



Minutes of Meeting

Meeting No. 180

Date	Thursday, 20 February 2025
Venue	9.02 Inparri Kuu Seminar Room, Level 9, 83 Pirie Street and Microsoft Teams
Members	Craig Holden (Chair), Stephanie Johnston, Lisa Teburea, John Stimson, David O'Loughlin, and Marc Voortman (Ex Officio)
Apologies	Nil
PLUS Staff	Kate Southcott, Andy Humphries, Cassia Byrne, Ben Sieben, Jessica Koop, Sarah Lynds, Emma Bradley
DHUD Staff	Adam Squires, Infrastructure Planning Manager
External	Justin Hall, Project Lead Engineer, Egis Group Lance May, Water Resources Lead, Egis Group Abel Son, Principal, Egis Group

1 GENERAL BUSINESS

1.1 Acknowledgement of Country

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

1.2 Welcome and Apologies

The Chair welcomed all in attendance to the meeting.

1.3 Declaration of Conflict of Interest / Gifts and Benefits

Lisa Teburea confirmed a previously declared conflict of interest in relation to the Engineering Requirements for Land Division Design Standard and Technical Manual workshop and was not present for the workshop.

1.4 SPC Action Register

The Commission noted the SPC Action Register.

1.5 Chair's Report

The Commission resolved to:

- 1) Approve the designation of this item as Not Confidential (Release Immediately).
- 2) Note the Chair's report as read.

1.6 Member Updates

The Commission noted the Member updates.

1.7 SCAP Minutes for Noting – 12 February 2025

The Commission noted the SCAP Minutes for Noting from the 12 February 2025 meeting.

1.8 SPC Confidential Minutes for Adoption – 6 February 2025

The Commission formally adopted the SPC Confidential Minutes of the 6 February 2025 meeting.

1.9 Code Amendment Initiation Advice

The Commission noted the Code Amendment Initiation Advice.

1.10 Register of SCAP Appeals

The Commission noted the Register of SCAP Appeals.

2 CORRESPONDENCE

Nil

3 ADDITIONAL RESOURCES

Nil

4 MATTERS FOR ADVICE TO MINISTER

Nil

5 MATTERS FOR DECISION

5.1 Appointment to the Building Technical Panel

Ben Sieben addressed the Commission.

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Agree to appoint Mr Vinh Tang as an Occasional Member of the Building Technical Panel commencing from the date he accepts the Terms and Conditions of Appointment until 30 September 2026.
3. Authorise the Chair to write to Mr Vinh Tang advising of his appointment as an Occasional Member of the Building Technical Panel from the date he accepts the Terms and Conditions of Appointment until 30 September 2026.
4. Approve and authorise the Chair to make any minor amendments to the attachments as required.

5.2 Review of Development approval process for Private Bushfire Shelters – Minister’s Decision on Recommendations

This item was considered in confidence and is included in the Commission’s confidential minutes of the 20 February 2025 meeting.

6 MATTERS FOR NOTING

6.1 Proposed Amendments to the Codes of Conduct

Jessica Koop addressed the Commission.

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Note the Minister’s letter dated 31 January 2025 inviting the State Planning Commission to provide feedback of proposed amendments to the Assessment Panel Member Code of Conduct and the State Planning Commission Code of Conduct.
3. Authorise the Chair to write to the Minister advising the Commission wishes to consider feedback provided by Accredited Professionals before providing a response to the Minister’s letter dated 31 January 2025.

6.2 SPC Communications and Engagement Update

The Commission resolved to:

1. Approve the designation of this item as Not Confidential (Release Immediately).
2. Note the communication and engagement update report as read.

7 OTHER BUSINESS

7.1 Workshop 1: Engineering Requirements for Land Division Design Standard and Technical Manual

Lisa Teburea was not present for the workshop.

Andy Humphries, Cassia Byrne, Ben Sieben, Adam Squires, Abel Son, Justin Hill and Lance May addressed the Commission.

The Commission noted the workshop presentation and discussion.

Lisa Teburea was present for the balance of the meeting.

8 MEETING FINALISATION

8.1 Next Meeting

Thursday, 6 March 2025.

8.2 Confirmation of Minutes and Confidential Minutes

The Commission resolved that the Confidential Minutes of the meeting held today, 20 February 2025, be confirmed as a true and accurate record.

8.3 Meeting Close

The Chair thanked all in attendance and declared the meeting closed at 3:15pm.

Confirmed 20/02/2025

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke that curves upwards at the end.

Craig Holden
Chair