retirement and lifestyle accommodation.
- The Code Amendment does not include the portion of land located within the **Conservation Zone** which is outside of the Affected Area or the northern portion of the Affected Area that will remain the **Rural Living Zone**.
- The Code Amendment does not seek to change the zoning to enable broad-acre subdivision to occur, and does not involve existing land zoned for primary production purposes.
- The proposed Zone '**Residential Park Zone**' will encourage the development of a range of affordable living, and short term accommodation in the form of caravan and camping sites, cabins and transportable dwellings, with associated small-scale services and facilities.
- Stakeholder and community input is being sought early in the Code Amendment's life to ensure robust and locally sympathetic planning policy that will guide future development of the site.
- Undertaking meaningful engagement with the local community and stakeholders is an important part of the Code Amendment process and feedback received will be used to inform the final Code Amendment.

7. STAKEHOLDER AND COMMUNITY MAPPING

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
Aboriginal Groups/ organisations/traditional Owners, including <ul style="list-style-type: none"> • Ngarrindjeri Aboriginal Corporation RNTBC • Ngarrindjeri Regional Authority Incorporated • Ramindjeri Cultural Heritage Association Incorporated (RCHAI) • Ramindjeri Heritage Association Incorporated 	Med/High	Traditional Owners of the land and/or organisations/groups that have an interest in where the Affected Area is located	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Neighbouring landowners, businesses and residents	High	Amendment may impact the functionality, appearance and character of the area and have implications for the surrounding locality	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Existing Lakeside Goolwa residents	High	The intention is to expand the existing Lakeside Goolwa facility onto the Affected Area. The Amendment may impact the functionality of the existing facility.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
Minister for Planning, Minister for Housing and Urban Development	High	The Minister for Planning will be the approval authority for the Code Amendment.	Inform	The authority will be provided with the Engagement Report once the consultation process has been completed.
Department of Trade and Investment – Planning and Land Use Services (DTI_PLUS)	High	Preservation of the intent of the Planning and Design Code and compliance with Practice Direction 2 – Preparation and Amendment of Designated Instruments	Involve/Collaborate	That the Community Engagement Plan and process (es) achieve the intent of the Community Engagement Character.
Alexandrina Council: <ul style="list-style-type: none"> • Keith Parkes (Mayor) • Margaret Gardner (Deputy Mayor) • Nigel Morris (CEO) 	High	It is expected that interest will be high, particularly in relation to assets that will be under its care and control, impacts on its residents and land owners, and alignment with its strategic plans. Consult Council will be a collaborative stakeholder throughout the process and be provided with the opportunity to contribute feedback to ultimately influence the outcome	Involve/Collaborate	Council will be a collaborative stakeholder throughout the process and be provided with the opportunity to contribute feedback to ultimately inform the outcome.
State Member for Finnis, David Basham MP	Medium	Interest in development of land within the MPs electorate. Interest in views of constituents.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
Federal Member for Mayo, Rebecca Sharkie MP	Medium	Interest in development of land within the MPs electorate. Interest in views of constituents.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Local Elected Members (Alexandrina South Ward): <ul style="list-style-type: none"> • Milli Livingston • Peter Oliver 	High	Interest in development of land in the Elected Members' ward. Interest in representing the views of their constituents.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Southern and Hills Regional Local Government Association	Medium	Interest in the health and wellbeing of the local community which has an aging population, high levels of population growth, high levels of housing stress, and fewer social housing dwellings available to rent.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island	Medium	Interest in developing the region's economy and liveability	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Local Government Association	Low	Interest in the implication on Local Council Infrastructure and Services	Consult	To be consulted throughout the process and be given the

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
				opportunity to provide feedback that is heard and responded to.
Utility Providers: <ul style="list-style-type: none"> • SA Water • APA Group • NBN Co. • SA Power Networks • ElectraNet • Epic Energy • Telstra • Optus • Vodafone 	Medium	Amendment may impact the existing infrastructure and services they provide or manage. It could also require assessments to be undertaken for any new infrastructure and service requirements	Involve/Collaborate	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Emergency Services, including: <ul style="list-style-type: none"> • South Australian Police (SAPOL) • SA Ambulance Service • State Emergency Service (SES) • South Australian Country Fire Service (CFS) 	Medium	Interest in the development of the Affected Area and the future ability to provide emergency services to future development over the land	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
South Australian Environment Protection Authority (EPA)	Low	Interest in ensuring any change to a more sensitive land use (i.e. residential) facilitated by this Code Amendment is suitable for its intended use.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Native Vegetation Council	Low	Interest to ensure the Code Amendment protects areas native vegetation.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
SA Health, Office for Ageing Well	Medium	Interested to ensure the Code Amendment supports healthy and liveable communities.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Affordable Housing Unit of the SA Housing Authority	Medium	Interested in how the Code Amendment promotes affordable housing.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Department for Transport and Infrastructure (DIT)	High	Interest to ensure the Code Amendment facilitates development outcomes that maintain safe and efficient operation of State Maintained Roads.	Consult	To be consulted throughout the process and be given the

