



**PROPOSAL TO INITIATE AN AMENDMENT TO
THE PLANNING AND DESIGN CODE
12-22 RICHMOND ROAD, KESWICK CODE AMENDMENT**

BY 12 RICHMOND PTY LTD

A blue ink signature of Theo Maras, consisting of a stylized, circular scribble with a horizontal line through the center.

Theo Maras

A blue ink signature of James Arsenikakis, written in a cursive, flowing style.

James Arsenikakis

Date: 19 June 2024

This proposal to initiate document together with conditions specified by the Minister forms the basis for the preparation of a proposed amendment to the Planning and Design Code for the purpose of section 73(2)(b) of the *Planning, Development and Infrastructure Act 2016*. By signing this Proposal to Initiate, the Proponent acknowledges and agrees that this Proposal to Initiate, and any supporting documents may be published on the PlanSA Portal by the Department for Trade and Investment.

A large, blue ink signature of the Minister for Planning, written in a highly stylized, cursive script.

MINISTER FOR PLANNING

DATE: 6/1/25

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1. INTRODUCTION

The Proponent is proposing to initiate an amendment to the Planning and Design Code (the Code Amendment) as it relates to land at 12-22 Richmond Road, Keswick (the Affected Area), on Kaurua Country.

The purpose of this Proposal to initiate is to seek approval of the Minister for Planning (the Minister) to initiate the Code Amendment under section 73(2)(b) of the *Planning, Development and Infrastructure Act 2016* (the Act).

The Proponent is the registered proprietor of the Affected Area. Certificates of Title is contained in **Attachment 1**.

This Proposal to Initiate details the scope, relevant strategic and policy considerations, nature of investigations to be carried out and information to be collected for the Code Amendment. It also details the timeframes to be followed in undertaking the Code Amendment, should this Proposal to Initiate be approved by the Minister.

The Proponent acknowledges that the Minister may specify conditions on approving this Proposal to Initiate, under section 73(5) of the Act. In the event of inconsistency between this Proposal to Initiate and any conditions specified by the Minister, the conditions will apply.

1.1 Designated Entity for Undertaking the Code Amendment

In accordance with section 73(4)(a) of the Act, the Proponent will be the Designated Entity responsible for undertaking the Code Amendment process. As a result:

- 1.1.1. The Proponent acknowledges that it will be responsible for undertaking the Code Amendment in accordance with the requirements under the Act; and
- 1.1.2. The Proponent declares that it has not and does not intend to enter into an agreement with a third party for the recovery of costs incurred in relation to the Code Amendment under section 73(9) of the Act. If the Proponent does enter into such an agreement, the Proponent will notify the Department prior to finalising the Engagement Report under section 73(7) of the Act.
- 1.1.3. The Proponent's contact person responsible for managing the Code Amendment and receiving all official documents relating to this Code Amendment is:
 - (a) Name – Belinda Monier (Senior Consultant – Future Urban)
 - (b) Email - belinda@futureurban.com.au
 - (c) Phone – (08) 8221 5511
- 1.1.4. The Proponent intends to undertake the Code Amendment by engaging Future Urban Pty Ltd to provide the professional services required to undertake the Code Amendment. Michael Osborn (Director) will oversee the Code Amendment and has a planning qualification (Graduate Diploma in Urban and Regional Planning – 1992) and significant experience (25 years) in the areas of planning policy preparation and land use investigations.

In addition, Michael has experience in engagement and the preparation of engagement plans and will ensure engagement accords with the Community Engagement Charter. Michael has prepared numerous engagement plans and undertaken engagement activities for both private developers and state government agencies over the last 16 years. Michael will be assisted by others within the Future Urban team who have IAP2 accreditation.

The Proponent acknowledges that the Minister may, under section 73(4)(b) of the Act, determine that the Chief Executive of the Department will be the Designated Entity responsible for undertaking the Code Amendment. In this case, the Proponent acknowledges and agrees that they will be required to pay the reasonable costs of the Chief Executive in undertaking the Code Amendment.

1.2 Rationale for the Code Amendment

In November 2019, development approval was obtained for construction of a four-storey mixed use building with associated car parking (ground and basement) and landscaping at 12-22 Richmond Road, Keswick (the Affected Area). This development approval has since lapsed. The time that has lapsed is significant as the application will need to be lodged again with all necessary reports updated to reflect the Planning and Design Code policies.

The Affected Area was previously in the Commercial Zone, Arterial Road Policy Area 1 in the West Torrens Development Plan. The Commercial Zone did not contain a guide for maximum building height in this location and the Policy Area envisaged dwellings. Under the Planning and Design Code, the Employment Zone has been applied to the Affected Area, which does not envisage dwellings and the building height Designated Performance Feature is 2 building levels, or 9 metres. These policies are vastly different to the previous Development Plan provisions.

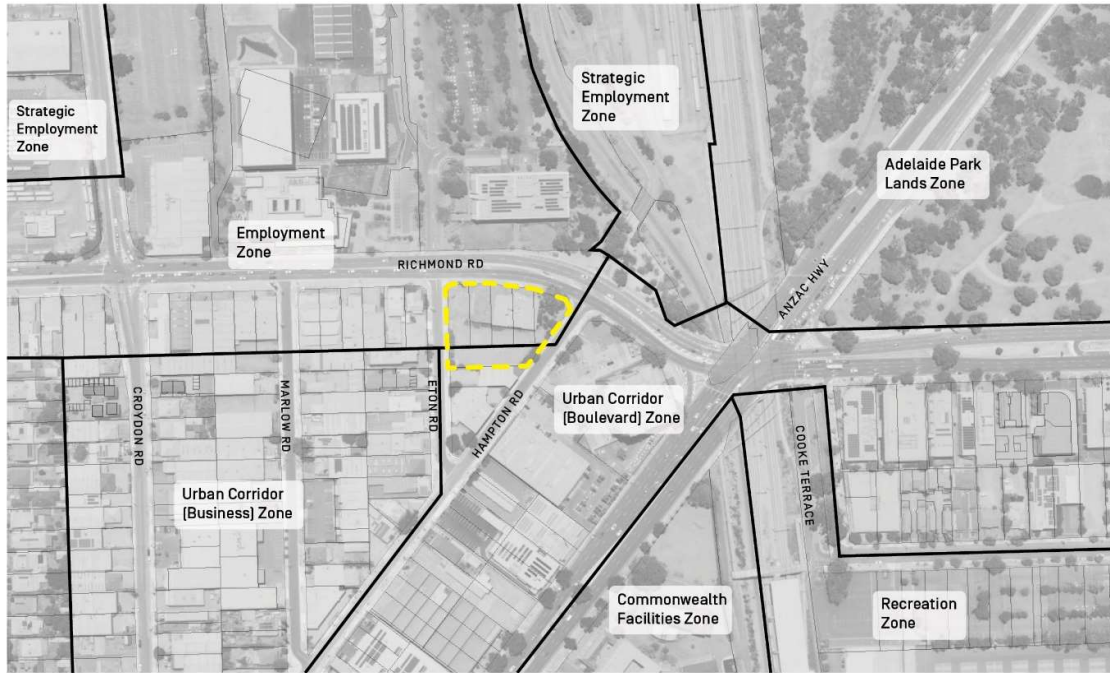
In August 2023, the State Planning Commission released the Greater Adelaide Regional Plan Discussion Paper. The Discussion Paper identified Richmond Road as a 'Corridor Investigation Area'. The proposed Code Amendment also supports a large number of State Planning Policies and 30-Year Plan for Greater Adelaide policies.

The Affected Area is particularly well located, being:

- contiguous to an existing Urban Corridor Zone;
- walking distance to the Adelaide Showground train station and adjacent to two Go Zones (Richmond Road and Anzac Highway);
- walking distance to the Adelaide Park Lands;
- 2km from the heart of the Adelaide CBD;
- located in a prominent location and has possible views to the CBD, Adelaide Airport and sea (subject to the proposed height);
- under single ownership with three road frontages; and
- physically separated from any sensitive uses.

The Affected Area currently sits within two contrasting zones, as shown in Figure 1.1. The five allotments fronting Richmond Road which form most of the land are all located within the Employment Zone, which envisages a maximum building height of two storeys. The southern-most allotment, that runs along the rear of the aforementioned five allotments, is located within the Urban Corridor (Boulevard) Zone, which envisages a maximum building height of 8 storeys.

Figure 1.1 Affected Area and Current Zoning



Plan Production: 18/04/2024



The Urban Corridor (Boulevard) Zone provides far greater flexibility regarding height, land uses, retail floor areas and potential development scenarios than the Employment Zone offers. Rezoning of the Urban Corridor (Boulevard) Zone and relevant Technical and Numeric Variations over the Affected Area represents a logical extension of the adjacent zoning arrangement.

The Affected Area is approximately 200 metres from the Keswick Barracks site which has recently been transferred to Renewal SA and is expected to be master planned and redeveloped for a range of residential dwelling types.

2. SCOPE OF CODE AMENDMENT

2.1 Affected Area

The proposal seeks to amend the Code for the Affected Area, which comprises Allotments 333, 334, 335, 336, 337 and 350 of Filed Plan 19718 which is located on the corner of Richmond Road, Hampton Road and Eton Road in Keswick (refer to Figure 1.1). The Affected Area is located within the City of West Torrens (the Council).

The Affected Area is approximately 4,146 square metres and has a frontage of 81.9 metres to Richmond Road (excluding corner cut-offs), 55.1 metres to Eton Road, and 49.9 metres to Hampton Road.

Existing on the Affected Area is a three-storey office building and an at grade car park with 50 car parking spaces to the rear.

A regulated tree is located in the north eastern corner of the Affected Area.

Richmond Road is characterised by commercial land uses including (but not limited to) offices, bulky goods outlets and motor repair stations. On the southern side of Richmond Road, there are a number of low-scale buildings on small allotments to the west of the subject site, however to the north and east, the dominating form is large-scale buildings on large or amalgamated allotments. These buildings include:

- 1 – 25 Richmond Road – five storey building;
- 1 Anzac Highway – eight storey building; and
- 33 Richmond Road – six storey building.

