



**STRATEGY AND POLICY
REVIEW COMMITTEE**

MINUTES

7 APRIL 2008

**MINUTES OF THE STRATEGY AND POLICY REVIEW COMMITTEE
OF THE PORT PHILLIP CITY COUNCIL HELD ON 7 APRIL 2008, IN
THE COUNCIL CHAMBER, ST KILDA TOWN HALL**

The meeting opened at 6.03pm.

PRESENT

Cr Cribbes (Chairperson), Cr Bolitho, Cr Gross (from 6.06pm), Cr Klepner, Cr Logan, Cr. Ray, Cr Sait, David Spokes Chief Executive Officer, Sally Calder Executive Director Organisation Systems & Support, David Yeouart Executive Director Community Assets & Services, Geoff Oulton Executive Director Community Development & Planning, Steven Cooper Manager Health & Amenity, Sam Hewett Manager Asset Services, David Filmalter Manager Finance, Paul Smith Manager Environment & Renewal, Cathy Henderson Manager Governance and Community Relations, Mike McIntosh Manager Economic Development, Katrina Terjung Coordinator Strategic Planning, Tanja Heil Place Manager Activity Centres, Sonia Anderson Strategic Planner, Kirsten Hughes Coordinator Local Laws, Gary Spivak Housing Development Officer, Katrina Gorjanicyn Project Officer - Entertainment Precincts, Kate Nagato, Place Manager Foreshore.

Council pays its respects to the people and elders, past and present, of Yalukit Willam and the Kulin Nation. We acknowledge and uphold their relationship to this land

1. APOLOGIES

MOVED Crs Sait/Logan

It was noted that Cr Gross will be arriving late to the meeting.

A vote was taken and the MOTION was CARRIED.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

MOVED Crs Klepner /Logan

That the Minutes of the Strategy and Policy Review Committee held on 4 February 2008 be confirmed.

That the Minutes of the Strategy and Policy Review Committee held on 3 March 2008 (MEETING CANCELLED).

A vote was taken and the MOTION was CARRIED.

3. CORRESPONDENCE

Nil.

4. PUBLIC QUESTION TIME

Cr Gross arrived at 6.06pm

Item 1

Jon Webster of Ripponlea asked the following question regarding closed circuit television:

'One of the councillors told me that with the new St Kilda Triangle, will be having closed circuit cameras to monitor the crowd and I am wondering why not place them in Acland St, Fitzroy St and Carlisle Street'

****Geoff Oulton, Executive Director Community Development and Planning advised Councillors that the Fitzroy Street Taskforce report in the latest newsletter #3, contains quite a discussion about the pros and cons of closed circuit television in use in public space as opposed to a confined managed space. In the context of a place which is under a central control such as the Triangle site, there is an integrated suite of controls and facilities in order to try and ensure there is community and patron safety. It is a different set of circumstances to that which applies in a public area such as Fitzroy and Acland Street.***

Item 2

Theresa Warren of South Melbourne made the following comments:

1. *St Lukes Anglican Church 150 year celebration was held on 7 February 2008. Theresa presented a DVD to the meeting.*
2. *Skate Park St Kilda happy for it to be built in the designated site, close to public transport and shops.*
3. *The official opening of the redevelopment of the Royal Children's Hospital - we need more members to help out St Kilda Auxiliary otherwise the Auxiliary will fold.*
4. *Welcome Back Message Wall – would have liked the messages to have stayed up for longer.*

Item 3

Serge Thomann the following questions regarding the St Kilda Triangle site?

1. *Why must we have to wait until mid year to see details of the development?*
2. *Why the secrecy around those sections deemed not commercially in confidence?*
3. *What legal advice has the Council sought to determine what can and cannot be released?*

4. *Why do aspects of the development agreement continue to be commercial in confidence when the council has agreed to the development plan?*
5. *What does the Council's legal advisers actually say about releasing the agreement?*
6. *Will Council release that advice if that advice is not released why not?*
7. *If the CEO refuses to act will councillors now take the action that is needed and resolve to release the secret development agreement?*
8. *It is now 2 months since the Council has approved the revised plans what when can we actually expect to see what has been approved?*

****David Spokes Chief Executive Officer, responded by stating that Councillors as previously advised, the documentation relating to the contract is planned to be released at an appropriate time, that estimate is still likely to be the middle of the year. Council's legal advice has not been released in view of the fact that legal challenge to the decision is mounted. That would not be in Council's interest. The development plan is expected to be finalised by about the end of the first week in May 2008 and as previously advised as soon as that is the case that will be placed on our website.***

Cr Sait left the meeting at 6.13pm.

5. COUNCILLOR QUESTION TIME

Item 1

Cr. Ray asked the following question:

'The report in today's Emerald Hill Weekly about 32 Nightingale St where the local Sergeant made a statement about the condition of the building which was preemptive and I thought may lead to some concern in the community. Can we have some advice on the state of the building and secondly how we might communicate that.'