Stakeholder	Level of Interest (High/Med/Low)	Nature of Interest In the Project and / or the Potential Impact of the Project	Level of Engagement (i.e. Inform, Consult, Involve, Collaborate)	Stakeholder Needs / Expectations for Engagement in the Project
				opportunity to provide feedback that is heard and responded to.
Department for Environment and Water (DEW) and Green Adelaide	Low	Interested in how the Amendment may impact on flooding and interface with Currency Creek/River Murray.	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
Local Community Groups & Industry Advocacy Bodies, including: <ul style="list-style-type: none"> • Cittaslow Goolwa Committee • Urban Development Institute of Australia (SA) • Property Council of Australia (SA) 	Medium	Amendment may impact the functionality, appearance and character of the local area and have implications on the surrounding locality – as well as have relevance to policy advocated by peak industry bodies	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.
General Community	Med/High	High volume of local interest and participation in recent engagements on growth proposals in the Goolwa Area (including Goolwa North Code Amendment and Alexandrina Council Growth Concept Planning) Amendment may impact the functionality, appearance and character of the local area and have implications on the surrounding locality	Consult	To be consulted throughout the process and be given the opportunity to provide feedback that is heard and responded to.

8. COMMUNITIES OF INTEREST

Figure 8.1 below illustrates the key communities of interest that will be the target of community engagement activities.