The adjacent Urban Corridor (Boulevard) Zone contains the following Technical and Numeric Variations:

- Maximum building height is 32.5m;
- Maximum building height is 8 levels;
- Minimum primary street setback is 2m; and
- Interface Height -Development should be constructed within a building envelope provided by a 30 degree plane, measured 3m above natural ground at the boundary of an allotment.

2.2 Scope of Proposed Amendment

<p>Current Policy</p>	<p>Employment Zone Urban Corridor (Boulevard) Zone</p> <p>Overlays:</p> <ul style="list-style-type: none"> • Affordable Housing • Airport Building Heights (Regulated) - All structures over 15 metres • Building Near Airfields • Design • Future Road Widening • Hazards (Flooding - Evidence Required) • Major Urban Transport Routes • Prescribed Wells Area • Regulated and Significant Tree • Traffic Generating Development <p>Other requirements:</p> <ul style="list-style-type: none"> • Future road widening – C Type Requirement of 4.5 metres
<p>Amendment Outline</p>	<p>The overall intent is to rezone the Affected Area from the Employment Zone to an Urban Corridor Zone to facilitate development of the land for mixed-use purposes, with the Urban Corridor (Boulevard) Zone considered the most appropriate zone subject to investigations.</p>
<p>Intended Policy</p>	<ul style="list-style-type: none"> • Rezone to the Urban Corridor (Boulevard) Zone (subject to investigations). • Apply the following Overlays: <ul style="list-style-type: none"> » Affordable Housing Overlay » Design Overlay » Noise and Air Emissions Overlay • Apply the following TNVs <ul style="list-style-type: none"> » Maximum building height is 32.5m » Maximum building height is 8 levels » Minimum primary street setback is 2m » Interface Height - Development should be constructed within a building envelope provided by a 30 degree plane, measured 3m above natural ground at the boundary of an allotment

3. STRATEGIC PLANNING DOCUMENTS

Proposed Code Amendments occur within a state, regional and local strategic setting, which includes:

- Strategic Planning Policies (SPPs);
- Regional Plans; and
- Other relevant strategic documents.

3.1 Summary of Strategic Planning Outcomes

The key strategic planning considerations include (but are not limited to):

- Ensuring adequate commercial/retail/residential land supply for western Adelaide and the Greater Adelaide region;
- Increasing opportunities for infill development, diverse housing choice and land supply within the urban area of metropolitan Adelaide;
- Opportunity to provide affordable housing in a desirable location which is serviced by high-frequency public transport;
- Facilitating commercial and retail uses to support job and business growth;
- Infrastructure and services to support future land uses;
- Identification of potential hazards, including flooding and the introduction of appropriate measures to mitigate risk;
- Ensuring safe access and egress to the site without disruption to the State maintained road; and
- Interface between different land uses.

The investigations to be undertaken for this Code Amendment will address these matters and have regard to the investigations undertaken to inform the other Code Amendments (as applicable).

3.2 Alignment with State Planning Policies

The SPPs set out the State’s overarching goals and requirements for the planning system. Under section 66(3)(f) of the Act, the Code must comply with any principle prescribed by the SPPs.

The Code Amendment should be initiated because the strategic planning outcomes sought to be achieved through the Code Amendment align with or seeks to implement the SPPs outlined in **Table 3.1** below.

Table 3.1 Code Amendment alignment with State Planning Policies (SPPs)

State Planning Policy (SPP)	Code Amendment Alignment with SPPs
<p>State Planning Policy 1 – Integrated Planning: To apply the principles of integrated planning to shape cities and regions in a way that enhances our liveability, economic prosperity and sustainable future.</p> <p><i>(1.1) An adequate supply of land (well serviced by infrastructure) is available that can</i></p>	<p>The Code Amendment will facilitate development both residential and commercial uses in a mixed-use environment. The Affected Area is well located and within close proximity to both bus and rail transport.</p> <p>The Affected Area has three road frontages, including access to two local roads which will</p>

<p><i>accommodate housing and employment growth over the relevant forecast period.</i></p> <p><i>(1.2) Provide an orderly sequence of land development that enables the cost-effective and timely delivery of infrastructure investment commensurate with the rate of future population growth.</i></p> <p><i>(1.3) Plan growth in areas of the state that is connected to and integrated with, existing and proposed public transport routes, infrastructure, services and employment lands.</i></p> <p><i>(1.7) Regenerate neighbourhoods to improve the quality and diversity of housing in appropriate locations supported by infrastructure, services and facilities.</i></p>	<p>assist in minimising any impact or interference with the State maintained road.</p> <p>Redevelopment of the Affected Area will facilitate regeneration of the Affected Area at an intensity that will represent its highest and best use, while maximising existing infrastructure and services.</p>
<p>State Planning Policy 2 – Design Quality: To elevate the design quality of South Australia’s built environment and public realm.</p> <p><i>(2.1) Promote best practice in the design of buildings, places and the public realm by applying the principles of Good Design.</i></p> <p><i>(2.4) Design advice should be obtained early in the planning process for complex developments, and utilise consistent and credible processes (such as Design Review) to ensure improved outcomes.</i></p> <p><i>(2.10) Facilitate development that positively contributes to the public realm by providing active interfaces with streets and public open spaces.</i></p> <p><i>(2.12) Create design solutions for infill development that improves the relationship between buildings and public spaces, and the interface with neighbours.</i></p>	<p>As per other urban corridors within Greater Adelaide, it is proposed to apply the Design Overlay to the Affected Area. This will create an opportunity to utilise Design Review and obtain early design advice.</p> <p>The Urban Corridor (Boulevard) Zone contains policies that promote good design in the public realm, landscaping, facades and built form.</p> <p>There is a limited number of sensitive uses in the locality and therefore any impacts of high-density development are able to be appropriately mitigated.</p>
<p>State Planning Policy 6 – Housing Supply and Diversity</p> <p><i>(6.1) A well-designed, diverse and affordable housing supply that responds to population growth and projections and the evolving demographic, social, cultural and lifestyle needs of our current and future communities.</i></p> <p><i>(6.2) The timely supply of land for housing that is integrated with, and connected to, the range of services, facilities, public transport and infrastructure needed to support livable and walkable neighbourhoods.</i></p>	<p>The Code Amendment will increase the supply of well-located land, which is close to existing infrastructure and services, including high frequency public transport. Its proximity to the Adelaide CBD and services will promote use of active travel, which supports the concept of living locally and healthy neighbourhoods.</p> <p>The Code Amendment will facilitate a high-density mixed-use development in a strategic location, which directly supports SPP 6.5. Richmond Road has been identified as a corridor investigation area by the State Planning Commission.</p>

<p><i>(6.3) Develop healthy neighbourhoods that include diverse housing options; enable access to local shops, community facilities and infrastructure; promote active travel and public transport use; and provide quality open space, recreation and sporting facilities.</i></p> <p><i>(6.5) Locate higher density residential and mixed-use development in strategic centres and transport corridor catchments to achieve the densities required to support the economic viability of these locations and the public transport services.</i></p> <p><i>(6.7) Facilitate the provision of Affordable Housing through incentives such as planning policy bonuses or concessions (e.g. where major re-zonings are undertaken that increase development opportunities).</i></p> <p><i>(6.8) Ensure a minimum of 15% of new housing in all significant developments that meets the criteria for affordable housing.</i></p>	<p>Application of the Affordable Housing Overlay will create opportunities and incentives to provide at least 15% affordable housing within a future development.</p>
<p>State Planning Policy 9 – Employment Lands: To provide sufficient land supply for employment generating uses that supports economic growth and productivity.</p> <p><i>(9.2) Enable opportunities for employment and encourage development of underutilised lands connected to, and integrated with, housing, infrastructure, transport and essential services.</i></p> <p><i>(9.4) Adaptable policies that allow commercial and industrial-focused employment lands to support local economies and evolve in response to changing business and community needs.</i></p> <p><i>(9.7) Encourage appropriate retail development through the implementation of best practice retail planning guidelines.</i></p> <p><i>(9.11) Encourage the development of integrated employment and residential mixed-use precincts where conflicts between uses can be managed.</i></p>	<p>The introduction of the Urban Corridor (Boulevard) Zone will provide a flexible zoning arrangement which will facilitate development of employment generating uses which are integrated with housing. It also provides an opportunity to developer smaller scale retail uses.</p> <p>The Code Amendment directly responds to SPP 9.11 as it promotes development of a mixed-use precinct where land use conflicts can be managed.</p>
<p>State Planning Policy 11 - Strategic Transport Infrastructure: To integrate land use policies with existing and future transport infrastructure, services and functions to preserve and enhance safe, efficient and reliable connectivity for people and business.</p>	<p>Rezoning of the Affected Area will assist in maximising use of commuter train and bus networks.</p> <p>Future development of the Affected Area will support active travel modes and reduced reliance on private vehicle travel.</p>

<p><i>(11.2) Development that maximises the use of current and planned investment in transport infrastructure, corridors, nodes and services.</i></p> <p><i>(11.5) Encourage development that supports the increased use of a wider variety of transport modes, including public transport, walking and cycling, to facilitate a reduced reliance on private vehicle travel and promote beneficial community health outcomes.</i></p> <p><i>(11.11) Encourage housing in metropolitan Adelaide in proximity to current and proposed fixed line (rail, tram, O-Bahn and high frequency bus routes.</i></p>	
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3.3 Alignment with Regional Plans

As with the SPPs, the directions set out in Regional Plans provide the long-term vision as well as setting the spatial patterns for future development in a region. This includes consideration of land use integration, transport infrastructure and the public realm.

The 30 Year Plan is relevant for this Code Amendment. The Code Amendment aligns with a number of the priorities and targets in the 30 Year Plan as outlined in **Table 3.2** below.