****Geoff Oulton Executive Director Community Development and Planning responded by stating that there was a fire there last week which was confined to one room. Our Building inspectors have inspected the property and determined it to be structurally safe and sound – there is no need for demolition. The building order issued was to make the premises secure so that nobody could enter the premises but there is certainly no need for any concern about that fire impacting on its heritage value or a potential demolition. It is probably wise given that the article was in the paper this week for us to issue either a statement or a letter to the paper to clarify that information to the community.***

Cr Sait returned to the meeting at 6.15pm.

6. PRESENTATION OF REPORTS

The order of business was as follows:

6.1 POLICY AND PLANNING

- A1 REVIEW OF COMMUNITY AMENITY LOCAL LAW NO 3 AND PROCEDURES AND PROTOCOLS MANUAL
- A3 AMENDMENT C68: HERITAGE OVERLAY FOR NIGHTINGALE STREET PRECINCT - CONSIDERATION OF SUBMISSIONS
- A2 NEW YEAR'S EVE STRATEGY
- A4 FITZROY STREET TASKFORCE
- A5 FITZROY STREET STREETScape UPDATE
- A6 INVESTMENT POLICY
- A7 PROPERTY POLICY & STRATEGY

6.2 GOVERNANCE AND COMPLIANCE

- A8 PROPOSED DISCONTINUANCE AND SALE OF A SECTION OF DRAINAGE RESERVE AT THE REAR OF 19 AUSTIN AVENUE, ELWOOD
- A9 PROPOSED TRANSFER OF 121 LIARDET STREET TO PORT PHILLIP HOUSING ASSOCIATION, SALE OF 1& 2/144 NOTT STREET PORT MELBOURNE AND SALE OF 2/63 CARLISLE STREET, ST KILDA
- A10 CAPITAL WORKS STAGED PROJECTS UPDATE
- A11 PROVISION OF CITY OF PORT PHILLIP'S DIVERCITY NEWSLETTER - TENDER OUTCOMES (CONFIDENTIAL)

A1 REVIEW OF COMMUNITY AMENITY LOCAL LAW NO 3 AND PROCEDURES AND PROTOCOLS MANUAL

Purpose

To make amendments to Community Amenity Local Law No. 3.

MOVED Crs Gross/Logan

That the Strategy and Policy Review Committee recommend Council resolve:

1. That Council in accordance with Sections 119 and 223 of The Local Government Act 1989, give notice in the Government Gazette and a public notice that it proposes to amend Community Amenity Local Law No. 3 and the Procedures and Protocols Manual.
2. That the notices referred to in recommendation 8.1 be generally in the form of the notice attached (Attachment 4)
3. That any submissions made in respect to the notices referred to in recommendation 8.1 be considered by the Strategy and Policy Review Committee of the Council at its meeting on the 7 July 2008.

A vote was taken and the MOTION was CARRIED.

MOVED Crs Ray/Gross – MOTION ARISING

That further advice be received by Council that outlines:-

1. The status of progress on a Code of Conduct for the use of public spaces for exercise activities by personal trainers.
2. The efficacy of a central register of permits issued contrary to provisions of the Local Law especially as these relate to the use of public roads, footpaths and laneways by builders.

A vote was taken and the MOTION ARISING was CARRIED.

Notes:

***Cr Ray asked if Council can have a fact sheet available on the Internet or over our counters which summarises the relevant Act of Parliament.*

Steve Cooper Manager Health and Amenity advised Council that he can follow that up and have it posted on to the website.

***Cr Gross asked Kirsten Hughes Coordinator Local Laws to speak to him informally regarding whether a local law option could be devised for smoking areas in public.*

**A3 AMENDMENT C68: HERITAGE OVERLAY FOR NIGHTINGALE STREET
PRECINCT - CONSIDERATION OF SUBMISSIONS**

Purpose

For Council to consider submissions lodged in respect of Amendment C68 to the Port Phillip Planning Scheme - Heritage Overlay for the Nightingale Street Precinct.

The following objectors made a verbal submission in relation to this item:

1. Scott Minogue
 - Heritage overlay be more selective in some of the places.
2. Michelle Rubin
 - Dispute the heritage significance of our property.
 - The property is in serious state of disrepair and not at all well preserved eg. covered in graffiti.
 - Key features of the house have been removed as a result of a demolition permit granted by Council last year.
 - Amendments should be applied in a robust manner and this has not occurred to date.

MOVED Crs Bolitho/Gross

That the Strategy and Policy Review Committee recommend Council resolve to:

1. Request that the Minister for Planning appoint an Independent Panel to consider submissions to the amendment, in accordance with Part 8 of the *Planning and Environment Act 1987*.
2. Refer all submissions, and any late submissions received, to the Panel to be appointed by the Minister for Planning.
3. Inform all submitters of Council's decision.

A vote was taken and the MOTION was CARRIED.

Cr Ray left meeting 6.56pm.

A2 NEW YEAR'S EVE STRATEGY

Purpose

To outline Council's Strategy for managing New Year's Eve to ensure it operates in a coordinated, managed and sustainable manner.

