



DEW F0002251801

Date: 12.6.19

Office of the Chief Executive

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Hon Mark Parnell MLC
Parliament House
North Terrace
ADELAIDE SA 5000

Dear Hon Parnell MLC

RE: FREEDOM OF INFORMATION INTERNAL REVIEW APPLICATION

I refer to your internal review application received by Department for Environment and Water (DEW) on 28 May 2019, pursuant to Section 29 of the *Freedom of Information Act 1991* (the Act), which requested a review of the FOI application determination (application number F0002251801) seeking access to:

'All agendas and minutes of meetings for the steering committee established within DEW in relation to the proposed development of private accommodation along or near the Kangaroo Island Wilderness Trail in Flinders Chase National Park. Timeframe: 1/11/2016 - 24/01/2019.'

DETERMINATION

An internal review has been undertaken and I wish to advise that I have determined to vary the original determination for documents **1, 2, 3, 5, 7 and 15**.

Mobile phone numbers determined on documents **1, 3, 5 and 7** were previously redacted under:

Schedule 1, Clause 6(1) of the Act states that:

6 – Documents affecting personal affairs

6 (1) *A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

Forming part of the internal review process, I have taken into consideration information that is currently in the public domain and varied the determination for documents **2 and 15** which were previously redacted under, Schedule 1, Clause 7 and 9 as detailed below:

Schedule 1, Clause 7 states:

7 – Documents affecting business affairs

(1) *A document is an exempt document—*

...

- (c) *if it contains matter—*
- (i) *consisting of information (other than trade secrets or information referred to in paragraph (b)) concerning the business, professional, commercial or financial affairs of any agency or any other person; and*
 - (ii) *the disclosure of which—*
 - (A) *could reasonably be expected to have an adverse effect on those affairs or to prejudice the future supply of such information to the Government or to an agency; and*
 - (B) *would, on balance, be contrary to the public interest.*

Schedule 1, Clause 9(1) of the Act states that:

9 — Internal working documents

- (1) *A document is an exempt document if it contains matter—*
- (a) *that relates to—*
 - (i) *any opinion, advice or recommendation that has been obtained, prepared or recorded; or*
 - (ii) *any consultation or deliberation that has taken place, in the course of, or for the purpose of, the decision-making functions of the Government, a Minister or an agency; and*
 - (b) *the disclosure of which would, on balance, be contrary to the public interest.*

I wish to advise that I have determined to confirm the original determination for documents **4, 6 and 8-14**, these documents have not been provided as attachments to this determination. The documents which accompany this letter of determination are only those documents that by matter of determination have been varied as part of this internal review process.

An updated document schedule for all documents is attached for your reference. The internal review process did not identify any additional documents within the scope of your request.

YOUR APPEAL RIGHTS

As outlined in the attached documentation, if you are dissatisfied with this determination you are entitled to exercise your rights of review with the Ombudsman or appeal to the South Australian Civil and Administrative Tribunal (SACAT). An application for an external review or an appeal to SACAT must be made within 30 (calendar) days after you are notified of this determination.

For more information about seeking a review or appeal, please contact the Ombudsman on telephone 8226 8699 or SACAT on telephone 1800 723 767.

For further information on this matter please contact a FOI Officer, on telephone 8463 6625 or via email at dew.foi@sa.gov.au

Yours sincerely



John Schutz
Chief Executive

PRINCIPAL OFFICER, FREEDOM OF INFORMATION
Department for Environment and Water



Freedom of Information application: F0002251801 - Mark Parnell MLC

All agendas and minutes of meetings for the steering committee established within DEW in relation to the proposed development of private accommodation along or near the Kangaroo Island Wilderness Trail in Flinders Chase National Park. Timeframe: 1/11/2016 - 24/01/2019.