Table 3.2 Code Amendment alignment with Regional Plan (30-Year Plan)

Regional Plan identified priorities or targets	Code Amendment Alignment with Regional Plan
Transit corridors, growth areas and activity centres	
<p>P1 Deliver a more compact urban form by locating the majority of Greater Adelaide’s urban growth within existing built-up areas by increasing density at strategic locations close to public transport.</p> <p>P2 Increase residential and mixed use development in the walking catchment of:</p> <ul style="list-style-type: none"> • strategic activity centres* • appropriate transit corridors • strategic railway stations. <p>P3 Increase average gross densities of development within activity centres and transit corridor catchments from 15 to 25 dwellings per hectare to 35 dwellings per hectare.</p>	<p>The Code Amendment supports several policies with the transit corridors, growth areas and activity centre’s theme due to its strategic location on a transit corridor. The intended zoning will facilitate a mixed-use development and assist in increasing the gross density of the transit corridor.</p> <p>The Affected Area is within walking distance of a train station and multiple Go Zones.</p> <p>The Greater Adelaide Regional Plan Discussion Paper identified Richmond Road as a corridor investigation area. The Affected Area is contiguous to existing corridor zones and represents a logical extension of the adjacent zoning arrangement.</p>

<p>P4 Ensure that the bulk of new residential development in Greater Adelaide is low to medium rise with high rise limited to the CBD, parts of the Park Lands frame, significant urban boulevards, and other strategic locations where the interface with lower rise areas can be managed.</p>	<p>The proposed maximum building height is 8 building levels, which falls within the definition of high rise.</p> <p>This aligns with Policy 4 as the Affected Area forms part of the Park Lands frame and existing significant urban boulevard. Future development is able to mitigate any impacts as there are very limited sensitive uses in the surrounding locality.</p>
<p>Design quality</p>	
<p>P26 Develop and promote a distinctive and innovative range of building typologies for residential housing which responds to metropolitan Adelaide’s changing housing needs, reflects its character and climate, and provides a diversity of price points.</p> <p>P27 Provide for transitions between higher density and multi-storey, mixed-use developments in activity centres, corridors and existing detached housing precincts.</p> <p>P29 Encourage development that positively contributes to the public realm by ensuring compatibility with its surrounding context and provides active interfaces with streets and public open spaces.</p> <p>P32 Encourage higher density housing to include plantable space for trees and other vegetation where possible.</p>	<p>The application of the Urban Corridor (Boulevard) Zone will introduce flexible policy to facilitate high density housing in a mixed-use environment. The Zone has several provisions relating to landscaping, public realm, building facades and built form to encourage high quality design. The introduction of the Design Overlay will further enhance through a referral to the Government architect for design advice (subject to criteria).</p> <p>The Proponent’s land holding is a suitable size to provide for building height transitions and maximise plantable areas.</p>
<p>Housing mix, affordability and competitiveness</p>	
<p>P36 Increase housing supply near jobs, services and public transport to improve affordability and provide opportunities for people to reduce their transport costs.</p> <p>P37 Facilitate a diverse range of housing types and tenures (including affordable housing) through increased policy flexibility in residential and mixed-use areas, including:</p> <ul style="list-style-type: none"> » ancillary dwellings such as granny flats, laneway and mews housing » dependent accommodation such as nursing homes » assisted living accommodation » aged-specific accommodation such as retirement villages 	<p>The Code Amendment supports a number of policies within the housing mix, affordability and competitiveness as it will facilitate development of high-density housing that is very well located.</p> <p>Application of the Affordable Housing Overlay will encourage and incentivise affordable housing.</p> <p>Future dwellings will be within walking distance to train and bus services, including multiple Go Zones. The Affected Area is also within close proximity to the Adelaide CBD and represents an ideal location to provide high density, affordable housing.</p>

<p>» small lot housing types</p> <p>» in-fill housing and renewal opportunities.</p> <p>P42 Provide for the integration of affordable housing with other housing to help build social capital.</p> <p>P44 Enable and encourage the provision of affordable housing through linking incentives, including the benefits of re-zoning such as planning policy bonuses or concessions to new affordable housing supply.</p> <p>P45 Promote affordable housing in well located areas close to public transport and which offers a housing mix (type and tenure) and quality built form that is well integrated into the community.</p> <p>P46 Ensure an adequate land supply is available to accommodate housing and employment growth over the longer term (at least a 15 year supply).</p>	
<p>Health, wellbeing and inclusion</p>	
<p>P47 Plan future suburbs and regenerate and renew existing ones to be healthy neighbourhoods that include:</p> <ul style="list-style-type: none"> • diverse housing options that support affordability • access to local shops, community services and facilities • access to fresh food and a range of food services • safe cycling and pedestrian friendly streets that are tree-lined for comfort and amenity • diverse areas of quality public open space (including local parks, community gardens and playgrounds) • sporting and recreation facilities • walkable connections to public transport and community infrastructure. 	<p>The Code Amendment supports the concept of healthy neighbourhoods by facilitating development of dwellings within proximity to high frequency and fixed line public transport.</p> <p>The Affected Area is also very well located regarding services and facilities and is just 2km from the heart of the Adelaide CBD.</p>
<p>The economy and jobs</p>	
<p>P56 Ensure there are suitable land supplies for the retail, commercial and industrial sectors.</p>	<p>The Code Amendment will create opportunities for commercial and retail development within a mixed-use environment.</p>

Transport	
P77 Ensure that new housing (and other sensitive land uses) permitted in locations adjacent to airports and under flight paths or near major transport routes (road, rail and tram) mitigates the impact of noise and air emissions.	Future development that is 15 metres or greater in height will be referred to Adelaide Airport Limited. The Affected Area is not under a direct flight path and an eight-storey building already exists in the immediate vicinity, therefore, a maximum building height TNV is not anticipated to be an impediment in this location.

3.4 Alignment with Other Relevant Documents

Additional documents may relate to the broader land use intent within the scope of this proposed Code Amendment (or directly to the Affected Area) and therefore are identified for consideration in the preparation of the Code Amendment.

The table below identifies other documents relevant to this proposed Code Amendment.

Table 3.3 *Other strategic documents relevant to the Code Amendment*

Other Relevant Documents	Code Amendment Alignment with Other Relevant Documents
City of West Torrens: Community Plan 2030	<p>The Community Plan outlines the community aspirations in respect to 6 themes, these being:</p> <ul style="list-style-type: none"> • Community Life; • Built Environment; • Prosperity; • Environment and Sustainability; and • Organisational Strength. <p>The Code Amendment will support themes Built Environment and Prosperity by facilitating the future development of housing and commercial/retail uses.</p>

4. INVESTIGATIONS AND ENGAGEMENT

4.1 Investigations already Undertaken

The table below identifies what investigations have already been undertaken in support of the proposed Code Amendment.

Investigation/s Undertaken	Summary of Scope of Investigations	Summary of Outcome of Recommendations
<i>Taa wika – Cultural Heritage Database and Register</i>	To confirm if the Affected Area is subject to any registered Aboriginal sites or objects.	No known Aboriginal sites or objects were identified as a result of this search.

4.2 Further Investigations Proposed

In addition to the investigations already undertaken and identified above, the table below outlines what additional investigations that will be undertaken to support the Code Amendment.

Further Investigations Proposed	Explanation of how the further investigations propose to address an identified issue or question
Traffic investigations	Detailed traffic and access analysis, including identification of any required upgrades.
Services and infrastructure	Identify any infrastructure capacity issues having regard to the development potential arising from the Code Amendment. Identify any need for augmentation and associated responsibilities.
Open space and soft infrastructure	Review existing open space and soft infrastructure in the locality.
Zoning	Review existing, past and potential zoning/overlays/TNVs in the context of potential uses and supply of employment land. Application of the Urban Corridor (Business) Zone will be investigated.

4.3 Engagement already Undertaken

In accordance with Practice Direction 2, the City of West Torrens have been consulted on this proposal.

The following matters were raised by the City of West Torrens:

- Investigate the Urban Corridor (Business) Zone as an alternative to the one proposed;
- Consideration should be given to the supply of Employment zoned land;
- Council has previously not been supportive of the identification of the Richmond Road corridor for regeneration or corridor expansion in the Greater Adelaide Regional Plan Discussion Paper;
- There is limited access to shopping, social and community services and recreation spaces. Consideration should be given to how access to these services will be provided for any future residents, if residential activity forms a part of the mix of land uses;

- Vehicle and pedestrian movements to and from the site as well as noise and other nuisance impacts should be investigated as part of the Code Amendment; and
- Comprehensive traffic investigations should be undertaken given the potential for large scale development over and above what is currently envisaged on the site such that it would have a greater impact on the current traffic and parking conditions in the area.

In addition, the following engagement has also occurred on the proposed Code Amendment:

- Jayne Stinson MP – Member for Badcoe.
- Planning and Land Use Services.

Correspondence can be found in **Attachment 5**.

4.4 Further Engagement Proposed

In addition to the engagement already undertaken and identified above, the table below outlines what additional engagement will be undertaken to support the Code Amendment. More detail can be found in the draft Engagement Plan provided in **Attachment 4**.

Further Engagement Proposed	Explanation of how the further engagement propose to address an identified issue or question
City of West Torrens	Identify and resolve infrastructure requirements and ensure the Code Amendment.
Department for Infrastructure and Transport	Identify and resolve transport and access requirements.
State Member of Parliament	To share information about the project, to ascertain interest in the Code Amendment, involve in process to ensure any issues are understood and assist in sharing information about the project with the community.
Utility Providers	Understand current serving arrangements for the Affected Area and resolve matters relating to utility provision.
Department for Environment and Water	Identify and resolve any matters relating to the environment.
Environment Protection Authority	Identify and resolve any matters relating to site contamination.
Kaurna Yerta Aboriginal Corporation	Identify and resolve matters relating to Aboriginal Affairs regarding the Affected Area.
Adelaide Airport Limited	Identify and resolve any matters relating to building heights and aviation safety.
Affordable Housing Unit of the SA Housing Authority	To share information about the Code Amendment and determine support for application of the Affordable Housing Overlay.
Adjoining and surrounding landowners and occupiers	Identify the potential impact of the proposed Code Amendment on the neighbouring land.

5. CODE AMENDMENT PROCESS

5.1 Engagement Plan

The Code Amendment process will occur in accordance with the Community Engagement Charter and Practice Direction 2 – Consultation on the Preparation or Amendment of a Designated Instrument.

The Designated Entity will prepare an Engagement Plan prior to the commencement of engagement on the proposed Code Amendment. The Engagement Plan will include the following mandatory consultation requirements (which may be in addition to the engagement outlined in this Proposal to Initiate):

- the Local Government Association must be notified in writing of the proposed Code Amendment;
- if the Code Amendment has a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally), the Designated Entity must take reasonable steps to give a notice in accordance with Regulation 20 of the *Planning, Development and Infrastructure (General) Regulations 2017*, to:
 - the owners or occupiers of the land; and
 - owners or occupiers of each piece of adjacent land;
- consultation must also occur with any person or body specified by the State Planning Commission under section 73(6)(e) of the Act.