MOVED Crs Sait/Gross

That the Strategy and Policy Review Committee recommend Council resolve to:

- 1.1. Manage New Year's Eve internally as an event, for the purposes of organisational service coordination and management, in accordance with the matters outlined in the NYE framework attached.
- 1.2. Develop a NYE Management Plan that will result in a coordinated management response to New Year's Eve, involving liaison with internal and external stakeholders including Victoria Police, Emergency Service agencies, the City of Port Phillip Licensees' Accord, private event organisers in the precinct and neighbouring municipalities.
- 1.3. A New Year's Eve Management Plan will address matters including, but not limited to:
 - Defining and communicating levels of service for beach cleaning and rubbish management for New Year's Eve;
 - A review of the City of Port Phillip foreshore alcohol policy in consultation with relevant stakeholders including Victoria Police and Consumer Affairs Victoria - Liquor Licensing with a view to implementing a No Alcohol Policy from 12 noon New Year's Eve to 7am New Year's Day each year in the St Kilda Foreshore and Environs area;
 - Any increased service levels for health and amenity enforcement, including implementation of a No Alcohol policy;
 - Any increased coordination costs, including meeting with Victoria Police and neighbouring municipalities prior to New Year's Eve events to ensure development of a coordinated management plan;
 - The need and costs (if any) for implementation of additional infrastructure.

A vote was taken and the MOTION was CARRIED.

Cr Gross left meeting 7.02pm.

A4 FITZROY STREET TASKFORCE

Cr Ray returned to meeting 7.00pm.

Cr Gross returned to meeting 7.04pm.

Purpose

The purpose of this report is to provide an update on the consultation process and project delivery of the Fitzroy Street Taskforce.

MOVED Crs Sait/Ray

That the Strategy and Policy Review Committee recommend Council resolve to:

1. Retain the Fitzroy Street Taskforce for review in September 2008 to allow further community consultation and collaboration to take place in relation to items listed in the Action Plan.
2. Support development of a new governance structure for the Fitzroy Street Taskforce to ensure that Council's key policies and strategies on community consultation, affordable housing, and health and wellbeing are understood and taken into account by members of the Taskforce.
3. Support outreach community consultation to supplement consultations with the Fitzroy Street Taskforce to ensure that a cross-section of the community contributes to implementation and overseeing of the Action Plan.
4. Endorse further research and analysis of community consultation, policy, and strategy in entertainment precincts at the local, national and international levels in order to develop an informed approach to how Council manages future community consultation in complex entertainment precincts.

A vote was taken and the MOTION was CARRIED.

A5 FITZROY STREET STREETScape UPDATE

Cr Klepner left meeting 7.21pm.

Cr Klepner returned to meeting 7.23pm.

Purpose

To inform Council of the progress of the Fitzroy Street Masterplan, and outline the current status of capital works project being delivered in the precinct.

MOVED Crs Sait/Gross

That the Strategy and Policy Review Committee recommend Council:

1. Notes the project approach and implementation strategy to develop a Masterplan for Fitzroy Street.
2. Notes the status and approves the continued implementation of projects as outlined in this report and supporting attachments.
3. Adopt the schematic design for the Fitzroy Street Foreshore Connections project and approve lodging a planning permit application.
4. Approve the Park Street Tram Terminus as the preferred location for a new toilet facility, and proceed with schematic design and planning permit application.
5. Consider the additional submission in relation to Item A5 Fitzroy Streetscape Update Supplementary Report.

A vote was taken and the MOTION was CARRIED.

A6 INVESTMENT POLICY

Cr Gross left room 7.53pm.

Cr Gross returned to meeting at 8.09pm.

Purpose

Report back to Council on the review of the investment policy for surplus cash holdings and obtain their endorsement of the proposed policy.

MOVED Crs Ray/Logan

That the Strategy and Policy Review Committee recommend Council adopt:

1. The revised investment policy set out in Attachment 1 to this report.
2. That the Manager, Finance & Investments be given delegated authority to exercise investment decisions on behalf of Council that are in accordance with this policy.
3. That Council receive a quarterly report on the performance of its investment portfolio against the proposed benchmarks.

A vote was taken and the MOTION was CARRIED.

Note:

* That a Supplementary Report be prepared that provides additional detail on placing funds in Ethical investment products.

Cr Klepner voted AGAINST the MOTION.

A7 PROPERTY POLICY & STRATEGY

Cr. Sait left meeting at 8.08pm.

Cr. Sait returned to meeting at 8.17pm.

Purpose

To consider the draft Property Policy & Strategy.

MOVED Crs Gross/Ray

That the Strategy and Policy Review Committee recommend to Council:

1. That the attached proposed Property Policy & Strategy (**as amended**) be adopted, including this following Policy statement:

3. Corporate Property Policy

3.1 What is property?

Property is a type of asset which has value both in an accounting sense and in how it contributes to service delivery.

For something to be categorised as a property asset it must have a value. This does not necessarily imply dollars and cents: however the “value” of a property asset is measured in monetary terms so it is able to be recognised in financial statements.

Property Assets have service potential. In the public sector it is perhaps often more important to appreciate the non-monetary aspects of a property’s value. The term “service potential” is used to describe the utility of a property asset in meeting service delivery objectives and is a useful concept to employ where a property asset does not generate income. It is also referred to as the expected “future benefit” to be derived.

Assets take a variety of forms. This Strategy deals with property assets that are physical in nature.