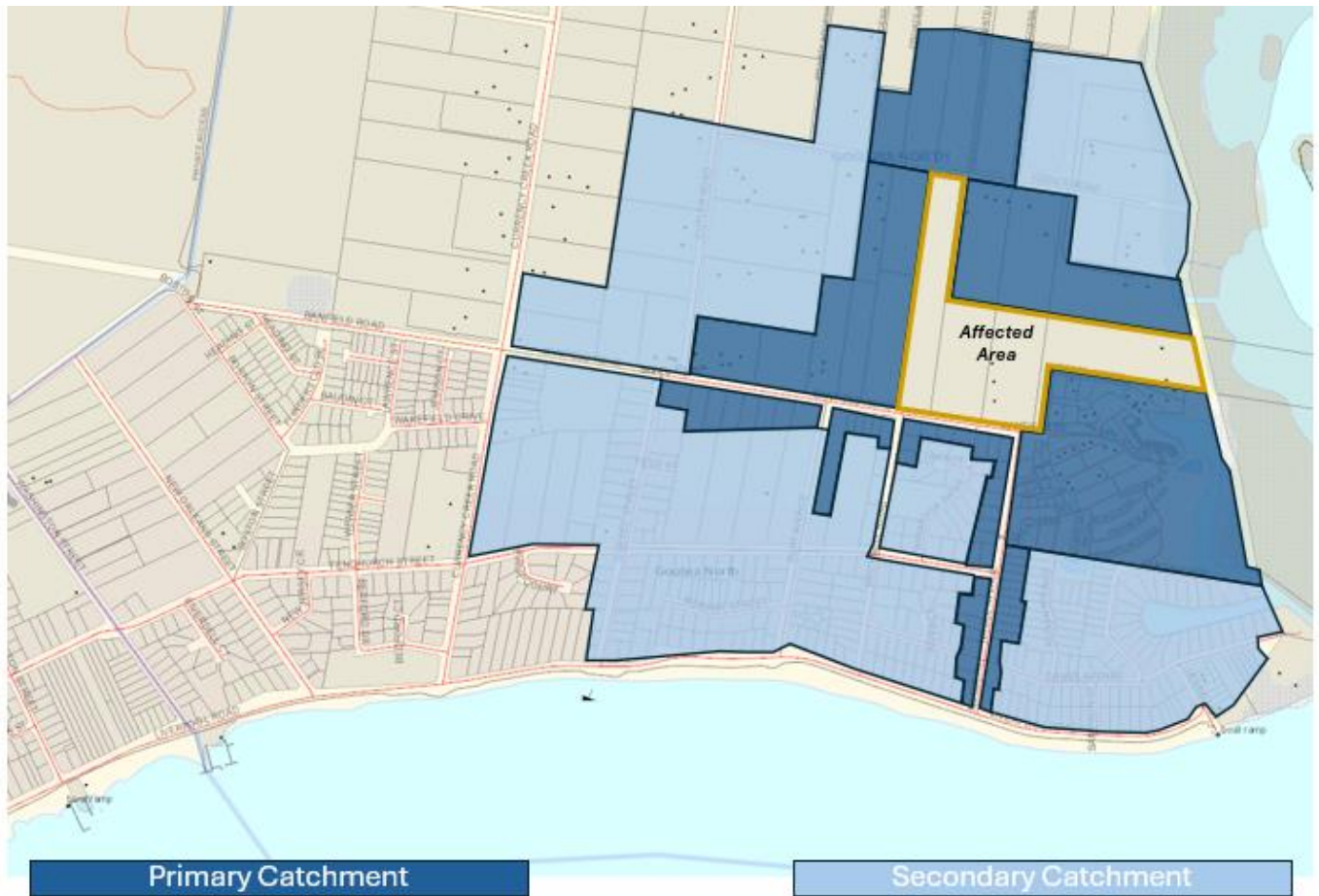


Figure 8-1 Communities of Interest Catchment Areas

9. APPLYING THE CHARTER PRINCIPLES

Stakeholders	Engagement Need to Technique
Traditional Owners, including: <ul style="list-style-type: none"> • Ngarrindjeri Aboriginal Corporation (RNTBC) • Ngarrindjeri Regional Authority Incorporated • Ramindjeri Cultural Heritage Association Incorporated (RCHAI) Ramindjeri Heritage Association Incorporated	Written consultation, meetings where required
Neighbouring landowners, business and residents	Written consultation, face-to-face engagement, information sessions and invitations to submit feedback online
Existing Lakeside Goolwa residents	Written consultation, face-to-face engagement, information sessions and invitations to submit feedback online
Minister for Planning, Minister for Housing and Urban Development	Informed of the Engagement process and outcomes via the Engagement Plan prior to commencement of the consultation and Engagement Report following the consultation period.
Department of Trade and Investment – Planning and Land Use Services (DTI-PLUS)	Provide engagement materials (and Draft Code Amendment package for consultation) to the Department a minimum of three (3) weeks before the commencement of the engagement
Alexandrina Council	Written consultation, staff meetings and briefing to council staff, elected members and Council meetings where required (and accepted)
Local Elected Members	Written briefings and potential attendance at community information sessions.
State and Federal Members of Parliament	Briefings (written or in-person) and potential attendance at community information sessions.
Southern and Hills Regional Local Government Association	Written consultation, meetings (if required)
Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island	Written consultation, meetings (if required)
Local Community Groups & Industry Advocacy Bodies	Written consultation, meetings (if required)

Stakeholders	Engagement Need to Technique
Local Government Association	Written consultation, meetings (if required)
Utility Providers Including: <ul style="list-style-type: none"> • SA Water • APA Group • NBN Co. • SA Power Networks • ElectraNet • Epic Energy • Telstra • Optus • Vodafone 	Written consultation, meetings (if required)
Emergency Services, including: <ul style="list-style-type: none"> • South Australian Police (SAPOL) • SA Ambulance Service • State Emergency Service (SES) • South Australian Country Fire Service (CFS) 	Written consultation, meetings (if required)
Other Government Departments (include EPA, SA Health Office for Ageing Well, Affordable Housing Unit of SA Housing Authority, Department for Transport and Infrastructure)	Written consultation, meetings (if required)
Native Vegetation Council	Written consultation, meetings (if required)
General Public	On-line materials, Face to face engagement, information sessions and invitations to submit feedback.