5.2 Engagement Report

Once engagement on the Code Amendment is complete, the Designated Entity will prepare an Engagement Report under section 73(7) of the Act.

The Designated Entity must ensure that a copy of the Engagement Report is furnished on the Minister and also published on the SA Planning Portal. This will occur in accordance with Practice Direction 2.

The Engagement Plan and the Engagement Report will also be considered by the State Planning Commission during the final stages of the Code Amendment process. The Commission will provide a report to the Environment, Resources and Development Committee of Parliament under section 74(3) of the Act. The Commission's report will provide information about the reason for the Code Amendment, the consultation undertaken on the Code Amendment and any other information considered relevant by the Commission.

5.3 Code Amendment Timetable

The Proponent (where it is also the Designated Entity) commits to undertaking the Code Amendment in line with the timeframe outlined below. If a timeframe is exceeded (or expected to be exceeded) the Proponent agrees to provide an amended timetable to the Department with an explanation of the delay, for approval by the Minister of an extension of time for the Code Amendment.

CODE AMENDMENTS TIMETABLE		
Steps	Responsibility	Timeframes
Approval of the Proposal to Initiate		
Review of Proposal to Initiate to confirm all mandatory requirements are met (timeframe will be put on hold if further information is required). Referral to the Minister to request advice from the Commission	PLUS	2 weeks (<i>includes lodgement and allocation + referral to Government Agencies within the first week</i>)
Minister requests advice from the Commission.	Minister	2 weeks
Referral to Government Agencies for comment (where necessary)	PLUS, Relevant Government Agencies	+ 2 weeks
Consideration of Proposal to Initiate and advice to the Minister.	Commission (Delegate)	3 weeks
	Commission	+ 3 weeks
Proposal to initiate agreed to by the Minister.	Minister	2 weeks
Preparation of the Code Amendment		
Engagement Plan prepared. Investigations conducted; Code Amendment Report prepared. The drafting instructions and draft mapping provided to PLUS.	Designated Entity	8 weeks
PLUS prepares Amendment Instructions and Mapping and provides to Council for consultation purposes	PLUS	1 week
Preparation of Materials for Consultation.	Designated Entity	3 weeks
Engagement on the Code Amendment		
Code Amendment Report released for public consultation in accordance with the Community Engagement Charter and the prepared Community Engagement Plan .	Designated Entity	6 weeks
Consideration of Engagement and Finalisation of Amendments		
Submissions summarised, amended drafting instructions provided, Engagement Report prepared and lodged with PLUS.	Designated Entity	6 weeks
Assess the Amendment and engagement.	PLUS	4 weeks

Prepare report to the Commission or delegate. <i>(Timeframe will be put on hold if further information is required, or if there are unresolved issues)</i>		
Consideration of Advice.	Commission (Delegate)	2 weeks <i>(includes 1 week to process through Minister's office)</i>
	Commission	+ 3 weeks
Decision Process		
Minister considers the Code Amendment Report and the Engagement Report and makes decision.	Minister	3 weeks
Implementing the Amendment (operation of the Code Amendment)		
Go-live / Publish on the PlanSA portal.	PLUS	2-4 weeks
Parliamentary Scrutiny		
Referral of approved Code Amendment to ERDC.	PLUS	8 weeks



ATTACHMENT 1: CERTIFICATE OF TITLE

ADCO LEGAL
Level 2
60 Hindmarsh Square
ADELAIDE SA 5000

LTO BOX 77

14 November 2018

CONFIRMATION OF REGISTRATION NOTICE

The following dealings have been registered -

Dealing(s): DISCHARGE OF MORTGAGE 13012821

TRANSFER 13012822

MORTGAGE 13012823

Title(s): CT 5914/609

CT 5914/610

CT 5914/611

CT 5914/612

Registration Date: 14/11/2018

Customer Reference: WBUSSSR73729296

Confirmations of registration are attached on the following page(s).



Graeme Jackson

Registrar-General

Lands Titles Office



CONFIRMATION OF REGISTRATION

Certificate of Title - Volume 5914 Folio 609

Estate Type

FEE SIMPLE

Registered Proprietor(s)

12 RICHMOND PTY. LTD. (ACN: 626 829 490)
OF L 3 31 EBENEZER PLACE ADELAIDE SA 5000

Description of Land

ALLOTMENT 350 FILED PLAN 19718
IN THE AREA NAMED KESWICK
HUNDRED OF ADELAIDE

Easements

NIL

Schedule of Dealings

Dealing Number	Description
13012823	MORTGAGE TO WESTPAC BANKING CORPORATION (ACN: 007 457 141)

Registrar-General

Lands Titles Office



Land Services
Ground Floor, 101 Grenfell St, Adelaide 5000
GPO Box 1354, Adelaide SA 5001, DX 58195
Metro 08 8423 5000, Country 1800 648 176

ABN 71 967 041 422
www.sa.gov.au/landservices



**Government
of South Australia**
Department of Planning,
Transport and Infrastructure

CONFIRMATION OF REGISTRATION

Certificate of Title - Volume 5914 Folio 610

Estate Type

FEE SIMPLE

Registered Proprietor(s)

12 RICHMOND PTY. LTD. (ACN: 626 829 490)
OF L 3 31 EBENEZER PLACE ADELAIDE SA 5000

Description of Land

ALLOTMENTS 333 AND 334 FILED PLAN 19718
IN THE AREA NAMED KESWICK
HUNDRED OF ADELAIDE

Easements

NIL

Schedule of Dealings

Dealing Number	Description
13012823	MORTGAGE TO WESTPAC BANKING CORPORATION (ACN: 007 457 141)

Registrar-General

Lands Titles Office



CONFIRMATION OF REGISTRATION

Certificate of Title - Volume 5914 Folio 611

Estate Type

FEE SIMPLE

Registered Proprietor(s)

12 RICHMOND PTY. LTD. (ACN: 626 829 490)
OF L 3 31 EBENEZER PLACE ADELAIDE SA 5000

Description of Land

ALLOTMENTS 335 AND 336 FILED PLAN 19718
IN THE AREA NAMED KESWICK
HUNDRED OF ADELAIDE

Easements

NIL

Schedule of Dealings

Dealing Number	Description
13012823	MORTGAGE TO WESTPAC BANKING CORPORATION (ACN: 007 457 141)

Registrar-General

Lands Titles Office



CONFIRMATION OF REGISTRATION

Certificate of Title - Volume 5914 Folio 612

Estate Type

FEE SIMPLE

Registered Proprietor(s)

12 RICHMOND PTY. LTD. (ACN: 626 829 490)
OF L 3 31 EBENEZER PLACE ADELAIDE SA 5000

Description of Land

ALLOTMENT 337 FILED PLAN 19718
IN THE AREA NAMED KESWICK
HUNDRED OF ADELAIDE

Easements

NIL

Schedule of Dealings

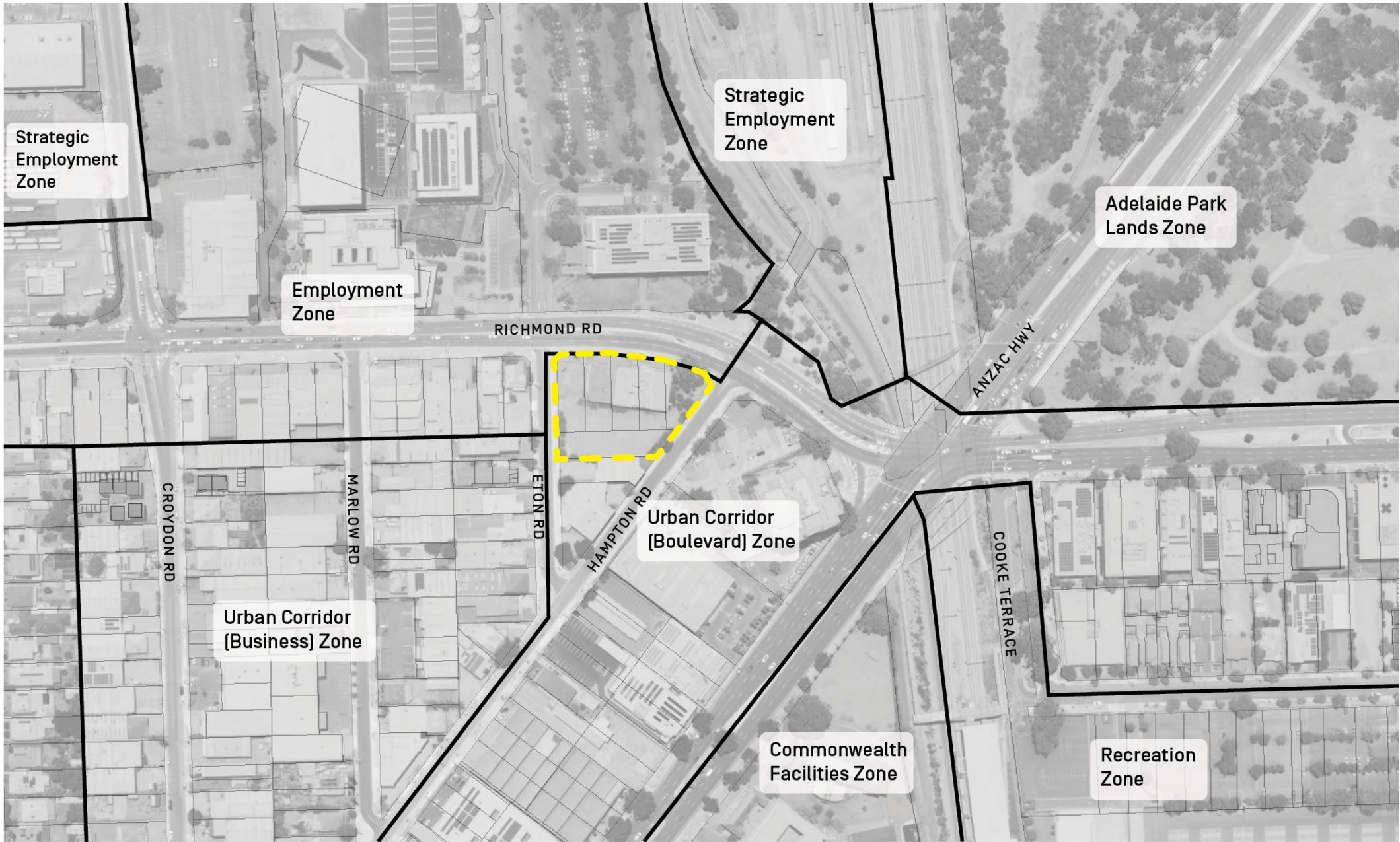
Dealing Number	Description
13012823	MORTGAGE TO WESTPAC BANKING CORPORATION (ACN: 007 457 141)