Property in the context of this Strategy is used to describe any kind of interest in land, which the Council either holds or has granted. It includes all buildings or rooms within buildings, rights of way, leases, tenancies, licences, easements, rent charges, ground rents – in fact every possible interest in land imaginable.

3.2 Why does Council Hold and Manage Property?

Council holds property to support the effective delivery of the broad range of services it provides for the people who live, work in and visit the City of Port Phillip.

Some of the services Council has responsibility for include the maintenance and upgrade of drains, roads, kerbing, nature strips, footpaths and garbage collection as well as libraries and art spaces, child care centres, cleaning of parks and beaches, installation of street lighting and furniture and planting and watering of trees.

Property assets are used and deployed in many different ways in order that the Council can provide these services. At the most fundamental level, and for the purpose of defining policy, property assets may be held for operational and non-operational reasons.

The operational reasons for holding property have been divided into three (3) sub-categories:

3.2.1 Operational Property

(a) Direct Community Service

First and foremost the Council uses and occupies property in order to provide direct services to the community, such as libraries, elderly person's homes, child care centres, youth clubs, parks and open spaces, leisure facilities and depots etc.

(b) Service Support

Council occupies property in order to house office and administrative and civic government functions, which support direct service provision. This includes support service staff within operational directorates, as well as groups of staff offering support services to operational directorates.

(c) Indirect Community Service

The Council also makes properties available, often on preferential lease terms, to outside organisations so that they can provide services to the community, which support the Council in the exercise of its powers and duties. These include services such as charities, voluntary support groups, community organisations and registered social landlords. By making properties available to others on preferential terms, the value of the concession given can often be used to generate or to lever funding from external sources. In certain cases funding can be generated which could exceed the property value.

3.2.2 Non-Operational Property

In addition to land held for operational purposes, the Council holds land for certain non-operational purposes, primarily for income generation. The non-operational properties have been divided into three (3) sub-categories, for the purposes of defining policies. These three sub-categories are:

(a) Commercial

The Council has a general power to hold land for the benefit of its area and it is in pursuance of that power that the Council owns and manages a range of commercial properties. Through ownership the Council can not only control the balance of property uses but it can also influence how the commercial vitality and viability of the municipality grows and develops. In addition, the rental income and capital generation go a long way to supporting the various services and facilities the Council provides.

(b) Development

The Council is as concerned with the future as it is with the past. For this reason the Council holds areas of land for future regeneration. In this way the Council can use its land ownership to control or influence the way areas are improved or developed. Many of the areas of land that fall into this category have not yet been identified with any particular development or regeneration scheme or project, but are strategically placed. Land held

for an identified development, which is intended to be in support of one of the other five uses listed above, would fall into that respective category.

(c) Surplus/vacant

From time to time, a performance review of a property will conclude that the property does not currently meet community needs, that is, it does not fit in any of the above five categories. If its use cannot be adjusted or the property developed to fit into one of those categories, then the Council may choose to declare the asset surplus to requirements. These may be surplus to operational requirements, or may have become surplus to the non-operational commercial or development requirements. At the same time, property which is held for non-operational purposes, may occasionally fall vacant (e.g. between tenant occupiers).

- 2 That the full text of the Property Policy & Strategy as adopted (below) be included as an attachment to the minutes.

Attachment

CORPORATE PROPERTY POLICY & STRATEGY

Purpose of this Corporate Property Policy & Strategy

This Property Strategy provides for the first time a 'whole-of-Council' framework for the management of property assets and sets out a framework and guiding principles for the alignment of the Council's property portfolio with its service delivery objectives.

The Property Strategy:

- Is forward looking
- Develops a coordinated strategic response to the use of Council owned and controlled property
- Helps in the assessment of how property can meet the existing and emerging community needs and in its contribution to achieving Council's four pillars of sustainability.

1.1 Relationship to other policies

Council's overarching goals are the four pillars of sustainability – social equity, cultural vitality, economic viability and environmental responsibility.

Other corporate documents set out frameworks for managing aspects of council's assets and spaces. For instance, the *Open Space Strategy* is a framework setting out principles for supplying and managing open space for the city.

Council's *Physical Asset Management policy* describes council's stewardship role for physical assets. It sets a broad framework for the City of Port Phillip to manage its assets in line with Council's four pillars of sustainability and in accordance with Best Value principles.

This *Corporate Property Strategy* sits alongside those other organisational strategies. The purpose of this strategy is to establish a consistent approach to property management based on a clear understanding of the requirements of the Council and the services it delivers combined with best practice in property management.

1.2 Outline of this policy & strategy

The Property Strategy sets out the guiding principles by focusing on service delivery and the properties used to deliver these services. This holistic approach to property management supports the delivery of best value services and the well-being of the residents, and those who work in the City of Port Phillip. It aligns with and is responsive to the Council's role vision and values as described in the Appendix.

The Property Strategy provides an integrated framework for all elements of property ownership:

- Buying property – identifying what property is needed so that the right purchase decisions are made at the right time, and so that the necessary resources (including lifecycle costs) can be planned in advance
- Identifying non-ownership alternatives to property solutions
- Owning property – knowing what property is owned and why it is owned
- Managing property – knowing that the property owned is fulfilling its purpose
- Investing in property – capturing the benefits of growth for the community

- Releasing property – making informed choices about when and why to dispose of property that has no further purpose in Council ownership.

