



ENGAGEMENT PLAN

25 Pierson Street, Lockleys Code Amendment

By Pierson Pty Ltd

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1. BACKGROUND INFORMATION

Pierson Pty Ltd is proposing to amend the Planning and Design Code (the 'Code Amendment') as it relates to the land located at 25 Pierson Street, Lockleys, referred to hereafter as the 'Affected Area' and shown in Figure 1.1 below. The Affected Area presently contains the Westpac Mortgage Centre and the Lockleys Child Care and Early Learning Centre.

The Affected Area is located within the City of West Torrens council area and is approximately 300 metres east of Holbrooks Road. The Affected Area is located immediately to the south of the River Torrens which is the boundary between the City of West Torrens and the City of Charles Sturt.

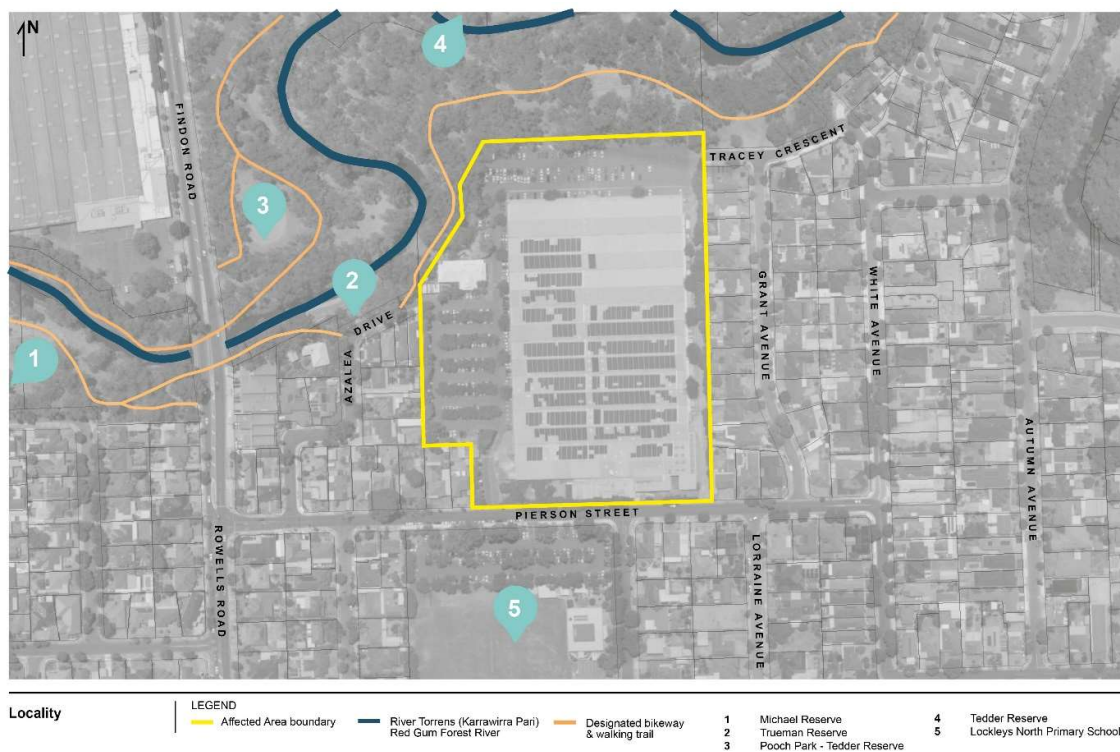
The Affected Area was previously subject to the Lockleys Code Amendment which was subsequently declined by the Minister for Planning, citing community concerns about amenity impacts of higher density development. The Minister noted that he would be willing to explore rezoning of the subject site to the Suburban Neighbourhood Zone (or similar), to facilitate the redevelopment of the site that is more in keeping with the established character of the area. With this in mind, a new Code Amendment has prepared with an outcome generally consistent with the expressed position of the Minister.

The proposed Code Amendment will rezone the Affected Area from the Employment Zone to the Suburban Neighbourhood Zone and Urban Renewal Neighbourhood Zone.

The Affected Area adjoins the Suburban Neighbourhood Zone to the east, south and west and the Open Space Zone to the north.

The location of the Affected Area is shown by **Figure 1.1** below.

Figure 1.1 Affected Area



1.2 Why is this project being initiated?

The overall intent of the Code Amendment is to enable low to medium scale residential development of the Affected Area, together with small scale retail or community facilities. This will necessitate the Affected Area being rezoned from the Employment Zone to a neighbourhood-type zone.