Registrar-General

Lands Titles Office



ATTACHMENT 2: LOCATION PLAN AND CURRENT ZONE



Proposed Zoning

LEGEND

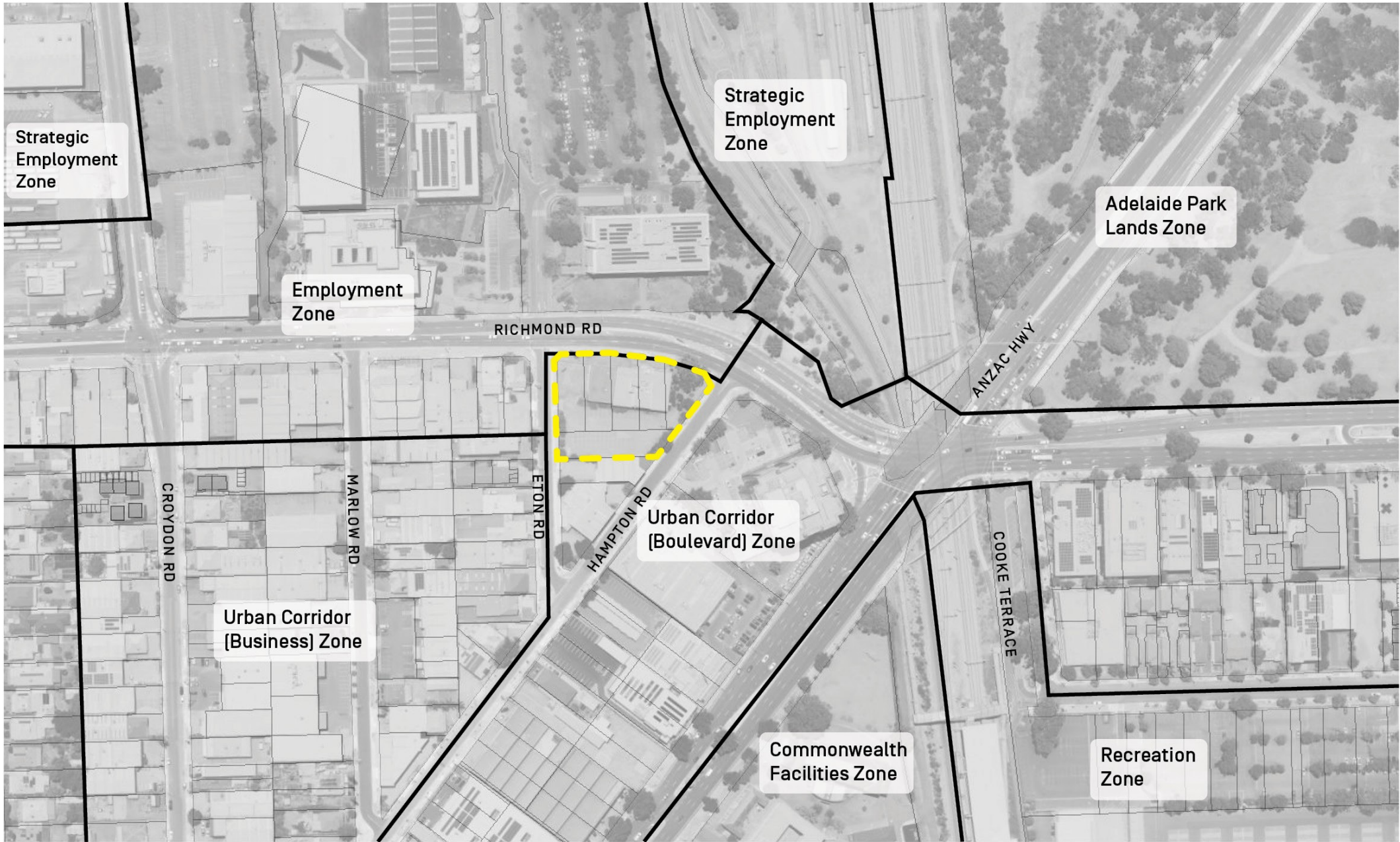
— — — — — Affected area boundary

————— Zone boundary





ATTACHMENT 3: PROPOSED ZONE



Proposed Zoning

LEGEND

— — — — — Affected area boundary

————— Zone boundary





ATTACHMENT 4: DRAFT ENGAGEMENT PLAN



DRAFT ENGAGEMENT PLAN
12-22 Richmond Road, Keswick Code Amendment

By 12 Richmond Pty Ltd

Date:
16.07.2024

Contact Details
Belinda Monier
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(08) 8221 5511

Document Control

Revision	Description	Author	Date
V1	Draft	BM	23.04.2024
V2	Review	MO	03.05.2024
V3	Updates	BM	03.06.2024

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APPENDICES

- APPENDIX 1: STAKEHOLDER AND COMMUNITY MAPPING*
- APPENDIX 2: PLANNING YOUR ENGAGEMENT APPROACH*
- APPENDIX 3: MEASURING SUCCESS*
- APPENDIX 4: CLOSING THE LOOP AND REPORTING BACK*

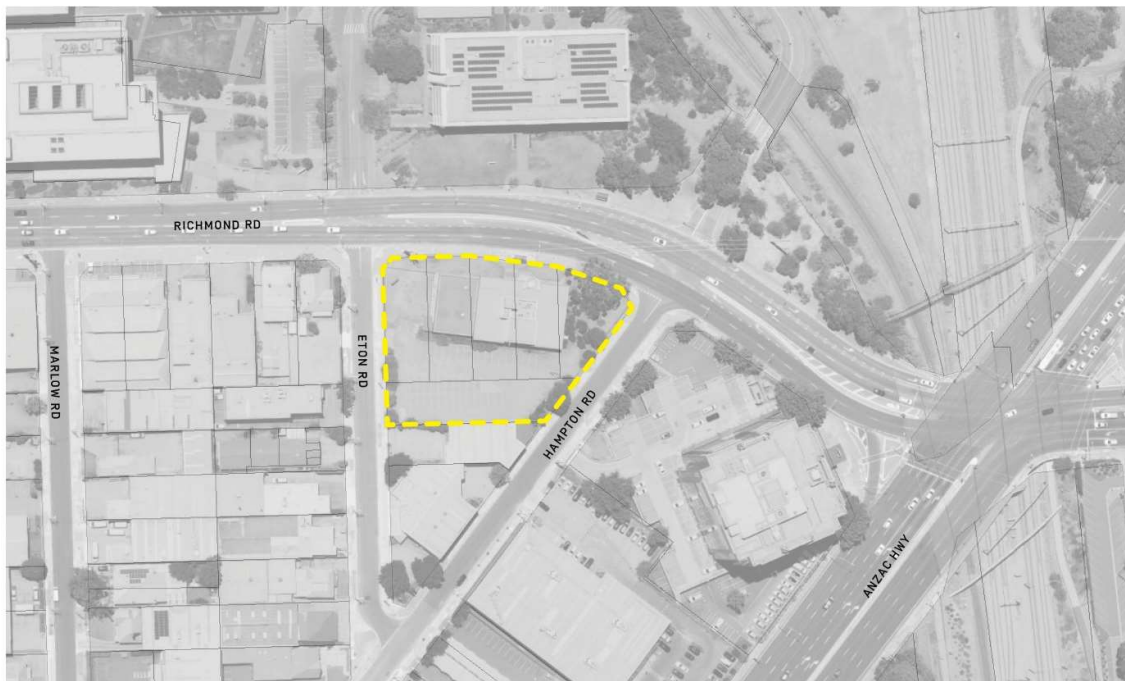
1. BACKGROUND INFORMATION

1.1 What is proposed?

12 Richmond Pty Ltd (the Designated Entity) is proposing to amend (the Code Amendment) the Planning and Design Code (the Code) as it relates to land located at 12-22 Richmond Road in Keswick, referred to as the Affected Area and shown in **Figure 1.1** below.

The overall intent is to rezone the Affected Area from the Employment Zone to the Urban Corridor (Boulevard) Zone to facilitate development of a variety of commercial, retail and residential uses (mixed use).

Figure 1.1 Affected Area



Plan Production: 16/04/2024

Affected Area | LEGEND
 Affected area boundary



1.2 Why is this project being initiated?

In November 2019, development approval was obtained for construction of a four-storey mixed use building with associated car parking (ground and basement) and landscaping at 12-22 Richmond Road, Keswick (the Affected Area). This development approval has since lapsed. The time that has lapsed is significant as the application will need to be lodged again with all necessary reports updated to reflect the Planning and Design Code policies.

The Affected Area was previously in the Commercial Zone, Arterial Road Policy Area 1 in the West Torrens Development Plan. The Commercial Zone did not contain a guide for maximum building height

in this location and the Policy Area envisaged dwellings. Under the Planning and Design Code, the Employment Zone has been applied to the Affected Area, which does not envisage dwellings and the building height Designated Performance Feature is 2 building levels, or 9 metres. These policies are vastly different to the previous Development Plan provisions.

In August 2023, the State Planning Commission released the Greater Adelaide Regional Plan Discussion Paper. The Discussion Paper identified Richmond Road as a 'Corridor Investigation Area'. The proposed Code Amendment also supports a large number of State Planning Policies and 30-Year Plan for Greater Adelaide policies.