The scale of investment exposes the Council to a range of risks. The approach set out in the Property Strategy will enable the Council to manage these risks, and obtain better value for money in the delivery of services to the community. The benefits of this strategic approach are:

1.3 Appropriateness

- A. Align assets with services and community expectations.
- B. Promote sustainable development objectives.
- C. Effectively allocate resources available to the council across departments maximising outcomes and minimising duplication.

1.4 Effectiveness:

- A. Minimises demand for new assets.
- B. All associated costs are considered and optimised over the life cycle of assets.
- C. All associated costs are considered and optimised over the life cycle of assets.
- D. Existing assets are maintained and used more effectively (timely maintenance is cheaper than repairs or new asset acquisitions).
- E. Realises opportunities to use partner agencies and private sector assets for public purposes.
- F. Realises opportunities for the public sector to partner with the private sector.

1.5 Efficiency:

- A. Demonstrates to the community and the government that services are being delivered effectively.
- B. Achieves improved accountability for use of resources through published performance measures.
- C. Provides a basis for the council to evaluate and balance the trade-off between service, price and quality.
- D. Provides benchmarks which can be used to evaluate outcomes and plan future investments.

The Property Strategy is intended to inform elected members and officers of the Council and external parties with whom the Council may work in respect of the use of its assets in facilitating the delivery of its service objectives.

In developing the Strategy, existing governance arrangements including the legislative framework governing the use and management of property as well as disparate property strategies of the Council have been consolidated, reviewed and where appropriate streamlined to clarify and strengthen existing arrangements.

Legislative and Policy Framework

The framework governing property management practice in the City of Port Phillip consists of:

- Acts of Parliament;
- Regulations made under Acts of Parliament;
- Council's Policy Framework.

Council's property activities will be managed within legislative parameters including those enacted in the following:

- Local Government Act 1989
- Crown Land (Reserves) Act 1978
- Land Act 1958
- Retail Leases Act 2003

This strategy also sits alongside other policy and strategy documents such as the Physical Assets Management Plan.

The Property Strategy has integral links with Council's Community Plan, Council Plan and Strategic Resource Plan.

Corporate Property Policy

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Property assets are used and deployed in many different ways in order that the Council can provide these services. At the most fundamental level, and for the purpose of defining policy, property assets may be held for operational and non-operational reasons.

The operational reasons for holding property have been divided into three (3) sub-categories:

3.2.1 Operational Property

(a) *Direct Community Service*

First and foremost the Council uses and occupies property in order to provide direct services to the community, such as libraries, elderly person's homes, child care centres, youth clubs, parks and open spaces, leisure facilities and depots etc.

(b) *Service Support*

Council occupies property in order to house office and administrative and civic government functions, which support direct service provision. This includes support service staff within operational directorates, as well as groups of staff offering support services to operational directorates.

(c) *Indirect Community Service*

The Council also makes properties available, often on preferential lease terms, to outside organisations so that they can provide services to the community, which support the Council in the exercise of its powers and duties. These include services such as charities, voluntary support groups, community organisations and registered social landlords. By making properties available to others on preferential terms, the value of the concession given can often be used to generate or to lever funding from external sources. In certain cases funding can be generated which could exceed the property value.

3.2.2 Non-Operational Property

In addition to land held for operational purposes, the Council holds land for certain non-operational purposes, primarily for income generation. The non-operational properties have been divided into three (3) sub-categories, for the purposes of defining policies. These three sub-categories are:

(a) *Commercial*

The Council has a general power to hold land for the benefit of its area and it is in pursuance of that power that the Council owns and manages a range of commercial properties. Through ownership the Council can not only control the balance of property uses but it can also influence how the commercial vitality and viability of the municipality grows and develops. In addition, the rental income and capital generation go a long way to supporting the various services and facilities the Council provides.

(b) *Development*

The Council is as concerned with the future as it is with the past. For this reason the Council holds areas of land for future regeneration. In this way the Council can use its land ownership to control or influence the way areas are improved or developed. Many of the areas of land that fall into this category have not yet been identified with any particular development or regeneration scheme or project, but are strategically placed. Land held for an identified development, which is intended to be in support of one of the other five uses listed above, would fall into that respective category.

(c) *Surplus/vacant*

From time to time, a performance review of a property will conclude that the property does not currently meet community needs, that is, it does not fit in any of the above five categories. If its use cannot be adjusted or the property developed to fit into one of those categories, then the Council may choose to declare the asset surplus to requirements. These may be surplus to operational requirements, or may have become surplus to the non-operational commercial or development requirements. At the same time, property which is held for non-operational purposes, may occasionally fall vacant (e.g. between tenant occupiers).