The proposed rezoning aligns with a number of State Planning Policies in relation to integrated planning (housing), design quality, strategic transport infrastructure, water security and natural hazards. The proposed rezoning also aligns with a number of targets and policies within the 30-Year Plan for Greater Adelaide, as outlined within the Code Amendment Initiation document.

In particular, the proposal correlates with the 30-Year Plan policies in respect to transit corridors, transport, growth areas and activity centres, design quality, housing mix and affordability, health and wellbeing and the economy and jobs.

1.3 Investigations completed

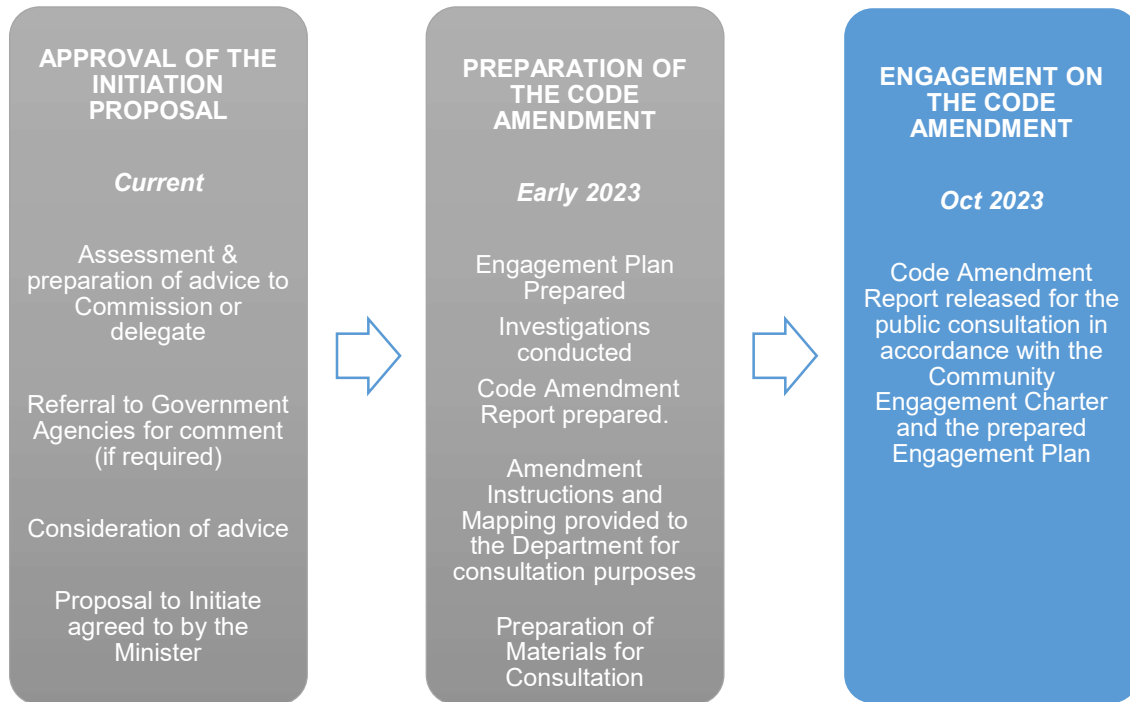
Extensive investigations were undertaken as part of the previous Lockleys Code Amendment. Such investigations have been further refined to inform this Code Amendment and include:

- Traffic;
- Infrastructure, Stormwater and Services;
- Linkages and improved interface with River Torrens Linear Park;
- Zone and Policy Assessment;
- Open Space and Soft Infrastructure Assessment;
- Tree Assessment; and
- Search of the Taa Wika Aboriginal Sites and Objects Register.

1.4 What is the status of the Code Amendment

The Code Amendment process follows steps which require specific actions at each milestone. The timeframes for each step are outlined within **Figure 1.2**. Most of the engagement activities will occur after the preparation of the Code Amendment, shown in blue below.

Figure 1.2 Status of the Code Amendments



2. ENGAGEMENT PURPOSE

The purpose of the engagement is to inform the rezoning of the Affected Area to enable the future development of the land for residential purposes.