The Affected Area is particularly well located, being:

- contiguous to an existing Urban Corridor Zone;
- walking distance to the Adelaide Showground train station and adjacent to two Go Zones (Richmond Road and Anzac Highway);
- walking distance to the Adelaide Park Lands;
- 2km from the heart of the Adelaide CBD;
- located in a prominent location pending height, possible views to the CBD, Adelaide Airport and sea;
- under single ownership with three road frontages; and
- physically separated from any sensitive uses.

The Affected Area currently sits within two contrasting zones. The five allotments fronting Richmond Road which form most of the land are all located within the Employment Zone, which envisages a maximum building height of two storeys. The southern-most allotment, that runs along the rear of the aforementioned five allotments, is located within the Urban Corridor (Boulevard) Zone, which envisages a maximum building height of 8 storeys.

The Urban Corridor (Boulevard) Zone provides far greater flexibility regarding height, land uses, retail floor areas and potential development scenarios than the Employment Zone offers. Rezoning of the Urban Corridor (Boulevard) Zone and relevant Technical and Numeric Variations over the Affected Area represents a logical extension of the adjacent zoning arrangement.

The proposed rezoning aligns with a number of State Planning Policies in relation to Integrated Planning, Design Quality, Housing Supply and Diversity, Employment Lands and Strategic Transport Infrastructure. The proposed rezoning also aligns with a number of policies within the *30 Year Plan for Greater Adelaide*, as outlined within the Code Amendment Initiation document.

1.3 Investigations already completed

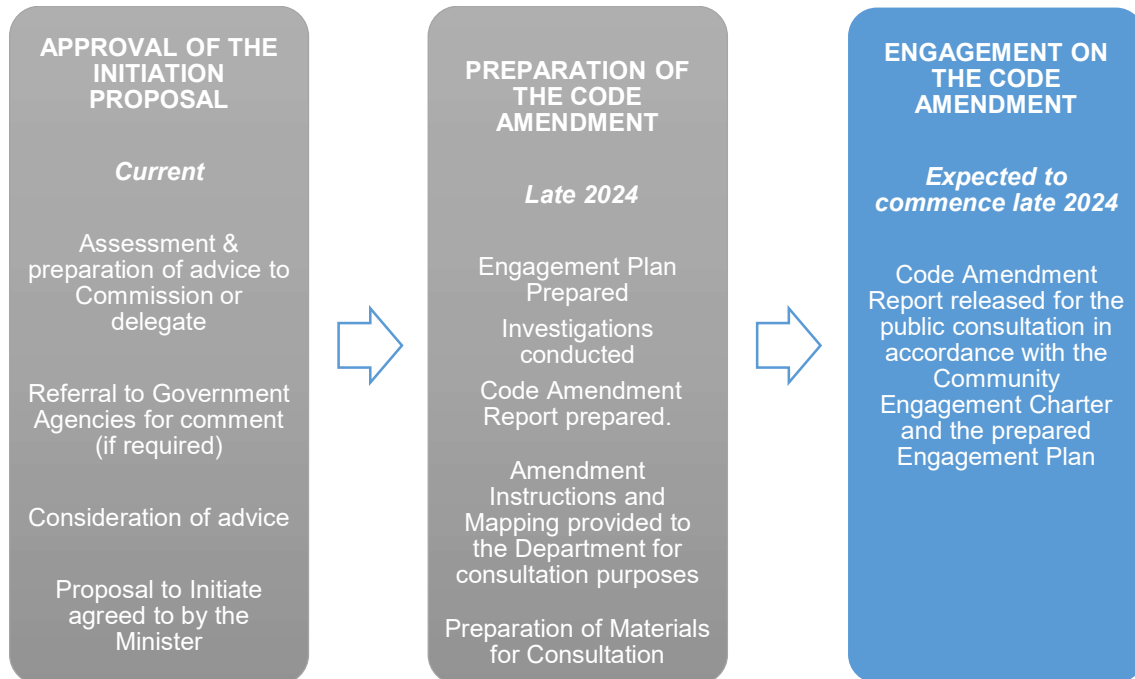
Investigations undertaken to date include a search of the Taa wika - Cultural Heritage Database and Register.

Prior to this Code Amendment, no known engagement processes have occurred seeking to rezone the land.

1.4 What is the status of the Code Amendment

The Code Amendment process follows steps which require specific actions at each milestone. The timeframe for each step is outlined in **Figure 1.2** below. 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 Amendment



2. ENGAGEMENT PURPOSE

The purpose of the engagement is to inform the rezoning of 12-22 Richmond Road, Keswick to enable the future development of the land for mixed use 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 it relates to engagement on a Code Amendment;
- Build relationships and a community of interest to support future activities (i.e. construction);
- 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).

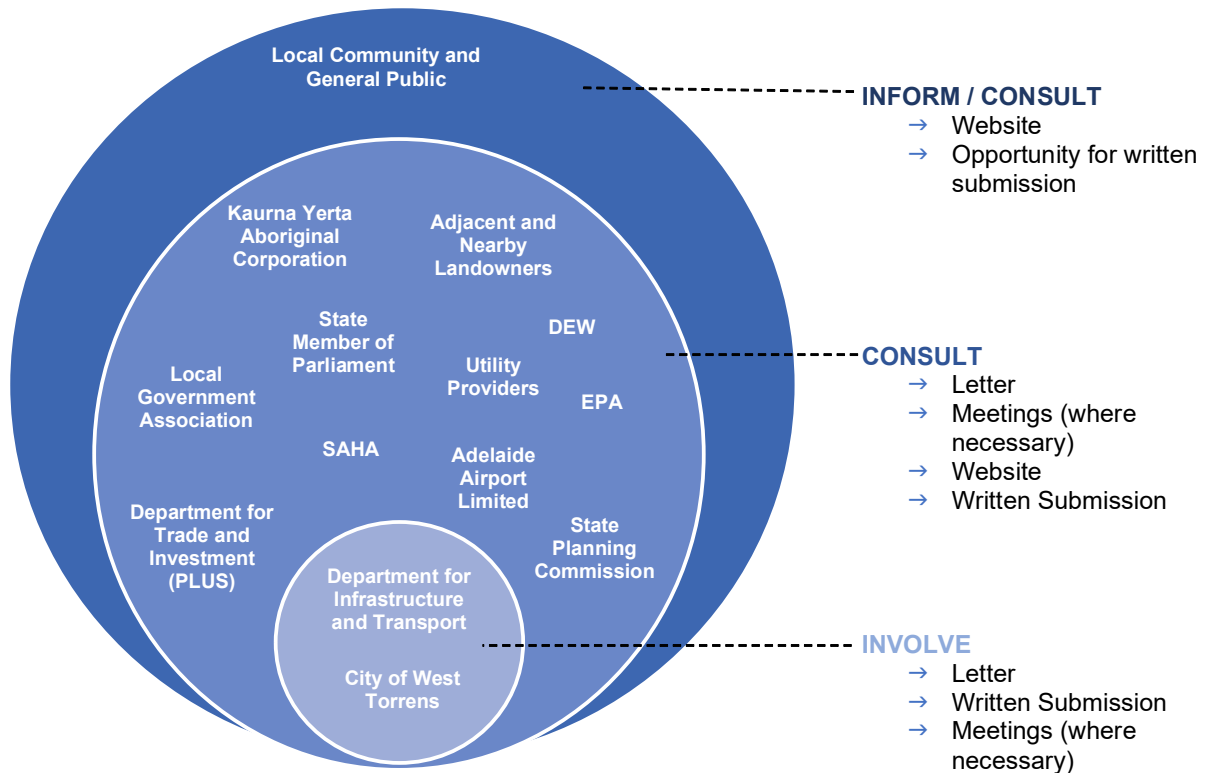
4. STAKEHOLDER IDENTIFICATION AND ANALYSIS

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

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.

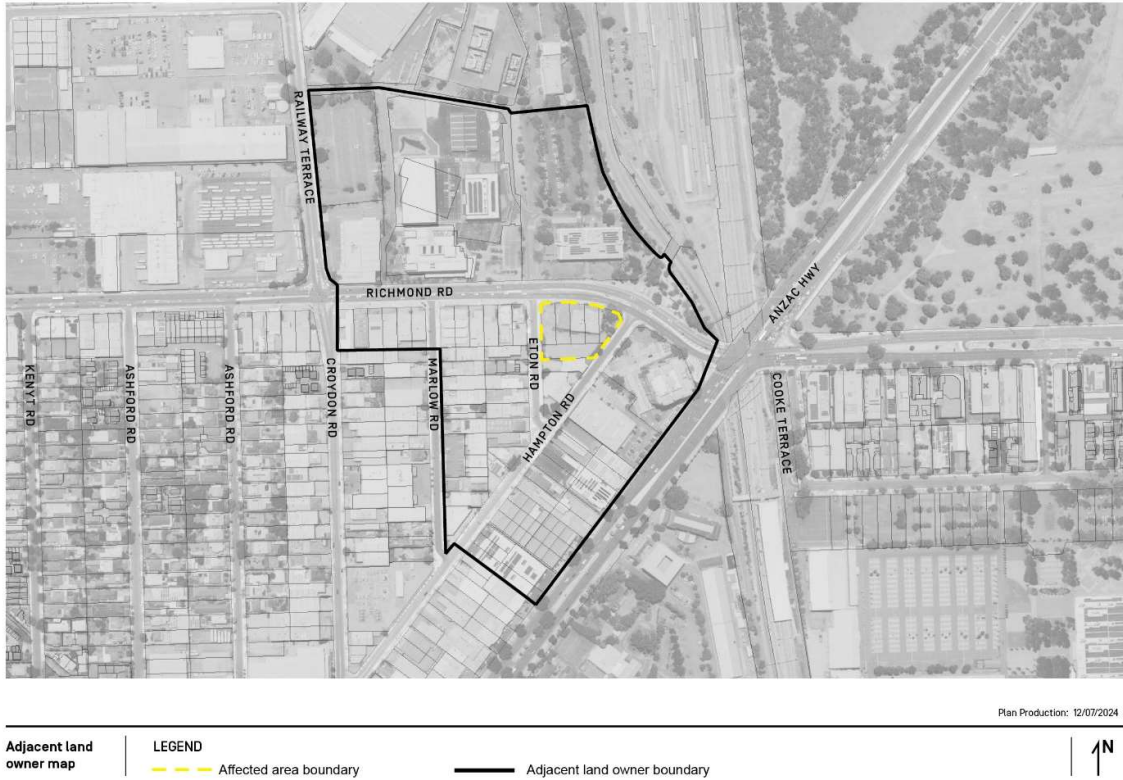
Figure 4.1 Stakeholder Analysis Summary (adapted from Lorenz Aggens, *Orbits of Public Participation*)



The stakeholders which have been identified are:

- Adjacent land owners and occupiers shown in **Figure 4.2** below;
- City of West Torrens;
- Kaurna Yerta Aboriginal Corporation;
- Local Government Association;
- Department for Trade and Investment (Planning and Land Use Services);
- Department for Infrastructure and Transport (DIT);
- Adelaide Airport Limited;
- Affordable Housing Unit of the SA Housing Authority (SAHA);
- Department for Environment and Water (DEW);
- Environment Protection Authority (EPA);
- Utility providers;
- State Member of Parliament –Jayne Stinson, State Member for Badcoe;
- State Planning Commission; and
- General Public.