10. ENGAGEMENT STAGING

Stage	Objective	Stakeholders	Level of Engagement	By When
Stage 1: Early Engagement	Early engagement to inform stakeholders of the Code Amendment and consultation timelines. Opportunity to review and refine engagement methods, if required.	<ul style="list-style-type: none"> Alexandrina Council, State Member for Finniss, David Basham MP; and Federal Member for Mayo, Rebecca Sharkie MP 	Consult	2 weeks prior to engagement commencing
Stage 2: Engagement	Undertake stakeholder engagement activities to communicate details about the code amendment and seek feedback.	<ul style="list-style-type: none"> Alexandrina Council; Neighbouring landowners, business and residents; Traditional Owners; Utility Providers; State and Federal MPs; Government Departments and Agencies; General Public 	Consult	6 week period
Stage 3: Engagement Review	Send feedback on the engagement process	Alexandrina Council and anyone who provided written feedback	Inform	Update Alexandrina Council re: submission sentiment during consultation period and following close of consultation period to stakeholders who provided written feedback.

Stage	Objective	Stakeholders	Level of Engagement	By When
Stage 4: Closing the Loop	Present stakeholders with engagement outcomes and address any concerns raised	All	Inform	Following decision on the Code Amendment by the Minister for Planning

11.ENGAGEMENT ACTIVITIES

Stage	Engagement Activity	Stakeholder / Target Audience	Who's Responsible?	Resources Required	Risks and Mitigation
Stage 1: Early Engagement	Meeting/liaison with Alexandrina Council staff	Alexandrina Council	Ekistics	Letters / emails	Inform of the proposed Code Amendment and consult on engagement delivery, the Code Amendment process and early issues and opportunities.
		Traditional Owners		Information Brochure	
	Invitation to undertake Council Staff and Elected Member briefing	Local State & Federal MPs		Meeting rooms or on-line meeting capability	
	Letter to Traditional Owners, and offer of individual briefing				
	Offer to meet with local State and Federal MPs				
Stage 2: Consultation	Use of the SA Planning Portal: <ul style="list-style-type: none"> • Notice • Fact Sheet • FAQs • Background Information • Survey/invitation to comment. 	Neighbouring landowners, businesses and residents ((Primary and Secondary Catchment Areas as per Figure 8.1) Key community groups General Public	Ekistics	SA Planning Portal – Code Amendment website Letters/emails Information Brochure Community Centre Phone Number	Ensure consultation material is accessible on the SA Planning Portal from the date consultation is scheduled to begin.
	Fact sheet mailed to primary and secondary catchment areas	Neighbouring landowners, businesses and residents (Primary and Secondary Catchment Areas as per Figure 8.1)	Ekistics	As above	Inform of the proposed Code Amendment, engagement opportunities and to seek feedback
	Email/letter to key stakeholders including fact sheet and link to online information	Neighbouring landowners, businesses and residents (Primary	Ekistics		

Stage	Engagement Activity	Stakeholder / Target Audience	Who's Responsible?	Resources Required	Risks and Mitigation
		and Secondary Catchment Areas as per Figure 8.1) Utility Providers State & Federal MPs Government Departments			
	Drop-In information sessions to be held at a local community venue – on one week day, with 1 st session in the afternoon and 2 nd session in the early evening (same day)	Neighbouring landowners, businesses and residents General Public	Ekistics	Meeting Venue (ideally within the existing Lakeside Goolwa Residential Park)	
	Sign on the Affected Area with QR code link	General Public	Ekistics	Sign	
	Online survey to gather feedback on the Amendment	All	Ekistics	Survey	
Stage 3: Engagement Review	Seek feedback on the engagement process via evaluation survey	All respondents who made a submission	Ekistics	Contact details for respondents	To evaluate the Code Amendment Process (as required by the Charter)
Stage 4: Closing the Loop	Provide a copy of the Engagement Report and 'What We Heard' factsheet	All respondents who made a submission	Ekistics	Contact details for respondents	Provide respondents with an engagement summary report, detailing what was heard through

Stage	Engagement Activity	Stakeholder / Target Audience	Who's Responsible?	Resources Required	Risks and Mitigation
					engagement and how it affected the final Code Amendment
	Update PlanSA website with outcomes of engagement	All	PLUS	SA Planning Portal – Code Amendment website Contact details for respondents	When the Code Amendment is finalised, update the PlanSA website and notify respondents.