Specifically, the engagement will:

- Communicate to raise awareness that a Code Amendment is being prepared;
- Provide information about what is proposed by the Code Amendment including the location of where the proposed changes will apply;
- Provide the opportunity for stakeholders to identify issues and opportunities early, so that they can be considered in the preparation of the Code Amendment;
- Enable stakeholders and community to provide feedback on the Code Amendment prior to it being finalised and submitted to the Minister for Planning;
- Close the loop with stakeholders and community to inform them of the final version of the Code Amendment;
- Meet statutory requirements as they relate to engagement on a Code Amendment;
- Build relationships and a community of interest to support future activities (i.e. construction); and
- Maximise the opportunity for the media to be well informed, minimising reporting of inaccurate or biased reporting.

3. ENGAGEMENT OBJECTIVES

The key objectives of the engagement are to:

- share information with the public about the Code Amendment;
- create an understanding of the reasons for the Code Amendment;
- understand the views of the stakeholders;
- inform and improve the quality of the policy within the Code Amendment; and
- comply with the Community Engagement Charter and the *Planning, Development and Infrastructure Act 2016* (Act).

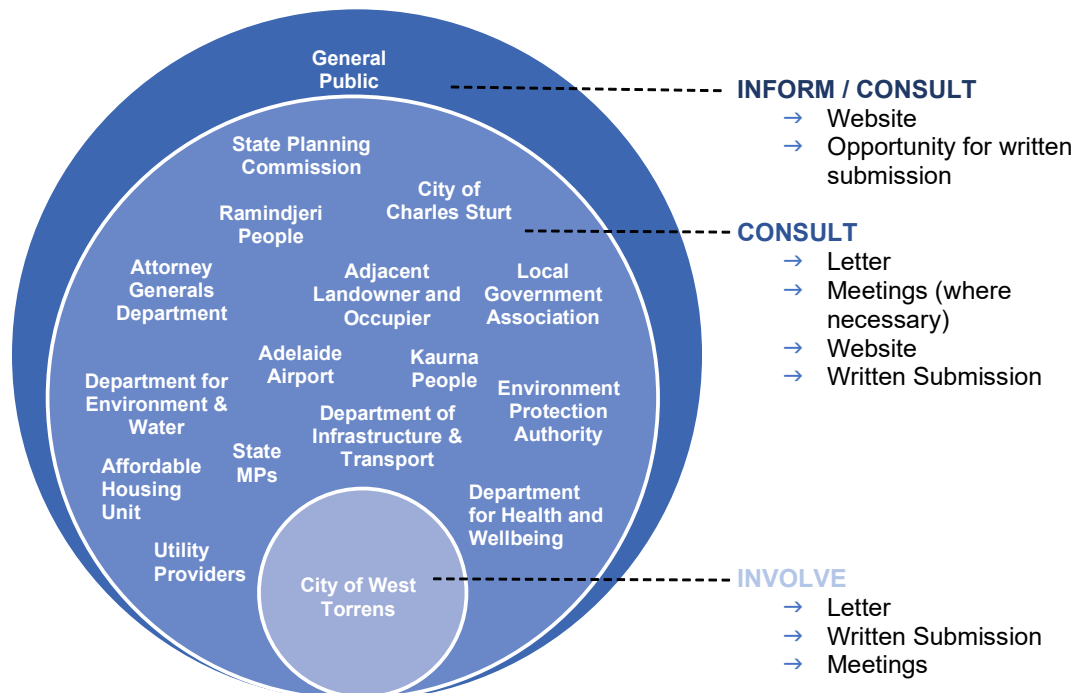
4. STAKEHOLDER IDENTIFICATION AND ANALYSIS

The Code Amendment has a group of stakeholders whose involvement, interest and influence vary, including the City of West Torrens, State Agencies, the adjacent land owners and broader Lockleys community.

Overall, the aim of the community engagement is to provide a level of influence which seeks to work directly with the relevant stakeholders throughout the process to ensure that concerns and aspirations are understood, considered and reflected in the Code Amendment.

A stakeholder identification and analysis has been undertaken and the outcomes of this are provided in **Appendix 1**, with a summary of this analysis provided in **Figure 4.1** below.

Figure 4.1 Stakeholder Analysis Summary



The stakeholders which have been determined to influence the proposed Code Amendment are:

- adjacent landowners and occupiers as identified by **Figure 4.2**;
- City of West Torrens;
- City of Charles Sturt;
- Local Government Association;
- Ramindjeri Heritage Association;
- Kaurna Yerta Aboriginal Corporation;
- State Planning Commission;
- Department for Infrastructure and Transport;
- Department for Environment and Water;
- Attorney-General's Department;
- Environment Protection Authority;
- Adelaide Airport Limited;
- SA Health (Department for Health and Wellbeing);
- Affordable Housing Unit of the SA Housing Authority;
- State Members of Parliament;
- Utility providers; and
- the general public.