Figure 4.2 Extent of adjoining landowners and occupiers 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 stakeholders’ 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 Code is a statutory instrument under the *Planning, Development and Infrastructure Act 2016* (the Act), 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, 12 Richmond 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 Urban Corridor (Boulevard) Zone is the most appropriate Zone for the Affected Area;
- Whether the investigations undertaken as part of the Code Amendment are sufficient to consider the impact of the Code Amendment on the surrounding area; and
- Whether the Overlays and ‘Technical and Numeric Variations’ applied address key matters stakeholders would like to see future development 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 mixed-use intent of the Urban Corridor (Boulevard) Zone; and
- The policy wording within the Planning and Design Code.

6. IMPLEMENTATION PLAN

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 6.1** below.

Table 6.1 *Engagement Activities*

Stage	Stakeholders/ target audience	Engagement activity	Levels of Engagement
Preliminary Engagement	<ul style="list-style-type: none"> • City of West Torrens 	<ul style="list-style-type: none"> • Meeting with Council staff • Information sharing • Opportunity for written and verbal feedback 	Involve
	<ul style="list-style-type: none"> • State Member for Badcoe 	<ul style="list-style-type: none"> • Information sharing • Opportunity for written and verbal feedback 	Consult
Early Engagement	<ul style="list-style-type: none"> • City of West Torrens • Department for Infrastructure and Transport 	<ul style="list-style-type: none"> • Information sharing • Opportunity for written and verbal feedback • Meetings 	Involve
Code Amendment Engagement	<ul style="list-style-type: none"> • City of West Torrens • Department for Infrastructure and Transport 	<ul style="list-style-type: none"> • Letter • Information provided on website • Written submissions 	Involve
	<ul style="list-style-type: none"> • Adjoining landowners and occupiers • Adelaide Airport Limited • Affordable Housing Unit of the SA Housing Authority • Department for Environment and Water • Environment Protection Authority • Utility Providers 	<ul style="list-style-type: none"> • In person questions, answer and feedback sessions offered to all adjacent owners and occupiers • Written submissions • Letter • Information provided on website • One-on-one sessions offered • Meetings offered • Hard copies available at various locations 	Consult

Stage	Stakeholders/ target audience	Engagement activity	Levels of Engagement
	<ul style="list-style-type: none"> • Kurna Yerta Aboriginal Corporation • State MPs • Local Government Association • State Planning Commission 		
	<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.

7. 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 7.1** 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 suburb of Keswick. The Community profile¹ of the area includes:

- Top responses for ancestry were listed as Australian, English, Indian, Chinese and Scottish;
- The top languages used at home other than English were Nepali, Mandarin, Punjabi, Greek and Hindi;
- People under 20 years of age form 21.7% of the local population; compared to the SA average of 22.6%;

¹ Based on the Australian Bureau of Statistics 2021 Census Data

- People 70 years of age or older form 7% of the local population. This indicates a younger population in comparison to SA, where 14.4% of the population is over 70;
- The median age is 33 in Keswick, compared to the average age of South Australians of 41 years;
- 58.7% the local population have children at home, compared to 57.4% in South Australia;
- 23.2% of the local population are not in the labour force, compared to 35.5% of SA, which is indicative of the younger population for the suburb;
- People who indicated that they did not speak English well or at all listed the following language as the language spoken at home:
 - Mandarin (4 households);
 - Bengali (4 households);
 - Punjabi (3 households); and
 - Sinhalese (4 households).
- People who needed assistance to undertake core activities form just 3.7% of the population in Keswick; and
- Households which do not have access to the internet at home², formed 12% of households in the local community.

The above groups all have varying needs. **Table 7.1** 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 7.1 *Applying the Charter Principles*

Stakeholder	Engagement need or technique
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.

² Based on the Australian Bureau of Statistics 2016 Census Data

	<ul style="list-style-type: none"> Promote the Code Amendment in the local newspapers.
English as an additional 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 ³	<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. Provide an avenue to obtain a hard copy submission form.

The engagement activities have been identified and the relevant charter principles have been addressed which is outlined within **Table 7.2** below.

Table 7.2 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 engagement materials have been prepared with accessibility in mind). 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).

³ The Australian Bureau of Statistics define people who have a core need for assistance as 'people with a profound or severe core activity limitation are those needing assistance in their day to day lives in one or more of the three core activity areas of self-care, mobility and communication because of a long-term health condition (lasting six months or more), a disability (lasting six months or more), or old age.'

	<ul style="list-style-type: none"> • 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. • Any issues raised about the engagement process will be considered and action taken if appropriate.

8. KEY MESSAGES

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

- It is proposed to rezone the Affected Area from the Employment Zone to the Urban Corridor (Boulevard) Zone;

- An amendment to the Planning and Design Code (i.e. a Code Amendment) is required to enable this change;
- The Affected Area and Richmond Road has been identified by the State Planning Commission as a Corridor Investigation Area;
- The Urban Corridor (Boulevard) Zone provides far greater flexibility in regard to height, land uses, retail floor areas and potential development scenarios than the Employment Zone offers;
- The Affected Area is particularly well located being walking distance to train and bus services, the Adelaide CBD and Adelaide Park Lands;
- The Affected Area is located in a prominent location and has possible views to the CBD, Adelaide Airport and sea (subject to the proposed height);
- Rezoning of the Urban Corridor (Boulevard) Zone and relevant Technical and Numeric Variations over the Affected Area represents a logical extension of the adjacent zoning arrangement;
- Application of a maximum building height of 8 building levels is sought through the Code Amendment;
- The Code Amendment supports policies within the *30-Year Plan for Greater Adelaide* and State strategic planning documents; and
- The Minister for Planning (or delegate) is the decision maker for approval or refusal of the proposed Code Amendment. The Minister will take into account the feedback received during the engagement and whether the engagement 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.

9. 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
- 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 PDI Act (the Engagement Report).

Following an evaluation of the success of the engagement, a summary of the engagement process will be provided to the 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 and occupiers	High	<ul style="list-style-type: none"> • High interest in the Code Amendment proposal and impact as the proposed change is located within their locality; • How the Zone change will affect the value of their property; • How the Zone change will affect the general locality. 	<p>That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.</p>	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 altered is within the City of West Torrens council area; • Land has frontage to two local roads. 	<p>That we will seek the Council's feedback and innovation in formulating solutions and incorporate its advice and recommendations into the decisions to the maximum extent possible.</p> <p>That we will investigate and resolve an outcome with respect to the required infrastructure with the Council to facilitate the desired development outcomes of the Code Amendment.</p>	Involve

Local Government Association	Low	<ul style="list-style-type: none"> • Low level of interest as the Code Amendment is specifically relevant to the City of West Torrens; • It is a mandatory requirement to notify the Local Government Association in writing and to be consulted in accordance with the Act. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
State Planning Commission	Medium	<ul style="list-style-type: none"> • Medium level of interest; • Proposed supports a Corridor Investigation Area. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
Department for Infrastructure and Transport (DIT)	High	<ul style="list-style-type: none"> • High level of interest; • The Affected Area has frontage to a state-maintained road with road widening requirements. 	<p>That we will seek the Council's feedback and innovation in formulating solutions and incorporate its advice and recommendations into the decisions to the maximum extent possible.</p> <p>That we will investigate and resolve an outcome with respect to the required infrastructure with the Council to facilitate the desired development outcomes of the Code Amendment.</p>	Involve
Utility Providers	Medium	<ul style="list-style-type: none"> • Medium level of interest; 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be	Consult

		<ul style="list-style-type: none"> The proposed Code Amendment may generate infrastructure demands which require assessment. 	provided on how their input influenced the decision.	
State Members of Parliament	Medium	<ul style="list-style-type: none"> Medium level of interest; Any rezoning process is likely to engender interest within the local community. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
Adelaide Airport Limited	High	<ul style="list-style-type: none"> High level of interest; Airport Building Heights (Regulated) - All structures over 15 metres currently applies; Referral agency. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged 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"> Medium level of interest; Proposed application of the Affordable Housing Overlay. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
Department for Environment and Water	Low	<ul style="list-style-type: none"> Low level of interest; Protection and provision of trees. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged 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; • Interest in the potential for site contamination on the land. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
Kaurna Yerta Aboriginal Corporation	Low	<ul style="list-style-type: none"> • Interest as the Traditional Owners of the Affected Area, and the impacts the change of proposed land use will have on surrounding features. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged and feedback will be provided on how their input influenced the decision.	Consult
Department for Trade Investment (PLUS and Code Control Group)	Medium	<ul style="list-style-type: none"> • Medium level of interest; • Consistency with the Planning and Design Code and State strategic plans. 	That they will be kept informed, listened to, their concerns and aspirations acknowledged 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 proposed change; • To provide feedback on the Code Amendment. 	That they will be provided with balanced and objective information to assist them in understanding the problem. alternatives, opportunities and/or solutions.	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; 	<ul style="list-style-type: none"> City of West Torrens 	Involve	<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"> 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"> State MP – Member for Badcoe 	Consult		
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"> City of West Torrens Department for Infrastructure and Transport 	Involve	<ul style="list-style-type: none"> Meetings Presentations Letter Information sharing 	Early engagement to occur following initiation and prior to release of the Code Amendment Report for the Code Amendment Engagement.
Code Amendment	<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; 	<ul style="list-style-type: none"> City of West Torrens Department for Infrastructure and Transport 	Involve	<ul style="list-style-type: none"> Letter Information provided on website Written submissions Ongoing meetings 	Code Amendment Engagement in anticipated to commence late 2024