12. APPLYING THE CHARTER PRINCIPLES IN PRACTICE

Charter Principles	How Does Engagement Approach / Activities Reflect This Principle In Action?
Engagement is genuine	<p>Methods of engagement will reflect the commitment to create awareness of the code amendment and its objectives.</p> <p>Prior to finalising the Code Amendment, the engagement process will allow for stakeholders and the community to express their concerns, and to have these issues analysed and addressed.</p>
Engagement is inclusive and respectful	Stakeholders will have opportunities to influence the outcome through varied means of engagement. Engagement activities are tailored to the stakeholder group.
Engagement is fit for purpose	Engagement collateral is tailored to the needs of each stakeholder group to allow for clear communication and understanding the desired outcomes.
Engagement is informed and transparent	The material is delivered in a straightforward and easily digestible style. Details of the proposal are easily accessible on the PlanSA Planning Portal and it is made clear throughout the consultation, what part of the proposal can and cannot be changed.
Engagement is reviewed and improved	Success indicators are defined and measured at the completion of the engagement. The outcomes will be documented in the Engagement Report.

13. MEASURING SUCCESS

#	Charter Criteria	Charter Performance Outcomes	Respondent	Indicator	Evaluation Tool	Measuring Success of Project Engagement
1	Principle 1: Engagement is genuine	People had faith and confidence in the engagement process	Community	I feel the engagement genuinely sought my input to help shape the proposal	Likert scale - strongly disagree to strongly agree	Per cent from each response.
2	Principle 2: Engagement is inclusive and respectful	Affected and interested people had the opportunity to participate and be heard	Community	I am confident my views were heard during the engagement The engagement reached those identified as community of interest.	Likert scale - strongly disagree to strongly agree <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

#	Charter Criteria	Charter Performance Outcomes	Respondent	Indicator	Evaluation Tool	Measuring Success of Project Engagement
3	Principle 3: Engagement is fit for purpose	People were effectively engagement and satisfied with the process People were clear about the proposed change and how it would affect them	Community	I was given sufficient information so that I could make an informed view. I was given an adequate opportunity to be heard	Likert scale – strongly disagree to strongly agree	Per cent from each response
4	Principle 4: Engagement is informed and transparent	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	I felt informed about why I was being asked for my view, and the way it would be considered.	Likert scale – strongly disagree to strongly agree	Per cent from each response
5	Principle 5: Engagement processes are reviewed and improved	The engagement process was review and improvements recommended	Project Lead	Engagement was reviewed throughout the process and improvements put in place, or recommended for future engagement	Reviewed and recommendations made. Reviewed but no system for making recommendations. Not reviewed	Per cent from each response
6	Engagement occurs early	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	Engaged when there was opportunity for input into scoping.	Per cent from each response

#	Charter Criteria	Charter Performance Outcomes	Respondent	Indicator	Evaluation Tool	Measuring Success of Project Engagement
				planning policy, strategy or scheme	<p>Engaged when there was opportunity for input into first draft.</p> <p>Engaged when there was opportunity for minor edits to final draft.</p> <p>Engaged when there was no real opportunity for input to be considered</p>	
7	Engagement feedback was considered in the development of planning policy, strategy or scheme	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	<p>In a significant way</p> <p>In a moderate way</p> <p>In a minor way</p> <p>Not at all</p>	Per cent from each response
8	Engagement included 'closing the loop'	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	<p>Formally (report or public forum)</p> <p>Informally (closing summaries)</p> <p>No feedback provided</p>	Per cent from each response
9	Charter is valued and useful	Engagement is facilitated and valued by planners	Project Lead	Identify key strength of the Charter and Guide		

#	Charter Criteria	Charter Performance Outcomes	Respondent	Indicator	Evaluation Tool	Measuring Success of Project Engagement
				Identify key challenge of the charter and Guide		

14. CLOSING THE LOOP AND REPORTING BACK

How Will You Respond to Participants?	Who's Responsible?	Timing
<p>Acknowledgement of feedback received - we will send an email and/or letter acknowledging that stakeholder feedback has been received and is being considered. This will be accompanied by a brief description of the process moving forward and timelines around when the feedback analysis will be available</p>	<p>Ekistics</p>	<p>On receipt of a written submission provide a written acknowledgement</p>
<p>Provide analysis to feedback received by stakeholders and identifying key themes. This will be included in the engagement report, which will be available on the Plan SA Portal</p>	<p>Ekistics</p>	<p>At the end of the consultation process</p>
<p>Issue an evaluation survey to participants who were involved in the consultation process and provided feedback</p>	<p>Ekistics</p>	<p>At the end of the consultation process</p>
<p>Final letter – we will send out a notification to stakeholders, by email and/or mail, detailing the outcome of the Code Amendment</p>	<p>Ekistics</p>	<p>Following decision on the Code Amendment by the Minister</p>