No	Date	Author	Document Description	Determination	Clause	Reason	Internal Review - upheld or varied determination	Provided Docs Yes/No
1	20/03/2018	DEW (J O'Malley)	Agenda Meeting 1	Full Release			Varied determination	Yes
2	21/03/2018	DEW (J O'Malley)	Minutes Meeting 1	Partial Release	6 (1)	Documents affecting personal affairs	Varied determination	Yes
3	30/04/2018	DEW (J O'Malley)	Agenda Meeting 2	Full Release			Varied determination	Yes
4	30/04/2018	DEW (J O'Malley)	Minutes Meeting 2	Partial Release	6 (1) 7 (1)(c) 10 (1)	Documents affecting personal affairs Documents affecting business affairs Documents subject to legal professional privilege	Upheld determination	No
5	14/05/2018	DEW (J O'Malley)	Agenda Meeting 3	Partial Release	7 (1)(c)	Documents affecting business affairs	Varied determination	Yes
6	14/05/2018	DEW (J O'Malley)	Minutes Meeting 3	Partial Release	6 (1) 7 (1)(c)	Documents affecting personal affairs Documents affecting business affairs	Upheld determination	No
7	14/06/2018	DEW (J O'Malley)	Agenda Meeting 4	Partial Release	7 (1)(c)	Documents affecting business affairs	Varied determination	Yes
8	14/06/2018	DEW (J O'Malley)	Minutes Meeting 4	Partial Release	7 (1)(c) 10 (1)	Documents affecting business affairs Documents subject to legal professional privilege	Upheld determination	No
9	6/09/2018	DEW (J O'Malley)	Agenda Meeting 5	Full Release			Upheld determination	No
10	6/09/2018	DEW (J O'Malley)	Minutes Meeting 5	Partial Release	6 (1) 7 (1)(c)	Documents affecting personal affairs Documents affecting business affairs	Upheld determination	No
11	29/11/2018	DEW (J O'Malley)	Agenda Meeting 6 (informal meeting no minutes taken)	Partial Release	7 (1)(c)	Documents affecting business affairs	Upheld determination	No
12	30/11/2018	DEW (J O'Malley)	Agenda Meeting 7	Full Release			Upheld determination	No
13	30/11/2018	DEW (J O'Malley)	Minutes Meeting 7	Full Release			Upheld determination	No
14	20/12/2018	DEW (J O'Malley)	Agenda Meeting 8	Full Release			Upheld determination	No
15	20/12/2018	DEW (J O'Malley)	Minutes Meeting 8	Partial Release	7 (1)(c)	Documents affecting business affairs	Varied determination	Yes



Kangaroo Island Lodge Walk

Project Assurance Group

AGENDA

Location: 81 Waymouth – Room 9.4

Date: Tuesday 20th March 2018

Time: 1.15 pm – 2pm

Attendees

Matt Johnson (Chair), Grant Pelton , Merridie Martin, Damian Miley (phone link), Joanne Davidson (SATC), Leah Clarke (SATC), Talia Radan (STAC), Roscoe Shelton (Case Manager), John O'Malley (Executive Officer)

Guests:

Apologies:

AGENDA ITEMS

Item		
1.	Welcome & Introductions	Chair
2.	Terms of Reference – Roles & Responsibilities	Chair
3.	Background and update	Chair
4.	Project Plan outline	RS
5.	Any Other Business	Chair
6.	Additional agenda items	Chair
7.	Next Meeting –	Chair

ACTIONS ARISING

Topic	Action	Responsibility	Due date

Contact: John O'Malley
 Phone: 0407 960 316
 Date: 15 February 2019
 Filename: Agenda 20-3-18 (002) 13-1-17

Meeting Minutes

Meeting title: **Kangaroo Island Lodge Walk Steering Committee**

Meeting number: 1

Date: 21 March 2018

Location: Waymouth Street Adelaide Place: 9.4

Time: Commence 1.15pm Finish: 2pm

Meeting type: Committee

Attendees: Matt Johnson (MJ), Damian Miley (DM), Grant Pelton (GP), Merridie Martin (MM), Roscoe Shelton (RS), Leah Clarke (LC) (SATC), John O'Malley (JOM) Executive Officer

Apologies: Joanne Davidson (JD) (SATC)

Guest: Talia Radan (TR) (SATC) proxy for Joanne Davidson

Chairperson / Time keeper / Minute taker (if applicable): Chair: Matt Johnson
Minutes: John O'Malley

Key discussion points: Terms of Reference; Project Plan overview.