Stage	Objective	Stakeholders/ target audience	Engagement level	Engagement activity	Timing
	<ul style="list-style-type: none"> • 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"> • Utility Providers • Adjacent Land Owners and Occupiers • Local Government Association • Kurna Yerta Aboriginal Corporation • State Members of Parliament • Department for Environment and Water • Environment Protection Authority • Adelaide Airport Limited • Affordable Housing Unit of the SA Housing Authority 	Consult	<ul style="list-style-type: none"> • Letter • Information provided on website • Written submissions • One-on-one sessions offered • Meetings offered • Hard copies available at various locations 	
		<ul style="list-style-type: none"> • General Public • State Planning Commission 	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	<p>I feel the engagement genuinely sought my input to help shape the proposal</p> <ul style="list-style-type: none"> I had an opportunity to share my view. I had the opportunity to identify issues and suggest solutions. I understand more about the planning process as a result of participating. I would participate in a similar process in future. 	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	<p>I am confident my views were heard during the engagement</p> <ul style="list-style-type: none"> I had the opportunity to share my 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
				<ul style="list-style-type: none"> I feel my view was considered by the project team. 		
			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: 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	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.
				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	<p>I felt informed about why I was being asked for my view, and the way it would be considered.</p> <ul style="list-style-type: none"> I understand why I was asked for my view. I understand how my view was considered by the project team. 	Exit survey / follow-up survey with Likert scale - strongly disagree to strongly agree	Per cent from each response.
5	Principle 5:	<ul style="list-style-type: none"> The engagement was reviewed and improvements recommended. 	Project Lead	Engagement was reviewed throughout the process and	<ul style="list-style-type: none"> Reviewed and recommendations made 	Evaluation by Project Lead

#	Charter criteria	Charter performance outcomes	Respondent	Indicator	Evaluation tool	Measuring success of project engagement
	Engagement processes are reviewed and improved			<p>improvements put in place, or recommended for future engagement</p> <ul style="list-style-type: none"> Do you have any suggestions for how the Code Amendment consultation process could be improved – question added to evaluation survey to allow for community feedback/suggestions 	<ul style="list-style-type: none"> Reviewed but no system for making recommendations Not reviewed 	
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 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 	Evaluation by Project Lead

#	Charter criteria	Charter performance outcomes	Respondent	Indicator	Evaluation tool	Measuring success of project engagement
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	Planning and Land Use Services	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	Planning and Land Use Services	As soon as practicable following a decision on the proposed Code Amendment

ATTACHMENT 5: CORRESPONDENCE

29 May 2024

Belinda Monier
Senior Consultant
Level 1, 74 Pirie Street
ADELAIDE SA 5000

Via email: belinda@futureurban.com.au

Dear Ms Monier,

Draft Proposal to Initiate Code Amendment at 12-22 Richmond Road, Keswick

Thank you for meeting with my staff on 2 May 2024 to inform them of the impending lodgement of a Proposal to Initiate a Planning and Design Code Amendment (Amendment) at 12-22 Richmond Road, Keswick.

They have advised me that the Proposal to Initiate seeks the establishment of the Urban Corridor (Boulevard) Zoning over the designated site. In addition to the zone selection, I understand that you are seeking similar building heights as those in the adjacent Urban Corridor (Boulevard) Zone (to the east).

In reviewing the documentation provided, we have identified that the following additional information/investigations should be provided to support the proposed Amendment.

- Investigate the Urban Corridor (Business) Zone as an alternative to the one proposed. We believe that this alternative would reflect the adjacent zone (to the west), be more closely aligned with the previous Development Plan and better reflect the intent of the transition (to the Code) process.

The Urban Corridor (Business) Zone would minimise the loss of Employment Lands within the City of West Torrens which has in the last 3 years lost 13.9 hectares of Employment Lands to rezoning along with approximately 15.6 hectares to the Torrens to Darlington project. This loss of employment land has placed an increased importance and demand for well serviced and zoned employment land(s) with our region.

- The Department for Trade and Investment, through Planning and Land Use Services agency is currently preparing an Employment Lands Strategy for Greater Adelaide. Consideration should be given to the supply of Employment zoned land. It is noted that the choice of the proposed zoning can facilitate a purely residential development. Therefore, investigations should be undertaken into the impact of residential accommodation on existing and nearby industrial uses including any impacts on future uses envisaged within the adjacent existing zones.
- I would like to draw to your attention that fact that Council has previously not been supportive of the identification of the Richmond Road corridor for regeneration or corridor expansion in the Greater Adelaide Regional Plan Discussion Paper. This view has been shared with the State Planning Commission in response to the Greater Adelaide Regional Plan Discussion Paper.

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- On review of the locality, it is evident that there is limited access to shopping, social and community services and recreation spaces (i.e., playgrounds, sporting fields, courts, etc). Consideration should be given to how access to these services will be provided for any future residents, if residential activity forms a part of the mix of land uses.
 - Richmond Road is a major freight corridor that currently allows for 26m B double trucks. Vehicle and pedestrian movements to and from the site as well as noise and other nuisance impacts should be investigated as part of the Code Amendment.
 - The Engagement Plan references Angle Vale on page 10. Please review to ensure that this section accurately reflects West Torrens prior to submitting the Proposal to Initiate.
 - The Engagement Plan should recognise reporting cycles for Council when listing consultation timeframes. Council's submission timing will reflect its reporting dates, and this may necessitate Council seeking an extension to the submission date. This will be confirmed following the release of timing.

Technical considerations:

- Comprehensive traffic investigations should be undertaken given the potential for large scale development over and above what is currently envisaged on the site such that it would have a greater impact on the current traffic and parking conditions in the area. Important aspects that would require careful consideration include:
 - parking: the subject site is located within the area of Keswick where there is high parking demand for on-street spaces, given the existing commercial land uses. The policy should therefore ensure that adequate parking is provided on-site, given that on-street parking availability to meet any parking shortfall would be limited.
 - An assessment of the current traffic and parking conditions of the affected streets and intersections, including carrying out relevant traffic and parking surveys.
 - All servicing of future development will be required to occur on-site, with all service vehicles required to enter and exit the site in a forward direction. Given the proximity of the site to Richmond Road, reversing of service vehicles, such as waste collection vehicles, from the Council streets would not be supported.
 - In relation to the traffic impact aspects, Hampton Road and Eton Road form 4-way intersections with Richmond Road and the roadways opposite. Richmond Road is a Department for Infrastructure and Transport (DIT) controlled road that carries significant volumes of traffic. Extensive queuing currently occurs during peak times on this section of Richmond Road, between Anzac Highway and Railway Terrace, due to the traffic signals at both main road intersections. You should also note that as part of the Torrens to Darlington (T2D) project, Council is aware of the current DIT design development for the upgrade of Richmond Road (complementary project to the T2D) which would include works within the vicinity of the subject site. This project may ultimately include impact on the turning movements into and out of the side roads off Richmond Road in the vicinity of the subject site. Direction should be sought by the Proponent from DIT in relation to the consideration which should be taken into account within any vehicle movement modelling undertaken for this proposal such that they meet the requirements of DIT.

Early engagement with Council's Elected Members is sought, by way of a briefing, given their decision-making role in respect of the strategic management of the City. Further, I can confirm that Council's staff will support, where possible, the dissemination of information to the West Torrens community including through its social media channels, display of hardcopy documents and creating a "Your Say" page directing interested parties to the relevant sites hosting information.

I trust this letter is sufficient for your submission to the Minister for Planning in confirming your early attendance to inform of the intent to lodge the proposal. If you would like to discuss this matter further, please contact me on (08) 8416 6261 or via email sditter@wtcc.sa.gov.au.

Yours sincerely



Shanti Ditter
General Manager Communities
City of West Torrens

ATTACHMENT 6: TIMETABLE FOR CODE AMENDMENT BY PROPONENT

CODE AMENDMENTS TIMETABLE		
Steps	Responsibility	Timeframes
Approval of the Proposal to Initiate		
Review of Proposal to Initiate to confirm all mandatory requirements are met (timeframe will be put on hold if further information is required). Referral to the Minister to request advice from the Commission	PLUS	2 weeks (<i>includes lodgement and allocation + referral to Government Agencies within the first week</i>)
Minister requests advice from the Commission.	Minister	2 weeks
Referral to Government Agencies for comment (where necessary)	PLUS, Relevant Government Agencies	+ 2 weeks
Consideration of Proposal to Initiate and advice to the Minister.	Commission (Delegate)	3 weeks
	Commission	+ 3 weeks
Proposal to initiate agreed to by the Minister.	Minister	2 weeks
Preparation of the Code Amendment		
Engagement Plan prepared. Investigations conducted; Code Amendment Report prepared. The drafting instructions and draft mapping provided to PLUS.	Designated Entity	8 weeks
PLUS prepares Amendment Instructions and Mapping and provides to Council for consultation purposes	PLUS	1 week
Preparation of Materials for Consultation.	Designated Entity	3 weeks
Engagement on the Code Amendment		
Code Amendment Report released for public consultation in accordance with the Community Engagement Charter and the prepared Community Engagement Plan .	Designated Entity	6 weeks
Consideration of Engagement and Finalisation of Amendments		
Submissions summarised, amended drafting instructions provided, Engagement Report prepared and lodged with PLUS.	Designated Entity	6 weeks
Assess the Amendment and engagement.	PLUS	4 weeks

Prepare report to the Commission or delegate. <i>(Timeframe will be put on hold if further information is required, or if there are unresolved issues)</i>		
Consideration of Advice.	Commission (Delegate)	2 weeks <i>(includes 1 week to process through Minister's office)</i>
	Commission	+ 3 weeks
Decision Process		
Minister considers the Code Amendment Report and the Engagement Report and makes decision.	Minister	3 weeks
Implementing the Amendment (operation of the Code Amendment)		
Go-live / Publish on the PlanSA portal.	PLUS	2-4 weeks
Parliamentary Scrutiny		
Referral of approved Code Amendment to ERDC.	PLUS	8 weeks