Corporate Property Strategy

4.1 Vision

The Council's vision for its property over the next 10 years is to have a well-managed property portfolio which:

- (a) Meets current and future community and service needs and enables the delivery of good services
- (b) Is in good condition with no maintenance backlog and meets all legislative requirements
- (c) Enhances the physical environment of the city, helps conserve special places and provides leisure and cultural opportunities for citizens
- (d) Is environmentally sustainable
- (e) Has its performance regularly reviewed using agreed criteria, based on a four pillared approach relevant to local government and specifically Port Phillip
- (f) Uses capital for property assets which are held for a firm future purpose and which meet community needs
- (g) Maximises the potential for Council to influence the cultural look and feel of neighbourhoods, either through strategic purchasing, development or other land use decisions
- (h) Provides working conditions that encourage the best performance from staff

- (i) Takes up opportunities for co-location and partnerships, where this results in community benefit
- (j) Provides best value for money, maximising community benefit and minimising costs
- (k) Is rationalised where appropriate in order to realise policy objectives, so that capital can be reinvested in the portfolio to better meet community needs
- (l) Allocates investment in future property according to a robust corporate prioritisation framework.

4.2 Strategic Property Objectives

The key objectives of the Corporate Property Strategy therefore are to enable the Council to meet its service delivery objectives effectively, efficiently and economically and to provide a foundation for the wellbeing of those who live and work in the City of Port Phillip through:

Objective 1: Providing the services required by residents

- By focusing on outputs and outcomes
- By ensuring assets are appropriate used and maintained
- By applying best practice asset management principles

Objective 2: Optimising the service potential of assets

- Through improved management of the existing asset base
- Through improved flexibility of the asset base
- By using economies of scale for more cost effective service delivery

Objective 3 - Maximising value for money

- By taking account of the full costs of acquiring, holding, using and disposing of assets throughout their life cycles
- Through appropriate partnerships with the private sector/partner agencies

Objective 4 - Contributing to economic growth

- Through meeting service delivery demands by providing the right assets in the right location in the right amounts
- To encourage asset improvements that will improve the wellbeing of the residents of the municipality

Objective 5 - Assigning responsibility and accountability

- By clearly defining ownership and control of assets
- By determining and communicating accountability and reporting responsibilities throughout each step of the integrated approach to asset management

Objective 6 - Promoting balance between development and sustainability

- By minimising demand of new assets through the use of non-asset service delivery alternatives where appropriate
- By making asset decisions that consider and protect the needs of future generations

Objective 7 – Using Council property to influence private development

New and renewed assets should be good examples of built form and environmentally sustainable architecture

Council should use its property asset base where possible to leverage desired land use and optimum built form by private development

Objective 8 – Using Council property to influence cultural vitality

By using strategic purchasing to deliver desired social cultural or environmental outcomes

Using existing owned or controlled land to deliver specific social cultural or environmental outcomes

4.3 Key Outcomes

Council aims to achieve the following outcomes through the Property Strategy:

4.3.1 Tangible community benefits

- (a) Services and assets that meet current and future community needs
- (b) Innovative ways of providing services and sharpen the focus on property as a means of getting services to users as opposed to ownership being an end in itself
- (c) Modernisation of service delivery
- (d) A network of popular and viable community centres
- (e) A sustainable built environment that accommodates a growing population
- (f) Places and spaces and support for the well being of the community
- (g) Well-used community and civic facilities

4.3.2 Getting the best from valuable property resources

- (a) Raise the profile of property management and introduce property into resource decisions at all levels of the organisation
- (b) Effective stewardship of Council's property assets
- (c) Best Practice in property management
- (d) Review holdings and challenge the need to retain property
- (e) Financial strength and asset growth

4.4 Property Strategies

In order to achieve the Strategic Property Objectives, Council's Corporate Property Strategy is to:

Strategy 1 - Hold, plan and strategically manage all property assets corporately

Strategy 2 – Strengthen the function of Corporate Property Services in the day-to-day management of property

Strategy 3 – Support Best Practice Property Management Procedures

Strategy 4 – Promote accountability for use of property resources

Strategy 5 – Continually review the property portfolio to determine performance, utilisation, need and provision

Strategy 6 – Measure the performance of operational property to identify under performing assets and to inform and ensure objective decision making

Strategy 7 – Continue to resource and improve the accessibility and sustainability of all Council properties

Strategy 8 – Explore innovative ways of providing services incorporating both property as well as non-property based solutions

Strategy 9 – Collectively and corporately maintain adequate property data to enable efficient asset management and planning

Strategy 10 – Align assets with service and community expectations

Strategy 11 – Invest in property that will deliver economic, social, cultural and or environmental outcomes

Strategy 12 – Promote sustainable development objectives

Strategy 13 – Following completion of a property performance review, refer poor performing properties to Council for consideration of options.

4.5 Critical Success Factors

There are three factors which are critical to the success of this strategic approach to property:

- (a) Council's property portfolio is regularly reviewed using evaluation criteria which reflect community needs
- (b) Property Management supports service provision and service units contribute to strategic property planning
- (c) Councillors and staff are well informed when making decisions related to property.

4.6 Implementation Framework

Council has developed supporting guidance material to ensure that each part of the Property Strategy is properly implemented to achieve the objectives articulated.

The implementation components have been separated into the following five (5) groups:

(a) Corporate Land Policy

Describes the purpose and fundamental headline principles and policies of effective property management in the Council, and provides the strategic and legislative framework through which these can be effectively implemented.