- | Item | Details |
|------|---|
| 1. | Welcome and Introduction
MJ welcome members of the committee and provide an overview of the initiative. |
| 2. | Minutes of previous meeting
Inaugural meeting |
| 3. | Action Arising
Nil |
| 4. | General Business |
| 4.1. | Terms of Reference
JOM tabled the draft Terms of Reference
ACTION
Endorsed |
| 4.2. | AWC Proposal |

MJ provide an overview and update on the AWC proposal

MJ stated that the current proposal was for eco-lodges and not eco-tent (glamping).

AWC had not finalised their location zones.

RS advised that the building design was likely to be based on the Bay of Fires lodges.

NOTED

MJ sought advice from SATC in regard to QANTAS continuing the Melbourne KI direct service into the future.

ACTION

LC to follow up and advise

4.3.

Project Plan

RS tabled an action plan

RS advised AWC had appointed a Project Manager, § - Documents affecting personal.

RS advised that the Development Application would need to commence by 30 June 2018 to meet the October 2019 deadline for operational start up.

DM advised that stakeholder engagement is critical.

JOM raised concern in regard to the timeframe for effective communication and engagement with key stakeholders.

ACTION

DM, JOM and RS to meet to discuss the communication and engagement plan

MJ requested a Gantt chart be developed outline key milestones and activities to assist the Steering Committee manage the project

ACTION

JOM to develop a Gantt Chart

5

Standing Items

5.1.

Stakeholder Engagement and Consultation

5.2.

Key Personnel Movements

5.3.

DEWNR Activities impact on the Project

6.

Any Other Business

Nil

7.

Next Meeting:

MJ suggested meeting be initially fortnightly

ACTION

JOM schedule meetings



ACTIONS ARISING

Action item	Details	meeting number	Responsible	By when
Terms of Reference	Endorsed	1	JOM	No further action
AWC Proposal	MJ sought advice from SATC in regard to QANTAS continuing the Melbourne KI direct service into the future.	1	LC	Next meeting
Project Plan	<p>LC to follow up and advise</p> <p>DM advised that stakeholder engagement is critical.</p> <p>JOM raised concern in regard to the timeframe for effective communication and engagement with key stakeholders.</p> <p>ACTION</p> <p>DM, JOM and RS to meet to discuss the communication and engagement plan</p> <p>MJ requested a Gantt chart be developed outline key milestones and activities to assist the Steering Committee manage the project</p> <p>ACTION</p> <p>JOM to develop a Gantt Chart</p>	1	DM JOM RS	Nest meeting
Next meeting	<p>MJ suggested meeting be initially fortnightly</p> <p>ACTION</p> <p>JOM schedule meetings</p>	1	JOM	ASAP

CLOSED ACTIONS

Action item	Details	From meeting number / date	Responsible	
Terms of Reference	Endorsed	1	JOM	No further action







Kangaroo Island Lodge Walk

Project Assurance Group

AGENDA

Location: 81 Waymouth – Room 9.4

Date: 30th April 2018

Time: 4pm to 5pm

Attendees

Matt Johnson (Chair), Merridie Martin, Mike Greig (proxy for Damian) (VC link), Vicki Linton, Joanne Davidson (SATC), Leah Clarke (SATC), Talia Radan (STAC), Roscoe Shelton (Case Manager), John O'Malley (Executive Officer)

Guests:

Apologies: Grant Pelton, Damian Miley

AGENDA ITEMS

Item		
1.	Welcome & Introductions	Chair
2.	Minutes of previous meeting (21 March 2018)	Chair
3.	Action arising	Chair
4.	AWC proposal	Matt
5.	Any Other Business	Chair
6.	Additional agenda items	Chair
7.	Next Meeting –	Chair

ACTIONS ARISING

Topic	Action	Responsibility	Due date
QANTAS link continue	LC to follow up and advise	LC	Next meeting
Community engagement plan	DM, JOM and RS to discuss	DM	Next meeting
Gantt Chart	JOM to develop a Gantt chart for project	JOM	Next meeting



Kangaroo Island Lodge Walk

Project Assurance Group

AGENDA

Location: 81 Waymouth – Room 9.4

Date: 14 May 2018

Time: 1pm to 2pm

Attendees

Matt Johnson (Chair), Damian Miley (VC link), Vicki Linton, Joanne Davidson (SATC), Leah Clarke (SATC), John O'Malley (Executive Officer)

