

## **POLICY TITLE**

### **KING ISLAND HOUSING FOR PROFESSIONAL POSITIONS AND RESPONSIBILITIES**

## **DEPARTMENT**

Corporate Services

## **POLICY DIRECTIVE**

That King Island Housing for professional positions and responsibilities be adopted and included in Councils Policy Manual.

The Council has a responsibility to King Island ratepayers to ensure a clear and concise housing policy exists for senior positions within Council.

The Policy is also designed to provide a guideline for senior management administering the housing assets of the Council.

## **HISTORY**

The policy was adopted at the Closed Council Meeting of Council held on 19 August 2014, resolution number 212/14.

King Island Council due to its geographical location, since 1990 has seen it necessary to provide housing to professional staff as incentive to encourage relocation to King Island.

The challenge faced by Council is ensuring that residential housing remains of a suitable standard, and maintained to an acceptable level.

This policy outlines the details of what positions within Council's organisational structure should be offered housing benefits, as well as any interim accommodation provision to assist new employees whilst locating suitable longer-term lodgings.

As an incentive to attract professional employees Council has in the past provided subsidised rental for occupants of Council owned dwellings. This subsidy has only been made available to senior/professional positions, and is outlined within this policy.

The need for a regular review of the market rental represents sound management practice and is also clarified within this document.

Council recognises its responsibility to the ratepayers to ensure that clear and concise policy exists in relation to the sound financial management of Council resources.

## **POLICY**

### **POLICY - AIMS**

The general aims of the King Island Housing Policy are:—

- To clearly identify positions within Council's adopted organisational structure that are to attract housing benefits.
- To outline a program of housing renewal that is in accordance with current requirements for housing and budget constraints.
- To enable management to provide housing incentives, including subsidised rental, to attract professional employees to relocate to King Island Council

## **POLICY - OBJECTIVES**

The objectives of the King Island Council Housing Policy are:

- To provide transparency in relation to employee housing benefits.
- To ensure responsible management of Council assets.
- To ensure that Council meets all statutory obligations in relation to fringe benefits.
- To ensure that Council's housing stock remains of a modern and attractive standard, with obsolete properties identified and replaced when considered necessary.

This policy is divided into a number of sub-sections that outline what positions within Council's organisational structure are to be provided with housing benefits, a program of housing replacement, the method of determining the market rental and the responsibilities on tenants.

## **IDENTIFIED POSITIONS WITHIN COUNCIL'S ORGANISATIONAL STRUCTURE**

The following professional positions have been identified as being suitable for provision of housing benefits:

- General Manager;
- Director of Corporate and Community Services;
- Director of Planning and Environmental Services
- Director of Engineering Services; or
- Works Manager

Council currently provides housing benefits to three officers the General Manager, the Director of Corporate and Community Services and the Works Manager

From time to time, Council positions that are not noted above, may be provided with temporary accommodation, for periods of no greater than six months, at full market rental, whilst the employee is seeking alternate lodgings and a vacant house exists.

This will be at the General Manager's discretion, and only available to employees relocating from outside King Island.

## **RESPONSIBILITIES OF TENANTS**

Senior management have a responsibility to ensure housing and grounds of Council's assets are maintained to an acceptable standard.

Before occupancy is taken up an audit is to be undertaken by a person nominated by the General Manager and report filed under this policy and made available to elected members on request. The audit will include overall condition of the building both inside and out including a list of fixtures and fittings. Additionally, once the premises have been vacated a similar audit must also be completed.

Any damage assessed either internally or externally the buildings or surrounds caused by the tenant must bear the responsibility of repair.

## **HOUSING SUBSIDIES**

Council will provide a housing subsidy of 30%\* of the residential rental value for each dwelling that is allocated to the above positions for the term of their contract with the King Island Council.

The residential rental value will be determined from time to time, by seeking a market appraisal by two independent local real estate agents.

The value of the rental subsidy will be credited to the housing budget to provide recognition of the total income from the housing investment.

## **HOUSING MAINTENANCE**

Housing maintenance will be carried out in association with any annual housing maintenance plan.

The housing maintenance plan provides for the following;—

- Annual general rates;     Water and Sewerage charges;     Waste service charges;  
 General maintenance;     Improvements, i.e. painting, internal furnishings replacement etc.

The housing maintenance plan is to be reviewed annually with financial considerations included as part of Council's budget and overall maintenance plan.

## **REPLACEMENT PROGRAM**

It is important to maintain a standard of accommodation that will be both cost effective from a maintenance perspective, and attractive to potential employees of the King Island Council.

A review of Council's housing stock will be carried out annually to determine and identify housing that is past its economic value. This will provide for the identification of housing that should be disposed of, and allow for the purchase or construction of a replacement house.

Council will consider making provision for the construction of a new Council dwelling at least every 10 years, with a full report to be provided to Council in the event of homes to be sold and/or replaced.

When disposing of a Council dwelling, two independent market valuations are to be sought from local real estate agents, with the most desirable form of disposal being public auction. Council should also be mindful of market conditions at the time of disposal so as to maximise any financial benefit.

## **HOUSING ASSETS**

The following is a full listing of all Council owned dwellings, including a brief description and indicative age.

### **LOCATION**

38 Lighthouse Street, Currie, King Island  
5 Beach Road, Currie, King Island  
101 North Road, King Island  
17 Shaw Street, Currie, King Island  
Airport House, Morrison Avenue, King Island

\*Denotes to be negotiated on commencement of each new contract.

The policy is a over-arching guideline and is to be read in conjunction with the Residential Tenancies Act 1997.