Figure 4.2 *Extent of adjoining landowners to be directly notified*



The level of each stakeholder's interest (low, medium and high), the nature of their interests and their needs and expectations of the engagement process have been identified. Having regard to the level of interest, the potential impact of the project on each of the stakeholder's interests and the potential impact of each stakeholder on the Code Amendment, the level of engagement has been established. The outcomes of this analysis are included in **Appendix 1**.

The levels of engagement are informed by the IAP2 Spectrum of Public Participation and are summarised in Table 4.1.

Table 4.1 IAP2 Spectrum of Public Participation

	Inform	Consult	Involve	Collaborate	Empower
Participation Goal	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Promise to Stakeholders	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

In addition to stakeholder engagement outlined above, the Proponent also intends to engage with and seek the advice of the PLUS Code Control Group, particularly in the preliminary and early stages of drafting the Code Amendment Report and following stakeholder engagement to inform the Code Amendment.

5. SCOPE OF INFLUENCE

The Planning and Design Code (the Code) is a statutory instrument under the *Planning, Development and Infrastructure Act 2016*, for the purposes of development assessment and related matters within South Australia.

The Code contains the planning rules and policies that guide what can be developed in South Australia. Planning authorities use these planning rules to assess development proposals.

This Code Amendment is led by a private proponent, Pierson Pty Ltd. The scope of the Code Amendment is limited to the spatial application of existing policies within the Code. The Code Amendment cannot create additional policies/zones or make changes to existing policy/zone text.

Aspects of the project which stakeholders and the community can influence (i.e. are negotiable) are:

- whether the selected Zones are the most appropriate Zones for the Affected Area;
- whether the investigations undertaken as part of the Code Amendment are sufficient to consider the impact of the rezoning on the surrounding area;
- whether the Overlays and 'Technical and Numeric Variations' applied address key matters stakeholders would like to see future development meet; and
- whether the Concept Plan addresses key matters stakeholders would like to see future development on the Affected Area meet.

Aspects of the project which stakeholders and the community cannot influence (i.e. are not negotiable) are:

- the geographic extent of the Code Amendment (i.e. the Affected Area);
- the residential intent of the selected Neighbourhood-type Zones; and
- the policy wording within the Planning and Design Code.

An implementation plan has been prepared which details the various engagement activities proposed for each engagement level.

Engagement activities have been included to ensure that the method of engagement is appropriate for achieving the objectives and level of influence of the engagement. The engagement activities are summarised in **Table 5.1** below.

Table 5.1 *Engagement Activities*

Stage	Stakeholders/ target audience	Engagement activity	Levels of Engagement
Preliminary Engagement	<ul style="list-style-type: none"> • City of West Torrens; • State Member for West Torrens; • Planning and Land Use Services (PLUS). 	<ul style="list-style-type: none"> • Meeting(s) with Council staff • Information sharing • Letter to State MP • Opportunity for written and verbal feedback 	Involve
Early Engagement	<ul style="list-style-type: none"> • City of West Torrens (including Elected Members); • State Member for West Torrens. 	<ul style="list-style-type: none"> • Information sharing • Opportunity for written and verbal feedback • Meetings 	Involve / Consult
	<ul style="list-style-type: none"> • Department for Trade and Investment (Code Control Group) 	<ul style="list-style-type: none"> • Meeting • Information sharing • Opportunity for written and verbal feedback 	Involve
	<ul style="list-style-type: none"> • Kaurna Yerta Aboriginal Corporation; • Ramindjeri Heritage Association. 	<ul style="list-style-type: none"> • Information sharing • Opportunity for written and verbal feedback • Meetings (if requested) 	Consult
Code Amendment	<ul style="list-style-type: none"> • City of West Torrens 	<ul style="list-style-type: none"> • Letter • Information provided on website • Written submissions 	Involve

Stage	Stakeholders/ target audience	Engagement activity	Levels of Engagement
	<ul style="list-style-type: none"> • Department for Infrastructure and Transport; • Environment Protection Authority; • State MPs; • Utility Providers; • Department for Environment and Water; • Adjoining landowners and occupiers; • City of Charles Sturt; • Local Government Association; • Ramindjeri Heritage Association; • Kurna Yerta Aboriginal Corporation; • State Planning Commission; • Attorney-General's Department; • Adelaide Airport Limited; • SA Health (Department for Health and Wellbeing); and • Affordable Housing Unit of the SA Housing Authority. 	<ul style="list-style-type: none"> • Written submissions • Letter • Information provided on website • Social media promotion • Community drop-in sessions • Meetings offered • Hard copies available at various locations 	Consult
	<ul style="list-style-type: none"> • Local Community; • General Public. 	<ul style="list-style-type: none"> • Information provided on website • Any member of the public will be able to make a written submission 	Inform / Consult