(b) Organisational Arrangements, Roles and Responsibilities

Outlines the functions and responsibilities required for the support of property management.

(c) Procedures and Guidelines

Sets out practices for property management and provides assistance for managers involved in asset management to interpret policy requirements in the light of their particular situation.

(d) Performance Measures Manual

Monitoring required for assessing and controlling asset performance in terms of outputs and inputs.

(e) Implementation Plan

Implementation Plan setting out specific actions, resources, budgets and timelines relevant to delivering this Strategy.

APPENDIX

Council's Role

Council is the closest tier of government to the community and plays a key role in people's everyday lives. It provides services and infrastructure to allow residents and businesses to prosper. It is responsible for making and enforcing local laws and collecting revenue to fund activities. It is responsible for planning and delivering a wide range of services affecting residents, businesses, neighbourhoods and the local community.

Our Mission

“To make the community a better place”

To build a sustainable and inclusive city that is focussed on the future and provides excellent service – we see a future where the city is popular, prosperous and people enjoy a good quality of life and the city is improved through the provision of excellent services and information.”

Our Vision

“To be the best place in the best city for all”

Council's vision for the City of Port Phillip is of a city where diversity and harmony are sustained and encouraged - a place where all members of our community feel connected through a sense of belonging and pride in our city. There is a shared responsibility to ensure all people, regardless of age or of cultural and socio-economic background enjoy the benefits of our city and participate in all it has to offer.

We envisage a city where the environment is valued and protected; where our air and water are clean, and our parks and gardens are well maintained for the enjoyment of all. Our foreshore is protected and enhanced and provides a sanctuary for citizens and wildlife alike. We take pride in the responsibility we have for our environment and shall be seen as leaders in the field of environmental management.

Our city will be one in which the needs of residents, businesses and visitors are met through responsible planning and innovative development that is responsive to our unique heritage and identity. Inappropriate and poorly located high-rise development is restricted and a balance is maintained between everyone's needs.

Traffic and transport in our city shall be effectively managed to improve traffic flow and the benefits to public transport users, pedestrians and cyclists. Parking facilities are balanced to reduce traffic congestion and optimise public transport links whilst encouraging environmentally sustainable modes of travel.

We value a city, which has dynamic neighbourhoods with distinct character and unique identities; a city within which we can move freely and safely. We see our local council as a leader in its field, particularly in the areas of community consultation and communication, strategic planning, financial management and implementing the community's wishes.

We envisage that our city's services match the people's needs, are innovative, responsive and continually improving. Our services are wide ranging and address the needs of our community on a physical, human and cultural level. Our vision is of a city where the council services provide support to the four key pillars of our community - environmental responsibility, economic viability, cultural vitality and social equity – to create a sustainable and harmonious future.

Our Values

This Property Strategy is built upon the achievement of four fundamental goals. We refer to them as the pillars upon which our success depends:

Social equity: building a just, resilient, healthy and inclusive city with equitable access to responsive and relevant services and resources.

Economic viability: promoting effective stewardship of the council's assets and positive economic development within Port Phillip that also supports the council's social, cultural and environmental goals.

Environmental responsibility: fostering a liveable and attractive urban environment that uses fewer finite resources.

Cultural vitality: fostering conditions that allow communities within Port Phillip to express, experience and enjoy a diversity of values, beliefs and aspirations.

A8 PROPOSED DISCONTINUANCE AND SALE OF A SECTION OF DRAINAGE RESERVE AT THE REAR OF 19 AUSTIN AVENUE, ELWOOD

Purpose

This report is to finalise the discontinuance and sale of a section of Drainage Reserve at the rear of 19 Austin Ave, Elwood.

MOVED Crs Gross/Sait

That the Strategy and Policy Review Committee recommend that Council resolve:

- That the statutory procedures to discontinue the section of Drainage Reserve at the rear of 19 Austin Ave, Elwood, be completed. That the land from the reserve be sold to the owners of 19 Austin Ave, Elwood, subject to the land being consolidated to the property.

A vote was taken and the MOTION was CARRIED.

Cr Logan left meeting at 8.27pm.

A9 PROPOSED TRANSFER OF 121 LIARDET STREET TO PORT PHILLIP HOUSING ASSOCIATION, SALE OF 1& 2/144 NOTT STREET PORT MELBOURNE AND SALE OF 2/63 CARLISLE STREET, ST KILDA

Cr Ray declared an interest in the item as he is on the board of the Port Phillip Housing Association.

Cr Ray left the meeting at 8.28pm.

Cr Logan returned to the meeting at 8.31pm.

Purpose

It is proposed to transfer 3 Kyme Place, Port Melbourne to the PPHA for a community housing development while retaining title to ground level car parking. This plan is subject to PPHA enabling the sale of two residential properties.

