

# Mount Barker District Property Strategy Action Plan

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MOUNT BARKER  
DISTRICT COUNCIL



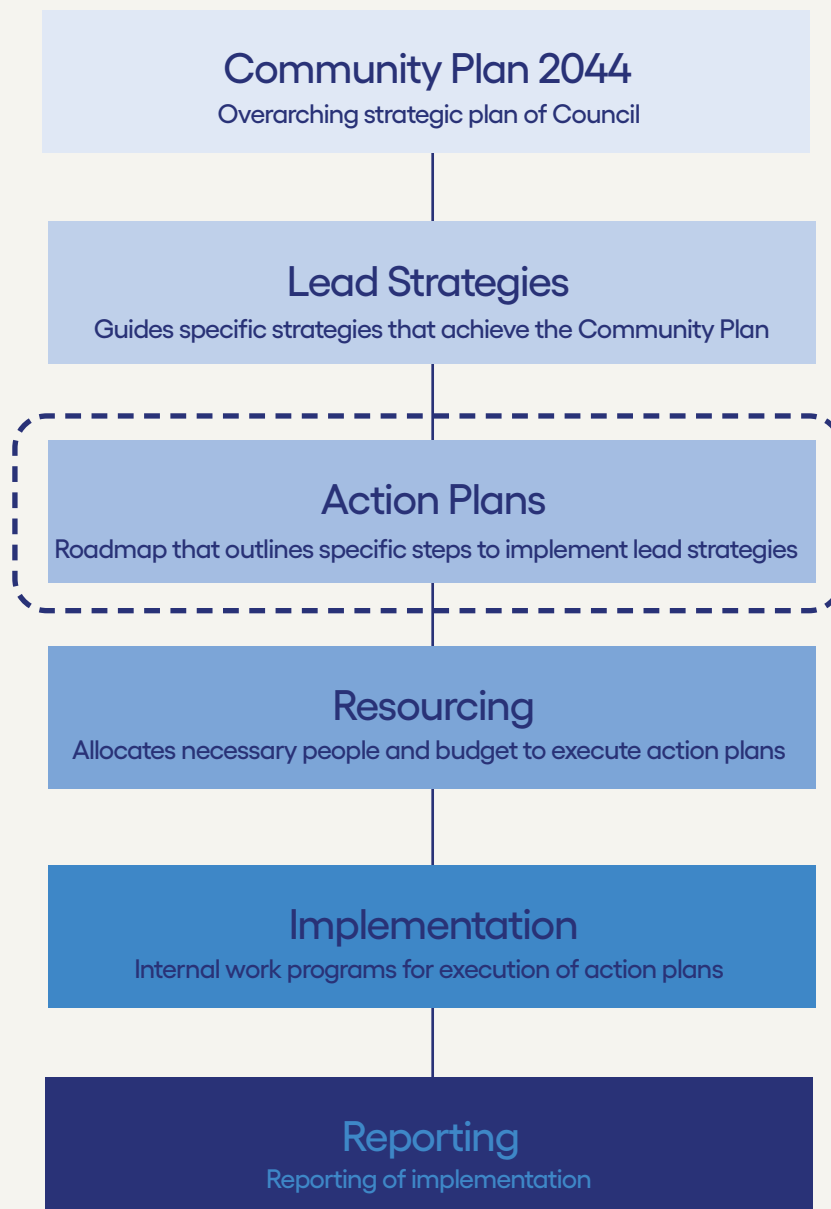
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# 1. Introduction

To complement the Property Strategy, the Corporate Strategy Framework, seeks that all Lead Strategies have an accompanying Action Plan, which sets a prescribed list of achievable actions that will be undertaken to achieve the objectives set in the Lead Strategy.

It is proposed that the actions detailed in this action plan will assist Council to meet its strategic Objectives and Key Principles set in the Property Strategy, which are aligned to the vision of Mount Barker District Council as described in Council's Community Plan 2044 which is 'to be the most livable region in South Australia'.



## 2. Action and Implementation Plan

The Property Strategy has been developed to provide a holistic framework for the management of all property assets and establishes objectives and key principles for the alignment of Council's property portfolio with its future community and service delivery requirements.

The implementation of the strategic actions outlined in the Strategy will be undertaken as outlined in the table below. The Strategic Property Working Group will be responsible for the delivery of the strategy.