The overall engagement will consist of three stages, which include:

- Preliminary Engagement, undertaken prior to the drafting of the Code Amendment Report;
- Early Engagement, undertaken after the initial draft of the Code Amendment Report is prepared, but allowing for early input and sharing of information before the Code Amendment is publicly available; and
- Code Amendment Engagement, undertaken after the draft of the Code Amendment Report is completed and includes the Report being made available to the public and all stakeholders for review and input.

Within each stage of the engagement, the engagement activities generally include the following three milestones:

- commencement of engagement;
- engagement concludes; and
- report back to the relevant stakeholders and/or the public on the outcomes and next steps.

6. APPLYING THE CHARTER PRINCIPLES IN PRACTICE

The stakeholders have been considered in respect to their needs and requirements to ensure that the design of the engagement allows all stakeholders to contribute equally. **Table 6.1** outlines the characteristics of the stakeholders relevant to this engagement and the needs and / or techniques which have been implemented.

The adjacent owners and local community include residents within the suburbs of Lockleys and Underdale. The Community profile¹ of the area includes:

- top responses for ancestry were listed as English, Australian, Italian, Greek, Irish and Chinese;
- the percentage of households where English is the only language is lower than the average for SA. In Lockleys 75.7% of households only speak English and in Underdale 62.8% speak only English, compared to 93% for SA. People who indicated that they did not speak English well or at all listed the following language as the language spoken at home:
 - » Cantonese (22 households);
 - » Mandarin (26 households);
 - » Greek (44 households);
 - » Italian (49 households);
 - » Punjabi (15 households);
 - » Spanish (5 households);
 - » Serbian (6 households);
 - » Polish (4 households);
 - » Korean (4 households); and
 - » Vietnamese (24 households).
- people 70 years of age and over varies between suburbs, with Lockleys 17.7% and Underdale 11.7%. This indicates a slightly older population in Lockleys compared to SA, where 14.4% of the population is over 70;
- people under 20 years of age, form 20.9% of the local community in Lockleys and 19.5% in Underdale; slightly lower than the SA average of 23%;
- the median age is 44 in Lockleys and 38 in Underdale, which comparable to the average age of South Australians of 41 years;
- 30-35% of the local population are not in the labour force (compared to 36% of SA);
- people who needed assistance to undertake core activities form 7% of the local population in Lockleys and 4% in Underdale; and
- approximately 14.6% (Lockleys) and 18.8% (Underdale) of residents did not access the internet at home (2016 census data).

The above groups all have varying needs. **Table 6.1** outlines the characteristics of the stakeholders relevant to this engagement and the needs and / or techniques which have been implemented to improve accessibility to engagement.

Table 6.1 *Applying the Charter Principles*

Stakeholder	Engagement needs or technique
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¹ Based on the Australian Bureau of Statistics 2021 Census Data

Government Bodies and Agencies and Utility Providers	<ul style="list-style-type: none"> Time to review and respond to Code Amendment documents, particularly having regard to reporting cycles of local government.
Majority of adjacent owners and local community	<ul style="list-style-type: none"> Time to review and respond to Code Amendment documents. Explanatory information that explains the process and what they are being asked for feedback on in clear, plain English. Ability to ask questions during the engagement process about the Code Amendment (generally via phone or email).
People over 70	<ul style="list-style-type: none"> Ability to access documents in hard copy at a convenient location (i.e., the local Council office). Ability to provide feedback and/or communicate by post or via phone. Promote the Code Amendment in the local newspapers.
English as a second language	<ul style="list-style-type: none"> Hard copy and website materials that are easily translatable and details, in their language. Materials confirm how to access translated materials.
People with a core need for assistance	<ul style="list-style-type: none"> In person meetings are held at a location that meets accessibility needs for people with reduced mobility. Materials are accessible in a variety of mediums including website and hard copies, and websites include accessibility features.
People who do not have access to the internet at home	<ul style="list-style-type: none"> Ability to access documents in hard copy at a convenient location (i.e., the local Council office). Ability to provide feedback and/or communicate by post or via phone.