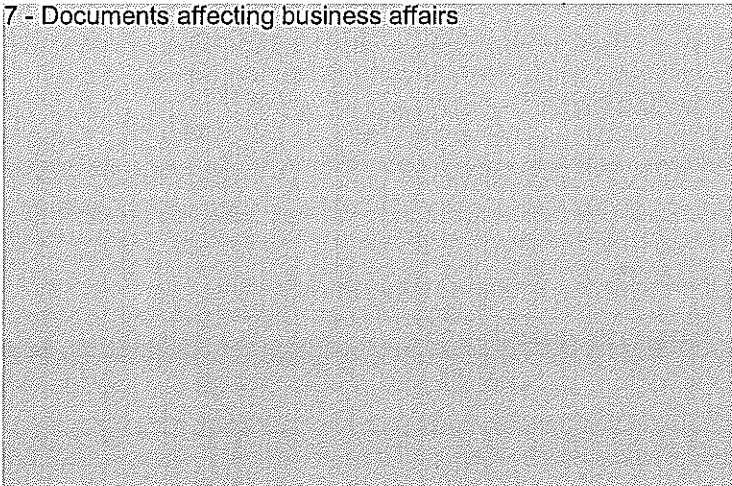
Guests:

Apologies: Grant Pelton, Merridie Martin, Roscoe Shelton (Case Manager),

AGENDA ITEMS

Item		
1.	Welcome & Introductions	Chair
2.	Minutes of previous meeting (30 th April 2018)	Chair
3.	Action arising	Chair
4.	AWC proposal – Site Visit	JOM
5.	7 - Documents affecting business affairs	
6.	Any Other Business	Chair
7.	Additional agenda items	Chair
8.	Next Meeting –	Chair

ACTIONS ARISING

Action item	Details	meeting number	Responsible	By when
AWC Proposal	JOM suggested a site visit to undertake a preliminary technical assessment (native veg clearance, CFS requirements, Heritage elements, four nations cultural heritage impacts, park operations) would be beneficial. MJ requested this be undertaken asap ACTION JOM to coordinate a site visit asap	2	JOM	ASAP
7 - Documents affecting business affairs		2	JOM	Next meeting

Next Meeting



Kangaroo Island Lodge Walk

Project Assurance Group

AGENDA

Location: 81 Waymouth – Room 9.4

Date: 14 June 2018

Time: 11.30 am to 12.30pm

Attendees

Matt Johnson (Chair), Damian Miley(VC link), Stuart Paul, Leah Clarke (SATC), Merridie Martin, Roscoe Shelton, John O'Malley (Executive Officer)

Guests:

Apologies: Grant Pelton, Joanne Davidson

AGENDA ITEMS

Item		
1.	Welcome & Introduction (Stuart Paul Acting Director Regional Programs)	Chair
2.	Minutes of previous meeting (14 th May 2018)	Chair
3.	Action arising	Chair
4.	Progress report and schedule of tasks	JOM
5.	AWC Site Visit	JOM
6.	Lease negotiation	RS
7.	Key messages for public announcements	JOM
8.	Any Other Business	Chair
9.	Additional agenda items	Chair

10.	Next Meeting –	Chair
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ACTIONS ARISING

Action item	Details	meeting number	Responsible	By when
AWC Proposal	Site Visit JOM advised a site visit had been scheduled for 4 th and 5 th June 2018. AWC, Native Vegetation Unit, CFS, State Heritage, Aboriginal Culture Unit, Park Planning, Park Operation had been invited. ACTION JOM to coordinate a site visit asap	3	JOM	ASAP
7 - Documents affecting business affairs		3	JOM	Next meeting
Management Plan	ACTION JOM to report back at next JOM referred to a paper by Brett Simes, Senior Policy & Project Officer, Park Planning, indicating possible restrictions on development West of the Park HQ. MJ requested this matter be investigated asap ACTION JOM to investigate and report back out of session	3	JOM	ASAP

Meeting Minutes

Meeting title: **Kangaroo Island Lodge Walk Steering Committee**

Meeting number: 7

Date: 20 December 2018

Location: Waymouth Street Adelaide Place: 10.7

Time: Commence 10 am Finish: 11 am

Meeting type: Committee

Attendees: Grant Pelton (GP) (phone), Matt Johnson (MJ), Damian Miley (DM) (phone), Chris Wright (CW) (proxy for SP), Merridie Martin (MM), Stuart Burns (SB) (proxy for RS), Kat Galpin (KG) (proxy for LC), John O'Malley (JOM) Executive Officer

Apologies: Leah Clarke (LC), Joanne Davidson (JD), Stuart Paul (SP), Roscoe Shelton (RS).