MOVED Crs. Gross/Klepner

That the Strategy and Policy Review Committee recommend that Council resolves:

1. That it intends to reconfigure the boundary of the property generally known as 121 Liardet Street, , Port Melbourne comprising four Certificates of Title as follows: Volume 1884 Folio 619, Volume 9254 Folio 602, Volume 8838 Folio 197 and Volume 9254 Folio 603
 - 1.1 by adding a small portion (16.54 square metres) through the discontinuance of part of the road known as Kyme Place that is not currently used or required for vehicle access and to remove a small portion (10.57 square metres) by subdivision and assign the status of “road” to that portion and to transfer the land defined by the reconfigured property to the Port Phillip Housing Association but retaining proprietary rights to 27 car spaces at ground level and therefore directs as follows:
 - That the statutory procedures under Section 189 and of the Local Government Act 1989 (the Act) be commenced and notice is published in local newspapers inviting interested persons to make a submission under Section 223 of the Act for sale (transfer) of the land shown on the attached plan, to the Port Phillip Housing Association Ltd. save for proprietary rights to a 27 space, ground level car parking which will be retained by Council.
 - The statutory procedures under Section 206 and Schedule 10 Clause 3 of the Act be commenced and notice is published in local newspapers inviting interested persons to make a submission under Sections 207A (a) and 223 of the Act for discontinuance of the road shown on the attached plan and for sale (transfer) of the land shown on the attached plan, to the Port Phillip Housing Association Ltd., save for proprietary rights to ground level car parking which will be retained by Council.
 - That officers are authorised make application for subdivision to create the property title for transfer to the Port Phillip Housing Association as described above.
 - 1.2. That the statutory procedures under Section 189 and of the Local Government Act 1989 (the Act) be commenced and notice is published in local newspapers inviting interested persons to make a submission under Section 223 of the Act for

sale of the land described as 1 and 2/ 144 Nott Street, Port Melbourne, more particularly described in Certificate of Title, Volume 10168 Folio 898.

- 1.3. That the statutory procedures under Section 189 and of the Local Government Act 1989 (the Act) be commenced and notice is published in local newspapers inviting interested persons to make a submission under Section 223 of the Act for sale of the land described as 2/ 63 Carlisle Street, St Kilda, more particularly described in Certificate of Title, Volume 9198 Folio 981.
- 1.4. That Council resolves to appoint its Strategy and Policy Review Committee to hear and consider any submissions made under Section 223 related to the statutory procedures in 8.1.1, 8.1.2 and 8.1.3 above at its meeting to be held on 2nd June 2008.

And notes that decisions to be made in regard to the procedures commenced pursuant to the resolutions above are subject to the Office of Housing surrendering entitlements in regard to proceeds from the sale of 2/63 Carlisle Street, St Kilda, and Port Phillip Housing Association agreeing that the previous commitment by Council to transfer the property at 1&2, 144 Nott Street, Port Melbourne has lapsed.

A vote was taken and the MOTION was CARRIED.

Cr Ray returned to meeting at 8.37pm.

A10 CAPITAL WORKS STAGED PROJECTS UPDATE

Purpose

A report to advise Council of the progress of staged capital works projects over the past few years.

MOVED Crs Ray/Gross

That the Strategy and Policy Review Committee recommend that Council resolve:

- The staging of capital works projects continues as a useful management tool to achieve project delivery and that this is key to the approved Capital Works Improvement Plan, which incorporates achieving a roll over target of no greater than 10% by June 30 2009.
- Segmenting Capital Works Projects into three (3) components (the Development Program, the Design Program and the Implementation Program) as outlined in the Capital Works Improvement Plan, be endorsed as an effective way to manage capital works projects.
- Segmenting of all capital works projects is developed for the implementation of the 2009/10 Capital Works Program.

A vote was taken and the MOTION was CARRIED (unanimously)

Note:

The Chief Executive Officer advised that Council will make sure in the budget documentation that the issue regarding tree planting in St Kilda Road is highlighted and we will address the rationale as to why it should or should not proceed including clarification if it is north or south of the St Kilda Junction.

**A11 PROVISION OF CITY OF PORT PHILLIP'S DIVERCITY NEWSLETTER - TENDER
OUTCOMES (CONFIDENTIAL)**

PLEASE REFER TO THE CONFIDENTIAL SECTION OF THE MINUTES FOR THE
COMMITTEE'S RECOMMENDATION ON THIS ITEM

7. CHIEF EXECUTIVE OFFICER’S REPORT

Nil.

8. REPORTS BY DELEGATES (COUNCILLOR) APPOINTED TO OTHER BODIES

Nil.

9. URGENT BUSINESS

Nil.

MOVED Crs Sait/Bolitho

That the meeting be closed to members of the public in accordance with Section 89 2 (d) of the Local Government Act 1989.

A vote was taken and the MOTION was CARRIED.

The meeting closed at 8.43pm

10. PRESENTATION OF CONFIDENTIAL REPORTS

10.1 POLICY AND PLANNING

Nil.

10.2 GOVERNANCE AND COMPLIANCE

A11 PROVISION OF CITY OF PORT PHILLIP'S DIVERCITY NEWSLETTER – TENDER OUTCOMES (CONFIDENTIAL)

Note: This item is classified as a Confidential Item in accordance with section 89 2(d) of the Local Government Act 1989.

MINUTES – STRATEGY AND POLICY REVIEW COMMITTEE – 7 APRIL 2008

As there was no further business the meeting closed at 8.45pm.

Confirmed: 5 May 2008

Chairperson: _____