The engagement activities have been identified and the relevant charter principles have been addressed which is outlined within **Table 6.2** below.

Table 6.2 *Charter Principles in Practice*

Charter Principles	How does your engagement approach/activities reflect this principle in action?
Engagement is genuine	<ul style="list-style-type: none"> The engagement process has targeted a wide range of stakeholders (based on stakeholder identification to determine who may be impacted/interested, and

	<p>engagement materials have been prepared with accessibility in mind).</p> <ul style="list-style-type: none"> • The engagement process has provided a sufficient time frame for stakeholders to review the information and respond as necessary. • Workshop and/or one-on-one meetings to be held on weekends or after work hours to maximise opportunity for people to attend, unless requested during business hours (i.e., with government agencies). • The engagement activities seek to provide clear and concise information that builds the community capacity to understand planning. • The engagement process provides opportunity for stakeholders and the community to identify their issues and solutions and for these issues to be analysed and considered before finalising the Code Amendment.
Engagement is inclusive and respectful	<ul style="list-style-type: none"> • Affected and interested people have the opportunity to participate via website, direct letters, email and/or social media and have the opportunity to be heard via written submission. • Engagement material is appropriately varied and includes easy to understand information to help audiences understand how the Code Amendment may be relevant to them, supplemented with more detailed technical information for full transparency.
Engagement is fit for purpose	<ul style="list-style-type: none"> • Clear and concise information will be publicly available to ensure people understand what is proposed and how to participate in the engagement.
Engagement is informed and transparent	<ul style="list-style-type: none"> • Information (online and hard copy via letter-box drop) in basic language clearly articulates the proposal, potential impacts, engagement process and invites feedback/participation. • Each submission will be acknowledged and informed of next steps in the process. • The community engagement report will summarise the feedback received and how it has been, or will be, used to inform the Code Amendment.
Engagement is reviewed and improved	<ul style="list-style-type: none"> • Measures of success are identified and measured at the conclusion of the engagement and reported on in the Engagement Report.

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- Any issues raised about the engagement process will be considered and action taken if appropriate.
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7. KEY MESSAGES

The following key messages will underpin the engagement regarding the Code Amendment:

- Pierson Pty Ltd is proposing to re-zone the Affected Area located at 25 Pierson Street, Lockleys from the Employment Zone to the Suburban Neighbourhood Zone and Urban Renewal Neighbourhood Zone in order to facilitate the development of the Affected Area for low and medium density residential purposes together with small scale retail and community activities;
- the reason for this is that the Affected Area is of a size, configuration and location which supports housing diversity and choice, noting the direct interface with the River Torrens Linear Park;
- a Code Amendment is required to enable this rezoning; and
- The Minister for Planning is the decision maker for approval or refusal of the proposed Code Amendment. The Minister will take into account the feedback received during the consultation period and whether the consultation was carried out in accordance with the Community Engagement Charter. The Minister may also seek the advice of the State Planning Commission prior to making a decision.

8. EVALUATION

As part of the engagement process, feedback from stakeholders regarding the engagement will be noted to ensure that the project team can:

- address any changes for the implementation of the Code Amendment;
- alter the engagement process if needed to respond to feedback and/or mitigate risks to the project; and
- maintain the quality of the engagement activities.

Appendix 3 includes a table which outlines a summary of measuring the success of the engagement process. Participants are invited to assess the success of the engagement against the criteria. The evaluation will be included in the statutory report required to be prepared by the Designated Entity under section 73(7) of the PDI Act (the Engagement Report).

Following an evaluation of the success of the engagement, a summary of the engagement process will be provided to participants. The methods for reporting back and closing the loop are outlined within **Appendix 4**.

APPENDIX 1. STAKEHOLDER AND COMMUNITY MAPPING

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)
Adjacent landowners	High	<ul style="list-style-type: none"> High interest in the Code Amendment proposal and impact as the Zone change is located within their locality; How the Zone change will affect the value of their property; How the Zone change will affect the street and general locality. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
City of West Torrens	High	<ul style="list-style-type: none"> High interest in the Code Amendment proposal as the land proposed to be rezoned is within the City of West Torrens Council area. 	That we will seek their advice and innovation in formulating solutions and incorporate their advice and recommendations into the decisions to the maximum extent possible.	Involve
City of Charles Sturt	Medium	<ul style="list-style-type: none"> Medium interest in the Code Amendment proposal as the land proposed to be rezoned is directly adjacent to the City of Charles Sturt Council area. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Local Government Association	Medium	<ul style="list-style-type: none"> Medium level of interest as the Code Amendment is relevant to the City of West Torrens; and 	That they will be made aware of the Code Amendment, have an opportunity	Consult