Guest

Chairperson / Time keeper / Minute taker (if applicable): Chair: Matt Johnson
Minutes: John O'Malley

Key discussion points: AWC DA – next steps, communication & marketing, Lease & Licence

- | Item | Details |
|------|---|
| 1. | Welcome and Introduction
MJ welcome members of the committee.
Chris, Kat and Stuart were welcomed to the Committee.
No conflicts of interest were recorded. |
| 2. | Minutes of previous meeting
Minutes of extraordinary meeting 30 November 2018 were adopted.
DM requested a copy of the minutes |
| 3. | Action Arising
Nil |
| 4. | General Business |
| 4.1. | AWC Development Application – progress report
MJ provided an overview of the development application process to date. |



MJ advised there had been a level of concern raised by several community groups.

Friends of Parks had advised they would withdraw their services to FCNP.

Additional information had been sought from AWC in regard to their native vegetation clearance requirements.

JOM advised the installation at tank at Cape du Couedic cottages was being revised to meet AWC development plans.

NOTED

4.2.

Communication & Engagement

MJ tabled a communication document developed by DEW & AWC.

MJ requested the document be widely distributed.

MJ advised AWC had met with ^{7 - Documents affecting} and noted some of the concerns raised by the group.

DM to discuss the Flinders Chase Park Management Plan with Jason Irving.

MJ to arrange a comparative NV clearance assessment in relation to concerns of "change of scope".

MJ advised AWC had met with Friends of Park.

GP met with Chair Friends of Park and noted the concern of the broader Friend's group.

GP will respond to Friends Group email.

MJ and DM would assist with the response.

GP suggest a fact sheet be developed to ensure consistency with the message.

MJ would arrange a review of the FAQs on the DEW web site.

DM will prepare a ministerial to brief Minister on current Development Application and lease status.

ACTION

DM to discuss the Flinders Chase Park Management Plan with Jason Irving.

GP will respond to Friends Group email.

MJ would arrange a review of the FAQs on the DEW web site.

DM to prepare a ministerial briefing.

4.3.

Leases

7 - Documents affecting business affairs

MJ advised a review of the KIWT business model would be undertaken during the next calendar year; due for completion in the second half of 2018/19.

DM requested the region be fully engaged in the process.

MJ and DM to discuss out of session.

ACTION

Committee to review draft briefing by COB Friday 21st December 2018.

MJ & DM to discuss business model review.



5. **Standing Items**
- 5.1. **Stakeholder Engagement and Consultation**
As above
- 5.2. **Key Personnel Movements**
- 5.3. **DEW activities impacting on the Project**
Nil
6. **Any Other Business**
DM acknowledged SB work on the lease and license.
JOM advised of a potential visit to KIWT by the CE 22 & 23rd January 2019
7. **Next Meeting:**
Last week in January 2019

ACTIONS ARISING

Action item	Details	meeting number	Responsible	By when
Communication & Engagement	DM to discuss the Flinders Chase Park Management Plan with Jason Irving	7	DM	ASAP
	GP will respond to Friends Group email			
	MJ would arrange a review of the FAQs on the DEW web site		GP	
	DM to prepare a ministerial briefing			
Lease & Licence	Committee to review draft briefing by COB Friday 21 st December 2018	7	All	ASAP
	MJ & DM to discuss business model review		MJ & DM	



CLOSED ACTIONS

Action item	Details	From meeting number / date	Responsible	
Terms of Reference	Endorsed	1	JOM	No further action
Site Visits	Site Visit Completed	3	JOM	No further action
Management Plan	Management Plan review completed	3	JOM	No further action