The Group will be chaired by a member of the Corporate Governance Group (CGG) and will include internal representatives and subject matter experts from across Council. The group will meet monthly and will provide briefings, advice and recommendations to CGG and involve Councillors through workshops and reports to Council to support delivery of the strategy. The group will engage external property consultants and financial experts on an as needs basis.

| Action no. | Action                                                                                                                                                                                               | 2024-2025 | 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|-----------|-----------|
| 1          | Establish officer led Strategic Property Working Group to oversee the delivery of Council's Property Strategy.                                                                                       | ✓         |           |           |           |           |
| 2          | Develop a suite of new Property related Policies and review / update existing policies, to support the delivery of the strategy.<br>(See Property Strategy - Policy Register Appendix 1).            | ✓         | ✓         |           |           |           |
| 2.1        | Lease and Licence Policy                                                                                                                                                                             | ✓         | ✓         |           |           |           |
| 2.2        | Venue Hire Guidelines                                                                                                                                                                                | ✓         | ✓         |           |           |           |
| 2.3        | Review of the Disposal of Council Land and Other Assets Policy                                                                                                                                       |           |           | ✓         |           |           |
| 3          | Carry out a review and audit of Council's Property and Land Register to ensure accuracy of information.                                                                                              | ✓         | ✓         |           |           |           |
| 4          | Investigate options for a Property Management System and then establish the system to improve the effectiveness with which Council manages its property portfolio                                    |           | ✓         |           |           |           |
| 5          | Carry out a Council Staff Accommodation Review, to investigate agile working opportunities within Council's property portfolio, to provide optimal staffing and service levels to meet future needs. | ✓         | ✓         |           |           |           |
| 6          | Update Community Land Management Plans for all Council owned and managed Community and Crown Land.                                                                                                   |           | ✓         | ✓         | ✓         | ✓         |
| 7          | Undertake a high-level analysis of Council's property portfolio to develop a list of priority projects (Strategic Property Review).                                                                  | ✓         | ✓         | ✓         | ✓         | ✓         |
| 8          | Develop a list of remnant/underutilised land parcels for possible reuse or disposal.                                                                                                                 |           | ✓         |           | ✓         |           |
| 9          | Undertake a review of all Property holdings to determine current and future highest and best use.                                                                                                    | ✓         | ✓         |           |           |           |
| 10         | Investigate acquisition of new land holdings to support future recreational, social and environmental outcomes.                                                                                      |           | ✓         | ✓         | ✓         | ✓         |



### 3. Definitions

## Following are the key definitions relating to Mount Barker District Council's Property Strategy and Action Plan:

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Acquisition</b>           | An asset or object bought or obtained by Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Asset</b>                 | Means any physical form of the building or item of infrastructure. Assets may be either owned by Council or used by Council, such as in the form of a lease or license.                                                                                                                                                                                                                                                                                                                                |
| <b>Building</b>              | Means a building or structure or a portion of a building or structure (including any fixtures or fittings which are subject to the provisions of the Building Code), whether temporary or permanent, moveable or immovable, as defined by the Planning, Development and Infrastructure Act 2016.                                                                                                                                                                                                       |
| <b>Community Land</b>        | <p>All local government land (except roads) that is owned by a council or under a council's care, control and management is classified as community land unless:</p> <ul style="list-style-type: none"> <li>the council resolves to exclude the land from classification as community land; and</li> <li>the land is unaffected by provisions of a reservation, dedication, trust or other instrument that would prevent or restrict its alienation.</li> </ul> <p>S.193 Local Government Act 1999</p> |
| <b>Community Stewardship</b> | Empowering community groups and volunteers to manage/maintain community property (buildings and land) in partnership with Council.                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Crown Land</b>            | Crown Land as defined by the Crown Land Management Act 2009.                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Disposal</b>              | The sale or transfer of an asset beyond Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Public Land</b>           | Land that is vested in or under Council's control.                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Land</b>                  | Includes community land, vacant land, excluded land, road reserves, any legal interest in land, and any other land-related assets, including all buildings (community and excluded) on Land.                                                                                                                                                                                                                                                                                                           |
| <b>Lease</b>                 | An agreement via contract between the Lessor and Lessee that secures the use of an asset by the Lessee subject to conditions, such that the Lessee has exclusive possession of the asset and there is a fixed term of occupation with rent payable.                                                                                                                                                                                                                                                    |
| <b>License</b>               | An agreement via contract between the Licensor and Licensee that secures the use of part of an asset by the Licensee for a fee subject to conditions and such that the Licensee does not have exclusive possession of the asset.                                                                                                                                                                                                                                                                       |
| <b>Remnant Land</b>          | Land that is generally not capable of independent development or obsolete use and include lanes, road closures, excess land from old subdivisions, verge extensions or footpath widening.                                                                                                                                                                                                                                                                                                              |
| <b>Road</b>                  | Roads are defined by the Local Government Act 1999 as a public street or road, including an alley, laneway, walkway or other similar thoroughfare vested in the council.                                                                                                                                                                                                                                                                                                                               |
| <b>Surplus Assets</b>        | Surplus assets are assets that are considered to be of no benefit to either the community through the delivery of services, or long-term strategic property portfolio or for any other purpose Council related purposes.                                                                                                                                                                                                                                                                               |



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