		<ul style="list-style-type: none"> It is a mandatory requirement to notify the Local Government Association in writing and to be consulted in accordance with the PDI Act. 	to participate, influence the outcome and be kept informed.	
State Planning Commission	Medium	<ul style="list-style-type: none"> Medium level of interest. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Attorney-General's Department	Low	<ul style="list-style-type: none"> Low level of interest; and Identified as a required consultation. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Kaurna Yerta Aboriginal Corporation & Ramindjeri Heritage Association	Medium	<ul style="list-style-type: none"> Interest as the Traditional Owners of the Affected Area, and the impacts the change of zone will have on surrounding features. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Department for Infrastructure and Transport	Medium	<ul style="list-style-type: none"> Medium level of interest; and Identified as a required consultation. 	That we will work with them to ensure that their concerns and aspirations are reflected in the Code Amendment and feedback will be provided on how their input influenced the decision.	Consult
Environment Protection Authority	Medium	<ul style="list-style-type: none"> Medium level of interest; and The Code Amendment seeks to accommodate a more sensitive use 	That we will work with them to ensure that their concerns and aspirations are reflected in the Code Amendment and	Consult

		of land as compared to the current non-residential use.	feedback will be provided on how their input influenced the decision.	
Department for Environment and Water	Medium	<ul style="list-style-type: none"> • Medium level of interest; • Proximity of land to River Torrens. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Adelaide Airport Limited	Low	<ul style="list-style-type: none"> • The Airport Building Heights (Regulated) Overlay applies over the Affected Area. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
Utility Providers	Medium	<ul style="list-style-type: none"> • Medium level of interest. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Consult
State MP's	Medium	<ul style="list-style-type: none"> • Medium level of interest. 	That we will work with them to ensure that their concerns and aspirations are reflected in the Code Amendment and feedback will be provided on how their input influenced the decision.	Consult
SA Health (Department for Health and Wellbeing)	Medium	<ul style="list-style-type: none"> • The Department for Health and Wellbeing may have interest in the pedestrian linkages through the Affected Area as well as open space provision. 	That we will work with them to ensure that their concerns and aspirations are reflected in the Code Amendment and feedback will be provided on how their input influenced the decision.	Consult

Affordable Housing Unit of the SA Housing Authority	Medium	<ul style="list-style-type: none"> The Code Amendment will apply the Affordable Housing Overlay over the Affected Area. 	That we will work with them to ensure that their concerns and aspirations are reflected in the Code Amendment and feedback will be provided on how their input influenced the decision.	Consult
General Public	Low	<ul style="list-style-type: none"> To keep informed in the overall process of the Code Amendment and Zone change; To provide feedback on the Code Amendment. 	That they will be made aware of the Code Amendment, have an opportunity to participate, influence the outcome and be kept informed.	Inform/Consult

APPENDIX 2. PLANNING YOUR ENGAGEMENT APPROACH

Planning your engagement approach

Stage	Objective	Stakeholders/ target audience	Engagement level	Engagement activity	Timing
Preliminary Engagement	<ul style="list-style-type: none"> To Share information about the Code Amendment; Create an understanding of the reasons for the Code Amendment; Understand the views of the stakeholders; and Inform and improve the quality of the policy within the Code Amendment. 	<ul style="list-style-type: none"> West Torrens Council State MP – Hon Tom Koutsantonis MP – Member for West Torrens Planning and Land Use Services division of the Department for Trade and Investment 	Involve / Consult	<ul style="list-style-type: none"> Meetings Presentations Letter 	Preliminary engagement to occur following initiation, but prior to drafting the Code Amendment Report.
		<ul style="list-style-type: none"> Code Control Group 	Nil		
Early Engagement	<ul style="list-style-type: none"> To Share information about the Code Amendment; Create an understanding of the reasons for the Code Amendment; Understand the views of the stakeholders; and Inform and improve the quality of the policy within the Code Amendment. 	<ul style="list-style-type: none"> West Torrens Council Planning and Land Use Services division of the Department for Trade and Investment 	Involve	<ul style="list-style-type: none"> Meetings Presentations Letter 	<p>Early engagement to occur following initiation and prior to release of the Code Amendment Report for the Code Amendment Engagement.</p> <p>Consultation approval is required from the State Planning Commission prior to formal engagement on the Code Amendment.</p>
		<ul style="list-style-type: none"> Code Control Group 	Nil		
		<ul style="list-style-type: none"> State Planning Commission Department for Trade and Investment State MP – Hon Tom Koutsantonis MP – Member for West Torrens 	Inform	<ul style="list-style-type: none"> Information sharing Written submissions 	
		<ul style="list-style-type: none"> Kaurna Yerta Aboriginal Corporation; Ramindjeri Heritage Association. 	Consult	<ul style="list-style-type: none"> Information sharing Meetings (if requested) Written submissions 	

Stage	Objective	Stakeholders/ target audience	Engagement level	Engagement activity	Timing
Code Amendment Engagement	<ul style="list-style-type: none"> Share information with the public about the Code Amendment; Create an understanding of the reasons for the Code Amendment; Understand the views of the stakeholders; Inform and improve the quality of the policy within the Code Amendment; and Comply with the Community Engagement Charter and the Act. 	<ul style="list-style-type: none"> City of West Torrens. 	Involve	<ul style="list-style-type: none"> Letter Information provided on website Written submissions 	Code Amendment Engagement in anticipated to commence October 2023
		<ul style="list-style-type: none"> Department for Infrastructure and Transport; State MPs; Environment Protection Authority; Local Government Association; City of Charles Sturt; Attorney-General's Department; Utility Providers; Ramindjeri Heritage Association; Kaurna Yerta Aboriginal Corporation; Department for Environment and Water; Adelaide Airport Limited; State Planning Commission; SA Health (Department for Health and Wellbeing); Affordable Housing Unit of the SA Housing Authority; and Adjacent landowners. 	Consult.	<ul style="list-style-type: none"> Letter Information provided on website Written submissions Community open days Social media promotion Information drop-in sessions Meetings offered Hard copies available at various locations 	

Stage	Objective	Stakeholders/ target audience	Engagement level	Engagement activity	Timing
		<ul style="list-style-type: none">• General Public.	Inform/Consult.	<ul style="list-style-type: none">• Information provided on website• Written submissions	

APPENDIX 3. MEASURING SUCCESS

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	Evaluation tool	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	I feel the engagement genuinely sought my input to help shape the proposal	Exit survey / follow-up survey with 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	I am confident my views were heard during the engagement	Exit survey / follow-up survey with 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. 	Evaluation by Project Lead
3	Principle 3:	<ul style="list-style-type: none"> People were effectively engaged and satisfied with the process. 	Community	I was given sufficient information so that I could take an informed view.	Exit survey / follow-up survey with Likert scale - strongly disagree to strongly agree	Per cent from each response.

#	Charter criteria	Charter performance outcomes	Respondent	Indicator	Evaluation tool	Measuring success of project engagement
	Engagement is fit for purpose	<ul style="list-style-type: none"> People were clear about the proposed change and how it would affect them. 		I was given an adequate opportunity to be heard	Exit survey / follow-up survey with 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	I felt informed about why I was being asked for my view, and the way it would be considered.	Exit survey / follow-up survey with 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 	Evaluation by Project Lead
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 	Evaluation by Project Lead
7	Engagement feedback was	<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 	Evaluation by Project Lead

#	Charter criteria	Charter performance outcomes	Respondent	Indicator	Evaluation tool	Measuring success of project engagement
	considered in the development of planning policy, strategy or scheme				<ul style="list-style-type: none"> Not at all 	
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 	Evaluation by Project Lead
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		Evaluation by Project Lead

APPENDIX 4: CLOSING THE LOOP AND REPORTING BACK

Closing the loop and reporting back

How will you respond to participants?	Who's responsible?	When will you report back?
Keep a contact register of all participants who made a submission during the engagement period to use to provide feedback on the process and outcomes	Future Urban on behalf of the Designated Entity	Ongoing across the engagement period
Prepare an Engagement Report in accordance with section 73 of the PDI Act that includes summary of submissions, amendments to the Code Amendment and evaluation of engagement	Future Urban on behalf of the Designated Entity	As soon as practicable post-engagement
Publish the Engagement Report	Department of Trade and Investment	As soon as practicable post-engagement
Inform stakeholders on the outcome of the Code Amendment	Future Urban on behalf of the Designated Entity	As soon as practicable following a decision on the proposed Code Amendment
Publish the outcome of the Code Amendment	Department of Trade and Investment	As soon as practicable following a decision on the proposed Code Amendment